

CareerTEC Board of Directors Meeting

Thursday, October 9, 2025
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 9, 2025, at CareerTEC, Freeport, Illinois.

I. ROLL CALL

Present and responded to roll call at 1:32 p.m.: Supt. Kurt Alberstett, Durand District; Supt. Anna Alvarado, Freeport District; Supt. Julie Katzenberger, Orangeville District; Supt. Mike Schiffman, Pearl City District. Also in attendance were Brian Greene, CareerTEC Director; and Jody Ackerman, Recording Secretary. Absent were Supt. Jenny Keffer, Dakota District; and Supt. Carl Carlson, Pecatonica District.

II. APPROVAL OF AGENDA

Motion was made by Alvarado (Freeport) to approve the agenda; seconded by Katzenberger (Orangeville). All in favor by voice vote. Motion carried 4-0.

III. APPROVAL OF MINUTES

Motion was made by Schiffman (Pearl City) to approve the Sept. 11 open-session meeting minutes; seconded by Alvarado (Freeport). Approved by voice vote.
Motion carried 4-0.

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 FY25 financial reports, which were clean with no comments. She noted an increased cash position in the fund balance of \$10,501. Total revenue down \$165,000 from prior year due to absence of the Ed Career Pathway grant, which ended last year. Auditor had no audit findings or recommendations to note.

B. CTEI Grant Funding: FY26: Brian submitted the Consolidated application, which contains the CTEI grant on Sept 13. It was sent back for minor changes and was approved on Sept 17. On Sept 24 Brian gave each high school principal their CTEI allocation for this year, which was the same as last year with it being level funded. Concern we have is that we have received no funds from the payment schedule which is now 3 months behind totaling almost \$95,000, and there are no vouchers in the system yet. The state director said not to worry yet; the state was approved for the funds from the feds. There was a change from the Department of Education to the Department of Labor with new systems for funding.

C. Perkins Funding: FY26: Total grant is \$87,588, which is a reduction of \$6,703 from last year. Jody started making purchases for the schools since Perkins is a reimbursement model for funding. But with no funds flowing nor vouchers in the system yet, Jody stated that purchasing will stop until we receive funds.

- D. **RSAC Conference Scholarship from ROE#8:** Brian applied and for the third consecutive year was awarded \$1,000 scholarship to attend the Raising Student Achievement conference (RSAC). Brian and Culinary Arts instructor Steve Konefes will attend the conference Dec. 8-9 in Oak Brook.
- E. **Adkins Energy Grant:** Brian applied and was awarded a \$3,000 grant from Adkins Energy for tools and materials that we feel is most important for the Construction program. This is the third year for this benefit. Two years ago, Adkins granted \$2,300 for plumbing supplies and last year \$3,600 for electrical tools and supplies.
- F. **CTE Budget Advocacy:** ISBE has opened its hearing for the FY27 budget, which allows the opportunity to advocate for CTE programs and funding. Invest CTE is tied to the System Directors Leadership Council and is making a funding request to increase CTEI operating line by 10%. It also strongly encourages each EFE to submit at least one written comment and invite everyone to do the same. Brian disseminated the CTE Whitepaper providing rationale and a message for funding request. Brian encourages anyone to advocate for CTE funding and will forward all educators in our region the email that contains the important links for more information.
- G. **Culinary Arts Certifications:** Brian reported that Culinary had its second highest pass rate of 87% from his students for the Certified Food Protection Manager exam.
- H. **Construction Trades Certifications:** In September, all Construction Trades year one students passed the OSHA 10-hour General Industry course with 18 of the 19 on the first attempt and the last student on the second attempt. Plus, the year 2 student passed the OSHA Construction course. The students receive an official Department of Labor OSHA 10-Hour card, which is valid for life.

VI. CONSENT AGENDA

1. Motion to Approve Routine Items

Motion was made by Alvarado (Freeport) to approve September bills and the destruction of closed-session recordings prior to April 1, 2024; seconded by Schiffman (Pearl City). Roll call vote was taken: Katzenberger, Alberstett, Alvarado and Schiffman were all in favor. **Motion carried, 4-0.**

VII. CLOSED SESSION: NONE

VIII. ACTION ITEMS

A. Approval of FY25 Audit

Motion was made by Katzenberger (Orangeville) to approve the FY25 Audit; seconded by Alvarado (Freeport). All in favor by voice vote. **Motion carried, 4-0.**

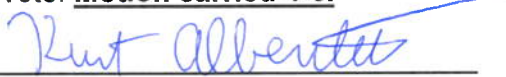
B. Approval of FY26 Local Consolidated Application

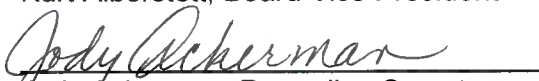
Motion was made by Schiffman (Pearl City) to approve the Local Application (review and approval a requirement of the application process to ensure alignment to all requirements of Perkins V Section 134). Move was seconded by Alvarado (Freeport). All in favor by voice vote. **Motion carried, 4-0.**

C. Approval to Reschedule Nov. 6 meeting to Nov. 13: Motion was made by Alvarado (Freeport) to reschedule to avoid conflict with IASA region meeting; seconded by Schiffman (Pearl City). All in favor by voice vote. **Motion carried, 4-0.**

IX. ADJOURNMENT

Motion was made by Alvarado (Freeport) to adjourn at 1:51 p.m.; seconded by Katzenberger (Orangeville). All in favor by voice vote. **Motion carried 4-0.**


Kurt Alberstett, Board Vice President


Jody Ackerman, Recording Secretary