The regular meeting of the Capital Area Career Center Executive Council was called to order at 11:00 A.M. May 11, 2009, in the Conference Room, Capital Area Career Center, 2201 Toronto Road, Springfield, IL by Dr. Bertrand, Chair.
RECONGNITION OF VISITORS
Dr. Greg Reynolds
Ms. Tammie Bolden

Dr. Reynolds discussed a type of survey that could be used to support new initiatives, program courses, determine interests of the students, and evaluate retention, turnover, online courses, student achievement and enrollment trends.

APPROVAL OF MINUTES
A motion was made by Ms. Carr to approve the Open and Closed Session minutes of the regular meeting of April 14, 2009. The motion was seconded by Mr. Bruno and carried with the following vote: Those voting “aye” Bertrand, Mulligan, Carr, Bruno, Medley; Those voting “no” none.

BILLS PAYABLE
A motion was made by Ms. Carr to approve the Bill Lists, as printed. The motion was seconded by Mr. Bruno and carried with the following vote: Those voting “aye” Bertrand, Mulligan, Carr, Bruno, Medley; Those voting “no” none.

REPORTS

Chair's Report
None

CASPN Coordinator’s Report
Ms. Anselm discussed enrollment numbers.

Graduation for the Class of 101 is June 19, 2009 at the Northfield Inn and Suites in Springfield.

Ms. Anselm along with C.J. Kassube, CASPN Financial Aide Specialist and Valerie Ellinger, CASPN Instructor attended the NCA Conference in Ohio May 18-20, 2009 to prepare for the upcoming NCA Accreditation site visit April 12-14, 2010.

Ms. Anselm also attended a Rebuilding the Nursing Curriculum Conference on May 1, 2009.

The FY10 Calendar is complete and has been revised to meet the MSN to BSN requirement.

On May 6, 2009 CASPN held a Career Day. Some of the CASPN clinical affiliates were there to answer questions. Theresa Lee, CASPN Clinical Coordinator, donated the food for the event.

Ms. Anselm discussed the possibility of starting an honor society. More discussion is needed and will take place at a later date.

Principal’s Report
Mr. Avery discussed second semester enrollment data and the discipline report, as presented.

FY10 enrollment stands at 781.

The Awards Ceremony will take place at CACC on May 21, 2009. Cake and punch will be served.

The Math Work Keys Results were presented.

The last day for student attendance was determined by the home school. A schedule of dates was presented.

Skills USA was held at CACC April 23-25, 2009. A list of CACC winners was presented.
Director’s Report
CTEIG and Perkins Allocations
The total CTEIG allocation for FY10 is $435,088. This is a decrease of $28,700 from FY09. This is due to the decrease of student enrollments at CACC last year. The Perkins allocation will remain at $95,000 with an additional $3,000 at ROCTE for staff travel/development.

Casmir Pulaski Waiver
The Calendar Committee has recommended attending school on Casmir Pulaski Day. Ms. Stover will prepare a Waiver Request and a Public Hearing has been scheduled for June 9, 2009 at 10:45 A.M.

FY10 Insurance Rates
A. Medical
   The medical insurance will increase by 5.9% or 6.9%. It will depend on the amount of claims during May and June.
B. Building, Liability, etc.
   Ms. Stover will attend a Prairie State Insurance Cooperative Meeting on Friday, May 15, 2009. Premiums for FY10 will be distributed.

FY10 IMRF Rates
The IMRF Rate for Calendar Year 2010 will be 8.64%. We currently pay 13.3%.

Summer Youth Stimulus Funds
The Springfield Urban League and CACC have been awarded $90,000 for a Summer Youth Program entitled Opportunity Green Works. Participants will earn OSHA 10 Certification, NCCER Green Environment Certification, and Certificates in Carpentry Level 1 Modules 1, 2, & 3. Internships will take place at Southwind Park. The program will last for nine weeks.

April Staff Meeting
Ms. Stover discussed the April Staff Meeting agenda, as presented.

