

## **CAREERTEC Board of Directors Meeting**

**Thursday, September 9, 2021**  
**CareerTEC Conference Room**  
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 Thursday, September 9, 2021, at CareerTEC, Freeport, Illinois.

#### **I. ROLL CALL**

Vice President Carl Carlson presided over the meeting. Present and responded to roll call at 1:37 p.m.: Supt. Jason Grey, Dakota District; Supt. Kurt Alberstett, Durand District; Supt. Anna Alvarado, Freeport District; Supt. Jeff Milburn, Orangeville District; and Supt. Carl Carlson, Pecatonica District. Also in attendance was Supt. Mike Schiffman, Pearl City District via telephone conference; Brian Greene, CareerTEC Director; and Jody Ackerman, Recording Secretary.

#### **II. APPROVAL OF AGENDA**

Motion was made by Alberstett to approve the agenda; seconded by Alvarado. All in favor by roll call vote of aye responses from: Schiffman, Carlson, Milburn, Grey, Alberstett and Alvarado.

Motion carried 6-0.

#### **III. APPROVAL OF MINUTES**

Motion was made by Schiffman to approve the August 5 budget hearing, open- and closed-session meetings minutes; seconded by Grey. Approved by roll call vote with Carlson, Milburn, Grey, Alberstett, Alvarado and Schiffman all in favor.

Motion carried 6-0.

#### **IV. COMMUNICATIONS / PUBLIC COMMENTS**

There were no communications or public comments.

#### **V. INFORMATIONAL ITEMS**

##### **A. CTEI Grant Funding**

**FY'21:** All FY21 grant funds have been received and the end date was Aug 31,2021.

**FY'22:** Grant budget of \$246,364 has been approved by ISBE on Sept. 2. A minor amendment for Dakota was submitted on Sept 3 and that was approved Sept 7.

##### **B. Perkins Funding**

**FY'21:** Reimbursements have been received as requested for purchases made through July. Jody has completed purchases in August to complete this grant, which also has an 8/31/21 end date.

**FY'22:** Grant budget of \$77,361 has been approved by ISBE on Sept. 2 with an end date of June 30, 2022. This allocation is \$14,000 lower than last year, which was explained was due to lower poverty numbers.

**C. ESSER**

**ESSER 2:** Reimbursement \$4,371 was received as requested from July expenditure report. Purchases are being made to complete the \$13,568 grant, which ends Sept 30, 2021.

**ESSER 3:** CareerTEC was allocated \$30,459 for this American Rescue Plan ESSER grant. Brian has started the grant application, which is due June 30, 2022. Grant has an end date of Sept 30, 2022, with a reimbursement period March 13, 2020 – September 30, 2024 as long as requirements are met.

**D. Career Exploration Grant**

We have received all payments from the \$25,000 grant for the three schools that qualified, namely Freeport, Pearl City and Pecatonica, because they are at 70% or lower funding adequacy. We have received plans and requests from all these districts for their STEM work in classrooms for which Jody has started to place orders. ISBE held a Career Exploration and Career Development Experience Pilot Kickoff, which Brian attended and he shared info with the superintendents.

**E. Education Career Pathway Grant:**

All \$249,000 from the FY21 grant was received and transited to Freeport School district. Brian has received notice that the FY22 grant is open and we were preliminarily approved for another \$249,000. The application is due Sept 30, 2021, to receive a July 1, 2021 start date. Brian relayed that Freeport has expended \$242,000 and had 60 sophomore through Senior students in the education program. Brian has reached out to ISBE regarding the unspent \$7,000.00 if it can be rolled over or has to be returned.

**F. Manufacturing Day**

The first meeting with the committee for MFG Day was held Aug. 5 with initial plans for an in-person event on Friday Oct. 22. However, plans have changed to hold virtual tour like last year following the Governor's executive order for masks and mitigations regarding COVID. Student participants will again complete a survey at the end for chance to win T-shirt and possible gift card. One addition is adding the question at the end of the survey if they would be interested in doing an in person tour of a manufacturing plant in the spring.

**G. HOYA / C.N.A update**

HOYA Coordinator, Lori Steele, working with facilities for C N A clinicals. Walnut Acres and Parkview have agreed to work with us. Medina in Durand, Liberty Village and Pearl Pavilion are unsure at this time. HOYA II students are in the classroom 2 days per week and at internship site the other three days. Actual internship placements are not complete because some of the students did not reach out to sites for an internship during the summer as they were instructed. Follow up from spring results for Job Shadow partners will be done to see if any changes due to COVID increase. HOYA was able to participate in an outdoor community service project with the Paint the Port in downtown freeport. Through friends who work at Elkay, Lori Steele was able to acquire and donate a water fountain/bottle filler to St. John's

**H. Northwest Illinois Area Education Grant (AHEC)**

This committee provided us with a \$9,000 grant of which we spent \$8,473.00 for items that will benefit both year one and two of the HOYA program. Brian did share in the packet sent to the board the list of items purchased.

**I. Monthly Website Articles**

One of Director's goals is to improve communication with families/students and upgrade information on the website. The website design has been changed with Colleen working on this with SOCS. Brian has asked teachers to write and submit at the beginning of each month a paragraph describing what they have been doing and will be doing in the next couple weeks which will be posted on the website. Then Brian plans to incorporate them into a quarterly newsletter. For the newsletter, he will include the classes held at Highland and Freeport high school, as well

**J. You Science in Junior Highs**

Director Greene reported that to address the need identified in the CLNA to do more career exploration with junior high students and after hearing Freeport High School rave about YouScience he reached out to them for more information on their middle school/junior high options. He was impressed after he took a sample career test for grades 7-8 which uses brain games to determine what careers a student may link and be successful in. We had \$3,509 left of our FY21 Elementary dollars in the CTEI grant and YouScience accepted that dollar amount as the introductory price for the first year for our order for the six junior high schools in our CareerTEC consortium. To renew and continue for the 22-23 school year the price will go back to the original quote of \$5,812.50.

**VI. Consent Agenda**

**1. Motion to Approve Routine Items:**

Motion was made by Alberstett to approve August bills and the destruction of closed-session recordings prior to March 1, 20120; seconded by Grey. Roll call vote was taken: Alvarado, Schiffman, Carlson, Milburn, Grey, and Alberstett were all in favor. Motion carried, 6-0.

**VII. CLOSED SESSION: NONE**

**VIII. ACTION ITEMS**

**A. Approval of New Meeting Date in March 2022**

To avoid a conflict with a Northwest Special Ed meeting for 3 CareerTEC member schools' superintendents a motion was made by Schiffman, seconded by Alberstett, to change the March 10, 2022, board meeting date to March 17, 2022. Roll call vote taken with Grey, Alberstett, Alvarado, Schiffman, Milburn and Carlson all in favor. Motion carried, 6-0

**IX. ADJOURNMENT**

Motion was made by Alberstett to adjourn at 1:55 p.m.; seconded by Alvarado. All in favor by voice vote. Motion carried 6-0.



10-7-21

Carl Carlson, Board Vice President



Jody Ackerman, Recording Secretary

