

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
May 19, 2015**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, May 19, 2015, at Wilco Area Career Center. The meeting was called to order by Vice-President Larry Blackburn at 6:30 p.m. Mr. Blackburn requested the roll to be called.

ROLL CALL

ROE	Mr. Shawn Walsh	present	209U	Dr. Matt Swick	present
				Ms. Peggy Kunz	present
255U	Ms. Christine Nelson	absent			
	Mr. Larry Blackburn	present	202	Mr. Glenn Wood	absent
	Mr. Jesse Morris	present		Mr. Rod Westfall	absent
365U	Dr. James Mitchem	absent	210	Dr. Mary Ticknor	absent
	Mr. Daniel Falese	present		Ms. Bev Marzec	absent

AGENDA REVISIONS

None

PUBLIC COMMENTS

None

CLOSED SESSION

Vice-President Blackburn asked for a motion to adjourn into closed session for the purpose of:
1.Appointment, Employment of Center Employees and performance of Center Employees 5 ILCS 120/2(c)(1).

It was moved by ROE and seconded by 365 to go into closed session at 6:31 p.m.

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

It was moved by 365 and seconded by ROE to end the closed session and return to the open board meeting at 6:43 p.m.

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

CONSENT AGENDA ACTION ITEMS

AR#0515-2504 –It was moved by 209 and seconded by 365 to: 1. Accept the regular meeting minutes and the closed session minutes from the previous meeting, April 21, 2015, 2. Approve expenditures for May, 2015, 3. Approve out of state travel for FCCLA finalists Alyssa Warren and Hannah Eichelberger to travel with Chaperone, Debbie Bolger to the national competition July 5th – 9th in Washington, D.C., and 4. Approval of amendments to policy # 7.155: Prevention of and Response to Bullying, Intimidation and Harassment.

ASSISTANT PRINCIPAL'S REPORT for May 19, 2015 Regular Meeting

Julia Ann Oglesby, Assistant Principal for Student Services

1. Julia reported to the board all students are passing and there are no F's as of today. She recognized Student Services and the teachers for working so hard to ensure students complete their work and get their grades up.
2. Julia reviewed the 196 referrals for the year for the board: 88 cell phone violations, 34 rode/drove without permission and there were 74 referrals for varying reasons. Julia told the board they are looking at a new cell phone policy. Julia also told the board that overall, we had a very good group of students.
3. Julia told the board she hosted a Special Education luncheon and meeting/tour on May 20th with the special education administrators and teachers from the home schools. This was to help improve coordination efforts and communication between the schools and Wilco.
4. Julia informed the board next year they are looking at e-portfolios and more technology tools in the classroom. She said they are working on some projects toward those goals.

ASSISTANT DIRECTOR'S REPORT for May 19, 2015 Regular Meeting

Elizabeth Kaufman, Assistant Director

1. Thank You – Elizabeth thanked the school districts for invitations to the awards ceremonies at each School.
2. Mini-grant Projects – Elizabeth told the board she will update them in August of 6 mini-grant projects that are being done this summer.
3. Handbook Updates - Elizabeth reviewed with the board updates, changes and additions to the student handbook.

DIRECTOR'S REPORT for May 19, 2015 Regular Meeting

Katrina Plese, Executive Director

1. End-of-Year – Katrina informed the board of events occurring at the end of the year and thanked the board for the nice group of students we had at Wilco this year. Katrina reminded the board next month will be the reorganization meeting and that Larry Blackburn would be retiring from the Wilco board. She introduced Jesse Morris, who will be the new representative for Dist. 255U.
2. Facilities – Katrina discussed current construction projects and future projects with the board: Welding lab – Katrina is working with the architect/engineer on renovation of the welding lab. She and the Architect made site visits starting at Wilco and on to GAVC, KACC and Lincoln Electric Training facility. Tomorrow Elizabeth Kaufman, Rick Smuksta (Welding instructor) and Randy Francis (Maintenance) will visit GAVC also. Child Care project – Asbestos abatement starts May 29th and continues June 1 – 3. Renovation work in child care will begin June 8th. Vestibule – work is completed. Flooring will be installed in June and signage also. Payment to the sub-contractors is in this month's bill list and final payment to the contractor will be in June.
3. FY 15 Budget – Katrina informed the board a budget amendment is not needed. The transfer of Transportation fund to the education fund will take place with the FY16 budget. There will be a resolution for that action at the time of FY16 budget approval.
4. FY15 Budget – Katrina reviewed the budget with the board and recommends moving funds from the transportation fund into the education fund (approximately \$27,352). This move would require a budget amendment and board resolution.
5. FY16 Enrollments – Katrina shared current enrollment numbers with the board and also requested

a session breakdown for Bolingbrook High School. Enrollments for FY16 are at 970. The same time last year the enrollment was 1060 and ended as 898.

