

**WILCO AREA CAREER CENTER
MINUTES
of the
Organizational Meeting of the Wilco Board of Control
May 21, 2019**

CALL TO ORDER

The Wilco Board of Control met for an Organizational Meeting on Tuesday, May 21, 2019, at Wilco Area Career Center. President Rod Westfall called the meeting to order at 6:02 p.m. Mr. Westfall requested the roll to be called.

ROLL CALL

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

CLOSED SESSION

It was moved at 6:06 by 202 and seconded by 365 to move into closed session for the purpose of: 1. Appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity of specific employees, etc. - 5 ILCS 120/2(c)(1). Roll call vote: 4 Ayes, 0 Nays, 0 Abstain. Motion carried

It was moved at 6:10 by 365 and seconded by 255 to end closed session and return to the regular meeting.

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

APPOINTMENT OF PRESIDENT PRO-TEM and SECRETARY PRO-TEM

President Westfall appointed Peggy Kunz as President Pro-tem and Victor Zack as Secretary Pro-tem until election of new officers.

ELECTION OF PRESIDENT

Nominations were made from the floor for Board of Control President. 209U nominated Rod Westfall for President. There were no other nominations.

AR#0519-2677 - It was moved by 209 and seconded by 365 to elect Rod Westfall as Board of Control President.

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

President Westfall took over duties as president for the remainder of the meeting.

ELECTION OF VICE PRESIDENT

Nominations were made from the floor for Board of Control Vice-President. 365 nominated Gary Gray for Vice-President. There were no other nominations.

AR#0519-2678 – It was moved by 365 and seconded by 202 to elect Gary Gray as Board of Control Vice-President.

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

ELECTION OF SECRETARY

Nominations were made from the floor for Board of Control Secretary. 202 nominated Peggy Kunz for Secretary. There were no other nominations.

AR#0519-2679 – It was moved by 202 and seconded by 365 to elect Peggy Kunz as Board of Control Secretary.

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

PUBLIC PRESENTATIONS/COMMENTS

None

AGENDA REVISIONS

Consent agenda item CA6: Personnel, hiring summer help, pulled from the consent agenda for a change. The hiring of Teniese Changler will be at \$40/hr, not \$37.

CONSENT AGENDA ACTION ITEMS

AR#0519-2680

It was moved by 202 and seconded by 209 to approve Consent Agenda items including; **CA1:** Minutes from the previous meetings from April 16, 2019, **CA2:** Expenditures for May 2019, **CA3:** Resignations of Melanie Phillips, Clinical Instructor, Karen Aldworth, C.N.A. Instructor, Braidwood, and Mohsin Habeeb, Auto Service Instructor, all effective at the end of the school term; **CA4:** Approval for out of state travel for 1. Elizabeth Kaufman to *Teaching and Engaging with Poverty in Mind* (Eric Jensen seminar) in San Antonio, TX, July 15 – 17, 2019, and 2. Jennifer Alessi to attend the AVTE (Association of Veterinary Technician Educators) Symposium July 26 – 28th, New Orleans, LA. Wilco will fund; **CA5:** National qualifiers in FCCLA to attend the FCCLA national competition June 28 – July 5, 2019 in Anaheim, CA. They will be staying at the Hilton Anaheim. Chaperone will be Culinary Instructor, Nicole Kinzer. National qualifying students to attend are: Jacalyn Kupczyk, DaKoTa Haynes and Angel Fonseca from Plainfield South, Josephine Provencher from Plainfield Central, and Sydney Belcher from Romeoville; **CA6 is removed for correction and will be voted on separately;** **CA7:** Surplus Items: Welding equipment. Approval to scrap 3 Thermal Arc Fabricators, Model 252i purchased with TREES & CTEI funds, and a DAVTE hydraulic press – state ID# 64794. All items are no longer operational.

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

CONSENT AGENDA ACTION ITEM – pulled from consent agenda for correction.

CA6: Personnel – Hiring. CNA Summer Instructors: Classroom, Amanda Ramsden, @ \$300/day, and Clinical Instructor, Teneise Chandler @ \$40/hr.

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

ASSISTANT PRINCIPAL'S REPORT for May 21, 2019 Regular Meeting

Julia Ann Oglesby, Assistant Principal

1. Julia presented a report to the board covering results of the student “exit survey.” She provided the board with a hand-out including some of the questions and the responses. President Westfall asked if Julie would be willing to present the same report at Plainfield’s board meeting. Wilmington also requested her to attend their next board meeting to present it also. 2. Julia also reported that Wilco graduates are showing up in hiring lists for local fire departments. Lt. Mark Oglesby, Wilco Fire Science Instructor and Lt. on Bolingbrook’s Fire Dept., said the most recent hiring list posted for the department after testing has 6 – 7 former Wilco Fire Science students on the list. The department hires from this published list for the next 5 years. Victor Zack, from 365 asked Mark to gather those former student names and what high school they attended. The board was very pleased with both the results of the exit survey and with the evidence of student success in the workplace after attending Wilco.

