

**WILCO AREA CAREER CENTER  
MINUTES**

**of the  
Public Hearing of the Wilco Board of Control  
August 20, 2013**

CALL TO ORDER

The Wilco Board of Control met for a Public Hearing on Tuesday, August 20, 2013, at Wilco Area Career Center. The meeting was called to order by Board Vice President Rod Westfall at 6:30 p.m. Mr. Westfall requested the roll to be called.

ROLL CALL

ROE	Mr. Shawn Walsh	present	209U	Dr. Matt Swick	present
				Ms. Peggy Kunz	present
255U	Mr. Mark Mitchell	present			
	Mr. Larry Blackburn	present	202	Dr. John Harper	present
				Mr. Rod Westfall	present
365U	Dr. James Mitchem	absent			
	Mr. Daniel Falese	absent	210	Dr. Mary Ticknor	present – arrived 6:32 pm
				Ms. Bev Marzec	present

PUBLIC COMMENTS

None

The Board met in a Public Hearing to discuss the presentation of the Fiscal Year 2014 Budget. Executive Director, Katrina Plese presented and reviewed the proposed budget.

ADJOURNMENT

Vice-President Westfall asked for a motion to adjourn the board meeting. It was moved by ROE and seconded by 255 to adjourn the board meeting at 6:55 pm.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

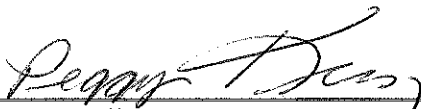
APPROVED



\_\_\_\_\_  
Vice-President, Wilco Area Career Center Board of Control

9-17-13

DATE



\_\_\_\_\_  
Secretary, Wilco Area Career Center Board of Control

9-17-13

DATE

**WILCO AREA CAREER CENTER**  
**MINUTES**  
of the  
**Regular Meeting of the Wilco Board of Control**  
**August 20, 2013**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, August 20, 2013, at Wilco Area Career Center. The meeting was called to order by Board Vice-President Rod Westfall at 6:55 p.m. Mr. Westfall requested the roll to be called.

ROLL CALL

ROE	Mr. Shawn Walsh	present	209U	Dr. Matt Swick	present
				Ms. Peggy Kunz	present
255U	Mr. Mark Mitchell	present			
	Mr. Larry Blackburn	present	202	Dr. John Harper	present
				Mr. Rod Westfall	present
365U	Dr. James Mitchem	absent			
	Mr. Daniel Falese	absent	210	Dr. Mary Ticknor	present
				Ms. Bev Marzec	present

Executive Director, Katrina Plese, introduced new Lemont board member, Bev Marzec, Wilco Assistant Principal for Student Services, Julia Ann Oglesby, and Lori Pope from Mack and Associates.

AGENDA REVISIONS

None

CLOSED SESSION

Vice-President Westfall asked for a motion to go into closed session at 6:56 p.m. for the reason of:

1. Personnel – appointment or employment of an employee.

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

Roll call vote: 5 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 7:01 p.m.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

PUBLIC COMMENTS

Lori Pope, Mack and Associates, and reviewed the audit for FY13

CONSENT AGENDA ACTION ITEMS

**AR#0813-2441** –It was moved by 209 and seconded by 255 to accept the consent agenda including:

**CA1** - Approval of Minutes of the previous meetings, June 18, 2013

**CA2** - Approval of expenditures presented for year-end June, July and August, 2013.

**CA3** - Approval of personnel items: 1. Hiring of: Kristopher Trager, Computer Technology Instructor, 2/3 time, salary: \$24,537; Fran Puoci, Part-time Clinical Instructor, 2 days/wk., Oct. - April as needed, salary \$31.62/hr.; Kathy Joutras, Part-time Clinical Instructor, Oct. - May and as needed, salary: \$31.62/hr.; Shirley Milsap, Part-time

Clinical Instructor, 2 days/wk Oct. – May and as needed, salary: \$31.62/hr.; Muzammil Mansoor, Part-time Computer Tech Asst./Custodial. 3 days/wk. Sept. – June 30th, salary: \$8.25/hr., and Maryellen Chicaulas, Part-time Clinical Instructor, 4 days/wk., Oct. – May, salary: \$31.00/hr.; 2. Approval of FMLA request of maternity leave for Sharon Sillitti, Instructor, and 3. Acceptance of the resignation of William Adelman, Building Trades instructor, effective 7/30/2013.

**CA4** - Approval to keep closed session minutes reviewed closed – Feb. 2004 – June 2013.

**CA5** - Approval to destroy archived closed session tapes older than 18 months - Aug. 2011 – January 2012.

**CA6** - Approval for disposal of surplus item, broken engraving machine to be donated to Off the Press. Wilco will receive a \$100 credit from Off the Press for the donation.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried.

