

Executive (KACC) Board Meeting
KARVES Administrative Board of Control Meeting
Wednesday, November 10, 2021
Kankakee Country Club, 6:00 p.m.

Members Present

Beecher – Jack Gaham & Ashley Belt
Grant Park – John Palan (KACC Chair) & Holly O’Nions
Herscher – Jacqueline Reick
Kankakee – Darrell Williams
Peotone – Steve Stein and Richard Uthe (KARVES Chair)
Regional Office – Frank Petkunas

Executive Director – Matthew Kelley
Assistant Director /Principal – Timothy Guerin
Dean/Special Projects Coordinator – Lucas Papineau
KARVES-KACC Finance – Daniel Gesell
Recording Secretary – Alice Argyelan & Amy Gorecki
KACC School Counselor – Crystal Peña

Absent: Bradley, Central, Manteno, Momence, St. Anne

Minutes

The regular meeting of the Kankakee Area Career Center (KACC) Executive Committee and Kankakee Area Regional Vocational Education System (KARVES) Administrative Board of Control, Kankakee County, State of Illinois called to order on Wednesday, November 10, 2021 at 6:05 pm.

PUBLIC COMMENT

Mr. Kelley welcomed everyone to the meeting and expressed his sincere appreciation to the Board members for their support and guidance over the past year. In honor of School Board Member Day on November 15, each board member received a Certificate of Appreciation and small token of KARVES/KACC’s appreciation.

CONSENT AGENDA

1-5) A motion was made by Jacqueline Reick, seconded by Mr. Gaham at 6:07 p.m. to approve the Consent Agenda; minutes from the October Regular and Closed Session meeting of the Kankakee Area Career Center; minutes from the August KARVES/KACC Combined Board of Control and Executive Committee Regular Session; Accounts Payable; Financial Reports; and, accept the resignation of Kelley Eakins, R.N. Motion carried by unanimous roll call vote.

KCC UPDATE

6) Dr. Kiana Battle provided a brief update on a variety of topics involving Kankakee Community College. Dr. Battle announced the promotion of Meredith Purcell to Vice President for Student Affairs; formerly Director of Student Success, Workforce Development. Renovations are underway for KCC’s Tech Center. Renovations should be complete by Spring ’22. Dr. Battle also spoke of curriculum updates as well as the upcoming retirement of Health Careers Dean Sheri Cagle, whom KACC has a wonderful long-term relationship with KACC’s health programs. Dr. Battle also reported KCC will welcome KACC’s

healthcare students, both C.N.A. Training Program and Medical Terminology/Intro to Health Occupations, to their campus on December 3 to learn more about KACC's program and tour the simulation lab.

DIRECTOR'S REPORT/DISCUSSION ITEMS

11) Mr. Kelley reported on the following topics:

- a. KACC House 23: Mr. Kelley informed the board this house has sold and will he will be attending the closing on Friday, November 12. The house sold for \$346,000.00 KACC's next house, House 24 is now under initial construction with the basement walls and floor already installed. Mr. Kelley praised the instructional staff, confirming in all his years at KACC, he has not had one homeowner of a KACC home come back with any issues.
- b. NC3T Update: Mr. Kelley spoke of the recent meetings with Hans Meeder, founder of NC3T; showed a quick video featuring Mr. Meeder; and spoke of upcoming plans to inject this career exploration program into curriculum at the junior high level. After the grant which paid for this program expires, KARVES will be able to sustain the program. Mr. Kelley expressed his believe this is a valuable and reasonably priced platform.
- c. Mr. Kelley informed the board more and more businesses are reaching out to KACC to discuss intern opportunities to help bolster the ranks of their current employee base.

DISCUSSION/ACTION ITEMS

- 8) Election of KARVES Chairperson, Vice Chairperson and Secretary: A motion was made by Mr. Uthe, seconded by Ms. Reick at 6:28 p.m. to nominate and elect the following slate of candidates to the KARVES Administrative Board of Control Leadership: Richard Uthe, Chairperson, Sandra Illum, Vice Chairperson and Jackie Reick, Board Secretary. Motion carried by unanimous roll-call vote.
- 9) Discuss/Approve 403(b) Plan Change with VALIC: The most recent 403(b) plan agreement with VALIC did not allow for KACC employees to transfer from their VALIC account, precluding employees from utilizing these savings to purchase military years. A motion was made by Mr. Reick, seconded by Ms. O'Nions at 6:30 p.m. to approve the 403(b) plan change to allow KACC employees to transfer from their VALIC account. Motion carried by unanimous roll-call vote.
- 10) Approve First Reading of Press Policies: A motion was made by Ms. Reick, seconded by Mr. Uthe at 6:2` p.m. to approve the first reading of PRESS policies as presented. Motion carried by unanimous voice vote.

