

CAREERTEC Board of Directors Meeting
Thursday, October 10, 2019
CareerTEC Conference Room
2037 W. Galena Ave.
Freeport, IL 61032

MINUTES OF THE MEETING OF THE CAREERTEC BOARD OF DIRECTORS

The meeting of the CareerTEC Board of Directors was conducted under the following format 1:34 p.m., Thursday, October 10, 2019, at CareerTEC, Freeport, Illinois.

I. ROLL CALL

Present and responded to roll call: Supt. Jason Grey, Dakota District; Supt. Of Business Patrick McDermott, representing Freeport District; Supt. Mike Schiffman, Pearl City District; and Supt. William Faller, Pecatonica District. Also in attendance were: Brian Greene, CareerTEC Director, and Jody Ackerman, Recording Secretary. *Absent* from the meeting was Supt. Kurt Alberstett, Durand District; Supt. Doug DeSchepper, Orangeville District. Supt. DeSchepper did arrive at 1:40.

II. APPROVAL OF AGENDA

Motion was made by McDermott to approve the agenda; seconded by Grey. All in favor by voice vote.
Motion carried 4-0.

III. APPROVAL OF MINUTES

Motion was made by Faller to approve the September 5th Board of Directors open and closed session meeting minutes; seconded by Grey. All in favor by voice vote.
Motion carried 4-0.

IV. COMMUNICATIONS / PUBLIC COMMENTS

There were no communications or public comments.

V. INFORMATIONAL ITEMS

A. Audit Presentation by Benning Group

Jenny Blocker from Benning Group presented the audit and gave a review of the overall state of CareerTEC, comparing end of 2019 to prior year with the Education Fund balance being \$51,000 deficit compared to last year's surplus. This was mainly due to the crossing of fiscal years for state grant payments and purchasing. She commented that the audit process went very smoothly. There were no journal entries that had to be made, just the normal journal entry for "on behalf contributions" for TRS. Fiscal year end has restricted balance of \$30,113, which is the state CTEI grant funds received but not expended yet. Supt Faller asked if there were any penalties related to the grants to which she replied, "no."

B. CTEI Funding

FY19: We received payment of \$6,021 during Sept final purchases have been made to finish the grant. FY20: No funds received and no indication when they will begin.

C. Perkins Grant funding:

FY20: We received reimbursement of \$49,195 as requested for partial reimbursement and commitment amount to cover cash needed for Freeport's Dell computers that have been received and payment included in September bills to be approved today.

D. Freeport High School Academies:

Brian relayed that he met with Dr. Beth Summers, principal of Freeport High School, and Diane Regan, College and Career Center advisor, on 9/30/19 to discuss their new career academies approach that is in development and may lead to possible increases in CareerTEC enrollment in some pathways but possible decrease in others such as Culinary, which may not fit in any of the academies.

E. Potential Member Schools Update:

Forrestville Valley's curriculum director Christy Garnhart thanked Jeremy Bradt, HCC director of enrollment and records, for reaching out regarding CTE programming and stated that the "feedback she received is that the current partnership they have is meeting the needs of the students." Brian shared the letter that Mr. Bradt replied with that outlined benefits that he believes the students and families would benefit from by changing EFE; in particular, the fact that Sauk Valley credits students earn are not currently transferrable. Brian did touch base with Whiteside Area Vocational Center to let them know that communication has been ongoing between HCC and Forresteron. Brian is doubtful whether anything further will develop.

F. Safety Drills:

September 17 Brian conducted the law enforcement and fire drill. A few problems occurred that need corrected. One notable is that the fire alarm didn't set off audible sound but it did blink and it would notify the fire department. Pastor Hank Fairman is to get a new alarm system for the CareerTEC wing. A follow-up lockdown and severe weather drill was done Oct. 9, 2019, and all went OK.

G. Manufacturing Day Schedule:

The schedule for the Friday, Oct. 18 Manufacturing Day tours and expo at HCC was shared with the superintendents and had been previously given to the principals and counselors. The grant will reimburse for subs and transportation.

H. Certified Professional Food Manager Exam Results:

Brian relayed that Instructor Chef Steve Konefes reported that 30 of the 36 Culinary students passed the Prometric sanitation exam, which is 10% higher than last year. Those that didn't pass can retake next month.

I. CareerTEC Career Fair

The annual CareerTEC Career Fair is scheduled for Friday, Nov. 15 at HCC. At the principal and counselor's meetings this past month, they discussed possible changes for next year to have the event for freshmen rather than sophomores. CareerTEC instructors have expressed that they would like to spend more time in the schools to present to sophomores during their registration time for the following year's courses.

J. Overnight Field Trip Proposal:

HOYA instructor Stacey Vock has asked if she could take a group on an overnight trip to the Science Museum of Minnesota in St. Paul, MN to see the Body Worlds RX exhibit. It has already been to Chicago and is not going back there. Estimated cost per student of \$70 with 5 or 6 students per room with chaperones in adjoining rooms.

VI. Consent Agenda

1. Motion to Approve Routine Items:

Motion was made by Schiffman to approve September bills and the destruction of closed session recordings prior to April 1, 2018; seconded by Faller. Roll call vote was taken with DeSchepper, Grey, McDermott, Schiffman and Faller all in favor. Motion carried, 5-0.

IX. ACTION ITEMS

A. Approval of IMRF Policy Number Correction from 3.25 to 3.26

Motion was made by Faller to approve correction of the policy number that had been approved as 3.25 at the June 6, 2019, for the "IMRF inclusion of Cash payments related to health insurance as IMRF earnings". Policy number should be 3.26; seconded by Grey. All in favor by voice vote.

Motion carried 5-0.

B. Approval of Overnight Field Trip

This item died due to lack of motion. Board asked Brian to relay to instructor that they appreciate the opportunity she was trying to give to the students but there are too many issues.

VIII. CLOSED SESSION

Motion was made by Schiffman seconded by Freeport's McDermott to enter into closed session at 2:16 p.m. for the purpose of "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity;" and

"Student disciplinary cases;" and

"The placement of individual students in special education programs and other matters relating to individual students."

All in favor by voice vote.

Motion carried 5-0.

Board resumed open session at 3:05


F. ACTION ITEMS OF CLOSED SESSION: NONE.

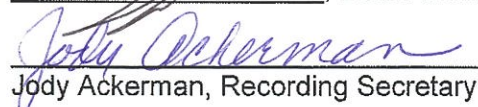
IX. ADJOURNMENT

Motion was made by Schiffman to adjourn at 3:05 p.m.; seconded by Faller.

All in favor by voice vote.

Motion carried 5-0.


_____, Board Member



Jody Ackerman, Recording Secretary