

WILCO AREA CAREER CENTER
MINUTES
of the
Meeting of the Wilco Board of Control
August 16, 2011

CALL TO ORDER

The Wilco Board of Control met in Regular Session on Tuesday, August 16, 2011, at Wilco Area Career Center. The meeting was called to order by Board President George Rimbo at 6:32 p.m. Mr. Rimbo asked for the roll to be called.

ROLL CALL

ROE	Shawn Walsh	present
255U	Dr. John Butts	absent
	Mr. Larry Blackburn	present
365U	Ms. Brigitta Altmann	absent
	Mr. Ronnie Bull	present
209U	Dr. Matt Swick	present
	Ms. Peggy Kunz	present
202	Dr. John Harper	present
	Mr. Rod Westfall	present
210	Dr. Sandy Doebert	absent
	Mr. George Rimbo	present

CLOSED SESSION

President Rimbo asked for a motion to go into closed session for the reason of: 1. Appointment, employment, compensation, discipline, performance or dismissal of a specific employee, and 2. Discussion of minutes lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21) at 6:33 p.m.

It was moved by 365 and seconded by 255 to go into closed session.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

It was moved by ROE and seconded by 255 to end the closed session and return to the open board meeting at 6:38 p.m.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

AGENDA REVISION

None

PUBLIC PRESENT/COMMENTS

None

CONSENT AGENDA ACTION ITEMS

AR#0811-2346 –It was moved by 255 and seconded by 209 to accept the consent agenda items:

CA1: Approval of minutes from the Closed Session meeting of the Board of Control on August 16, 2011 and minutes from the regular Board of Control meeting on August 16, 2011.

CA2: Approval of expenditures presented for payment for August, 2011 with the addition of one bill totaling \$792, bringing the expenditure total to \$58,042.36.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried.

ASSISTANT DIRECTOR'S REPORT for August 20, 2011 – Regular Meeting

Elizabeth Kaufman, Assistant Director

1. **Practicum** – Elizabeth reported to the board that she was working with Katrina this summer on a practicum for her Doctoral studies. The practicum covered information on: 1. Ethics with a focus on Evaluation, 2. Strategic Plan with a focus on Curriculum, Instruction and Assessment, and 3. A large concentration on the HB0170:SCH CD-TAX FOR VOCATIONAL ED bill project.
2. **Auto Body Program** – Elizabeth informed the board the Illinois Community College Board has approved the curriculum for Auto Body and she will be meeting with JJC this fall to help build the program.
3. **EMS** – Ms. Kaufman updated the board on the adult EMS program being held at Wilco. There are 17 students enrolled in the evening class for this fall.
4. **Teacher Institutes** – Ms. Kaufman told the board she had a new teacher orientation last Friday, August 12 and had the first of 3 days of institutes for the teachers starting today. The institute's theme was the common core standards with focus on literacy. Today's institute was held at the Local 150 facility in Wilmington and was a partnering with GAVC and KACC. There are follow up activities planned through TREES and the Centers.
5. **Technology** – Elizabeth and Katrina went to iPad training and 4 teachers will be in a piloting program in iPad training with the TREES region. Wilco teachers have also been training on Google docs.

DIRECTOR'S REPORT for August 20, 2011 Regular Meeting

Katrina Paddick, Executive Director

1. **Summer Projects** – Katrina informed the board that the summer projects are being completed, including installation of a new server, the asphalt project, and set-up of the new Health Care classroom in Braidwood.
2. **Enrollment** – Katrina told the board that the enrollment is currently at 1050, but will have changes before the 11th Day Enrollment, which is September 2nd.
3. **SIS** – Katrina reported to the board that the Student Information System of CTE course enrollment submission is not going smoothly as some schools in the region have not entered student info which impacts AVC's funding.
4. **Administrative Academy** – Sept. 19th Elizabeth and Katrina will attend an Administrator Academy on Education Reform Legislation by IASA.

RESOLUTIONS

None

OTHER ACTION ITEMS:

AR#0811-2347 – Personnel – Hiring

It was moved by 255 and seconded by 209 to hire the following staff for the 2011-2012 school year: Catherine Strle – Clinical Nursing Instructor, Part-Time, \$27.00/hr.

Carmen Kocsicek – Clinical Nursing Instructor, Part-Time, \$27.00/hr.

Deborah Bolger – Culinary Arts Instructor, Full-Time, \$58,835

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

AR#0811-2348 – Review of Closed Session Minutes

It was moved by ROE and seconded by 365 to keep the reviewed closed session minutes closed.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

AR#0811-2349 – Archival of Closed Session Tapes

It was moved by 365 and seconded by 255 to no longer archive closed session tapes older than 6 months old and to destroy them.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

ANNOUNCEMENTS / INFORMATION ITEMS

- A. Audit - Katrina reported to the board that the audit went very well and very quickly thanks especially to Diane’s preparation.
- B. In-Service – Katrina informed the board that the Wilco Instructors had an in-service today on Common Core initiatives partnering with KACC and GAVC.
- C. Emergency Phone Tree – Katrina asked the board to take home the emergency phone tree and submit any changes in contacts and contact numbers to Sybil so that we may update our emergency contact numbers.
- D. Proposed FY12 Budget – Katrina provided the board with a copy of the proposed FY12 Budget and went through a powerpoint presentation explaining the budget.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

NEXT MEETING

The next Wilco Board meeting will be Tuesday, September 20, 2011 at 6:30 p.m.

ADJOURNMENT

President George Rimbo asked for a motion to adjourn the board meeting. It was moved by ROE and seconded by 209 to adjourn the board meeting at 7:05 pm.

Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

APPROVED

President, Wilco Area Career Center Board of Control

DATE _____

Secretary, Wilco Area Career Center Board of Control

DATE _____