6. **Summer Employment** – Katrina let the board know Workforce Services Division of Will County has a *Connect 2 Employment* program providing youth assistance in achieving academic and employment success. Workforce Services subsidizes the wages, up to 25 hrs. per week for a 6-month period. Wilco has requested a Tech Assistant and an Administrative Assistant through the Program.

RESOLUTIONS

None

POLICIES

None

OTHER ACTION ITEMS:

AR#0515-2505 – Student Handbook Updates/Changes

It was moved by ROE and seconded by 209 to accept the updates and changes to the student handbook.

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

AR#0515-2506 – Re-Hire of Certified Staff

It was moved by 365 and seconded by 209 to rehire the following certified staff for the 2015-2016 school year:

Employee	2015-2016 Salary	Status	Position
Aldworth, Karen	\$ 54,205.00	Full-time	C.N.A. Instructor
Armonda, Lisa	\$ 36,212.67	Two-thirds time	Criminal Justice Instructor
Bozarth, Adam	\$ 42,760.00	Full-time	Computer Tech Instructor
Johnson, Michael	\$ 294.15/day	Up to 62 days	Fire Science Instructor
Oglesby, Mark	\$ 339.42/day	Up to 122 days	Fire Science Lead Instructor
Smuksta, Richard	\$ 46,933.00	Full-time	Welding Instructor
Trager, Kristopher	\$ 39,047.00	Full-time	Game Design Instructor

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

AR#0515-2507 – Re-Hire of Non-Certified Staff

It was moved by ROE and seconded by 209 to re-hire the following non-certified staff for the 2015-2016 school year with a 3% wage increase and an employee contribution for insurance coverage increase from 18% to 20% effective July 1, 2015:

Employee	Status	Salary	Position
Evans, Nancy	Part-time	\$41.20/hr.	Clinical Instructor
Maurer, Richard	4 days per week	\$17,805.20	Auto Service Aide
McConaughy, Hilda	Full time	\$23,333.00	Child Care Aide
Sieder, Melissa	Full time	\$24,411.00	Tutor
Zucker, Elizabeth	Full time	\$21,783.00	Tutor

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

AR#0515-2508 – Personnel – Hiring

It was moved by 365 and seconded by 209 to hire the following:

Employee	2015-2016 Salary	Status	Position
Bartels, Laurie	\$40 per hour	4 days/wk.	Clinical Skills Lab Aide
Teichman, Diane	\$40 per hour	4 days/wk.	Clinical Skills Lab Aide

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

AR#0515-2508 – Non-Certified Staff Raise and Benefits

It was moved by 365 and seconded by ROE to approve a wage increase of 3% for the 2015-2016 school year for non-certified staff listed below along with an increase in the employee contribution for insurance to 20% effective July 1, 2015:

Employee	Status	Salary	Position
Baxter, Anita	195 days	\$28,836	Receptionist/Administrative Asst.
Chamberlin, Robert	Full time	\$51,651	IT Coordinator
Francis, Randall	Full time	\$49,942	Head of Maintenance
Guzman, Florencio	Full-time	\$19.39/hr.	Custodian
McCarter, Ben	Full-time	\$20.79/hr.	Custodian
Perkins, Sybil	Full-time	\$47,457	Executive Assistant/HR
Popek, Christine	Full-time	\$46,350	Admin. Asst. for Business Services

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

AR#0515-2510 – Assistant Principal Contract

It was moved by 209 and seconded by 365 to offer a 1 year contract to Assistant Principal for Student Services, Julia Ann Oglesby with a 3% wage increase along with an increase in the employee contribution for insurance from 18% to 20%.

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

ANNOUNCEMENTS / INFORMATION ITEMS

- A. Students of the Year – Katrina pointed out the winners of the Students of the Year awards enclosed in the board packet. Dan Falese, Dist. 365U asked about the criteria for the award and Elizabeth Kaufman explained and informed him also of the new Citizenship Award. Dan asked that he receive the recipients of the Citizenship Awards by email also. Sybil will email the list to all board members.
- B. Upcoming Dates – Katrina reviewed the upcoming dates listed in the board packet with the board.
- C. Katrina recognized Larry Blackburn for his service to the Wilco Board and presented him with a gift of appreciation.

NEW BUSINESS

None

NEXT MEETING

The next Wilco Board meeting will be Tuesday, June 16, 2015 at 6:30 p.m.

ADJOURNMENT

Vice-President Blackburn asked for a motion to adjourn the board meeting. It was moved by 365 and seconded by ROE to adjourn the board meeting at 7:26 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