

Executive (KACC) Board Meeting
KARVES Administrative Board of Control Meeting
Thursday, March 14, 2019
Kankakee Country Club, Kankakee, IL

Members Present

Beecher – Brad Cox
Bradley – Scott Wakeley
Central – Tonya Evans
Grant Park –John Palan (KACC Chairman) & Jerry Fick (KARVES Vice-Chairman)
Herscher –Dr. Richard Decman (KACC Vice Chairman) and Laura Rewerts
Kankakee – Darrell Williams (6:14 p.m.)
Momence –Sandra Illum (KARVES Secretary)
Peotone –Steve Stein & Richard Uthe
St. Anne – Charles Stegall
Regional Superintendent – Frank Petkunas, Assistant Superintendent
Kankakee Community College – Michael Boyd

Director – Matthew Kelley
Assistant Director /Principal – Timothy Guerin
Dean/Special Projects Coordinator – Lucas Papineau
Recording Secretary – Alice Argyelan

Absent: Manteno

Minutes

The regular meeting of the Kankakee Area Career Center (KACC) Executive Committee and Kankakee Area Regional Vocational Education System (KARVES) Administrative Board of Control, Kankakee County, State of Illinois called to order on March 14, 2019 at 6:01 p.m.

PUBLIC COMMENT

None

CONSENT AGENDA

- 1-4. A motion was made by Mr. Uthe, seconded by Ms. Illum at 6:02 p.m. to approve the consent agenda including the minutes from the February Regular session of the Kankakee Area Career Center, minutes from the November KARVES/KACC Combined Regular session meeting, accounts payable, and financial reports. Motion carried by unanimous roll-call vote.

GUEST SPEAKER

5. Mr. Johnny Jacobs, General Manager of Nucor Steel provided a very informative presentation on Nucor Steel. Among the many interesting facts: Nucor is a Fortune 150 Company with \$25 Billion in sales, 26,000 Team members, and a record of not having laid off a team member. He spoke of plans for expansion, employment outlook and types of positions available. Mr. Jacobs shared their corporate culture as an employer: Pay for performance; Right to be treated fairly; Have an avenue of appeal; and, Do your job well – You will have it tomorrow. Average wage of Nucor Steel is \$80,000. Mr. Jacobs acknowledged the import of educational institutions in our area, specifically noting KACC provides a platform for a pipeline and mentioned KCC's fine work with the apprentice program.

KANKAKEE COMMUNITY COLLEGE UPDATE:

6. Dr. Boyd stated KCC is privileged to be an educational partner to Nucor. Students have done very well and have oftentimes returned to KCC to visit, sharing positive remarks about their employment at Nucor. Dr. Boyd then gave a brief update on activities underway at KCC including:
- Strategic Planning process is coming, to include a facilities master plan to best utilize instructional spaces to create an effective and enjoyable learning environment.
 - Tech Math remains a work in progress. While it seems to change from day-to-day, Dr. Boyd stated he is confident “we will get there.”
 - Dual Credit process is undergoing a thorough quality check. Dr. Boyd is prepared to rebuild the process, yet certain aspects will most likely remain intact.
 - Bridge Program will be offered to KACC welding seniors for the Summer Semester.
 - ATEC Open House: Dr. Boyd extended an invitation to everyone present to attend the ATEC Open House April 17th at 4:00 p.m. Mr. Jacobs took a tour earlier today, and commented that the new space is wonderful.
 - Economic Alliance meeting will be hosted by KCC on April 11 in Room D140. Andy Maletta who works with a high school in Portage, Indiana, will speak on transitioning from high school to the workforce. Dr. Boyd invited everyone to this meeting as well as all Economic Alliance meetings. Please e-mail Dr. Boyd to be added to the list-serve.
- On behalf of the KARVES Advisory Board of Control, Dr. Palan congratulated Dr. Boyd on his appointment as President of Kankakee Community College.

