

CALL TO ORDER

The regular meeting of the Board of Control for the Capital Area Career Center was called to order at 6:39 P.M., Thursday, November 12, 2009, in the Conference Room, 2201 Toronto Road, Springfield, Illinois. The meeting was called to order by Mr. Nonneman, Chair.

ROLL CALL

Representatives of the participating districts were in attendance as follows:

- Mr. John Kwedar - Ball-Chatham District #5 - Board Member
- Mr. Robert Kaaz – New Berlin District #16 - Board Member
- Mr. Larry Pankey- Pleasant Plains District #8 – Board Member
- Mr. Paul Nonneman – Riverton District #14 - Board Chair
- Mr. Dennis File – Rochester District #3A - Board Vice-Chair
- Mr. Art Moore - Springfield District #186 - Board Member
- Mr. Scott Etter - Virden District #4 - Board Member

Representatives Absent:

- Mr. Dale Ingram - Athens District #213 - Board Member
- Mr. Mike Heren - Auburn District #10 - Board Member
- Ms. Margaret Skaggs - Edinburg District #4 - Board Member
- Mr. Farley Cole - Girard District #3 - Board Member
- Mr. Bill Marvin - Tri-City District #1 - Board Member
- Mr. Mark Samaras - Waverly District #6 - Board Member

Also in attendance were the following:

- Ms. Cindy Stover - Director - CACC
- Ms. Amy Estes - Executive Secretary - CACC
- Ms. Angie Anselm - CASPN
- Ms. Valerie Carr, Superintendent, New Berlin School District #16 & CACC Executive Council Board Chair
- Ms. Mary Hamilton, CACC Multi Media Instructor

APPROVAL OF MINUTES

A motion was made by Mr. Moore to approve the Open and Closed Minutes of the Regular Meeting of September 17, 2009, as printed. The motion was seconded by Mr. Kaaz and carried with the following vote: Those voting “aye” Kwedar, Kaaz, Pankey, Nonneman, Carr (for Rochester), Moore, Etter; Those voting “no” none.

REPORTS

Chair's Report

None

Executive Council Chair's Report

None

Ms. Mary Hamilton, CACC Multi Media Instructor, gave a presentation of the curriculum that she uses to teach her students. After the successful completion of this two year course, the student will have 23 LLCC credit hours that can be transferred to any college.

Director's Report**CACC Committees**

Ms. Stover discussed the 2009-2010 Committees and their goals, as attached.

ACTE Conference

Ms. Stover will be attending the ACTE Conference in Nashville on November 18-21, 2009.

Project Lead the Way- Bio-Medical Sciences

The Chamber submitted a request for a federal grant to address the shortage in healthcare workers. CACC is part of the grant requesting funding to implement Project Lead the Way Bio-Medical Sciences. The Chamber should be notified in March if they are awarded the grant.

Alumni Survey Results

Ms. Stover sent a survey to 76 interested CACC alumni, as presented.

September & October Staff Meeting

Ms. Stover discussed the September & October Staff Meetings, as presented

Program Approval & Funding

A CTE Program Approval Task Force is proposing a new funding procedure for CTE credits. Under this new procedure, a keyboarding credit will generate the same amount of funds as a Collision Repair credit. The Area Vocational Center Directors are working with ISBE concerning the impact of this new procedure on the Area Centers. Ms. Stover will keep the Board informed as she is a member of both groups.

Insurance Liability Assessment

Ms. Stover discussed the Insurance Liability Assessment, as presented.

Summer Youth Outcomes

CACC exceeded the outcomes set by the WIA office.

DCFS Meeting

Ms. Stover met with Stacey Dreher on October 15, 2009 to discuss daycare licensing regulations. An initial application for licensing would need to be submitted by February 1, 2010 in order to have a licensed Day Care in August. More information is needed and will be discussed at the January 2010 Board meeting.

Pathways Out of Poverty

The Springfield Urban League submitted a federal grant to expand the “Green In Your Environment” program that CACC participated in this summer. The grant was submitted on September 29, 2009 and Ms. Stover signed a document of support.

Sunrise Today

Ms. Stover made an appearance on Sunrise Today on October 14, 2009 to promote the Open House.

Youth Build

Classes began on October 26, 2009. There will be three classes of 25 each that rotate every two weeks. All participants are riding the bus and will enter through the building trades’ door. They arrive after CACC has started school and will leave after CACC has ended. Break is scheduled after the CACC students leave in the morning.

Dr. Milton Visit

Dr. Milton visited CACC on October 14, 2009. Ms. Stover shared Dual Credit and Certification information with him. He said he would share this with his Board. Also discussed was PLTW Biomedical Sciences. He asked that the CACC Web Coordinator talk with District #186 Web Coordinator so that a link to CACC could be put on the District #186 Web Site. Dr. Milton asked Ms. Stover to contact Ms. Donna Ferguson, who coordinates Saturday Academies, to see how CACC could be involved. Two CACC instructors in the Communication Media area are interested in the Saturday Academies.

Sale of Old Equipment

At their October Meeting, the Executive Council passed a resolution to sell old equipment. A lawn mower sold for \$389.98, an unfinished golf cart sold for \$1050 and a finished golf cart did not sell. Efforts will continue to sell the golf cart.

CACC Participating School Survey Report

Ms. Stover discussed the CACC Participating School Survey Report, as presented.