## RESOLUTIONS

None

### ASSISTANT DIRECTOR'S REPORT for August 20, 2013 Regular Meeting

Elizabeth Kaufman

1. Professional Development – Elizabeth reviewed with the Board the training that has happened for teachers and staff: Rigor, Relevance & Relationship in-service was done in partnership with GAVC and KACC, GCN online training for all staff on mandated topics is in progress, TREES offered Summer classes that some staff took advantage of and we continue to work on Danielson 1 and 4 with implementation of 2 and 3 into the Evaluation plan.
2. Evaluations – Elizabeth reported that she and Julia Oglesby are working on the evaluations and will present it to the teachers.
3. Common Assessments – Elizabeth told the board about meetings with other career centers and their goal to find commonality in assessments. The Auto Body, CNA, Fire Science and Criminal Justice frameworks are complete. They are currently looking for external reviewers.
4. Curriculum Night – Elizabeth reported to the board that she has attended curriculum night for Plainfield P-Step and is attending the Plainfield schools tomorrow night. Next week she will attend curriculum night at Lemont and Bolingbrook. She will attend Romeoville in September.

### DIRECTOR'S REPORT for August 20, 2013 Regular Meeting

Katrina Plese, Executive Director

1. Board President – Katrina informed the board that George Rimbo resigned his school board seat due to his new promotion with the fire department. He will no longer be on the Wilco Board. Board Vice-President, Rod Westfall, Dist. 202 representative, volunteered to step into the President position and Larry Blackburn, District 255U representative, volunteered to be Vice-President.
2. Adult CNA – Katrina provided the board with a hand-out on the results of the adult CNA class held at Wilco this summer. There were 16 students and after all expenses Wilco showed a profit from having the class of \$6,557.11.
3. Enrollments – Katrina told the board about the Aviation instructor resignation in addition to the Building Trades instructor and gave the board a handout on enrollments. The students from Aviation and Building Trades were offered replacement classes at Wilco. Some chose to change classes, others did not. The final enrollment numbers will be determined by 11<sup>th</sup> day enrollment on August 30<sup>th</sup>.
4. Summer Projects – Katrina reviewed with the board summer projects completed; tuckpointing, new

Fascia/lettering, toilets, air compressors, replacement of exterior door and general maintenance and custodial work.

5. Disposal of Truck – Katrina informed the board of disposal of our box truck. It was given to Lewis University as a trade for a trailer. Discussion is also underway concerning our extra ambulance for possible grounds work here at Wilco.
6. Licensure – Katrina told the board the ROE has advised us that certification is still an issue with the Temporary Provisional certificates. She hopes to help resolve this issue while working with the legislators during the upcoming legislative session.
7. Building Trades & Aviation – Katrina discussed with the board the cancellation of the Building Trades and Aviation classes due to teacher resignations. Discussion ensued with the board with suggestions of alternate courses to replace these; i.e., a Prep Course with math & physics to certificate students enabling them to be hired in the local refineries, chemical plants, energy plants, etc. Dr. Harper requested a survey at the high schools to determine interest in future class offerings.

#### POLICIES

None

#### OTHER ACTION ITEMS:

##### **AR#0813-2442- 2013-2014 Joint Agreement Budget**

It was moved by ROE and seconded by 255 to approve the presented joint agreement budge for FY14. Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried.

##### **AR#0813-2443- Board Officers**

It was moved by 202 and seconded by 209 to approve the appointment of Rod Westfall as Board of Control President and Larry Blackburn as Vice President.

Roll call vote: 4 Ayes, 0 Nays, 1 Abstain. Motion carried.

#### ANNOUNCEMENTS / INFORMATION ITEMS

- A. FCCLA Article – Katrina pointed out to the board the article provided to them regarding the recent national gold medal achieved by Sara Glasgow, recent graduate of Plainfield North. She also provided the board with a listing of all area students that medaled at Nationals.
- B. Upcoming Events – Katrina reviewed upcoming events with the board such as the 11<sup>th</sup> day enrollment on August 30<sup>th</sup> , our first Public Buffet on October 2<sup>nd</sup> , and the upcoming holidays.

#### UNFINISHED BUSINESS

None

#### NEW BUSINESS

None

#### NEXT MEETING

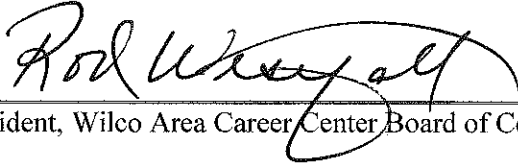
The next Wilco Board meeting will be Tuesday, September 17, 2013 at 6:30 p.m.

#### ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 209 and seconded by 255 to adjourn the board meeting at 7:45 pm.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

APPROVED



\_\_\_\_\_  
President, Wilco Area Career Center Board of Control

9-17-13

DATE



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Secretary, Wilco Area Career Center Board of Control

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