DIRECTOR'S REPORT

7. Mr. Kelley began his report by showing a quick video highlighting the value of CTE and the 1-2-7 statistics; ie: Of every 10 position openings, 1 will require a Master's/advanced degree, 2 will require a minimum of a Bachelor's degree and the remaining 7 require CTE, Associates or some other post-secondary training. Mr. Kelley stated KACC has 760 students in training – while not every student will enter a career matching their program, they will have valuable, transferrable skills pertinent to all occupations. Mr. Kelley demonstrated this fact by relating a story about a Fire-Rescue-EMR student who interviewed for a job at Riverside Hospital – while her position is not in Fire, her Workplace Excellence training at KACC was noted, as Riverside has also incorporated Workplace Excellence. The student was hired. Mr. Kelley then noted the following:
- Bridge Program with KCC beginning this summer so KACC Welding students can begin an Advanced Arc Welding class on June 3. Welding students at KACC can earn AWS Level 1 Certification and 8 hours of dual college credit. This bridge program allows students to move directly to KCC. This will lay the groundwork for students to continue their education. Mr. Kelley expressed his appreciation to Dr. Boyd for working with KACC to make this a reality. There will be an Open House at KCC on April 18th from 4:00 to 6:30 p.m. for welding students and their parents.
 - Radio Interview at WKAN took place on March 1st. Mr. Kelley took advantage of this opportunity highlighting KACC programs and the upcoming golf outing.
 - Executive Review of KACC's Student Handbook will begin in the near future. Dr. Wakeley and Dr. Decman have agreed to serve on this committee.
 - Open Enrollment for Health Insurance is April 1 to 30, 2019. KACC Insurance Committee is weighing policy options. Mr. Kelley will report results at the April Meeting.
 - Thursday Night Auto Club members previously attended a taping of the TV Series *Wrenchd*. The episode aired yesterday evening. Mr. Kelley showed a video clip from the show. Mr. Kelley mentioned Justin Nichols, host of the show, will attend our annual AWS Weld Night.
 - Multimedia Video Production Instructor interviews have been ongoing. The process has been tough as all the candidates have been very well-qualified and impressive. Interview team has

narrowed the candidates to two people. Final hire decision will be confirmed at the April meeting.

DISCUSSION/ACTION ITEMS

8. KACC FY2020 Calendar: Mr. Fick called everyone’s attention to the proposed calendar. A motion was made by Mr. Uthe, seconded by Mr. Stein at 6:52 p.m. to approve the FY2020 Calendar as presented. Motion carried by unanimous roll call vote.
9. Approve KACC Executive Committee and KARVES Administrative Board of Control Meeting Schedule for FY2020: Mr. Fick questioned attendees if there were any comments concerning the schedules presented. Hearing none, a motion was made by Mr. Cox, seconded by Mr. Uthe at 6.53 p.m. to approve the FY2020 Meeting schedule for KACC Executive Board and KARVES Administrative board of Control. Motion carried by unanimous roll-call vote.
10. Multimedia Video Production Instructor Job Description: Mr. Kelley presented the Position Description for this newly-created position at KACC. A motion was made by Mr. Cox, seconded by Ms. Evans at 6:55 p.m. to approve the Job Description as presented. Motion carried by unanimous roll-call vote.
11. Approve Overnight Travel to Attend SkillsUSA Competition April 11 through 13 in Springfield, Illinois: Mr. Kelley spoke about this annual state-wide competition. The competitions align with programs taught at KACC. There will be approximately 40 students – registration fees are due tomorrow, determining final attendees. First-place winners are invited to compete at the National Level. National Championships are held in June in Louisville, KY. Mr. Kelley stated two male and two female chaperones will accompany students. Mr. Cox questioned who those chaperones are, to which Mr. Kelley responded: James Stafford, Auto Tech Instructor, Dawn Kleber, Auto Tech Paraprofessional, Meghann Miller, Cosmetology Instructor and Michael Gall, Welding Instructor. Mr. Kelley mentioned Principal Guerin also will attend. A motion was made by Mr. Uthe, seconded by Mr. Cox at 7:00 p.m. to approve overnight travel to attend State SkillsUSA competition April 11 through 13 in Springfield. Motion carried by unanimous roll-call vote.
12. Rehire Principal/Assistant Director and Dean of Students/Special Projects Coordinator: Mr. Kelley spoke to the value both these men bring to KACC as an organization and to the KARVES region. Mr. Kelley requested retain them for next year. A motion was made by Mr. Uthe, seconded by Mr. Fick at 7:12 p.m., to rehire the Principal/Assistant Director and Dean/Special Projects Coordinator for FY2020. Motion carried by unanimous roll-call vote.
13. Director’s Annual Review Report: Dr. Palan members of the Executive Board met with Mr. Kelley to review his evaluation. The evaluation results were shared electronically with all member district Superintendents. Dr. Palan reported overall, the evaluation was very good. The potential for contractual changes will be brought to the April Meeting.
14. Notice to Remedy – Dr. Palan requested this item be moved to Closed Session.

