

WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
December 15, 2020

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, December 15, 2020, at Wilco Area Career Center. Board President Rod Westfall called the meeting to order at 6:05 p.m. and requested the roll to be called.

ROLL CALL

ROE	Dr. Shawn Walsh	present – via video	209U	Mr. Kevin Feeney	present
				Ms. Peggy Kunz	present
255U	Ms. Danielle Valiente	present	202	Dr. Glenn Wood	present
	Mr. Chris Cavanaugh	present -via video		Mr. Rod Westfall	present
365U	Ms. Tammi Conn	present – via video	210	Dr. Mary Ticknor	present- via video
	Mr. Victor Zack	present		Mr. Gary Gray	present

PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION

Jeannine Marco, Intro to Health Instructor, was present for the meeting. Jeannine shared the list of students who qualified for state HOSA competition, which will take place on March 13, 2021. President Westfall recognized the upcoming retirement of Executive Administrative Asst./HR, Sybil Perkins, as of January 15, 2021. Elizabeth introduced Sherry Harris, as Ms. Perkins replacement.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA – CA#1220-2766

It was moved by 202 and seconded by 365 to approve the Consent Agenda as amended: **CA1**. Approval of minutes from the board meetings on November 17, 2020, **CA2**. Expenditures presented for payment for December, 2020.

ASST. PRINCIPAL FOR STUDENT SERV. REPORT for December 15, 2020 Regular Mtg.

Julia Ann Oglesby, Assistant Principal

Julia discussed with the board the Engagement Report. It reflects the status of student engagement with 86% of Wilco students passing, as of December 14, 2020. Julia shared the breakdown of a timeline as well as strategies being utilized to assist with Wilco student success. Wilco is making every effort to communicate via letters and emails the lack of student’s academic engagement with students, parents, and sender district’s counselors. Students have been invited to schedule both remote or in-person tutoring to provide a better outcome for next semester.

EXECUTIVE DIRECTOR'S REPORT for December 15, 2020 - Regular Meeting

Elizabeth Kaufman, Executive Director

1. Curriculum –Elizabeth is in communication with Jeannine Marco, who is the Instructional coach for the Education Pathway Grant, and the Early Childhood Education instructors, Jennifer Leighter-Yeates and Jaclyn Crusor to lay out expenditures from the grant. Elizabeth shared Wilco staff is working with Joliet Junior College to review Dual Credit processes and procedures for 2021.
2. Leadership – Elizabeth informed the board ISBE will be doing a pilot program which will review the quality of the CTE courses. They will be using ACTE's metrics to measure progress in the courses.
Elizabeth shared Wilco administration is diligently working with the union on communicating of attendance for the 2nd semester.
Elizabeth is proud to report the progress of new staff members as they wrap up their mentoring process with retirees to ensure a smooth transition for students and staff.
3. Finance and Facilities – Elizabeth presented budget amendments reflecting on assessment of Potential Projects for Summer 2021, such as; seal coating, replacement of additional roof top unit, and completion of the Welding lab based on state funding.
4. Public Relations – Elizabeth informed the board members she distributed the JJC Career Guides to the home schools. Elizabeth pointed out the handout in the board folders of the Students of the Quarter for December. Elizabeth was delighted to share the 12 Days of Christmas celebration was a real morale booster for the staff. Staff looked forward to their daily visits from Administration and Administrative elves.

OTHER ACTION ITEMS:

It was moved by 209 and seconded by ROE to approve the following Action Item:

AR#1220-2767 – FY21 Approval to amend the 2020-2021 Budget as proposed.

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

It was moved by 210 and seconded by 365 to approve the following Action Item:

AR#1220-2768 – Sale of Auto Service lab car (1970 Maverick) to Bill Gregory for \$4,000.

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

INFORMATION ITEMS

- A. Elizabeth provided the board with a handout summarizing the proposed budget amendments. She worked with TREES, Brian Gordon to update coarse catalog and assign CIP codes.
- B. Elizabeth explained, the Wilco Pathway work with a handout defining Wilco ACC Director's goals for 2020-2023. The mission is to develop skills that provide a pathway to college and career readiness, through the following: public relations/marketing, leadership, fiscal responsibility and enhancing curriculum and instruction by implementing assessment.
- C. Elizabeth pointed out to the board the Student of the Quarter recipient list included in the board packet.

NEW BUSINESS

- a. Wilco Calendar – Elizabeth discussed the 2021-2022 calendar and asked board members to bring their calendars to the next board meeting to enable collaboration between Districts and Wilco.
- b. Strategic Planning – Elizabeth shared the Director's goals discussed in the strategic planning committee meeting, which was held prior to tonight's board meeting. Elizabeth provided the board with a hand-out in their folders with the goals for 2020-2023.

OLD BUSINESS

None

ANNOUNCEMENTS

President Westfall wished the staff of Wilco and the board happy holidays and announced the next regular board meeting will be held Thursday, January 21, 2021 at 6:00 p.m. at Wilco.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 209 and seconded by ROE to adjourn the board meeting at 6:30 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