KARVES INFORMATIONAL ITEMS:

- 11) Principal's Report: Mr. Guerin welcomed everyone and expressed his appreciation to Dr. Battle for arranging KACC students to visit KCC's health programs and sim lab. He spoke of the motivational value to seeing the breadth of opportunities in the healthcare field. Mr. Guerin thanked all military veterans for their service to our country, wished the Marines a happy birthday and all Veterans a wonderful Veteran's Day tomorrow. Mr. Guerin reported:
 - a. C.N.A Training Program: CNA Clinicals have begun on Tuesdays and Thursdays at two local extended care facilities in Bourbonnais. This is another great opportunity to help our students learn the mandated skill sets in a real-world setting.
 - b. Chrystal Peña: Mr. Guerin briefly introduced and commended Ms. Peña, our new School Counselor, who is addressing the board this evening.
 - c. KAN-Com representatives will be coming to KACC to talk about internships for our Fire and Law Enforcement students. In addition, Kankakee County State's Attorney's office has reached out to KACC also concerning internships. Mr. Guerin will report to the board when more information becomes available.
 - d. Professional Development: Mr. Guerin briefly spoke of the KACC Daily 5, somewhat molded after Madelyn Hunter. This particular program, with the assistance of Ms. Linda Jasmin working with instructors, has been a positive force in our school.

- e. KACC will be hosting Military Day at KACC on December 10. Currently every branch has assigned someone to come and speak to interested students about the education and career paths available.
 - f. Other Dates: December 17th is the final day of the first semester. January 3 will be a Professional Development (TI) day with second semester beginning January 4.
- 12) Special Projects Coordinator/Dean of Students: Mr. Papineau spoke of his activities from the Dean of Student's perspective and Special Projects Coordinator. Highlights include:
- a. District Threat Assessment: Mr. Papineau attended this training program which he believed to be very topical and helpful. He is planning on attending the advanced program in the near future.
 - b. 8th Grade Career Day – Options and Opportunities: Mr. Papineau reported the dates and location has been set for this program. It will be held at the Quality Inn on April 13 and 14. Business professionals will once again be invited to represent various career clusters or serve on a general business panel. All area 8th Grade students will be invited to attend.
 - c. Google Workspace: Mr. Papineau complimented the I-KAN ROE for presenting a fabulous Google Workspace webinar. Mr. Papineau, along with 8 fellow staff members, attended this program. He stated even with all his experience, he still learned some great new skills. He will encourage other KACC teammates to attend this program next time it is offered.
 - d. SOPPA: Mr. Papineau continues to attend meetings on this subject and expects it to continue to be developed over the months ahead.
- 13) Introduction of Chrystal Peña: Mr. Peña introduced herself and spoke of her work with KACC. As a new employee, she stated “The more I immerse myself, the more I love it.” Ms. Peña described how the Career Services Department is structured and the variety of areas addressed within her department, all for the benefit of our students. Mr. Kelley complimented Ms. Peña on her and her new department's progress in this short period of time.
- 14) Amy Gorecki: Mr. Kelley introduced Amy Gorecki, KARVES/KACC Executive Assistant, HR and Marketing Coordinator. Ms. Gorecki is replacing Ms. Argyelan, who is attending her final KARVES board meeting. Everyone wished Ms. Argyelan well with her upcoming retirement.

ADJOURN:

There being no further business a motion was made by Mr. Uthe, seconded by Ms. Reick at 6:46 p.m. to adjourn the meeting of the Kankakee Area Regional Vocational Education System's Administrative Board of Control and Kankakee and Kankakee Area Career Center's Executive Committee. Motion carried by unanimous voice-vote.

Note: The next meeting of the KARVES Administrative Board of Control/KACC Executive Committee will be held on March 10, 2022, 6:00 p.m., at a location to be determined.

As Recorded By: _____

Sandra Illum, KARVES Administrative
KARVES Board Secretary

Attested: _____

Richard Uthe
KARVES Board Chairman