INFORMATIONAL ITEMS:

15. Principal’s Report: Mr. Guerin highlighted recent activities:
 - a. NTHS Ceremony: Mr. Guerin thanked Dr. Wakeley and Dr. Wright for allowing KACC the use of their auditorium for the NTHS ceremony. Mr. Guerin also expressed his appreciation to Dr. Boyd for his keynote address. His remarks were “stoic, funny and well thought out.” Mr. Guerin stated this is a “wonderful celebration of the best and brightest,” and looks forward to this culture continuing to develop at KACC. Mr. Guerin was delighted to see school principals and counselors in attendance
 - b. Workplace Excellence: Faculty is implementing the fourth module. Mr. Guerin is working to fine-tune the electronic badge system. Students will be able to post badges on their LinkedIn and Twitter feeds.
 - c. Positive Referral Program: Mr. Guerin reported there was 48 positive referrals made in February. He continues to enjoy making these parent calls each month.

- d. FY 2020 Preliminary Enrollment: Mr. Guerin reported preliminary enrollment at 820. There are a couple programs with especially high enrollment, for example, Welding with 126 students (90 student maximum).
 - e. ALICE Training: This will be presented to faculty and staff on April 18th by KACC Law Enforcement Instructor, Don Barber.
 - f. Health Career Day will be held on April 18th at KCC. Mr. Guerin thanked Dr. Boyd for this opportunity. All C.N.A. Training and Medical Terminology-Basic Health Skills students will spend the day with KCC's Health Careers Faculty.
 - g. Annual KACC Student Awards will be held on May 14th at ONU's Kresge Auditorium. Students will be receiving both awards and a variety of scholarships, some of which are funded by our Annual Scholarship Golf Outing, scheduled June 10th at Kankakee Country Club.
 - h. Counselors and Principals will be invited to KACC on September 6th to meet with representatives from CSL Behring and experience a virtual tour of their facility.
16. Dean of Students/Special Projects Coordinator: Mr. Papineau addressed the following:
- a. School Visits: Mr. Papineau reported he has met several of the goals presented at the beginning of the year, including getting out to more schools. Mr. Papineau will be at Iroquois West for their Career/STEM Fair April 2. Mr. Papineau was asked to speak at an upcoming 4-H group meeting. He expressed his willingness to speak to groups whenever possible to spread the work about CTE provided at KACC.
 - b. Field Trip: Mr. Papineau accompanied Drafting + 3D Design students to the B. Harley Bradley House designed by Frank Lloyd Wright. He said it was a fascinating a tour.
 - c. 8th Grade Career Awareness Program: Event will be April 9 and 10 at Quality Inn. Mr. Papineau provided an overview on how the program works and provided an informational booklet for attendees.
 - d. Dual Credit with KCC: Mid-term verifications are wrapping up.
 - e. Google Training: Mr. Papineau stated faculty have exceeded his expectations embracing the utilization and implementation of the Google suite.
 - f. Emerging Workforce: This event will be held at KACC on May 3rd. The list of confirmed businesses was shared with attendees.
17. Internship Program Report: Mr. Papineau reviewed a list of internship sites with student names. Mr. Papineau called attention to the Auto Technology internships – now local companies are contacting KACC. Mr. Papineau pointed out the variety of Medical Terminology internship settings students are now utilizing. Internships will be wrapping up in April before final exams.

CLOSED SESSION

A motion was made by Ms. Evans, seconded by Mr. Uthe at 7:15 p.m. to move to closed session for The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee of the district or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1). Motion carried by unanimous roll-call vote.

REOPEN SESSION

- 18. Notice to Remedy: A motion was made by Ms. Evans, seconded by Mr. Fick at 7:26 p.m. to Approve the Resolution Authorizing a Notice of Remediation. Motion carried by the following vote: Beecher – No; Bradley – Yes; Central – Yes; Grant Park – Yes; Herscher – Yes; Kankakee – Yes; Manteno – Absent; Momence – Yes; Peotone – No; St. Anne – Yes; Regional Office – Yes.

ADJOURN:

There being no further business to discuss, a motion was made by Mr. Uthe, seconded by Mr. Cox at 7:28 p.m. p.m. to adjourn the meeting of the Kankakee Area Regional Vocational Education System's Administrative Board of Control and Kankakee and Kankakee Area Career Center's Executive Committee. Motion carried by unanimous voice vote.

As Recorded By: _____
Sandra Illum

Attested: _____
Jerry Fick, Chairman Pro-tem