

WILCO AREA CAREER CENTER  
**MINUTES**  
of the  
**Regular Meeting of the Wilco Board of Control**  
February 12, 2019

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, February 12, 2019, at Wilco Area Career Center. Board Vice-President Gary Gray called the meeting to order at 6:05 p.m. and requested the roll to be called.

ROLL CALL

ROE	Dr. Shawn Walsh	present	209U	Mr. Kevin Feeney Ms. Peggy Kunz	present present
255U	Danielle Valiente Christ Cavanaugh	present absent	202	Mr. Glenn Wood Mr. Rod Westfall	present absent
365U	Dr. James Mitchem Mr. Victor Zack	absent absent	210	Dr. Mary Ticknor Mr. Gary Gray	absent present

PUBLIC PRESENTATIONS/COMMENTS

Asst. Principal, Julia Oglesby introduced Fire Science Explorer Post students from Reed-Custer and Plainfield East to the board. They were in the building for their Explorer post meeting.

CLOSED SESSION

Vice-President Gary Gray asked for a motion to move into closed session at 6:06 p.m. for the reasons of: 1. Discussion of minutes of meetings lawfully closed, semi-annual review – Section 2.06. 5 ILCS 120/2(c)(21), and 2. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees – 5 ILCS 120/2(c)(1). ROE motioned to move to closed session, seconded by 209.

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

Motion was made by 202 and seconded by ROE to end closed session at 6:13 p.m.

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

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

None

CONSENT AGENDA ACTION ITEMS

AR#0219-2667

It was moved by ROE and seconded by 202 to approve Consent Agenda items including: **CA1:** Minutes from the previous meetings of January 15, 2018; **CA2:** Ratify expenditures presented for February, 2019; **CA3:** Approval of overnight travel of HOSA students to conference in Springfield March 13 – 15<sup>th</sup>.

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

## **ASSISTANT PRINCIPAL'S REPORT for February 12, 2019**

Julia Ann Oglesby, Assistant Principal

1. Julia told the board the BHS Special Education Transition team had a scheduled tour of Wilco programs on January 16<sup>th</sup>. This tour helped familiarize their students with the Wilco program options for the fall. There were over 40 students on the tour.
2. Julia reported she and Fire Science instructor Mark Oglesby, and C.N.A. Instructor Amanda Ramsden attended Plainfield East's 8<sup>th</sup> grade step-up night on January 16<sup>th</sup>. Julia said they had many inquiries regarding the programs.
3. Julia informed the board the Student Services tutors have a series of interventions in place to assist students who may be experiencing difficulties academically. Multiple interventions are employed for diverse situations and regularly include parents and guidance counselors.
4. Julia told the board she will be presenting at the IACTE conference in Bloomington on Thursday and Friday this week. She will be presenting a 2 hour session on Teaching for Retention.

## **ASSISTANT DIRECTOR/PRINCIPAL'S REPORT for February 12, 2019**

Bosa Goodale, Assistant Director/Principal

1. Mission & Vision – Bosa reported to the board observations are completed and she will finish summative evaluations next week. AVC and type III assessments are complete and tallied for summative evaluations. Mentoring for non-tenured teachers is on-going.
2. Assessing School Performance – Bosa told the board she completed ALICE Basic Certification Training for Schools online. The training for ALICE at Valley View has been re-scheduled for The last week of February. She also told the board we are now receiving the NTHS applications and Wilco Scholarship applications from the students.
3. Curriculum - Bosa shared with the board the focus of profession development in February is on Communication with Families/Information on Instructional Programs – Domain 4; Maintaining Accurate Records/ Student Progress in Learning; Using Assessments in Instruction; and On-going review of lesson plans.

## **EXECUTIVE DIRECTOR'S REPORT for February 12, 2019 - Regular Meeting**

Elizabeth Kaufman, Executive Director

1. Vision of CTE – Elizabeth reported to the board regarding the Legislative Day Shawn Walsh hosted with Senator Jennifer Bertino-Tarrant. She said there are plans to unite with GAVC, Indian Valley and other Career Centers to talk about what the vision is for CTE. Elizabeth also will be serving on a committee with IACTE. Elizabeth also is coordinating professional development with TREES; there will be a Relationship Workshop on February 28<sup>th</sup>, Reading/Literacy Workshop on June 10 and 11<sup>th</sup>; and still working on getting a date for OSHA 10 Instructor Training. March 12<sup>th</sup> will be the CTE Legislative Day in Springfield and Wilco will be taking a group of students to tour and to interact with Legislators regarding their CTE experience.
2. Finance – Elizabeth reported to the board we have received initial payment from the State but we are still owed \$463, 903. Elizabeth also told the board she is pricing an Emergency Contact system looking at both Crisis Go (Wilmington uses) and InformaCast Fusion, a system that enables teachers to call a code from their cell phones in their classroom to the school and emergency services.
3. Curriculum – Elizabeth discussed with the board the new JJC curriculum on Logistics: Global Supply Chain certificate. A pre-requisite of the coarse enrollment would need to be a Personal Finance or Accounting 100 at their home school. She is attending a meeting March 20<sup>th</sup> at JJC

and would like to have participation from each District of Counselors, Business Teachers and Administration. This Logistics certificate can be dual enrollment or dual credit. She said JJC is also adding the Medical Assisting program again. Medical Assisting will be offered in-house at Wilco. It may be a one or two-year program. Elizabeth said she will be meeting with our medical Staff to create a vision and pathway. The instructor must be a licensed Medical Assistant. Elizabeth also pointed out to the board the NATEF recertification of our Auto Service program is included in the board packet.

4. Public Relations – Elizabeth reviewed with the board the activities here at Wilco and out at our member schools; Bolingbrook’s visit here, our attendance at Career Days at BHS and Irene King, our upcoming visit to Reed-Custer for Career Night, and the set-up of our Programs on Twitter to communicate more in social media.

#### POLICIES

None

#### RESOLUTIONS

None

#### OTHER ACTION ITEMS:

**AR#0219-2668 – 2019 – 2020 Wilco Calendar** – It was moved by 202 and seconded by 209 to approved the 2019-2020 Calendar.

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

**AR#0219-2669 – Semi-Annual Review of Closed Session Minutes and Tapes** – It was moved by ROE and seconded by 255 to keep closed session minutes that are older than six (6) months closed, and to destroy archived tapes of closed sessions that are older than eighteen (18) months.

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

**AR#0219-2670 – Pre-school Options and Costs** – It was moved by ROE and seconded by 202 to approve the schedule offered for our Early Childhood course pre-school classes and the costs.

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

#### NEW BUSINESS

None

#### ANNOUNCEMENTS / INFORMATION ITEMS

Elizabeth Kaufman shared information items:

1. Elizabeth shared with the board the debt certificate has been filed. Information is in the board packet.
2. Elizabeth pointed out to the board FCCLA winners moving on to state in cake decorating and hospitality.
3. Elizabeth and Bosa completed ALICE training online and Elizabeth completed the classroom portion.
3. Upcoming Events – Elizabeth reviewed with the board upcoming events such as the Mardi Gras buffet and the March St. Patrick’s Day buffet.

#### UNFINISHED BUSINESS

None

#### NEXT MEETING

The next Board of Control meeting will be a regular board meeting to be held Tuesday, March 19, 2019 at 6:00 p.m.

ADJOURNMENT

Vice-President Gray asked for a motion to adjourn the board meeting. It was moved by 209 and seconded by 255 to adjourn the board meeting at 6:46 pm.

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

APPROVED

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Vice-President, Wilco Area Career Center Board of Control

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DATE

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Secretary, Wilco Area Career Center Board of Control

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DATE