DIRECTOR’S REPORT for May 21, 2019 Regular Meeting

Elizabeth Kaufman, Executive Director

1. **Curriculum & Instruction** – Elizabeth reported on her meeting with JJC on the Logistics class. The class will be starting the fall of 2020. She also said she had an upcoming meeting with Lewis University regarding the Aviation class. Lewis is very interested in getting this class going again with Wilco. The Lemont board member asked about Cisco Networking and Elizabeth said we will explore the possibilities of that class again. Elizabeth also reported JJC’s Dr. Gray is interested in the Medical Assistant class and establishing it again in 2021. She said Ram is back as department head for Computer Technology at JJC and she is very pleased as he is an excellent partner with Wilco. She will be meeting with Computer Tech at JJC in June regarding dual credit.
2. **Leadership** – Elizabeth told the board Wilco will be hosting the TREES workshop, “Literacy Strategies for CTE Education” with Sandra Adams. There are 30 participants signed up. Elizabeth also reported she has been asked to be Secretary of the ESIC pool for school insurance.
3. **Finance** – Elizabeth informed the board Wilco is still short \$175,000 from the State of Illinois of CTI funds. Elizabeth also discussed the budget amendment and the final disbursement of funds for the fiscal year. She reported TREES had an additional allotment of \$16,000, so teachers are making their lists and requests for equipment. Elizabeth also reported Wilco has received again the \$2300 Ag grant for Veterinary Assisting.
4. **Public Relations** – Elizabeth informed the board Wilco’s first Career Expo was a great success. There were 17 presenters with booths for the students to visit and receive information including Industrial and Technical careers for welding, auto and construction. The local unions were present along with many local employers and the armed forces. Wilco has two more upcoming tours for our 8th grade students from AVM and Lukancic middle schools. Elizabeth also went to Reed-Custer to speak to in-coming students. Elizabeth thanked the board who attended the Wilco Awards Night.

APPOINTMENT OF BOARD COMMITTEES

AR#0519-2681– The board was presented with a list of current committee members and 365 motioned they will keep committees as they stand with the exception of the Negotiations Committee which will be determined at a later date. 209 seconded the motion. Committees are:

Calendar: Dr. Ticknor, Dr. Mitchem and Mr. Feeney

Finance: Mr. Westfall, Dr. Walsh, and Mrs. Kunz

Building and Grounds: Mr. Feeney, Mr. Gray and Mr. Cavanaugh

Strategic Planning: Dr. Wood, Dr. Ticknor, Ms. Valiente and Mr. Zack

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

APPOINTMENT OF LEGAL COUNSEL

AR#0519-2682 – It was moved by 365 and seconded by 255 to continue utilizing Scott Nemanich of Klein, Thorpe and Jenkins, Ltd. as legal counsel.

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

DESIGNATION OF SIGNATORIES

AR#0519-2683 – It was moved by 365 and seconded by 209 to continue the practice of Board of Control officers and Regional Superintendent of the Regional Office of Education as the legal signatories and the R.O.E. Superintendent is the fiscal agent for Wilco Area Career Center.

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

APPOINTMENT OF DEPOSITORIES

AR#0519-2684 – It was moved by 365 and seconded by 202 to continue with First Midwest Bank of Joliet as the legal depository for the Wilco Area Career Center.

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

DESIGNATION OF CENTER NEWSPAPERS

AR#0519-2685 – It was moved by 209 and seconded by 255 to designate the Joliet Herald News as the Wilco newspaper for the purpose of publication of public notices and legal notices.

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

ACCEPTANCE OF BOARD POLICIES

AR#0519-2686 – It was moved by 365 and seconded by 202 to accept all existing Board policies at this time.

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

ESTABLISHMENT OF BOARD MEETING DATES

AR#0519-2687 – It was moved by 202 and seconded by 365 to approve the board meeting dates for the 2019-2020 Wilco Board of Control.

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

POLICIES

Policy#5:310 – Support Personnel Workday & Comp Time off – 1st reading for amendment.

RESOLUTIONS

None

OTHER ACTION ITEMS

AR#0519-2688 – It was moved by 365 and seconded by 255 to approve the 2019-2020 Student Handbook with the updates and changes as presented.

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

AR#0519-2689 – It was moved by 365 and seconded by 209 to approve the budget amendment to the Fiscal Year 2019 budget as presented.

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

AR#0519-2690 – It was moved by 202 and seconded by 365 to approve the student fees for fiscal year 2020 as presented.

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

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS / INFORMATION ITEMS

- A. Silver Cross Agreement – Elizabeth reviewed with the board the agreement between Wilco and Silver Cross hospital, which enables our EMS students to do ride-alongs with the ambulance and be present in the emergency room.
- B. 2018 – 2019 Student Exit Survey – Elizabeth reminded the board Julia discussed this item in her report.
- C. Career Pathways Dictionary – Elizabeth pointed out to the board the dictionary in their board packet which is a useful tool to enable everyone to use the same verbiage and speak the same language when discussing CTE careers.
- D. Thank You letter from Bolingbrook Fire Department – Elizabeth directed the board’s attention to the copy of the thank you letter which discussed our students’ participation in the “Fill the Boot” fundraiser for MS.
- E. Driving Hope Donations – Elizabeth informed the board about a program from Carquest and Advance Auto Parts to donate inventory to training programs. Wilco qualifies for these donations.
- F. Upcoming Events – Elizabeth reported to the board the Wilco Pre-school will have their graduation tomorrow, the Wilco staff will be having ALICE training on the 29th, and Wilco will host a Literacy workshop for TREES on June 10th and 11th.

NEXT MEETING

The next Wilco Board meeting will be the organizational board meeting to be held Tuesday, June 18, 2019 at 6:00 p.m.

ADJOURNMENT

Mr. Westfall asked for a motion to adjourn the board meeting. It was moved by 365 and seconded by 202 to adjourn the board meeting at 7:54 pm.

Roll call vote: 4 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