



DES PLAINES VALLEY REGION  
ADMINISTRATIVE COUNCIL  
DECEMBER 1, 2011

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:16 a.m. on Thursday, December 1, 2011 in The Little Theater at East Leyden High School. In attendance: Dr. Fran Brady (Leyden Dist. 212), Ms. Toni Memmel (Elmwood Park Dist. 401), Ms. Jacqueline Hanson (Oak Park & River Forest Dist. 200), Mr. Ed Moyer (Proviso Dist. 209), Ms. Maggie Campbell (Proviso Dist. 209), Mr. Steve Silca (Ridgewood Dist. 234), Mr. Nick Gehl (Riverside-Brookfield Dist. 208), Ms. Mary-Rita Moore (Triton College), Dr. Susan Collins (Triton College), Dr. Anne Cothran (DVR), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Ms. Moore moved, Mr. Moyer seconded the motion to approve minutes of the November 3, 2011 meeting. All ayes; motion carried.

DUAL CREDIT PRE-REQUISITES

There are some dual credit courses that appear to require pre-requisites which are not on our approved dual credit list. Ms. Moore reported that Triton's website has been converted and some links still need to be corrected. Therefore information about dual credit should be obtained from the lists distributed at the last meeting as well as the Triton catalog as opposed to the web site at this time. She stated that if there are pre-requisites the college attempts to be flexible based on what the student has taken.

If schools want to add courses to dual credit offerings they are to notify Tonette Baldin. The question was raised regarding considering dropping from the list those dual credit courses that are consistently not attracting many students. Dr. Cothran noted that the Board of Control is interested in providing opportunities for students to graduate from high school with a post-secondary credential. A suggestion was made to show links between our dual credit offerings and programs of study.

REGIONAL EVENTS CALENDAR

Based on advisor requests, Administrative Council members are asked to collect and submit information on student career activities and events for a regional calendar. This includes career days, club meetings, etc. that can be listed on the DVR website's calendar for business and industry partners to look up. To date, information has been received from Elmwood Park. The rest of the districts need to submit their activities and events.

## BUSINESS AND INDUSTRY PARTNERSHIPS

We have been working on a regional basis to develop business and industry partnerships on behalf of the DVR member districts. Previously discussed was the Society of Hispanic Professional Engineers' (SHPE) interest in working with Leyden. The Society of Hispanic Engineers Exelon Chapter has agreed to sponsor a Jr. Chapter of SHPE at Leyden. The Society of Polish American Engineers (SPAЕ) has agreed to collaborate with Ridgewood High School. These relationships take time to develop to the point of agreement and then more time to work out logistical details. In each case the professional association executive boards met to consider the issue of commitment to a school district. And in both their Executive Boards approved the next step and we are at the stage of working out planning meetings to specify how the relationships will be defined.

SHPE requires a Jr. chapter at the school, but SPAЕ does not. These professional organizations include prominent persons from a wide variety of institutions. Their representatives can speak to classes; students need to see them as role models. As schools implement engineering programs, early exposure to professionals helps influence students to pursue engineering careers. Also, the idea is to expose students to real life projects. Some organizations have scholarship funds. Professional connections can help with placing students in jobs. Students of any ethnicity can participate. Mr. Moyer indicated that Proviso is interested.

## STEM SUMMIT

For the last two years there have been annual STEM Summits, the first of which was held at Niles, and second was held at the Illinois Math And Science Academy. The upcoming STEM Summit for February 3, 2012 will be held at Oak Park & River Forest High School. This is an all-day event and is intended for teachers from all curricular areas, administrators, department chairpersons, and other school representatives. DVR's STEM Advisory members have been encouraged to attend. Registration is on-line at [stemsummit2012.org](http://stemsummit2012.org). The day will include morning breakout sessions, afternoon breakout sessions and table topic sessions at lunch. Presentations will include Project Lead the Way, Engineering by Design, the Partnership Toolkit, biomedical programs, student competition, student research, and many other areas. Dr. Cothran added that at the next meeting for the DVR elementary school members, Brenda Pacey will provide information on Gateway to Technology.

## DVR WEBSITE

The DVR website is updated as new information becomes available. The website was displayed and Dr. Cothran highlighted recent changes.

## 2012 SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

At the November meeting the Administrative Council discussed finding an alternate location for the October 2012 School/College Partnership Workshop that could include breakout rooms. Also at the November meeting, the Council agreed on the topic of Common Core Standards. The topic was presented to the Board of Control and was approved. Inquiries have been sent to several locations asking for rate information for comparison, and inquiries have been sent out for speaker proposals. Included in the speaker requests are Marzano and High Schools That Work. Some locations are not able to accommodate a group of our size and requirements. Dr. Cothran has information from McDonald's Hamburger University (which was suggested by Council members) and is awaiting quotes from other locations as well as speaker proposals. There are a variety of approaches and perspectives on Common Core. We do not want a presentation on information about Common Core; we need to focus on how it applies to the DVR schools and how we will utilize it. A

suggestion was made to do preparatory work leading up to the workshop, such as obtaining informational materials for attendees so everyone can become familiar with and understand the subject matter. Also, have attendees prepare ideas on how they want to apply Common Core.

Regarding the possibility of hosting the workshop at Hamburger University, Dr. Cothran toured the facilities and has a tentative hold on the date. The Council's next meeting is not until February. Rather than delay until the February meeting, the Council agreed that Dr. Cothran should recommend Hamburger University to the Board of Control.

