

CareerTEC Board of Directors Meeting

Thursday, February 6, 2025

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, February 6, 2025.

I. ROLL CALL

The following responded to roll call at 1:34 p.m.: Supt. Kurt Alberstett, Durand District; Asst. Supt. Business Jeremy Dotson, Freeport District; Supt. Mike Schiffman, Pearl City District; and Supt. Carl Carlson, Pecatonica District. Also in attendance were Brian Greene, System Director; and Jody Ackerman, Recording Secretary. Absent was Supt. Jenny Keffer, Dakota District; and Supt. Julie Katzenberger, Orangeville District.

II. APPROVAL OF AGENDA

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

Motion carried 4-0.

III. APPROVAL OF MINUTES

Motion was made by Schiffman to approve the open-session minutes from the December 5, 2024, Board of Directors meeting; seconded by Alberstett. All in favor with voice vote.

Motion carried 4-0.

IV. COMMUNICATIONS / PUBLIC COMMENTS

None

V. INFORMATIONAL ITEMS: Presented by Director Brian Greene.

- A. **CTEI Grant:** We received payments in December & January and just this past Monday, Feb. 3 making the total \$246,438 received of the \$300,731 grant. We submitted and got approval of two budget amendments on Dec. 20 and Jan. 29. Jody is making purchases for the schools.
- B. **Perkins Grant:** Reimbursements have been received, as requested. We have received \$56,956 of the \$94,291 grant. Purchasing for the schools continues.
- C. **Area Career Center Update:** Brian has been working on this and hasn't given up yet as it would increase funding for CareerTEC. On Jan. 16 Brian met virtually with ISBE CTE director Marci Johnson and ISBE principal consultant Sophia Nuding. Johnson intended to visit CareerTEC and view our setup but "time got away from her." Johnson has since retired (Jan. 31) but promised to review the original application for ACC status and pass it on to her successor Dr. Erica Thieman, who was ISBE's former director of K-12 Standards and Instruction.
- D. **Nail Tech Change:** Brian was notified on Jan. 15 that HCC's Nail Tech program will be eliminating the year 2 of the program in two years and only offering 12th-graders to take the year one class next year. Counselors have been notified, and Brian has been informing families during the information night presentations that he has been doing.
- E. **CareerTEC Presentations:** Tours and presentations at the CareerTEC classrooms at St. John, HCC and Freeport High were held Jan. 17 for 180 sophomores from Dakota, Durand and Pecatonica. Then, on Jan. 24, tours were held at St. John and HCC for approximately 140 sophomores from Freeport, Orangeville and Pearl City schools. Brian reported that approximately 80 Freeport students attended of the 180 that possessed a 1.7 GPA or above and were given permission slips for the tours. That was just a slight increase from the 72 that toured last year. The tours went well. Brian then presented to approximately 130 parents and students with good questions and conversations over the five nights at the schools. The sixth school, Durand, is rescheduled for Feb. 25 due to the icy weather last night. Elizabeth Hazzard has also been visiting schools and speaking to prospective students.

F. 2025-2026 Applications

Brian reported that the application window was opened on the CareerTEC website after returning from winter break on Jan. 6. We've now received 125 applications while last year we had received 83 applications as of this date. He also noted that ECE is standing out as the most popular with 15 seats and 12 apps received to fill them. Brian is working on opening a second section for that class. The guaranteed seat deadline is April 1. Fifty-four of the applications (59%) are for our in-house programs for which we pay the teachers' salaries. We need at least 142 to maintain the current student tuition rate of \$2,225 per year.

G. Highland College Students Enrolled with CareerTEC

Following discussions Brian had with HCC regarding 25-26 changes in the Criminal Justice program and adding a computer science program in the 26-27 school year, difficulty filling at least 10 seats for a 7:30 a.m. class was stated by Scott Anderson. This led to the possibility of having the class time be 1 p.m. to allow for college students to fill the seats. Brian presented this possibility to the Board asking if anyone had a problem with that. None did.

H. 2024 Perkins Measures Data

Brian shared for each district and the CareerTEC region results of the Illinois measurements of the required secondary core performance indicators on CTE concentrator students. Concentrator students have taken two or more courses in a certain career pathway. Brian will have to report on the 2 of the 9 indicators that weren't met by our region namely Reading/Language Arts and Math. This is an improvement from last year's need to report on 3 of 9. He also stated that ISBE knows there may be issues with data in a couple of the indicators, and that CareerTEC doesn't necessarily impact some of the indicator areas.

I. Students Driving for Field Trips

The Construction class usually attends a morning session of the Building & Construction Trades Career Expo in Rockford each February. This year we were only offered an afternoon session that runs 1:15 – 3:15 p.m., which presents a transportation problem. Director Brian asked the Board if they would allow students to drive themselves to the field trip location and they said "no." Pec Supt. Carlson did offer his district bus if they could find a driver to take the regular route and have the part time CareerTEC only driver do the field trip.

J. Careers to Consider

Brian shared that HCC will host this annual event on Feb. 12. Since prior year participation has been disappointing, this year it was decided to invite eighth-graders instead of high school students. There are 70 eighth-graders in total coming from Dakota, Pecatonica, Orangeville, Lena-Winslow and the home school association scheduled to participate. The event aims to help students explore high-demand professions. They will choose two and be assigned two. They will rotate through sessions and participate in hands-on activities, interact with instructors, and explore professions in the career pathways.

K. Mall of Life

This annual event that Colleen Mills coordinates for our member district 6th, 7th and some 8th graders plus this year some Aquin and Tri-County students will be held Feb. 25-26 at HCC with Feb. 27 as a make-up day. Its primary focus is on financial literacy with real-life adult decisions. Brian will again be including a career exploration element this year with a quick talk and as they leave the event handing out a career guide to the students to share with their parents. CareerTEC students from HOYA, CIB and Culinary will help with the stores along with some local community members

L. Director Vacation Leave

Brian advised the Board of three vacation days he plans to take Feb. 26-28.

VI. CONSENT AGENDA**Motion to Approve Routine Items****1. January bills****2. Destruction of Closed-Session Recordings prior to 8/1/23**

Motion was made by Alberstett to approve consent agenda; seconded by Dotson. Roll call vote was taken with Schiffman, Carlson, Alberstett, and Dotson all in favor. (December bills were approved by admin agent, but the bills list was sent to the Board as information.)

Motion carried, 4-0.

VII. CLOSED SESSION: NONE

VIII. ACTION ITEMS: Skyward Software Agreement

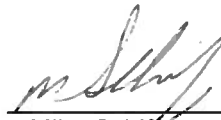
Director Brian Greene stated that there is the option of a one-year agreement at \$4,975.45 or a three-year agreement for \$4,523.13 per year. There is another piece related to the Skyward Financial accounting software, which is ISCORP that houses the data. We haven't received notice of that fee yet.

Motion was made by Schiffman; seconded by Alberstett for approval of the 3-year term for Skyward Software Agreement at \$4,523.13 per year. Roll call vote was taken with Dotson, Schiffman, Carlson, and Alberstett all in favor.

Motion carried 4-0.

IX. ADJOURNMENT

Motion was made by Alberstett to adjourn at 2:08 p.m.; seconded by Schiffman. All in favor by voice vote. Motion carried 4-0.



Mike Schiffman, Board Member



Jody Ackerman, Recording Secretary

