



DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
MARCH 1, 2012

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:10 a.m. on Thursday, March 1, 2012 at in Room 201 at Riverside-Brookfield High School. In attendance: Dr. Fran Brady (Leyden Dist. 212), Ms. Toni Memmel (Elmwood Park Dist. 401), Mr. Phil Prale (Oak Park & River Forest Dist. 200), Mr. Ed Moyer (Proviso Dist. 209), Mr. Steve Silca (Ridgewood Dist. 234), Mr. Nick Gehl (Riverside-Brookfield Dist. 208), Dr. Susan Collins (Triton College), Dr. Anne Cothran (DVR), and Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Dr. Collins moved, Dr. Brady seconded the motion to approve minutes of the February 2, 2012 meeting. All ayes; motion carried.

HEATHER SASS WORKSHOP FOLLOW-UP

Dr. Heather Sass conducted a Level One workshop on February 2-3, 2012 for 12 CTE teachers. All 12 seats were filled by the following persons: Eric McFadden, Greg Lindemann and Nichole Sweeney (Leyden); Sarah Roodhouse and Donna Kottmann (OPRF); Maggie Campbell, Cherian Thottupuram and Patty Hiedel (Proviso); Steve Silca and Julia Wicklund (Ridgewood); Gary Prokes and Kathy Peterson (RB). Evaluations were submitted by each participant at the conclusion of the workshop. The results were compiled and given to the Administrative Council. The evaluations were extremely positive overall. All 12 participants were given the option to participate in the Level Three workshop this June, even though they will not have had Level Two training. Responses indicated that summer schedules and other commitments will not permit them take part in the workshop this June.

CAREER CAMP WEBSITE

Student focus groups showed that they would be willing to use Facebook to refer friends to the DVR Career Camp information. This requires having a DVR career camp website, which was created and reviewed by additional student focus groups at Elmwood Park. Dr. Cothran thanked Ms. Memmel. The career camp website was approved by students. Dr. Cothran displayed and reviewed the website. It is expected to be posted online next week, giving time for teachers to show it to students prior to spring break. This will also provide time for students to share the url in Facebook. After spring break, Council members are to have a key teacher at each school ask a class to go to the Facebook site and recommend it to their friends. DVR's main website will remain as www.dvr-efe.org and the career camp website will be www.dvr-efe.net. Registration will open April 9th and close May 20th. Council members suggested putting a link on their district websites.

Previously Council members requested literature racks to display brochures about the career camps. DVR purchased different types of racks according to each district's preference. The items were distributed to Council members following the meeting. Printed brochures will be distributed to the schools prior to spring break.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP PRESENTER

Proposals for keynote presentations were obtained for the October 2012 School/College Partnership Workshop. At the February 2nd meeting the Administrative Council reviewed information on proposals from SREB (HSTW), Marzano, Daggett/National Center for Education, ASCD, Grant Wiggins, and Illinois Curriculum Revitalization. The Council selected ASCD and it was approved by the Board of Control at their February meeting. ASCD is now reviewing their presenters to identify the best match for our purpose. Dr. Cothran will receive bios on potential speakers. When she receives them, she will forward the information to Council members who will need to respond with their preference by email. Dr. Cothran will then select the speaker based on the Council members' responses.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP ATTENDEES LIST

DVR has contracted with Hamburger University for the October 4, 2012 workshop, and our contract specifies the total number of attendees. The Administrative Council representatives are responsible for submitting to the DVR office the names of attendees from their respective districts. Actual lists of names are needed as we move forward with planning and ensuring that the appropriate persons are notified and invited to the workshop. The number of seats previously requested for each district formed the basis for the FY13 total approved contact amount. Seats are as follows: 16 Leyden, 10 Elmwood Park, 12 OPRF, 20 Proviso, 8 Ridgewood, 13 Riverside-Brookfield, and 30 Triton. Participants will include representatives from core areas. If a district will not fill all of their allotted seats, the DVR office must be notified so those seats can be given to other districts. It was requested that Council members submit seat allocations by department to DVR by the next meeting.

FY12 BUDGETS AND AMENDMENTS

The Perkins Grant and CTEI Grant funds must be expended in accordance with approved budgets, and the FY12 grants must be expended by June 30, 2012. If a district needs to amend their local budget, the Administrative Council member is to first discuss the proposed budget changes with the Dr. Cothran to ensure the activities meet grant guidelines. This will help to expedite approval and help to ensure the amendment does not have to be returned for revisions. Appropriate changes are then to be made in IWAS. After submitting the amendment to their district administrator, the Council member is to follow-up with him/her to be sure he/she submits the amendment to DVR. Then the Council member is to notify Dr. Cothran to look for the amendment in IWAS. Districts must wait for notification of ISBE approval before expending funds on the new/revised activities. Dr. Cothran noted that districts must plan amendments far enough in advance to provide enough lead time for our ISBE representative to review and approve the amendment. All final FY12 amendments must be received by DVR in IWAS by Monday, May 21st.

