

CAREERTEC Board of Directors' Meeting

Tuesday, June 9, 2022
CareerTEC Office
2037 W. Galena Ave.
Freeport, IL 61032

MINUTES OF CAREERTEC BOARD OF DIRECTORS

Following the amended budget hearing, the meeting of the CareerTEC Board of Directors was conducted at 1:32 p.m., Tuesday, June 9, 2022, at the CareerTEC office, Freeport, Illinois.

I. ROLL CALL

Responded to roll call at 1:32 p.m.: Supt. Jason Grey, Dakota; Supt. Anna Alvarado, Freeport; Supt. Mike Schiffman, Pearl City; and Supt. Carl Carlson, Pecatonica. Absent were Supt. Kurt Alberstett, Durand; and Supt. Jeff Milburn, Orangeville. Also in attendance were Brian Greene, CareerTEC Director; and Jody Ackerman, recording secretary.

II. APPROVAL OF AGENDA

Motion was made by Carlson 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 Carlson to approve the open-session minutes from May 5, 2022, Board of Directors meeting; 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. CTEI grant

FY22 CTEI: We received two payments in May totaling \$29,000. To date, we have received \$228,364 of the \$246,364 grant; we are expecting a final payment of \$18,000 in June. We are awaiting budget amendment approval after which Jody will complete purchases; the grant end date is June. 30, 2022.

FY23 CTEI: Allocation of \$246,364, which is the same as FY22, was received 5/20 and has been shared with the high school principals. The consolidated app opened 5/24 in IWAS for completion and is due July 1 for a July 1 start date.

B. Perkins

FY22 Perkins: We received reimbursement of \$4,780, as requested. To date, \$64,059 of the \$77,361 grant has been expensed. We are awaiting budget amendment approval after which Jody will complete purchases. The grant end date is June. 30, 2022.

FY23 Perkins: Allocation of \$94,557 which is \$17,196 higher than FY22 was received 5/20 and each school's amount has been shared with the high school principals. The consolidated app opened 5/24 in IWAS for completion and is due July 1 for a July 1 start date.

C. ESSER

ESSER 3: Director Greene will be submitting budget amendment this month then Jody can complete those purchases.

D. Career Exploration

Our amendment for items for Pec middle school, Pearl City elementary and Freeport's middle school items were approved June 2 by ISBE. Jody will complete that grant's purchases.

E. Educator Career Pathway Grant

FY22: On May 26, Brian's submitted amendment was ISBE-approved for a few budget detail changes that Freeport High School's principal Dr. Beth Summers requested and extended the grant to August 31, 2022.

FY23: Application opened May 2 and is due July 1. This will be the third year of the \$249,000 grant funded at 67% with a 33% district match. FY23 grant expectation is "Implementation & planning for sustainability."

F. HOYA Vaccinations

Brian shared the possibility of HOYA students needing to be COVID vaccinated. HOYA lead instructor Lori Steele has been investigating this with the administrator for the training and technical section of IDPH. Illinois has clarified the rule to state either vaccination or testing was required, and it would be up to the clinical partners. The Board members agreed that the requirements of the workplace facilities will dictate what will be required of the students. This is not the schools' mandate.

G. FY21-22 Senior Survey Data

A total of 67 of 107 seniors (63%) completed the online senior survey. Brian Greene shared school- or program-specific data with each school and each program
Some of the highlights ...

- 71% believe attending CareerTEC improved attendance (48 of 67)
- 98.5% said their class improved their technical skills (66 of 67)
- Abilities students rated for growth: 77.6% problem solving (52 students), 88% critical thinking (59).
- Students found their CareerTEC instructors to be: Willing to help me 92.5% (62 students), Knowledgeable 86.6% (58), Understanding 86.6% (58), Consistent/Fair 81.5% (57) and Organized 71.6% (48).
- 79.1% shared details of their CareerTEC class with parents/guardians at least a few times a week (53 of 67)
- 98.5% would recommend a CareerTEC class to others (66 of 67)

H. FY23 Construction Projects update

Projects for the 22-23 school year may include updated addendum to the Malkewicz' ongoing project. We are awaiting the Malkewicz' update. The Stephenson County fairgrounds has requested our help with a new facility on the fairgrounds. Future meetings to gain more insight will occur and more info will be presented.

I. Director Vacation Time

Per his contract, Greene is to advise when he will be gone for longer than 3 consecutive days. He plans to be gone June 24 – July 1 and July 22 - Aug 1.

