

CareerTEC Board of Directors Meeting

Thursday, September 5, 2024
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, September 5, 2024, at CareerTEC, Freeport, Illinois.

I. ROLL CALL

President Carl Carlson presided over the meeting. Present and responded to roll call at 1:35 p.m.: Supt. Kurt Alberstett, Durand District; Asst. Supt. Business Jeremy Dotson, Freeport District; Supt. Julie Katzenberger, Orangeville District; Supt. Mike Schiffman, Pearl City District; and Supt. Carl Carlson, Pecatonica District. Also in attendance were Brian Greene, CareerTEC Director; and Jody Ackerman, Recording Secretary. Absent was Supt. Jenny Keffer, Dakota District.

II. APPROVAL OF AGENDA

Motion was made by Alberstett to approve the agenda; seconded by Katzenberger. All in favor by voice vote of aye responses.

Motion carried 5-0.

III. APPROVAL OF MINUTES

Motion was made by Schiffman to approve the August 8 budget hearing and open-session meeting minutes; seconded by Alberstett. Roll call vote was taken: Alberstett, Dotson, Schiffman, Carlson, and Katzenberger all in favor.

Motion carried, 5-0

IV. COMMUNICATIONS / PUBLIC COMMENTS

There were no communications or public comments except CareerTEC Director Brian Greene thanked Dr. Dotson for filling in for Freeport Supt. Anna Alvarado.

V. INFORMATIONAL ITEMS

A. CTEI Funding

FY'25: Grant has two payments, \$9,125 and \$35,166, of the \$300,731 grant that have been vouchered but not received yet. Plus a third voucher today shows for \$40,649.

B. Perkins

FY'25: Purchases for the schools has begun for this federal reimbursement model grant. Total budget \$94,291.

C. Education Career Pathway Grant

FY'24: Grant was extended to August 31 to support summer school work. The final payment of \$20,542 was received the end of June and transited to Freeport in July. This four-year grant is now closed after bringing in a total of \$747,000 for Freeport's future educator program.

D. Manufacturing Day

The first meeting with the MFG Day committee was held Aug. 6 and planned the date for Oct. 17 during the National Manufacturing Month. There will be morning tours of local manufacturers then back to HCC for lunch and a tour of HCC's Industrial Manufacturing classrooms, and a closing presentation by Mark Braun, CEO of Kent's Nuestro Queso LLC. Students will have the opportunity to win a \$10 gift card and donated items from manufacturers if they correctly answer 10 scavenger hunt questions. Pizza lunch is provided. Committee members and Brian are trying to increase the participation in the event with more marketing since manufacturing is the # 1 industry in northern IL. A mailing has been mailed out to local manufacturers and we will follow up with an email if we haven't heard back from them by the deadline. The manufacturers have three ways they can participate: tour, booth and/or financial donation. We do start the year with \$1,419 to cover part of the cost of student T-shirts.

E. CNA Results and HOYA Job Shadows

Brian shared good news from the HOYA program. This year's new teacher, Amanda Miller, is doing a great job. 44 of 46 (95.6%) FY24 HOYA students passed the IL Dept Public Health Nurse Aide Exam. This is the highest percentage pass rate over the past 10 years. Brian gave thanks to all involved, and especially for the extra effort that Lori Steele, the program coordinator and year two instructor, did in the last 3 weeks of May with daily review. He also gave the particulars for CNA qualifications to sit for the exam. The HOYA program is growing its job shadow possibilities with the addition of 6 new FHN departments and getting back in with SSM Health Monroe clinic.

VI. Consent Agenda


1. **Motion to Approve Routine Items:** *Before vote was taken, Jody noted that the fiscal picture for this month is dismal with only \$46,000 fund balance after these bill payments are mailed out. She noted that the first admin assessment bills were sent to the schools and they are being processed on their end. She will prepare the first semester tuition billing next week and hopes the state comptroller releases the CTEI grant funds. She plans to hold checks as long as possible based on their payment due dates. Motion was made by Katzenberger to approve August bills and the destruction of closed-session recordings prior to March 1, 2023; seconded by Alberstett. Roll call vote was taken: Dotson, Schiffman, Carlson, Katzenberger, and Alberstett all in favor.*
Motion carried, 5-0.

VII. CLOSED SESSION: NONE

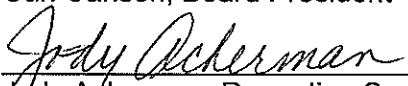
VIII. ACTION ITEMS: NONE

IX. ADJOURNMENT

Motion was made by Schiffman to adjourn at 1:44 p.m.; seconded by Alberstett. All in favor by voice vote.
Motion carried 5-0.



Carl Carlson, Board President



Jody Ackerman, Recording Secretary