

WILCO AREA CAREER CENTER  
**MINUTES**  
of the  
**Regular Meeting of the Wilco Board of Control**  
February 20, 2025

**CALL TO ORDER**

The Wilco Board of Control met for a regular meeting on February 20, 2025, at Wilco Area Career Center. Board President, Rod Westfall was present and called the meeting to order at 6:00 p.m. and requested the roll to be called.

**ROLL CALL**

ROE	Dr. Lisa Caparelli	present	209U	Mr. Kevin Feeney	absent
	Dr. John Sparlin	absent		Ms. Peggy Kunz	present
				Mr. Matt Swick	present
255U	Ms. Danielle Valiente	present	202	Dr. Glenn Wood	absent
	Mr. Chris Cavanaugh	present		Mr. Rod Westfall	present
	Mr. Mark Mitchell	absent			
365U	Ms. Tammi Conn	absent	210	Ms. Tina Malak	absent
	Mr. Victor Zack	present		Mr. Gary Gray	present
	Dr. Theresa Polson	present			

**CLOSED SESSION**

Board President, Rod Westfall asked for a motion to adjourn to closed session for the reasons of:

1. Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).

It was moved by 255 and seconded by ROE to go into closed session at 6:00 p.m.  
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

Motion was made by 210 and seconded by ROE to end the closed session at 6:05 p.m.  
Roll call vote: 6 Ayes, 0 Nays, 0 Abstain. Motion carried

**PLEDGE OF ALLEGIANCE**

**AGENDA REVISIONS**

**PUBLIC PRESENTATIONS/COMMENTS/COMMUNICATION**

**CONSENT AGENDA**

It was moved by ROE and seconded by 365 to approve the Consent Agenda #0225-2838 as presented:

CA1. Approval of minutes from the previous board meeting on January 23, 2025.

CA2. Expenditures as presented for payment for February 2025.

CA3. Transfer of two Alienware computers to Valley View School District

CA4. Donation of 21 Dell Laptops from Dober Chemicals in the amount of \$6,300

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

## **POLICIES**

## **RESOLUTIONS**

### **ACTION ITEMS:**

**AR#0225-3015** – It was moved by ROE and seconded by 209 the approval of Semi-Annual Review of Closed Session Minutes and Tapes.

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

**AR#0225-3016** – It was moved by ROE and seconded by 210 the approval of 2025-2026 Wilco School Calendar.

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

**AR#0225-3017** – It was moved by 255 and seconded by 209 approval to allow Joliet Junior College Job Initiative to utilize space in the building to offer their Bridge Program for CEJA Illinois starting April 21<sup>st</sup> – May 12<sup>th</sup> from 6:00 to 9:00 p.m. They will provide insurance, supplies and equipment for the program.

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

**AR#0225-3018** – It was moved by 365 and seconded by 210 the approval of chargeback of SkillsUSA registration fees.

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

## **ASSISTANT PRINCIPAL REPORT for February 20, 2025 – Regular Meeting**

Jeannine Marco, Asst. Principal

Mrs. Marco shared the February highlights on Student Services listed below:

### **Attendance**

- Issued 35 attendance contracts for students whom have missed greater than 10 days; 18 of whom had coinciding academic concerns

### **Discipline**

- Cease and Desist-2
- Referrals-12
  - Late arrival/Unauthorized driving-6
  - Possession of Nicotine Vape-2
  - Possession of THC Vape-1
  - Exiting building without prior authorization-4
  - Inappropriate graffiti on whiteboard-1
- Harassment/Bullying Complaints-4
  - 3 Resolved
  - 1 Unresolved

### **Safety**

- Updating CERP policy under advisement with Lurie's Children Hospital
- Planning for end of year practice drill

### **Dual Credit**

- Spring JJC/COD Dual enrollment completed
- 460 JJC course registrations
- 486 COD course registrations

### **Community Service**

- Upcoming breakfast for families at Ronald McDonald House on March 5, 2025

## **ASST. DIR./PRINCIPAL REPORT for February 20, 2025 - Regular Meeting**

Dr. Alicia Cook, Asst. Dir./Principal

Dr. Cook shared the February highlights on the areas below:

### **Professional Development**

- Growth Mindset for Improvement
- Self Care: Creating Work-Life Balance

### **Student Professional Learning/Career Exploration Experience**

- Ms. USA Inspirational Speaker Visit
- Guest Speakers
  - Early Childhood Organization
  - Automotive Tech Ford Asset and Parkland College
  - Criminal Justice & Law Enforcement Illinois Department of Corrections
  - Computer Tech Verizon
  - Medical Assistant AMT

### **Student Activities**

- FFA Vet Science Invitational & Ag Ed CDE Section Contest
- Vet Assist I Build Conference
- FCCLA Competition
- Iron Workers Local 444 Welding Competition

### **Student Achievements**

- 98% of Accelerated CNA students passed the Illinois Certification Exam

## **EXECUTIVE DIRECTOR'S REPORT for February 20, 2025 - Regular Meeting**

Elizabeth Kaufman, Executive Director

### **Finance & Facilities**

- Dr. Kaufman shared she is working on EV grant application.
- Dr. Kaufman reported the walk-throughs with the Fire Marshall and Regional Office are complete.
- Dr. Kaufman shared that Negotiation topics have been traded and the first meeting is scheduled.
- Dr. Kaufman received estimates for HVAC unit in Early Childhood.

### **Curriculum**

- Dr. Kaufman collaborated with C.N.A. Instructors to create and publish Summer School offerings.
- Dr. Kaufman collaborated with feeder districts on METT grant. Currently, 24 working toward the 42 students for next year.
- Dr. Kaufman met with JJC about AIM program seats.
- Dr. Kaufman shared that Veterinary II internships have started for 2<sup>nd</sup> semester.
- Dr. Kaufman signed on to a grant for program alignment with JJC for Child Development and Veterinary Assisting.

### **Leadership**

- Dr. Kaufman presented at the IACTE Conference in Springfield and was awarded the Lifetime Achievement Award.
- Dr. Kaufman participated in TREES Director selection process and announced Holly as Brian Gordan's predecessor.
- Dr. Kaufman met with JJC to discuss Placement Testing, Social Security Number Requirements, and Instructor Credentialing.

**Public Relations**

- Dr. Kaufman collaborated on the creation and distribution of fliers for Spring Career fairs.
- Dr. Kaufman created a “Why Wilco Campaign?” to celebrate CTE Month.
- Dr. Kaufman distributed scholarship information & created a Quick Link on Wilco webpage.
- Dr. Kaufman celebrated CTE Month with staff.
- Wilco programs shared activities using CTEMonth#.

**INFORMATION ITEMS**

- Estimated cost for HVAC replacement in Early Childhood.
- FCCLA Results
- Tech & Trades Career Expo
- Health & Public Services Career Expo

**NEW BUSINESS**

**OLD BUSINESS**

**ANNOUNCEMENTS**

President Rod Westfall announced the next regular board meeting will be held Tuesday, March 18, 2025, at 6:00 p.m. at Wilco.

**ADJOURNMENT**

President Rod Westfall asked for a motion to adjourn the board meeting. It was moved by **365** and seconded by **ROE** to adjourn the board meeting at 6:31 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

\_\_\_\_\_  
DATE

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Secretary, Wilco Area Career Center Board of Control

\_\_\_\_\_  
DATE