

CAREERTEC Board of Directors Meeting

Thursday, June 4, 2020
Virtual Meeting from CareerTEC Office
2037 W Galena Ave.
Freeport, Illinois 61032

MINUTES OF CAREERTEC BOARD OF DIRECTORS

The meeting of the CareerTEC Board of Directors was conducted under the following VIRTUAL format 1:30 p.m., Thursday, June 4, 2020, with **CareerTEC**, Freeport, Illinois.

I. ROLL CALL

Responded in the virtual meeting to roll call at 1:30 p.m.: 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; and Supt. William Faller, Pecatonica District. Also in attendance were CareerTEC system director Brian Greene and recording secretary Jody Ackerman.

II. APPROVAL OF AGENDA

Motion was made by Alberstett to approve the agenda; seconded by Alvarado. All in favor by voice vote. Motion carried 6-0.

III. APPROVAL OF MINUTES

Motion was made by Faller to approve closed-session minutes from March 5, 2020, and the open-session minutes from May 4, 2020, Board of Directors meeting; seconded by Schiffman. All in favor by voice vote. Motion carried 6-0.

IV. COMMUNICATIONS / PUBLIC COMMENTS

There were no communications or public comments.

V. INFORMATIONAL ITEMS

A. CTEI grant

FY20: We received \$55,031 in May; still owed \$40,165.

B. Perkins

FY20: Reimbursement as requested of \$848 was received.

C. 19-20 Senior Survey Data

Director Greene shared the results of 16 survey questions from the 76 of the 123 seniors that took the survey. Biggest take away was that 100% of them would recommend CareerTEC to other students and 95% had a positive experience.

D. Comprehensive Local Needs Assessment

Director Greene shared the Comprehensive Local Needs Assessment document that he is requesting input from Board members before he submits via IWAS on June 10.

E. Drug Screen Policy

Director Greene asked if a policy change for the HOYA program could be made since policy was accepted with course offerings last November. He wants to specify process if student tests non-negative at their home school drug screening since CareerTEC HOYA policy states screening would be done on CareerTEC property. Supt. Faller said yes,

Cont'd E. policy change can be made with appropriate process and also stated that each school has drug screenings and the question to ask is what is the local district's responsibility to CareerTEC? Perhaps an intergovernmental agreement is needed. Supt. Schiffman stated determination needs to be made if drug screenings are testing for the same items at both places. CareerTEC uses FHN and Dakota uses Monroe Clinic. Bill, Mike, and Doug recommended getting legal advice. Director Greene will get more information and start policy change to present at August board meeting.

F. School to Work Update

With only 3 student applicants for School to Work, the cost to run is too high. This course will not be offered in '20-'21 but Brian wishes to bring it back for '21-'22 school year with Elizabeth Hazzard as instructor. Director Greene feels this course would give students college and career readiness, which is an indicator that will need to be reported.

G. FY21 CTE Consolidated Application Webinar

ISBE has communicated to Director Greene, who then forwarded on to member districts, that everyone will need to be trained on the revised consolidated CTEI and Perkins Grant application for FY21. Since at this time none of the CareerTEC member schools have a subgrant in either of these grants, they may not need to be trained but are welcome to view the training when it becomes available, if desired.

H. System Director Vacation Time

Director Greene will use his 15 days of vacation beginning June 11 and will return on July 6 using 3 of his FY21 non-contract days.

VI. Consent Agenda

A. Motion to Approve Routine Items:

Motion was made by Alberstett to approve May bills, July's PSIC bill and destruction of closed session recordings prior to 12/1/18 contained in the consent agenda; seconded by Grey. With roll call vote, Grey, Alberstett, Alvarado, DeSchepper, Schiffman and Faller were all in favor. Motion carried 6-0.

VII. CLOSED SESSION (none)

VIII. ACTION ITEMS


A. Approval of 2020-2021 CareerTEC calendar that was created following Freeport's schedule and utilizing each member school district's calendar. Brian stated there are 2 minor errors that were found today. First being quarter 3 end date should be April 1 in CareerTEC column and in the listing of grade dates at the bottom; and second ECE should be added to the courses that begin August 17. He also reminded the Board members that each of their schools need to determine if they will bus students to HCC as those classes start before we do. Also noted that HCC has already determined that Criminal Justice will be held virtually in the Fall.

Motion was made by Faller to approve the FY21 CareerTEC calendar; seconded by Schiffman. All in favor by voice vote.
Motion carried 6-0.

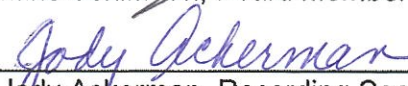
- B. Approval of FY21 PCK Lease for Culinary classroom** PCK requested \$780 per month, which is a rate increase \$250/month. After discussion Motion was made by Schiffman and seconded by DeSchepper to approve new rate only after negotiating with PCK for a lower rate. In roll call vote, Alvarado, DeSchepper, Schiffman, Grey and Alberstett in favor and Faller voted no.
Motion carried 5-1.
- C. Approval of St. John Lease a 3.34% increase based on NCRI for 4 classrooms and 1 office.** It also has a figure for kitchen if we would need it for Culinary. In roll call vote, DeSchepper, Schiffman, Faller, Grey, Alberstett, and Alvarado in favor.
Motion carried 6-0.
- D. Approval of Construction Trades FY20 project**
Motion was made by Faller, seconded by Alberstett, to approve the continuation of the Malkewicz remodeling project of the 100-year-old house for the Construction Trades program for FY21. This is the ongoing project we've been doing for several years. With roll call vote Schiffman, Faller, Grey, Alberstett, Alvarado, and DeSchepper were all in favor.
Motion carried 6-0.
- E. Approval of HCC Linking Talent with Opportunity MOU.**
After a brief overview of the MOU for Supt. Alvarado who wasn't here last year, motion was made by Schiffman, seconded by Grey, to approve the Linking Talent with Opportunity MOU with HCC. All in favor by voice vote.
Motion carried 6-0
- F. Approval of Draft Audit Reviewer**
Motion was made by Grey, seconded by Alvarado, to approve Patrick McDermott as the Audit reviewer. All in favor by voice vote.
Motion carried 6-0.
- G. Approval of Assigned & Committed Fund Balances**
Motion was made by Alberstett, and seconded by Faller, to approve the assigned and committed fund balance not to exceed \$62,838. This will be made up of the FY20 CTEI grant dollars received but not expended by June 30. All in favor with roll call vote of Alberstett, Alvarado, DeSchepper, Schiffman, Faller and Grey.
Motion carried 6-0
- H. Approval of setting** hearing date of August 6, 2020, for the 2020-2021 Budget with publication and display for 30 days prior.
Motion made by Faller and seconded by Alberstett. Roll call vote taken with Alvarado, DeSchepper, Schiffman, Faller, Grey and Alberstett all in favor
Motion carried 6-0.
- I. Approval of Cancellation of July 9 CareerTEC Board meeting**
Motion made by DeSchepper and seconded by Schiffman to cancel July 9 Board meeting. All in favor by voice vote.
Motion Carried 6-0.
- J. Approval of Closed-Session Items**
None

IX. ADJOURNMENT

Motion was made by Alberstett to adjourn meeting at 2:07 p.m.; seconded by Grey. All in favor by voice vote.
Motion carried 6-0.



Mike Schiffman, Board Member



Jody Ackerman, Recording Secretary