

CareerTEC Board of Directors' Meeting
Thursday, April 7, 2022
CareerTEC Office
2037 W. Galena Ave.
Freeport, IL 61032

MINUTES OF THE MEETING OF THE CAREERTEC BOARD OF DIRECTORS

The meeting of the CareerTEC Board of Directors was conducted under the following format 1:30 p.m., Thursday, April 7, 2022, at the CareerTEC office, Freeport, Illinois.

I. ROLL CALL

Present and responded to roll call: Supt. Kurt Alberstett, Durand District; Supt. Anna Alvarado, Freeport District; Supt. Mike Schiffman, Pearl City District; and Supt. Carl Carlson, Pecatonica District. Also in attendance were Brian Greene, System Director, and Jody Ackerman, Recording Secretary.

Absent from meeting was Supt. Jason Grey, Dakota District; and Supt. Jeff Milburn, Orangeville District.

II. APPROVAL OF AGENDA

Motion was made by Alberstett to approve the agenda; seconded by Carlson. All in favor by voice vote.

Motion carried 4-0.

III. APPROVAL OF MINUTES

Motion was made by Carlson to approve the open-session and closed-session minutes from the March 17, 2022, meeting of Board of Directors; seconded by Alberstett. All in favor by voice vote.

Motion carried 4-0.

IV. COMMUNICATIONS / PUBLIC COMMENTS

There were no communications or public comments.

V. INFORMATIONAL ITEMS

A. CTEI

FY22: We received two payments in March: \$12,000 then \$16,000. This makes \$199,364 total received of the \$246,364 grant. Jody has begun making purchases for schools.

B. Perkins

Reimbursement of \$2,949 was reimbursed as requested. We have a way to go to finish this grant yet.

C. ESSER Grant

We received \$1,622 reimbursement as requested.

D. FY23 Enrollment numbers

Brian shared the 4/4/22 guaranteed enrollment numbers, which are nowhere near where he'd like them to be. However, the 186 apps are basically the same as the 185 we had last year at this time. Enrollment has been decreasing the past three years. He is hoping to get more for our in-house classes to better support the teacher salaries. The two classes we added for Freeport High will not be held due to no or low enrollment. Namely Finance and Communications (no applicants) and the untitled computer class had 10 students but they will keep the program in house or change direction for the computer class; Brian hopes they don't eliminate computers as that is a high need career occupation. HCC course enrollment is down except Industrial Tech, which will add a second section. Fire Science and Ed Career Pathway each only had one non FHS applicant. Basic Fire Science program will be evaluated to see if will be held.

E. HOYA Monitoring surprise visit

The two HOYA instructors were commended and given excellent remarks after the surprise program visit on March 29 by the Education Coordinator for the Northern region of the Office of Workforce Innovation & Research at SIU. The evaluation was sent to the public service administrator for IDPH's Training and Technical section.

F. Safety Drills

All required fire drills and severe weather/shelter in place drills have been completed.

G. FY21 Data

Brian shared the region data analysis and the pdf ISBE used to explain how data percentages were compiled. He has sent each district its scores. This data is important as it contains the indicators that are used to prove performance. Perkins V target scores of 90% of its targeted number are acceptable. Our EFE did not meet targets in Post-Program Placement and Nontraditional programs. Brian will complete a program improvement plan for those areas. ISBE relayed that they are trying to determine how to best compile the data for post-program placement as they are not tracking placement in the workforce.

VI. Consent Agenda**1. Motion to Approve Routine Items**

Motion was made by Carlson to approve March bills and the destruction of closed-session recordings prior to October 1, 2020; seconded by Alberstett. Roll call vote: Alberstett, Alvarado, Schiffman, and Carlson all in favor.

Motion carried, 4-0.

VII. CLOSED SESSION

NONE

VIII. ACTION ITEMS: NONE**IX. ADJOURNMENT**

Motion was made by Carlson to adjourn at 1:40 p.m.; seconded by Alberstett. All in favor by voice vote.

Motion carried 4-0.



Mike Schiffman, Board President



Jody Ackerman, Recording Secretary