

CareerTEC Board of Directors Meeting

Thursday, October 5, 2023
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 Thursday, October 5, 2023, at CareerTEC, Freeport, Illinois.

I. ROLL CALL

Present and responded to roll call at 1:30 p.m.: Supt. Nic Butenhoff, Dakota District; Asst Supt. Patrick McDermott, Freeport District; Supt. Julie Katzenberger, Orangeville District; Supt. Mike Schiffman, Pearl City District; and Supt. Carl Carlson, Pecatonica District. Also in attendance was Brian Greene, CareerTEC Director; and Jody Ackerman, Recording Secretary. Absent was Supt. Kurt Alberstett, Durand District.

II. APPROVAL OF AGENDA

Motion was made by Schiffman to approve the agenda; seconded by Katzenberger. All in favor by voice vote. Motion carried 5-0.

III. APPROVAL OF MINUTES

Motion was made by Butenhoff to approve the Sept. 7 open-session meeting minutes; seconded by Schiffman. Approved by voice vote.
Motion carried 5-0.

IV. COMMUNICATIONS / PUBLIC COMMENTS

There were no communications or public comments.

V. INFORMATIONAL ITEMS

A. Audit Presentation by Benning Group: The Benning Group's Jenny Blocker presented the audit of the FY23 financial reports, which were clean with no comments. She noted a significant drop in the fund balance from \$236,000 to \$135,000. She pointed out that FY23 had a \$104,000 revenue deficit, which was better than FY22's \$123,000 deficit, but she advised keeping watch so it doesn't occur in FY24. Plus, Ms. Blocker explained the new item in the GASB87 with regard to leases that need special reporting if greater than 12 months in length. CareerTEC's FY23 St. John lease was only 12 months so no problem for now but, in FY24, the five-year lease that went into effect this year will lead to changes in FY24.

B. CTEI Grant Funding: FY24: We received \$44,159 of the \$262,841 grant on Sept 21.

C. Perkins Funding: FY24: We received reimbursement of \$16,676, as requested, and Jody continues with purchases for the schools since this is a reimbursement model for funding.

D. Raising Student Achievement Conference Scholarship: We were awarded \$1,000 again this year from the ROE toward the RSAC conference. Incentive was presented for administrator to attend so Brian will be going along with three teachers.

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E. Area Career Center Status Update: While at the Forum for Excellence, Brian talked to the state CTE Director Marci Johnson regarding his work to get CareerTEC recognized as an Area Career Center. She did recall their previous conversations regarding the process to change, which would benefit us with considerably higher funding. She advised holding off on the starting the process because she's working on something that will change the application process.

F. Discussions with Non-Member Districts: Brian relayed that HCC's Jeremy Bradt has reached out to Forreston the past couple of years and continues to encourage them to change to be a member of CareerTEC instead of the Whiteside Area Career Center. This change would benefit students' college credit transfers since Forreston is part of the HCC region. This year Mr. Bradt sent letters to the Forreston school board members. Brian has offered to participate in discussions, if wanted. Lena-Winslow High School was invited to this year's Manufacturing Day event, and Brian emailed Supt. Dr. Tom Chiles again regarding getting involved with CareerTEC. Dr. Chiles replied and agreed to meet in October with Brian and tour our classrooms.

G. Children of CareerTEC Employees: Following an inquiry from the ROE, Brian did find that CareerTEC has a policy that allows children of employees to attend CareerTEC classes held at St. John and the Construction class tuition-free. They will have to pay tuition for classes held at Freeport High and HCC. Class fees and transportation costs would need to be covered by the employee.

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, 2022; seconded by Butenhoff. Roll call vote was taken: Katzenberger, Butenhoff, McDermott, Schiffman, and Carlson were all in favor.

Motion carried, 5-0.

VII. CLOSED SESSION: NONE

VIII. ACTION ITEMS

A. Approval of FY23 Audit:

Motion was made by Schiffman to approve the FY23 Audit that was approved in draft form by Patrick McDermott; seconded by Katzenberger. Roll call vote was taken: McDermott, Schiffman, Carlson, Butenhoff, and Katzenberger were all in favor.

Motion carried, 5-0.

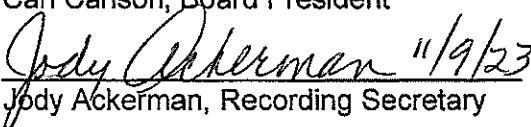
IX. ADJOURNMENT

Motion was made by Katzenberger to adjourn at 1:59 p.m.; seconded by Butenhoff. All in favor by voice vote.

Motion carried 5-0.

 11-9-23

Carl Carlson, Board President

 11/9/23

Jody Ackerman, Recording Secretary