

WILCO AREA CAREER CENTER  
**MINUTES**  
of the  
**Regular Meeting of the Wilco Board of Control**  
*December 21, 2021*

**CALL TO ORDER**

The Wilco Board of Control met for a regular meeting on Tuesday, December 21, 2021, at Wilco Area Career Center. Board President Rod Westfall was present and called the meeting to order at 6:07 p.m. and requested the roll to be called.

**ROLL CALL**

ROE	Dr. Shawn Walsh	present	209U	Mr. Kevin Feeney	present
				Ms. Peggy Kunz	present
255U	Ms. Danielle Valiente	present	202	Dr. Glenn Wood	present
	Mr. Chris Cavanaugh	present		Mr. Rod Westfall	present
365U	Ms. Tammi Conn	absent	210	Tina Malak	present
	Mr. Victor Zack	present		Mr. Gary Gray	present

**PLEDGE OF ALLEGIANCE**

**AGENDA REVISIONS**

None

**PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION**

None

**CONSENT AGENDA**

It was moved by 209 and seconded by 210 to approve the Consent Agenda as presented: **CA1.** Approval of minutes from the previous board meeting on November 16, 2021 **CA2.** Expenditures presented for payment for December, 2021 **CA3.** Personal-Retirement of Jim Downey effective December 31, 2021.  
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

**ASSISTANT PRINCIPAL REPORT for December 21, 2021 - Regular Meeting**

Julia Oglesby, Assistant Principal

Dr. Kaufman shared with Board that Mrs. Oglesby will share her Grade Report at the January 20<sup>th</sup> meeting.

**ASST. DIR./PRINCIPAL REPORT for December 21, 2021 - Regular Meeting**

Bosa Goodale, Asst. Dir./Principal

Dr. Kaufman shared a handout from Mrs. Goodale with an overview of first semester Business visits for the Board members. The handout contains the following; Program Name, Business Name as well as, Contact Name for each business.

## EXECUTIVE DIRECTOR'S REPORT for December 21, 2021 - Regular Meeting

Elizabeth Kaufman, Executive Director

### Finance & Facilities

- Dr. Kaufman provided an update of State payments received in the amount of \$362,000: owed \$242,403. as well as, the Facilities Plan to the Board.

### Curriculum

- Dr. Kaufman gave an overview of the development of the new Business Management Curriculum for the upcoming school year.
- Dr. Kaufman shared the Implementation and Development of Creative Play Curriculum for Early Childhood program and how it will make a vital impact on helping teachers to be sensitive to and to plan for young children with a variety of developmental and cultural backgrounds.
- Dr. Kaufman reviewed with Board the Assessment of Wilco Programs through the PQR process through the TREE's office.

### Leadership

- Dr. Kaufman shared with the Board she attended the 1<sup>st</sup> in person meeting with the JJC Sonography Advisory Committee.
- Dr. Kaufman attended the ACTE Vision: SEL, Equity and Access, Credentialing Review conference in New Orleans.
- Dr. Kaufman shared the creation of the PDR (Professional Development Record) Form for the Region with the Board and how it will be a great benefit.

### Public Relations

- Dr. Kaufman shared she is participating on the Romeoville Chamber Education Committee.
- Dr. Kaufman announced Wilco Area Career Center will be the recipient of a donated car by Ford Motor Corp. and is the 2<sup>nd</sup> highest user.
- Dr. Kaufman and administrative staff celebrated the holiday season with Wilco staff from December 1<sup>st</sup> through December 13<sup>th</sup> hence the "Bakers Dozen Holiday" by delivering holiday treats! Dr. Kaufman had a meeting/tour of center with Adam Wouk, Manager of Disability Services at Joliet Junior College. The discussion about partnering with Joliet Junior College to help with the transition of students leaving the STEP program.

### OTHER ACTION ITEMS:

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

#### **AR#1221-2827: Mack & Associates, PC Contractual Agreement**

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

It was moved by 209 and seconded by 202 to approve the following Action Item:

#### **AR#1221-2828: Snow removal contract for 2021-2022 snowplowing with M & N Maintenance out of Lockport**

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

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

#### **AR#1221-2829: Approval of the rate for assisting with snow plowing at \$25/hr.**

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

**NEW BUSINESS**

- Dr. Kaufman reviewed implementation of the 3 Year Evaluation Plan to the Board.
- Dr. Kaufman provided the Board with a Mid-Term Review of her Director Goals.

**OLD BUSINESS**

- Dr. Kaufman shared a review of the Wilco Calendar (Draft Calendars) will be during the January 20<sup>th</sup> Calendar Committee meeting.
- Dr. Kaufman informed Board the HVAC & Building Addition plans will be revised and shared at the January 20<sup>th</sup> meeting.

**ANNOUNCEMENTS**

President Westfall announced the next regular board meeting will be held Thursday, January 20, 2022 at 6:00 p.m. at Wilco.

**ADJOURNMENT**

President Westfall asked for a motion to adjourn the board meeting. It was moved by 365 and seconded by 210 to adjourn the board meeting at 6:45 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