FY13 BUDGETS

We are in the planning stages for the FY13 budgets. Administrative Council members are having individual discussions with Dr. Cothran about their proposed FY13 grant activities. At the February meeting everyone was notified that, based on information cited in the ACTE Public Policy Department Legislative Update released January 2012, we are to assume a 5% decrease in Perkins

in our initial planning. FY13 allocations have not yet been released by ISBE. We are waiting to see if regional allocations are published so that the Board of Control can proceed with approvals of the FY13 district allocations in their March 21st meeting. The earliest the AC members could be notified of their district's allocations will be the afternoon of March 21st.

FY13 REGIONAL ACTIVITIES PLANNING

Each year we submit a list of regional activities to the Board of Control for the following year's budget planning. Regional activities include the October conference (already Board approved), Career Camps, Heather Sass Training, and the Teacher Workplace Experience. Evaluations of these regional activities by participants have been very high. At this time we need consensus to continue with these activities for FY13. Council members were asked to identify any other regional events they would like to see added.

Regarding the Teacher Workplace Experience, a suggestion was made to provide a way to promote the program. TWE Coordinator Karen Bear has been sharing information in the Business Education committee meetings. This year's program is scheduled for June 14-15. Twelve teachers can participate and they must be from CTE. The 12 seats will be divided among the schools. Ridgewood will not have any participants due to their school calendar, so their seats will be given to other schools. For promotion, Council members would like a website link as opposed to printed brochures.

Dr. Collins requested a calendar of the high schools' events (i.e. career days, etc.) at which Triton representatives should be present to provide information. The Council agreed to include these dates in the regional calendar that is already compiled each year. Dates are to be compiled by the May meeting.

A suggestion was made to consider some type of student competition or advisory group comprised of CTE students

Dr. Collins moved, Dr. Brady seconded the motion to continue with Career Camps. All ayes; motion carried. The Council agreed that we would not conduct expos. Mr. Moyer moved, Ms. Memmel seconded the motion to continue with Heather Sass Training. Dr. Brady moved, Mr. Moyer seconded the motion to continue with the Teacher Workplace Experience.

ADDITIONAL STEM RELATED ACTIVITIES

The Board of Control has been considering looking for possible additional funding sources in the future for STEM related projects and activities, above and beyond what we are currently doing, and not necessarily limited to CTE. The areas of interest are based on the Illinois STEM Initiative Nine Clusters which are Agriculture, Food and Natural Resources; Energy; Manufacturing; Information Technology; Architecture and Construction; Transportation, Distribution and Logistics; Research and Development; Health Sciences; and Financial Services. Possible areas could include after school clubs, mentoring, science lab equipment, robotics clubs, etc. Council members identified the following items for consideration.

Field trips (on-site visits that connect them to the nine cluster areas

Stipends for after school activities

First Robotics club

Sustainable projects (windmills, etc.)

Field trips to International Manufacturing Technology Show (IMTS)

CNC machine shop
Industry certifications across the board (for faculty and students)
Research and materials

A suggestion was made to consider seeking government funding through the National Science Foundation. An application for NSF funding would need to be collaboration between Triton and the DVR schools and filed by Triton since the high schools would not qualify. Triton could write the grant and high school representatives could be involved. Dr. Collins will take this suggestion to Dean Baldin.

ILLINOIS INNOVATION TALENT GRANT

DVR schools received information in the DVR newsletter about the Illinois Innovation Talent Grant. Congratulations was extended to Proviso Math & Science Academy on approval of their submission. Their challenge is “Center Point Properties - Creating More Efficient Supply Chains.” Center Point Properties seeks design and model examples of ways to improve supply chain efficiency for shipping goods locally, regionally, nationally and internationally. Center Point was the first large scale industrial developer to successfully develop co-located or integrated industrial distribution centers adjacent to intermodal rail facilities. Reducing the road miles that products need to be moved and increasing the efficiency of the methods for moving these products can result in cost savings for IDOT, companies and consumers and environmental benefits for everyone. Mr. Moyer described what Proviso’s team is doing in the project.

PROGRAM COMMITTEE MIDYEAR REPORTS

The DVR Program Committee chairpersons submit midyear reports to keep the AC informed of committee activities and progress for the year to-date. Midyear reports have been received from each committee and were given to Council members. Dr. Brady noted how Karen Bear gets persons beyond her committee members involved. Mr. Silca described the renovation and development of a STEM corridor as Ridgewood will implement Engineering by Design next year. He added that EbD was promoted to eighth graders just before registration, and he anticipates a good mix of both males and females in the program. For the April meeting, Council members are to bring ideas for the committee priorities for next school year.