

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

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Thursday, January 21, 2021, at Wilco Area Career Center. Board President Rod Westfall called the meeting to order at 6:00 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	absent		Mr. Rod Westfall	present
365U	Ms. Tammi Conn	present – via video	210	Dr. Mary Ticknor	present- via video
	Mr. Victor Zack	present– via video		Mr. Gary Gray	present

PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION

PLEDGE OF ALLEGIANCE

CONSENT AGENDA – CA#0121-2769

It was moved by 209 and seconded by 210 to approve the Consent Agenda items including: **CA1.** Approval of minutes from the board meetings on December 15, 2020, **CA2.** Expenditures presented for payment for January, 2021. **CA3.** Hiring of part-time Computer Tech Assistant, Randy Yeates @ \$15.00/hr. for 15 hours per week.

**ASST. PRINCIPAL FOR STUDENT SERV. REPORT for January 21, 2021 Regular Mtg.**

Julia Ann Oglesby, Assistant Principal

1. Julia discussed with the board the Engagement Report. It reflects a more considerate approach to enhancing and personalizing the Social and Emotional learning component between the students and parents by implementing more personable phone and email communication protocol instead of issuing first semester attendance contracts.
2. Julia shared electronic Progress Monitors where issued in December for all students with IEPs/504 Plans.
3. Julia proudly reported five Wilco staff members including Dr. Kaufman will virtually present breakout sessions at the IACTE conference in February.
4. Julia explained the topic for Professional Development during January will be Domain 4C: Communicating with Families from the “How to do that Program”
5. Julia reported Wilco Bright Start Mentoring Program will collect/analyze the responses from a first semester survey of Mentees to plan program improvements.

## **ASSISTANT DIRECTOR/PRINCIPAL REPORT for January 21, 2021 – Regular Meeting**

Bosa Goodale, Asst. Director/Principal

### **Public Relations:**

Bosa shared strategies to assist student success with the Board, such as;

- Sending letters to Wilco students whom are failing, as well as emailing homeschools of Wilco students in academic warning status.
- Wilco faculty are contacting students, parents, and counselors of students that are struggling academically and inviting them to schedule both remote and in-person tutoring.
- Wilco faculty is accepting late work to assist with students struggling to meet deadlines.
- Wilco faculty is discussing the possibility of issuing a Pass/Fail option to students whom are unable to participate in labs.

### **Curriculum and Instruction:**

Bosa shared staff evaluations are ongoing at this time

### **Leadership:**

Bosa informed the Board of program numbers, as well as the number of students according to the homeschool alpha slices were compiled and area of concern were identified.

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

Elizabeth Kaufman, Executive Director

### **Curriculum:**

Elizabeth worked with staff on grading adjustments for lab requirements. Elizabeth shared the first draft of the Pathway Alignment of Wilco programs was sent to districts, but will need to add the community college pathways before resending to all.

### **Leadership:**

- Elizabeth informed the board that Wilco received its Lab Certification for administering COVID-19 rapid results test. This will allow Healthcare students to test with parental consent prior to participating in Clinicals at the local nursing home facilities.
- Elizabeth shared Wilco administration submitted Vaccine survey results to the Will County Health Department. The county thanked administration and shared they will get back to us with more information on the vaccine process.
- Elizabeth reported the calculated potential of student attendance numbers for in person instruction with maintaining social distancing.
- Elizabeth reported the coordinated transportation with district feeder schools.

### **Finance and Facilities:**

Elizabeth shared Wilco received the first payment of CTEI grant money from the State of Illinois and is awaiting additional payments.

### **Public Relations:**

Elizabeth informed the board members of the celebration of retirees: Bob Chamberlain, Sybil Perkins and Don Malec. The retirees where honored with a luncheon, as well as a small token of appreciation.

Elizabeth and administrative team coordinated in person return with Valley View, Plainfield and Lockport.

OTHER ACTION ITEMS:

It was moved by 202 and seconded by 210 to approve the following Action Item:

**AR#0121-2770** – Revision to School Calendar

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

It was moved by 202 and seconded by 210 to approve the following Action Item:

**AR#0121-2771** – COVID Testing of Students Protocols

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

INFORMATION ITEMS

- A. Elizabeth reviewed the proposed Wilco calendar included in the board packet. She thanked the districts for selecting the same Spring Break and reminded Board members that students don't attend Wilco during final exams.
- B. Elizabeth shared the Wilco Lab Certification which allows Wilco nursing staff to begin administering the COVID-19 rapid test.
- C. Elizabeth highlighted to the Board members the inclusion of the Bond AFI document in the board packet.
- D. Elizabeth acknowledged a thank you card from Kuzma Care Cottage for the well planned collection and distribution of household necessities to community families, as well as other individuals struggling during the Pandemic.
- E. Elizabeth included the Nicor Gas Custom Final Approval Notice which confirms the Wilco Rooftop unit project is eligible for an incentive of \$279.

NEW BUSINESS

None

OLD BUSINESS

None

ANNOUNCEMENTS

President Westfall shared with Board members the heartfelt thank you message from retired Executive Asst/HR, Sybil Perkins and announced the next regular board meeting will be held Thursday, February 18, 2021 at 6:00 p.m. at Wilco.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 210 and seconded by 255 to adjourn the board meeting at 6:24 pm.

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

APPROVED

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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