



c/o Triton College, Building M, Room M100
2000 Fifth Avenue, River Grove, IL 60171

DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
SEPTEMBER 5, 2013

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:00 a.m. on Thursday, September 17, 2013 in Room M136 at Triton College. In attendance: Dr. Anne Cothran (DVR), Dr. Fran Brady (Leyden Dist. 212), Ms. Toni Memmel (Elmwood Park Dist. 401), Mr. Nicolas Wade (Elmwood Park Dist. 401), Ms. Sarah Roodhouse (Oak Park & River Forest Dist. 200), Mr. Ed Moyer (Proviso Dist. 209), Ms. Maggie Campbell (Proviso Dist. 209), Ms. Sheri Costello (Ridgewood Dist. 234), Ms. Patti Farlee (Riverside-Brookfield Dist. 208), Dr. Gabe Guzman (Triton College), Dr. Sandra Hughes (Triton College), Ms. Denise Yaneck (DVR).

PROGRAM OF STUDIES WEBSITE

The Program of Studies website was launched in June. Dr. Cothran reported that the Director of the Illinois Curriculum Revitalization Project contacted her, stating that she intends to report to ISBE that our site should serve as the model for Illinois. Dr. Cothran demonstrated how to navigate through the site. She is checking data accuracy, and as the schools use the site they should contact her if corrections are needed. Dr. Cothran congratulated Council members for their work in development of the site.

Dr. Brady reported that Leyden is taking the initiative to increase girls' involvement in IT. The district has scheduled a "Women in Technology" advisory meeting on October 29th from 9:30 to 11:30 a.m. Other districts should contact Dr. Brady if they are interested in collaborating on this initiative.

APPROVAL OF MINUTES

Mr. Moyer moved, Dr. Brady seconded the motion to approve minutes of the May 9, 2013 meeting. All ayes; motion carried.

ADMINISTRATIVE COUNCIL FY14 HANDBOOK

Updated Administrative Council handbooks were distributed. Dr. Cothran specifically noted the following.

At this time the current Teacher Service Record report is not available due to a problem with ISBE's system. We do not yet know the districts' responsibilities for updating the report this year.

For reporting on grant activities, ISBE requires that progress reports be submitted using their WORD created document, in addition to entering the information in IWAS. The report (for both FY14 progress and FY15 planned activities) in WORD must be submitted by April 1st otherwise our ISBE representative will not read our FY15 grants. Dr. Cothran discussed our approach to accomplishing document completion by the due date.

Corrections are being made to the list of dual credit offerings therefore an updated list will be forwarded to the Council members.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

Participant lists were provided previously by the Administrative Council representative from each district. Lists were distributed. Unused seats were divided up among other districts.

Discussion on finalizing the agenda included the following.

Morning panel discussion: Areas of focus are IT, Early Childhood, Health, and Manufacturing because those Triton programs offer industry certifications. Transfer Programs will also be represented. Dr. Guzman will represent the Transfer Programs on the panel. Triton will provide representatives for the other four areas as well.

Focus topic: How to highlight the opportunities available to our current high school students through entry points into post-secondary education.

Administrative Council members are to submit guiding questions for the panelists and are to do so within one week. Dr. Cothran will compile the questions and forward them to everyone.

We want to have a meeting between the Administrative Council and panelists regarding the scope of the panel discussion.

Afternoon panel discussion: Panelists will include Counselors (from Leyden and Oak Park & River Forest), English (from Elmwood Park and Riverside-Brookfield), and Math (from Proviso and Ridgewood). Panelists will have two minutes each for opening comments.

Focus topics: How do we adequately prepare students to be successful in dual credit programs? How do we establish career pathways at an earlier age (before junior year)? How does dual credit align with Common Core?

As with the morning panel, Administrative Council members are to submit guiding questions within one week.

District breakout groups: Administrative Council members will serve as moderators for their respective districts.

Afternoon breakout groups by content area: In addition to those already listed, we will have a CTE group also. The Council discussed who the moderators will be for each group.

Dr. Brady suggested that participants receive an electronic invitation that includes links to resources that will help them prepare for the workshop.

TEACHER WORKPLACE EXPERIENCE RESULTS

The Council received the list of persons who participated in the June 2013 TWE program and the evaluation summary.

CAREER CAMPS

The Council received attendance totals and evaluation summaries from the June 2013 Career Camps.

Dr. Cothran reported that Triton is discontinuing Career Camps. DVR will continue to offer the two original camps, Health Careers and Food Sanitation Certification. Health Careers will be based at Triton with students still attending off-site locations. Food Sanitation will return to Leyden where it was originally held. We will continue to use the RevTrak online system for registration and permission forms. Registration will open after all schools return from spring break. DVR will provide food for students through our local funds; only lunch will be included. DVR's insurance will be maintained to cover the camps.

DUAL CREDIT

The following were proposed for dual credit in the Graphic Arts sequence.

VIC 100 – Graphic Design – 3 credits

VIC 104 – Computer Art 1 – 3 credits

VIC 121 – Introduction to Quark InDesign – 4 credits

VIC 142 – Introduction to Illustrator – 4 credits

VIC 161 – Introduction to PhotoShop – 4 credits

Dr. Brady moved, Ms. Farlee seconded the motion to approve all five courses as listed for dual credit. All ayes; motion carried.