

CareerTEC Board of Directors' Meeting
Thursday, May 5, 2022
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 5, 2022, at the CareerTEC office in Freeport, Illinois.

I. ROLL CALL

Responded to roll call at 1:33 p.m.: Supt. Jason Grey, Dakota District; Supt. Kurt Alberstett, Durand District; Supt. Anna Alvarado, Freeport District; and Supt. Mike Schiffman, Pearl City District. Also in attendance were Brian Greene, CareerTEC Director, and Jody Ackerman, Recording Secretary. Absent were Supt. Carl Carlson, Pecatonica District and Supt. Jeff Milburn, Orangeville District who arrived at 1:43 during the end of Brian's relaying informational item I: CLNA.

II. APPROVAL OF AGENDA

After Director Brian Greene added information item L. Notice of Public Hearing Motion was made by Alberstett to approve the amended agenda; seconded by Grey. All in favor by voice vote.

Motion carried 4-0.

III. APPROVAL OF MINUTES

Motion was made by Alberstett to approve the open-session minutes for the April 7, 2022, Board of Directors' meeting; seconded by Alvarado. All in favor by voice vote.

Motion carried 4-0.

IV. COMMUNICATIONS / PUBLIC COMMENTS

There were no communications or public comments.

V. INFORMATIONAL ITEMS *Director Brian Greene reported:*

A. CTEI

FY22: Received the April vouchered amount of \$10,000 two days ago on May 3. That makes 209,364 received of the \$246,364 grant. Purchases are being made for schools now. Amendment will be submitted by the end of May with any changes the schools request.

FY23: No allocation has been received yet possibly next week per state director.

B. Perkins

FY22: We received \$3,042 reimbursement in April, as requested. Like CTEI schools to submit any changes to reqs so we can process amendment as needed by May 31.

C. ESSER Grants: ESSER 3: We received \$1,011 reimbursement in April as requested.

D. FY23 Enrollment Update

The guaranteed enrollment sheet was given in the board packet. These numbers are down from the prior year and nowhere near where we'd like to see them. We have met the seat limit for Construction and Industrial Tech started a waiting list. Brian told counselors that they should talk to any students that had been on the fence and encourage to apply if interested.

E. Computer Networking

Freeport Assoc. principal Sarah Hasken accepted the offer for Doug Meyers to teach a yearlong Computer Networking class 9:20 – 10:50 a.m. in 22-23 school year. We expect 10 students and this will be taught every other day on the block schedule which will allow the off days for him to continue the CareerTEC IT work. Brian hopes to meet next week along with Doug Meyers for more details.

F. Outstanding Students, Scholarship, IPA & Perfect Attendance Awards

List of students that are recognized for these awards was given to Board members. Brian will go to most of the schools' award programs to present the student winners their plaques and checks.

G. End of Year Plans

CareerTEC classes end May 24 which is the due date for HCC grades and most of our classes are dual credit. Teachers will complete grades, clean out their classrooms and prepare for next year from May 25 – June 5, 2022. A teacher in-service will be held June 6, their final contract day

H. Event Cancelled

Manufacturing tours that were hoped to be done in April were canceled because not many companies were back to the point to allow that. We're planning manufacturing day for Oct 7, 2022 which is national manufacturing day. We also cancelled the middle school career fair because the May 16 & 18 dates that we could book the HCC room did not work well with the teachers to present. We will plan for fall.

I. Comprehensive Local Needs Assessment: Brian sent this to the board members. He used the schools' local needs assessments, notes from various workforce meetings and data he received from ISBE to write it. The CLNA will be used to write the FY23 consolidated application when it opens in IWAS. Supt. Jeff Milburn arrived toward the end of Brian relaying this information.

J. College and Career Pathway endorsement Coordinator:

On April 21 all EFE's were notified of a pilot grant opportunity to support creation of a new full time position in the EFE system to focus on developing school district capacity to offer high quality CTE programming necessary for students to earn college and career Pathway Endorsements. It will be at least \$31,000 annually with a three year commitment. Brian found that only about 50 students earned this in the state of IL last year. The goal is to have more students earn this. It is similar to the certificate of employability. EFE's can wait a year to begin this.

K. School Inquiry

Brian shared that Le-Win Supt. Tom Chiles approached him at the last ROE meeting asking for more information about CareerTEC. Brian sent him via email rough costs if they joined and /or sent students. He has not heard back from him. Mike advised Brian to look at CareerTEC bylaws to be prepared for requirements to join CareerTEC

L. Notice of Public Hearing

Brian relayed that we will publish notice of budget amendment hearing for the next board meeting date of June 9, 2022.

VI. Consent Agenda

1. Motion to Approve Routine Items:

Motion was made by Alberstett to approve April bills with the addition of 3 CTEI grant invoices that Jody requested be added for Freeport's welding gases, Durand reimbursement for AG IAVAT conf registration and Pearl City business program printer and the destruction of closed-session recordings prior to November 1, 2020; seconded by Milburn. Roll call vote was taken: Grey, Alberstett, Alvarado, Schiffman and Milburn all in favor.

Motion carried, 5-0.

VII. CLOSED SESSION NONE.

VIII. ACTION ITEMS:

A. Approval FY23 Board meeting dates.

Motion was made by Milburn; seconded by Grey to approve the Board meeting dates presented with July 7 date, if a July meeting needed. They follow the standard first Thursday following first Monday. All in approval by voice vote.

Motion carried, 4-0 (*Alberstett received phone call, left room so not available to vote.*)

B. Approval of FY23 Teacher Agreements:

Motion was made by Grey; seconded by Alvarado to approve the teacher agreements for HOYA: L. Steele, and S. Vock, Culinary: S. Konefes and CIS instructor D. Meyers, who will all remain at Full Time. Also for CIB E. Hazzard at .5FTE. Roll Call vote was taken with Schiffman, Milburn, Grey, Alvarado all in approval.

Motion carried, 4-0 (*Alberstett still out of the room so not available to vote.*)

C. Approval of Bookkeeper and Admin Assistant for a 3.0% Rate increase for FY23

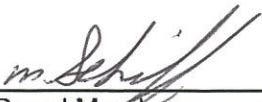
Motion was made by Milburn seconded by Grey to approve the 3.0% rate increase for Jody Ackerman and Colleen Mills for Fy23. Roll call vote approval by Milburn, Grey, Alvarado, and Schiffman. (*Alberstett still out of the room so not available to vote.*)

Motion carried, 4-0

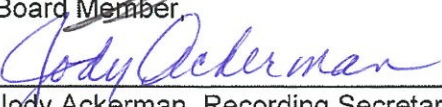
IX. ADJOURNMENT

Motion was made by Alvarado to adjourn the meeting at 1:55 p.m.; seconded by Milburn. All in favor by voice vote.

Motion carried 5-0.



Board Member



Jody Ackerman, Recording Secretary