Out of School Youth Grant

Ms. Stover submitted a grant for out of school youth, ages 17-21, for Green Technologies, Core and Carpentry Level 1. The amount requested was \$130,549. A recommendation on which grants to fund will be made to the Illinois WorkNet Youth Council on November 10, 2009. The recommendation will then be made to the Workforce Investment Board on Monday, November 16, 2009.

FY09 Audit

The Auditors are waiting on the Industrial Appraisal. Once received, the Auditors will be able to complete the Audit.

Principal’s Report

Enrollment stands at 775

Mr. Avery discussed the historical data and the discipline report, as presented.

Also discussed was information on dual credits and certifications, as presented.

Parent-Teacher Conferences were held October 8-9, 2009.

Open House was October 15, 2009 and was very well attended.

Mr. Avery discussed the Advisory Committee Meeting which was held November 5, 2009.

CACC has started recruiting for next year. There have been home school visits/presentations and student tours. UIS has filmed a recruitment video for CACC that should be ready soon.

At the October 13, 2009 Executive Council meeting, Mr. Avery proposed making a policy change regarding the Level III-Acts of Misconduct Disciplinary Procedures. The changes to this policy were presented. The Board directed Ms. Stover to have the new policy reviewed by the attorney. This change will go into effect in FY11.

CASPN Coordinator's Report

Ms. Anselm discussed enrollment numbers.

Graduation for the Class of 102 is December 18, 2009 at the Northfield Suites in Springfield.

Ms. Anselm attended a National League for Nursing Summit September 23-26 in Philadelphia. The Summit is an important communication vehicle for the essential dialogue between members and the NLN leadership.

Ms. Anselm has applied for a \$465,000 ARRA (American Recovery and Reinvestment Act) Grant through the LWIA (Local Workforce Investment Act) for displaced workers. Recipients of the award will be notified the first week of December.

The quarterly WIA meeting was held October 14, 2009.

The Advisory Committee Meeting is being held December 11th at noon.

Projectors have been installed in each of the classrooms.

Ms. Anselm is still working on getting a part-time evening class for the fall of 2010. It would be an 18 month program that would meet 3 or 4 nights a week.

Ms. Anselm discussed a Face Book issue that involved several CASPN students.

Ms. Anselm presented the new CASPN brochure.

CORRESPONDENCE

Stover to Staff

Stover to Alumni

Avery to Businesses

Fitzgerald to Tolan

Schneider (Illinois Work Net) to WIB

Stover to Superintendents

Green to Stover and Stover to Green

Stover to White

NEW BUSINESS

Approve Personnel

A motion was made by Mr. Moore to approve the hiring of personnel as follows:

- A. High School Clinical Instructors, As Needed
 - 1. Rhonda Mattern – ND J11 or \$34.01 per hour
 - 2. Carol Carpenter – A10 or \$34.06 per hour
 - 3. Jeff Hickman – A9 or \$33.02 per hour
 - 4. Jean Little (Substitute) – B12 or \$36.91 per hour
 - 5. Jan Moulton (A.M. only) – B11 or \$35.87 per hour
- B. George A. Franklin – Welding Instructor through December 18, 2009 @ \$35 per hour (A.M. only)

The motion was seconded by Mr. File and carried with the following vote: Those voting “aye” Pankey, Nonneman, File, Moore, Etter, Kwedar, Kaaz; Those voting “no” none.

Approve Youth Build Agreement

A motion was made by Mr. Etter to approve the Youth Build Agreement, as presented. The motion was seconded by Mr. Pankey and carried with all members voting “aye”.

Approve American Fidelity Flex Adoption Agreement

A motion was made by Mr. Kaaz to approve the American Fidelity Flex Adoption Agreement, as presented. The motion was seconded by Mr. Moore and carried with the following vote: Those voting “aye” Nonneman, File, Moore, Etter, Kwedar, Kaaz, Pankey; Those voting “no” none.

Approve Articulation Agreement between CACC Health Occupations II and CASPN

A motion was made by Mr. Kwedar to approve the Articulation Agreement between CACC Health Occupations II and CASPN, as presented. The motion was seconded by Mr. File and carried with all members voting “aye”.

Approve Johnson Controls Maintenance Agreement

A motion was made by Mr. File to approve the Johnson Controls Maintenance Agreement, as presented. The motion was seconded by Mr. Etter and carried with all members voting “aye”.

Approve Illinois Associated Builders and Contractors as NCCER Sponsor

A motion was made by Mr. Pankey to approve Illinois Associated Builders and Contractors as the NCCER Sponsor. The motion was seconded by Mr. Kwedar and carried with all members voting “aye”.

Approve Guidelines for Refunds of CACC Fees

A motion was made by Mr. Pankey to approve the guidelines for refunds of CACC fees. The motion was seconded by Mr. Kaaz and carried with all members voting “aye”.

Approve Course Descriptions for IT Essentials and Health Occupations II

A motion was made by Mr. Moore to approve the course descriptions for IT Essentials and Health Occupations II, as presented. The motion was seconded by Mr. Etter and carried with all members voting “aye”.

MISCELLANEOUS

Next Board of Control Meeting – January 21, 2010 @ 6:00 P.M.

ADJOURNMENT

A motion was made by Mr. File to adjourn the meeting. The motion was seconded by Mr. Etter and carried with all members voting “aye”.

The meeting adjourned at 8:17 P.M.

Recording Secretary

Date