

CAREERTEC Board of Directors' Meeting
Thursday, December 8, 2022
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, December 8, 2022:

I. ROLL CALL

Present and responded to roll call at 1:30 p.m. were Supt. Kurt Alberstett, Durand District; Supt. Jeff Milburn, Orangeville District; Supt. Carl Carlson, Pecatonica District; and Supt. Mike Schiffman, Pearl City District. Also, in attendance were Brian Greene, System Director; and Jody Ackerman, Recording Secretary. **Absent** were Supt. Jason Grey, Dakota District, and Supt. Anna Alvarado, Freeport District.

II. APPROVAL OF AGENDA.

Motion was made by Carlson to approve the amended agenda; seconded by Alberstett. Motion approved by voice vote. Motion carried 4-0.

III. APPROVAL OF MINUTES

Motion was made by Alberstett to approve the November 10, 2022, Board of Directors' open-session meeting minutes; seconded by Carlson. Motion approved by voice vote. Motion carried 4-0.

IV. COMMUNICATIONS/ PUBLIC COMMENTS

There were no communications or public comments.

V. INFORMATIONAL ITEMS

A. CTEI Grant FY23: Director Brian Greene reported that no payment was received in November but \$31,341 was received on 12/1/22. We haven't received enough yet to cover obligatory expenses so we will hold off making purchases for schools.

B. Perkins Grant: Reimbursement of \$17,803 was received 12/1, as requested with the October expenditure report. Jody is working on purchases for this \$94,557 grant.

C. Educator Career Pathway Grant

Brian reported that CareerTEC received the second vouchered payment of \$41,708 for this third-year continuation of this grant. It will be transited to Freeport School District for the Education Pathway initiative. ISBE approved an amendment Brian submitted to allow \$514 of the grant to be transited to Pecatonica Schools for their two mentor teachers working with the two Pecatonica students enrolled in the Freeport Educator Pathway course.

D. Freeport Community Foundation Grant

Brian reported that he was notified Nov 21st that CareerTEC was awarded the Fall 2022 Matt Marvin Community Needs Unrestricted \$4,868 grant titled "Putting IT Together" that he had applied for back in August. This grant will pay for 16 CIS students' second semester CompTIA certification exams and upgrade seven of the CIS computers and virtual machines for Windows 11.

E. CareerTEC Recruiting

Brian presented to Aquin sophomores and juniors on Nov. 21. St. John and HCC locations' classroom tours are scheduled for approximately 190 Freeport sophomores on Dec 15 and the other schools on Jan. 20. Brian will present at parents' nights at Orangeville, Dakota, and Pecatonica in January. He's still working on dates for this at Durand, Freeport, and Pearl City.

F. Manufacturing Day Results

Manufacturing Day was held in person this year on Nov. 18 with students from Dakota, Durand, Freeport, Orangeville, Pearl City, Pecatonica and Lena-Winslow. Each school did one tour in the morning followed by an expo and tour at HCC. Brian gave survey results. 55 of the 95 students completed the post-event survey. All chaperones who responded to the survey agreed that the tours and expo were engaging for students.

G. December Schedule:

CareerTEC courses will run as normal during December. If there is any conflict with a schools' semester exams, we will not count absences for their students. CareerTEC courses held at HCC have finals Dec 12-16. CareerTEC courses held at St. John, Freeport and construction have winter break beginning Wednesday, December 21, and classes will resume Jan. 4, 2023.

H. January Board Meeting

Brian proposed that the Jan. 5 "if needed" Board meeting not be held. The main item on the January agenda of bill approval can be approved through the fiscal agent, FSD145, then presented to CareerTEC Board at the February meeting.

I. Director Holiday Leave

Brian notified the Board, as his contract states to do when more than three consecutive days, that he will be gone Dec 21, 2022 - Jan 3, 2023, for winter break. He will return to work on Wed., Jan 4, 2023.

VI. Consent Agenda

1. Motion to Approve Routine Items: November bills and Destruction of Closed-Session Recordings prior to 6/1/21

Motion was made by Carlson to approve consent agenda; seconded by Milburn. Roll call vote was taken with Alberstett, Schiffman, Carlson and Milburn all in favor. Motion carried 4-0.

VII. CLOSED SESSION: NONE

VIII. ACTION ITEMS

A. Approval of Cancellation of 1/5/23 Board meeting

Motion was made by Milburn to approve the cancellation of the 1/5/23 Board meeting; seconded by Alberstett. All approved with voice vote. Motion carried 4-0.

IX. ADJOURNMENT

Motion was made by Alberstett to adjourn at 1:42 p.m.; seconded by Milburn. All approved with voice vote. Motion carried 4-0.


Mike Schiffman, Board President


Jody Ackerman, Recording Secretary