VI. CONSENT AGENDA**A. Motion to Approve Routine Items:**

Motion was made by Carlson to approve May bills, July's PSIC insurance renewal, Skyward, and ISCorp bills due July 15 and destruction of closed-session recordings prior to 12/1/20 contained in the consent agenda; seconded by Grey. With roll call vote, Grey, Carlson, Alvarado, and Schiffman were all in favor. Motion carried 4-0.

VII. CLOSED SESSION: NONE

VIII. ACTION ITEMS**A. Approval of FY23 Calendar**

CareerTEC calendar that was created following Freeport's schedule and utilizing each member school district's calendar. Motion was made by Grey to approve the FY23 CareerTEC calendar; seconded by Alvarado. All in favor by voice vote. Motion carried 4-0.

B. Approval of FY23 St. John Lease

Motion was made by Carlson to approve the lease with the 3.5% increase; seconded by Alvarado. In roll call vote, Grey, Schiffman, Carlson and Alvarado in favor. Motion carried 4-0.

C. Approval of St. John adjustment request for NICOR increased cost of \$3,550.

Motion was made by Alvarado; seconded by Grey, to approve payment of \$3,550, which is half of the additional cost calculated by St. John with actual billings compared to prior year, which we had requested upon the initial request back in February. With roll call vote, Grey, Carlson, Alvarado, and Schiffman were all in favor. Motion carried 4-0.

D. Approval to hire new Construction Trades Instructor

Director Greene recommended approval to hire James Shaw of Freeport, who has 40 years of hands-on experience as the new construction trades instructor at .35 FTE for the 22-23 school year. He would teach the 7:30 – 9 a.m. class for which we have 13 students signed up. He is looking to reduce his personal Shaw Construction Company business responsibility (his son taking on more) and wants to share his knowledge to those who want to learn. He has coached Freeport Little league for 20 years.

Motion was made by Grey; seconded by Alvarado to hire James Shaw with salary of .5 FTE BA.00 step 4, which equals \$23,200.

Motion carried 4-0

E. Approval of HCC Dual Credit Agreement and MOU

Motion was made by Carlson, seconded by Grey, to approve the Dual Credit agreement and MOU with HCC. All in favor by voice vote. Motion carried 4-0.

F. Approval of FY23 Joint Use Agreement with FSD #145

Motion was made by Carlson, seconded by Grey, to approve the Joint Use Agreement with Freeport School District. All in favor by voice vote. Motion carried 4-0.

G. Approval of Draft Audit Reviewer

Motion was made by Alvarado, seconded by Grey, to approve Freeport School's Supt. of Business Patrick McDermott as the draft audit reviewer. All in favor by voice vote. Motion carried 4-0.

H. Approval of FY23 Assigned & Committed Fund Balances

Motion was made by Carlson and seconded by Grey, to approve the FY23 Assigned and Committed Fund Balances, which would not exceed \$52,000. This would be for ESSER 3 grant if not completed by June 30 and teachers' July-August contract payouts to finish FY22 salaries (in the event of some catastrophic financial event). All in favor with roll call vote. Grey, Carlson, Alvarado, and Schiffman were all in favor.

Motion carried 4-0.

I. Approval of FY22 Amended Budget

Motion made by Carlson and seconded by Grey to approve the FY22 Amended Budget to be submitted to ISBE. Grey, Alvarado, Carlson, and Schiffman were all in favor.

Motion carried 4-0.

J. Approval of First Reading of TRS Supplemental Savings Plan Resolution

TRS is requiring approval and adoption of SSP by September 30, 2022. Resolution verbiage was in the Board packet. No action needed since it is the first reading of two.

K. Approval to Require HOYA Students in clinic setting to be vaccinated

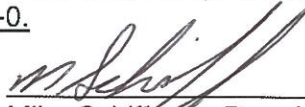
Motion made by Carlson and seconded by Alvarado to approve COVID vaccination requirement for any HOYA I student who wishes to do clinical time in order to earn their C.N.A. certification and any HOYA II students who will work in a nursing facility or clinical setting if required by the facility. (HOYA I students may take the class and be unvaccinated but will not be eligible to earn the C.N.A. certification). All in favor by voice vote.
Motion carried 4-0.

L. Approval of Cancelation of July 7, 2022, Board meeting

Motion made by Grey and seconded by Alvarado to approve cancelation of July 7, 2022, Board meeting. All in favor by voice vote.
Motion carried 4-0.

IX. ADJOURNMENT

Motion was made by Alvarado to adjourn meeting at 2 p.m.; seconded by Carlson. All in favor by voice vote. Motion carried 4-0.



Mike Schiffman, Board President



Jody Ackerman, Recording Secretary