

CareerTEC Board of Directors Meeting
Thursday, November 9, 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 at 1:30 p.m., Thursday, November 9, 2023, at the CareerTEC office.

I. ROLL CALL

Present and responded in person to roll call: Supt. Kurt Alberstett, Durand District; Supt. Anna Alvarado, Freeport District; Supt. Julie Katzenberger, Orangeville District; Supt. Mike Schiffman, Pearl City District; and Supt. Carl Carlson, Pecatonica District. Also in attendance were Jody Ackerman, Recording Secretary. *Absent was Brian Greene, CareerTEC Director due to illness, and Supt. Nic Butenhoff, Dakota District.*

II. APPROVAL OF AGENDA

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

III. APPROVAL OF MINUTES

Motion was made by Schiffman to approve the open-session minutes for the October 5, 2023, Board of Directors meeting; seconded by Alberstett. All in favor by voice vote.
Motion carried 5-0.

IV. COMMUNICATIONS / PUBLIC COMMENTS

There were no communications or public comments.

V. INFORMATIONAL ITEMS: *Brian Greene had sent out detailed information for the following informational items to each board member. Board president Carl Carlson read through each of the topics in the meeting.*

A. CTEI Grant

FY24: Total grant allocation of \$262,841. We received two vouchered payments in October, \$35,249 and \$36,454, and at this time are awaiting the Nov. 1 vouchered payment of \$34,473. Only obligatory expenses are being made.

B. Perkins Grant

Jody has been making purchases with FY24 Perkins Grant and reimbursement of \$11,404 as requested was received in October.

C. EFE Monitoring review

Brian sent the board members the results of the Level 1 (low risk) monitoring review that was conducted via virtual meeting with our new consultant Deja Lockett. She reported that there were no required actions at this time.

D. Emergency Drills

The law enforcement, severe weather/shelter-in-place and fire drills were run on Sept. 12. The certified fire drill was done on Oct. 10. Final fire drill will be done in the spring. The fire alarm system still does not extend past the CareerTEC wing where HOYA II and culinary classes meet.

E. HOYA Drug Screens

HOYA I and II programs completed their first round of random drug screenings through SSM with no students with non-negative results. There are a few make-up tests to be done and second round will be done in the spring.

F. Sanitation Exam Results

Culinary instructor Steve Konefes reported 84% pass rate, 22 of 31 passed the exam on first try; eight of nine students retook the exam, four of those passed the second attempt. Last year, 2022, had 85% pass rate the highest of his 10 years at CareerTEC.

G. Construction Trades Projects

The initial plan for the Stephenson County Fairgrounds ticket booths fell through after the cost estimate exceeded their budget. Currently, the students are building a deck around the pool for Jeff Lawfer in Willow Lake (just north of Freeport). The project will earn roughly \$4,500 to put toward tools, materials and the instructor's salary.

H. Manufacturing Day Recap.

The annual event was held Thursday, Oct. 12. All member schools plus Lena Winslow attended with 89 students participating. They did their one hour manufacturer site tour then traveled to HCC to visit Industrial Tech classrooms and meet local manufacturers' reps. Survey results were positive. The committee will meet in November to review survey results and discuss improvements for next year.

I. CareerTEC Recruiting/Career Events

Freeport High School will be holding a Career Expo at the Stewart North building on Nov. 21 for freshmen. All the in-house CareerTEC teachers will be participating. Then for the programs held at St. John and HCC, we will again host program tours for Freeport sophomores/juniors on Dec. 15. Then on Jan. 19, tours will be provided for Dakota, Durand, Orangeville, Pearl City, Pecatonica and Aquin sophomores. January dates were given for the CareerTEC information nights at each school.

J. Prospective Member Visit

Brian met with Lena-Winslow Supt. Dr. Tom Chiles in the CareerTEC office on Oct. 13 providing program information, answered questions and gave possible fees if they were to join our EFE. They then went to St. John to tour our in-house programs, and he was able to talk briefly with instructors, Elizabeth Hazzard, and Doug Meyers. Dr. Chiles indicated his main concern is the impact sending students to CareerTEC would have on the core and elective classes at Le-Win.

K. Supporting State Funding Increase

Brian's notes gave information regarding a request for written comment from system directors to support increased funding for the CTE line item in ISBE's FY'25 budget. CTE funding has been stagnant since 2004. CareerTEC board president Carl Carlson shared that recently Dr. Tony Sanders spoke to superintendents voicing funding concerns when ESSER dollars are gone and the effect on CPPRT allocations. He also stated for the group that all the CareerTEC board members would be in support of CTE funding increase.

L. 2024-2025 Course Catalog: Main significant changes include ...

Addition of HCC Agricultural Science and Industry Capstone, a one-year program with 14 dual credits.

Revamped Criminal Justice II program that replaced Criminal Law with Criminal Investigations. This will be a "pilot" year for this as there is an English pre-req for that course. They are going to have students take an English placement exam on campus and see how the students do, which will determine the future of this course change.

Health Occupations: IDPH now allows students to participate in the C.N.A. training program with proof of either SSN or ITIN. Previously they had to have SSN.

CareerTEC Board of Directors Meeting Minutes Continued pg. 3 of 3 November 9, 2023

To avoid confusion, Removal of Networking and Cybersecurity class from the course catalog because they are Freeport courses listed in FHS's course catalog for only Freeport students. They will continue to be taught by Doug Meyers during AM2 on the "A/B" block days, and CareerTEC will collect tuition for them.

Removed Education Career Pathway because changed time to AM2 block, which doesn't allow outside students to participate.

The application process will again use Google Form as it has worked well.

Jody stated that fees will change and there is a fees disclaimer in it.

V. CONSENT AGENDA

1. Motion to Approve Routine Items

Motion was made by Alberstett to approve October bills and destruction of closed-session recordings prior to May 1, 2022; seconded by Alvarado. Roll call vote was taken with Alvarado, Katzenberger, Schiffman, Carlson, and Alberstett, all in favor. Motion carried, 5-0.

VII. CLOSED SESSION: NONE

VIII. ACTION ITEMS

A. Approval of 2024-2025 Course Catalog

Motion was made by Schiffman and seconded by Alberstett to approve the 2024-25 course Catalog. All in favor by voice vote.

Motion carried 5-0.

IX. ADJOURNMENT

Next meeting will be Dec 7. Motion was made by Katzenberger to adjourn at 1:52 p.m.; seconded by Alvarado. All in favor by voice vote.

Motion carried 5-0.



12-7-23

Carl Carlson, Board President


Jody Ackerman, Recording Secretary

