

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
October 17, 2017**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, October 17, 2017, at Wilco Area Career Center. Board President Rod Westfall called the meeting to order at 6:01 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	Dr. Christine Nelson	present	202	Mr. Glenn Wood	present
	Mr. Jesse Morris	absent		Mr. Rod Westfall	present
365U	Dr. James Mitchem	present – arrived 6:12	210	Dr. Mary Ticknor	present- arrived 6:11
	Mr. Victor Zack	present		Mr. Gary Gray	present

PUBLIC PRESENTATIONS/COMMENTS

None

PLEDGE OF ALLEGIANCE

AGENDA REVISIONS

None

CONSENT AGENDA ACTION ITEMS

AR#0917-2616

It was moved by 209 and seconded by 255 to approve Consent Agenda items including; CA1: Minutes from the previous meetings from September 19, 2017, CA2: Expenditures presented for October 2017, CA3: Personnel – Resignation of Chris Popek, Business Services.

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

ASSISTANT PRINCIPAL’S REPORT for October 17, 2017 Regular Meeting

Julia Oglesby, Asst. Principal for Student Services

1. Julia reviewed her Professional Growth Goals with the board including: a. Conduct difficult conversations to improve student results, b. Review instructional practices, and c. Prioritize time.
2. Julia told the board they are utilizing a 4 – 9 day attendance letter to remind students and parents about the importance of good attendance. This is being implemented with the goal of possibly avoiding the need for attendance contracts sent to counselors and parents.
3. Julia informed the board that tomorrow she will be attending a workshop at PDA on Behavioral Threat and Crisis Training.

PRINCIPAL'S REPORT for October 17, 2017 Regular Meeting

Bosa Goodale, Principal

1. Bosa reviewed with the board the professional growth goals for the Principal including:
 - a. Conduct difficult conversations to improve student results,
 - b. Assess the current state of school performance, and
 - c. Implementing curricular scope and sequence.

ASSISTANT DIRECTOR'S REPORT for October 17, 2017 Regular Meeting

Elizabeth Kaufman, Assistant Director

1. Public Relations - Elizabeth shared with the board recent and upcoming visits to Wilco and staff engaging in public relations including: the annual Counselor breakfast, meeting with COD on the possibilities of a surgical tech class, participation in the Plainfield parade, the Wilco open house, and the introduction of TREES to the Wilco staff.
2. Curriculum, Instruction and Assessment - Elizabeth told the board we have set student growth goals for each program. She also said the training at the teacher institute will be on Think, Pair and Share.
3. Capital Assets - Elizabeth met with Healy Bender on proposed projects and ideas for future growth. New cabinets were installed in the new EMS room and the Welding hall. Assessment was also done on what items might be needed for possible TREES funding.
4. Leadership and Staffing – Elizabeth updated the board on recent staff visits. Three Wilco instructors attended the College Automotive Conference. Instructors received training on new Examview web-based program at their in-service. The Business Services position has been posted and we have begun scheduling interviews.
5. Funding – Elizabeth told the board we have received a portion of last year's CTEI funding, we have prepared items as requested by TREES if additional funding is available, and Elizabeth reported she worked with Katrina and Chris to learn key functions of the Business Services position.
6. Partnerships – Elizabeth reported to the board she attending the Valley View Advisory Council, met with the College of DuPage, and invited JJC and TREES to share information and services at the Counselor breakfast.

DIRECTOR'S REPORT for October 17, 2017 Regular Meeting

Katrina Plese, Executive Director

1. Construction Update – Katrina referred the board to a letter in their packet explaining the warranty on the maintenance building from FBi Buildings, Inc.
2. Maintenance – Katrina reported to the board that the compressor had to be replaced.
3. Snow Removal – Katrina reviewed with the board the action item for snow removal which includes a slight increase.
4. Resignation – Katrina informed the board our Business Services employee, Chris Popek resigned effective October 20th. She recommends hiring Chris to fulfill duties in the interim at a rate of \$250/day.
5. FY17 CTEI Grant – Katrina told the board we are in receipt of a CTEI payment of \$41,304 which leaves a balance of \$203,000.
6. Transition Activities – Katrina provided the board with a hand-out showing all the transition activities she is working on and handing over to Elizabeth.
7. Bolingbrook Fire Dept. – Katrina informed the board there was a letter in their folders from Bolingbrook Fire Department thanking the Wilco students for coming to assist with the Disaster Drill in Bolingbrook.
8. Upcoming Events – Katrina reviewed with the board upcoming events listed in the board packet.

POLICIES

None

RESOLUTION

None

OTHER ACTION ITEMS:

AR#0917-2617 & AR#0917-2618 – It was moved by 210 and seconded by 365 to approve the Snow Removal contract as submitted in the board packet and to approve the payment of Chris Popek, Business Services, for transitional services at a rate of \$250/day.
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

UNFINISHED BUSINESS

None

NEW BUSINESS

President Westfall gave a report from the Finance Committee of projects proposed for capital improvement and the upcoming budget amendment in December to cover expenses. There will be a report with all the items discussed from the finance committee sent to the board by Elizabeth Kaufman after the meeting.

ANNOUNCEMENTS / INFORMATION ITEMS

All information and announcements covered during Asst. Director and Director's reports.

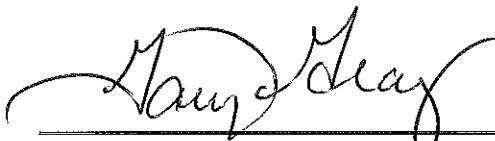
NEXT MEETING

The next Board of Control meeting will be a regular board meeting to be held Wednesday, November 15, 2017 at 6:00 p.m.

ADJOURNMENT

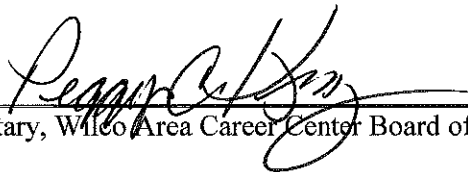
Mr. Westfall asked for a motion to adjourn the board meeting. It was moved by 209 and seconded by 210 to adjourn the board meeting at 6:25 pm.
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

APPROVED



President, Wilco Area Career Center Board of Control

11-15-17
DATE



Secretary, Wilco Area Career Center Board of Control

11-15-17
DATE