

CareerTEC Board of Directors Meeting
Thursday, March 5, 2020
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, March 5, 2020, at the CareerTEC office, Freeport, Illinois.

I. ROLL CALL

Present and responded to roll call: Supt. Jason Grey, Dakota District; Supt. Kurt Alberstett, Durand District; Supt. Anna Alvarado, Freeport District; Supt. Doug DeSchepper, Orangeville District; Supt. Mike Schiffman, Pearl City District. Also in attendance were Brian Greene, System Director, and Jody Ackerman, Recording Secretary. Absent from meeting was Supt. Bill Faller, Pecatonica District.

II. APPROVAL OF AGENDA

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

Motion carried 5-0.

III. APPROVAL OF MINUTES

Motion was made by Alberstett to approve the open-session minutes from the February 6, 2020, Board of Directors meeting; seconded by Grey. All in favor by voice vote.

Motion carried 5-0.

IV. COMMUNICATIONS / PUBLIC COMMENTS

There were no communications or public comments.

V. INFORMATIONAL ITEMS

A. CTEI:

No new payments were received during February.

B. Perkins:

Reimbursement of \$2,143 was reimbursed as requested.

C. Auto Body Repair Program update:

Director relayed that Highland College's Board voted to eliminate its auto body and hospitality programs. Auto Body will be offered yet for FY21 but not FY22 so students should be aware that they will only be able to take one year of the CareerTEC Auto Body course. The current instructor, Todd Vacek, will become a full-time welding instructor at HCC. An inquiry was made to Brian by Jeremy Monigold, HCC instructor, whether CareerTEC would be willing to take on the auto body program. Dakota Supt Grey relayed that they have an auto shop that is not being used, info to consider in future discussions.

D. Program Updates:

Brian gave an update of programs' activities in the written board packet and didn't verbalize in the actual meeting.

E. Perkins V Update:

Brian relayed that all member schools completed their initial steps for the Local Needs Assessment process so he can complete the Comprehensive Local Needs Assessment (CLNA). An LNA/CLNA meeting was held Feb 5 at HCC with 13-14 people to satisfy the stakeholder requirement. The CLNA is due mid-April. The Perkins Grant application is changing and won't be out until May 1 so no grant planning event can be set yet.

F. Special Populations:

As required for GATA reporting, Brian attended a special populations session at IACTE conference and sent the PowerPoint from the session to the Board members. Special populations for homeless and active military parents have been added. The special population information is to be shared with teachers and counselors. Superintendents recommended giving info to the school principals to get it out to their respective teachers.

G. Professional Development / FY21 Grant Planning Day:

An in-service for CareerTEC, CEANCI and JoDaviness Carroll CTE Academy systems' teachers will be held March 18 at HCC. Deb Endress and Janice Jones will be presenting in the morning on the integration of math in CTE courses. Then, in the afternoon, CEANCI Director Margie Hartfiel will present the new Perkins V and how it impacts the schools. Districts will be reimbursed for sub costs and mileage will be paid. With the changes in Perkins V and the expected changes in the grant application for CTEI and Perkins, we can't hold the regular grant planning session. Brian will share details and FY21 allocations when available.

H. Counselor and Principal Meetings:

Brian held meetings with both groups sharing information on Perkins updates, grant updates, professional development, SIS enrollment, testing dates, career awareness events. HCC's Sam Schaible presented to counselors. Brian was given positive feedback from the presentations he has been doing with the sophomores and juniors. He reminded each group of the guaranteed enrollment due date of April 1.

I. Online Applications Update:

The new online application process has been rolling in enrollment requests. We have 152 applications without Durand, Orangeville, or Pearl City. Brian disseminated in the board packet a spreadsheet giving breakdown of school and program numbers. Colleen has shared spreadsheet links with the school counselors so they can track their applicants.

J. Entrance Requirement update:

Following Board request, Brian polled other system directors to see if their CTE centers have entrance requirements. None of them do, however, directors did report that some of the member schools have their own requirements for CTE enrollment or cap the number for financial reasons. Our ISBE consultant Whitney Mehaffy told Brian that she is unaware of any other CTE centers similar to CareerTEC's size with requirements.

K. Careers to Consider:

HCC and CareerTEC hosted this event on Feb 12. 38 students from Freeport, FAHS and Dakota attended, majority of which were freshmen. Students chose two careers and staff assigned two others for them to explore. Some schools felt duplication from other events.

L. Mall of Life:

This CTEI grant funded elementary event was held at HCC on Feb 25-27. About 570 6th or 7th grade students from all member districts plus Aquin and Tri-County participated. All feedback was positive. Citizens State Bank donated the checkbooks.

M. Teaching Staff Update:

Director Brian reported that all teacher evaluations have been completed for the year.

N. Community Outreach Coordinator:

The current Outreach Coordinator, Kathy Drake, and Brian have reviewed the initial FCF grant application, which Kathy wrote, and they plan to finalize and submit by the March 13th deadline. Brian will need the Board's input for COC position if grant not awarded.

VI. Consent Agenda

1. Motion to Approve Routine Items:

Motion was made by Grey to approve February bills and the destruction of closed session recordings prior to September 1, 2018; seconded by Alberstett. Roll call vote: DeSchepper, Grey, Alberstett, Schiffman, and Alvarado all in favor.

Motion carried, 5-0.

VII. CLOSED SESSION:

Motion was made by Schiffman and seconded by Alberstett at 1:55 p.m. to go into closed session for discussion of employment, compensation, or performance of specific system employees. All in favor by voice vote.

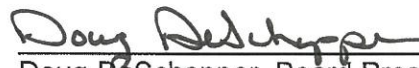
Motion carried 5-0

VIII. ACTION ITEMS: NONE

IX. ADJOURNMENT

Regular open meeting resumed at 2:28 p.m. and Motion was made by Alberstett to adjourn at 2:28 p.m.; seconded by Schiffman. All in favor by voice vote.

Motion carried 5-0.



Doug DeSchepper, Board President



Jody Ackerman, Recording Secretary

