

**CareerTEC Board of Directors' Meeting**  
**Thursday, May 6, 2021**  
**CareerTEC**  
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 Thursday, May 6, 2021, at the CareerTEC office in Freeport, Illinois.

**I. ROLL CALL**

Responded to roll call at 1:30 p.m.: Supt. Jason Grey, Dakota District; Supt. Kurt Alberstett, Durand District; Supt. Anna Alvarado, Freeport District; Supt. Doug DeSchepper, Orangeville 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.

**II. APPROVAL OF AGENDA**

Motion was made by Faller to approve the agenda; seconded by Alberstett. All in favor by voice vote.

Motion carried 6-0.

**III. APPROVAL OF MINUTES**

Motion was made by Faller to approve the open-session minutes for the April 8, 2021, Board of Directors' meeting; seconded by Alvarado. All in favor by voice vote.

Motion carried 6-0.

**IV. COMMUNICATIONS / PUBLIC COMMENTS**

There were no communications or public comments.

**V. INFORMATIONAL ITEMS**     *Director Brian Greene reported:*

**A. CTEI**

**FY20:** We are nearing the end of this grant after it was extended to 6/30/21.

**FY21:** Received \$38,025 in April. Purchases are being made for schools now. Amendment will be submitted by the end of May with any changes the schools request and to extend the consolidated grant, which includes Perkins, to August 31, 2021.

**B. Perkins**

**FY21:** We received \$10,857 reimbursement in April, as requested.

**C. ESSER Grants: ESSER 1 \$3,979:** received \$201 reimbursement in April. Have \$160 remaining, which will be used to purchase another floor stand hand sanitizer.

**ESSER 2 \$13,568:** We've compiled a list from our in-house teachers and will write and submit grant in May before the June 30 deadline.

**ESSER 3:** We've heard that there may likely be another allocation in July.

**D. Career Exploration Grant \$25,000:** We've received plans and requests from 2 of the 3 member schools that qualified by being at 70% or below funding adequacy. Funds are to be used in grades K-12 for career exploration activities and/or the implementation of the Career Development Experience toolkit. Brian plans to submit a grant amendment after he receives the final school's request. Grant was divided based on district's K-12 enrollment: Freeport \$18,261; Pecatonica \$4,602; Pearl City \$2,137.

**E. Education Career Pathway Grant**

We have been working with Freeport principal Dr. Beth Summers on this \$249,000 grant that ends August 31, 2021. We expect to submit the second amendment in June. This is a pilot with Freeport School District and the hope is to expand to the other schools. This will be a collaboration with HCC and WIU who have signed an agreement. This is a four-year grant with years 3 and 4 having funds being contributed by the district. Supt. Alvarado stated that they plan to bring back the preschool to Freeport High School.

**F. FY22 Grants**

Brian included in the board packet the CTEI and Perkins grant allocations given to the schools. ISBE CTE Director told the EFE's to expect the FY22 CTEI allocation to match their final FY21 allocation. For CareerTEC that is \$246,501. The Perkins allocation of \$77,361 dropped quite a bit, mostly based on a drop in poverty count for Freeport District. Grant funds currently reduce the administrative costs to districts, and Brian asked for input on whether we should further reduce school allocation to address admin costs. They all agreed that we should do that.

**G. FY22 Guaranteed Enrollment Numbers**

The guaranteed enrollment sheet was given in the board packet. These numbers are down from the prior year. We have met the seat limit for Construction and started a waiting list. There are only 5 for the new AG Mech & Tech course, which HCC's Scott Anderson said he absolutely had to have 8. Brian emailed member schools requesting more students or have them select another CareerTEC option if another was of interest. Aquin students will not be guaranteed until they register with their home district.

**H. Tenure Status of Culinary Instructor**

Steve Konefes has completed 4 years as full time this school year and has had evaluations providing him with the ability to be tenured next school year. All our full-time teachers will then be tenured.

**I. Outstanding Students, Scholarship, IPA & Perfect Attendance Awards**

List of students that are recognized for these awards was given to Board members. Brian will present the student winners their plaques and checks during class over the next week.

**J. HOYA C.N.A. Update:** Clinicals will finish Monday May 10. The Basic Nursing Assistant Training Program state test dates will be May 27 and June 1 and held during 10 a.m. and 1 p.m. on both dates. HOYA instructors will be giving review sessions for students on May 20, 21 and 24.

**K. End of Year Plans**

CareerTEC classes end May 25. Teachers will complete grades, clean out their classrooms and prepare for next year from May 26 – June 4, 2020. A teacher in-service will be held June 4, their final contract day.

**L. Director Vacation Time**

Brian advised the Board that he plans to take of May 26-28, June 16-July 2 and July 22-30.

**VI. Consent Agenda**

**1. Motion to Approve Routine Items:**

Motion was made by Alberstett to approve April bills and the destruction of closed-session recordings prior to November 1, 2019; seconded by Grey. Roll call vote was taken: DeSchepper, Grey, Alberstett, Alvarado, Schiffman and Faller all in favor. Motion carried, 6-0.

**VII. CLOSED SESSION** Motion was made by Alvarado at 1:48 p.m.; seconded by Alberstett to go into closed session for the *"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/OR

*"Collective negotiating matters between the public body and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees."*

Return to open session at 2:15 p.m.

**VIII. ACTION ITEMS:**

**A. Approval FY22 Board meeting dates.**

Motion was made by Schiffman; seconded by DeSchepper to approve the Board meeting dates presented with July 8 date, if July meeting needed. They follow the standard first Thursday following first Monday. All in approval by voice vote. Motion carried, 6-0

**B. Approval of FY22 Teacher Agreements:**


Motion was made by Schiffman; seconded by Grey to approve the teacher agreements for L. Steele, S. Vock, S. Konefes and D. Meyers, who will all remain the same at Full Time. Also E. Hazzard at .5FTE. We will not approve at this time the current annuitant B. Miller for Construction. Roll Call vote was taken with Alberstett, Alvarado, Schiffman, Faller, DeSchepper, and Grey all in approval. Motion carried, 6-0

**C. Approval of Bookkeeper, Admin Assistant, and Director Brian Greene for a 3.0% Rate increase for FY22**

Motion was made by Schiffman to combine C & D action items; seconded by Alberstett to approve the 3.0% rate increase for Jody Ackerman, Colleen Mills, and the Director Brian Greene. Roll call vote approval by Alvarado, Schiffman, Faller, DeSchepper, Grey, and Alberstett. Motion carried, 6-0

**IX. ADJOURNMENT**

Motion was made by Faller to adjourn the meeting at 2:18 p.m.; seconded by Alberstett. All in favor by voice vote. Motion carried 6-0.

  
Board Member,

  
Jody Ackerman, Recording Secretary