Skills USA/FCCLA Winners
Two CACC students placed 1st at the State Skills USA Contest. They will be competing at the National Skills USA Contest in Kansas at the end of June. Ms. Debbie Burtle, Assistant Skills USA Sponsor will accompany the students.

Virden and Girard BOC Representative
The Virden School Board President inquired about having one school member representing both schools at the Board of Control meetings. Our attorney said this is allowable.

Budget Hearing
A Budget Hearing has been scheduled for June 9, 2009 at 10:50 A.M. for the purpose of amending the FY09 Budget.

Health, Life, Safety
The replacing of the ductwork will begin in June and will take approximately two months.

April 16, 2009 Board of Control
The Board of Control approved revisions to the Intergovernmental Agreement.
**Closed Session**
A motion was made by Mr. Bruno to go into Closed Session at 11:52 A.M. The motion was seconded by Dr. Mulligan and carried with the following vote: Those voting “aye” Mulligan, Carr, Bruno, Medley, Bertrand; Those voting “no” none.

Items discussed:
A. Appointment, Employment, Compensation.
   Discipline Performance or Dismissal of Employees, including hearing testimony on a complaint to determine its validity.
   1. Personnel
B. Negotiations
   1. Impact Bargaining
   2. FY10 Negotiation Schedule
C. Imminent Litigation

**Open Session**
A motion was made by Mr. Bruno to come out of Closed Session at 12:29 P.M. The motion was seconded by Ms. Carr and carried with all members voting “aye.”

**CORRESPONDENCE**
Foutch to Stover
Rogers to Stover
Stover to Rogers
Stover to Grimes/O’Brien
Choice Construction to CACC
CACC to SJR
Stover to CEA Co-Presidents
Stover to Representatives Poe and Brauer, Senator Bomke

**NEW BUSINESS**

**Approve FY10 Tentative Calendars**
A motion was made by Dr. Mulligan to approve the FY10 Tentative Calendars, as follows: ESP Hired Before September 17, 2007 - ESP Hired After September 17, 2007 - CASPN Staff & Student Calendar. The motion was seconded by Ms. Carr and carried with the following vote: Those voting “aye” Carr, Bruno, Medley, Bertrand, Mulligan; Those voting “no” none. The CACC Staff & Student calendar was sent back to the calendar committee.

**Hire Personnel/Wages**
A motion was made by Mr. Bruno to approve the Hiring of Personnel, as follows:
1. Summer Youth
   - Kim Eddings-Program Consultant/instructor at $30.00/hour (72 hours)
   - Debbie Burtle-Program Coordinator/instructor at $30.00/hour (236 hours)
   - Jeri Fuess-Program Assistant at $23.75/hour (268 hours)
   - Denise Tarr-Internship Assistant at $20.00/hour (160 hours)
   - Bus Driver-$17.25/hour (160 hours)
   - Chuck Bullard-$30.00/hour (hours to be determined)
   - Teacher’s Aide for Opportunity Greenworks-$15.00/hour (TBD)
2. Building and Grounds Supervisor
   - Donald Stark-$40,000 per year, 15 vacation days, 15 sick days
3. Resignation
   - John Hanson, CACC custodian, effective May 29, 2009
4. Retirement
   - Chuck Bullard-Intent to Retire at the end of the 2012-2013 school year
The motion was seconded by Ms. Carr and carried with the following vote: Those voting “aye” Bruno, Medley, Bertrand, Mulligan, Carr; Those voting “no” none.
Approve CASPN Clinical Coordinator Job Description
A motion was made by Dr. Mulligan to approve the CASPN Coordinator Job Description, as presented. The motion was seconded by Mr. Bruno and carried with all members voting “aye”.

MISCELLANEOUS
Next Executive Council Meeting – June 9, 2009 @ 1:00 P.M.
Public Hearing Waiver of Rules and Modifications of School Code Mandates @ 10:45 A.M.
Budget Amendment Hearing @ 10:50 A.M.

ADJOURNMENT

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

The meeting adjourned at 12:44 P.M.

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Secretary, Executive Council

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Date Approved