#### DVR FAMILY & CONSUMER SCIENCE PROGRAM COMMITTEE

The DVR program committees were asked to identify any specifics from their meetings that they would like to have highlighted for this Administrative Council meeting. Val Berger, Chairperson of the Family & Consumer Science committee identified the following. Culinary and Child Care reviewed curriculum; no updates were recommended. Culinary has developed a program of study. Child Care is working on developing a program of study. Ms. Berger also noted that Child Care would like to hold a conference in the 2012-13 school year for which they are requesting funding through DVR. The Council was not clear on what this event would be. If it is intended as a day-long field trip, and if other program areas began offering such options, then there is the potential for students to miss more days of school. It was noted that Triton had eliminated the career expos, and the DVR career camps provided opportunities in place of the expos. The Council requested that the FCS committee provide more details, including estimated cost, target students, etc. for the Council to discuss at the February meeting.

#### CAREER CAMPS

We have been looking for ways to improve student participation in the career camps. In the past two years, booklets and posters have been used to publicize the camps. Dr. Cothran visited a Marketing class at East Leyden High School and obtained student input on camp content, titles and literature. Their recommendations included having individual tri-fold brochures for each camp, making the brochures available through the Counseling Department, promoting on FaceBook, including more pictures, and to begin promotion and registration immediately following Spring Break. In order to provide brochures to each school, quantities must be known in order to determine a budget. A request was made for DVR to provide display racks. Council members were asked to decide what type of display would work best for them and to notify Dr. Cothran. Another suggestion included having one poster next to the display rack.

#### RIDGEWOOD AND STEM

Many of the DVR high schools have been becoming more deeply involved in offering STEM opportunities for their students. According to the US Department of Commerce, Economic and Statistical Administration Brief 03-11, July 2011, Science, Technology, Engineering and Mathematics (STEM) workers drive our nation's innovation and competitiveness by generating new ideas, new companies and new industries. However, U.S. businesses frequently voice concerns over the supply and availability of STEM workers. Over the past 10 years, growth in STEM jobs was three times as fast as growth in non-STEM jobs. STEM workers are also less likely to experience joblessness than their non-STEM counterparts. Science, Technology, Engineering and Mathematics workers play a key role in the sustained growth and stability of the U.S. economy and are a critical component to helping the U.S. win the future.

Steve Silca reported that Ridgewood is implementing Engineering by Design and is constructing a STEM wing at the high school. The area, including a new CAD lab and STEM lab, is being

developed under the input from the STEM advisory. Facilities are expected to be in place for the start of the 2012-13 school year.

### TEACHER CREDENTIALS

The Board of Control has asked for information on what industry credentials our teachers currently have. Council members have been asked to inquire of their schools' teachers regarding what, if any, industry credentials they have. All teachers should be surveyed, not just CTE teachers.

### PARTNER TOOLKIT

Last year our Regional Business Advisory members granted permission to use the Partner Toolkit developed by the Metropolitan Chicago Healthcare Council, including editing and creating new topic pages using their format. The program designer spoke at the DVR Regional Advisory meeting in May and breakout groups began working on issues related to developing systems and procedures so partners know what to expect when collaborating with schools. Council members were provided an example of the format on 9<sup>th</sup> and 10<sup>th</sup> grade Career Orientation – Site Visits. The Council was asked to work on issues related to a school being adopted by a professional organization. Discussion included the following.

The suggestion was made to pursue an accounting organization.

A question was raised as to whether an organization could adopt the DVR schools as a region as opposed to individual adoption.

Principals would need to support this; business representatives would need access to come into the schools to speak to students; what teachers would be involved?

If there is no club in the school, a primary contact person would need to be assigned.

How do we measure the effectiveness of what is being done?

We need an evaluation instrument to determine business and industry representatives' reactions to their experiences with the schools.

What is the impact on faculty? Do we need a teacher evaluation instrument?

The Council will continue to work on this.

### CURRICULUM REVITALIZATION AND COMMON CORE

All areas of education are discussing how to appropriately incorporate the common core standards into our curriculum. ISBE's Curriculum Revitalization Project provides online curriculum free of charge to all Illinois CTE teachers via <http://www.mycaert.com>. ISBE has announced an important development regarding the curriculum materials in that teachers will soon have a powerful new tool to locate and document the Common Core State Standards embedded in the CTE materials featured in MYCAERT. Effective January 1<sup>st</sup>, users will be able to search and locate lesson plans that have been aligned to Common Core Mathematics and English Language Arts standards.

### CHANGE OF VENUE FOR FEBRUARY AND APRIL MEETINGS

The February 2, 2012 meeting was originally scheduled for Oak Park & River Forest High School. At the November meeting the Council was informed that OPRF had a schedule conflict and needed to exchange dates with another district. The February 2<sup>nd</sup> meeting will be held at Ridgewood High School. The April 12<sup>th</sup> meeting will be held at Oak Park & River Forest high school.

## CTE PROFESSIONAL DEVELOPMENT

Dr. Heather Sass from High Schools That Work has conducted professional development workshops for the DVR high schools. Dr. Sass has a series of five workshops that build on each other. She will conduct a Level One workshop on February 2-3, 2012 for 12 CTE teachers. All of Elmwood Park's CTE teachers have done either Level One or Level Two training with Dr. Sass, therefore they will not have participants in the February workshop. The following names have been submitted so far. Leyden: Eric McFadden, Greg Lindemann, and Nichole Sweeney. Oak Park & River Forest: Sarah Roodhouse and Lynn Reising. Proviso: Margaret Campbell and Cherian Thottupuran, with third person to be determined. Ridgewood: Steve Silca and Julia Wicklund. Riverside-Brookfield: Bruce Specht and Gary Prokes.