



## **Des Plaines Valley Region**

Partners in Education, Employment & Life-Long Learning  
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### **DES PLAINES VALLEY REGION (DVR) ADMINISTRATIVE COUNCIL DECEMBER 3, 2009**

#### **MINUTES**

Students in East Leyden's culinary program prepared and served breakfast for the Administrative Council and Leyden guests.

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:32 a.m. on Thursday, December 3, 2009 in the Little Theater at East Leyden High School. In attendance:

Leyden: Dr. Jack Denny, Dr. Fran Brady

Elmwood Park: Ms. Toni Wurch

Oak Park & River Forest: Ms. Amy Hill

Proviso: Dr. Joan McGarry

Ridgewood: Ms. Tracy Jopa

Riverside-Brookfield: Ms. Doreen Fritz

Triton: Dr. Susan Collins, Ms. Mary-Rita Moore

DVR: Dr. Anne Cothran, Ms. Karen Schmidt, Ms. Denise Yaneck

#### **APPROVAL OF MINUTES**

Dr. McGarry moved, Dr. Collins seconded the motion to approve minutes of the November 5, 2009 meeting. All ayes; motion carried.

#### **RECOGNITION OF KAREN SCHMIDT**

Dr. Cothran and the Council acknowledged Ms. Schmidt for her many years of service to the Des Plaines Valley Region. Ms. Schmidt is retiring as of December 31, 2009.

#### **OUTREACH AND RECRUITMENT – CAREER BROCHURES**

Ms. Schmidt reported that she and Mr. Tom Vercruysse reviewed the final proofs with the printer yesterday. It is expected that all schools will receive their brochures next week.

#### **DISTRICT UPDATES**

Council members shared updates on CTE activities in their districts.

Dr. Brady reported on the following Leyden activities:

Students are participating in a windmill project. Business education students are utilizing energy from solar panels to power laptops. In working with Northern Illinois University, grant funds might be received for this project which is intended to get students more involved in science, technology, engineering and manufacturing.

Illinois Computes project (information distributed).

The Career fair involved 57 businesses and approximately 500 guests.

Students have participated in seven field trips and visited UPS, AT&T, and an airline. The district partners with Junior Achievement.

RoboTech project.

A Web 2.0 project has been submitted for Connections and involves students' development of electronic backpacks.

Students in Computer Programming and Repair classes are building servers.

Ms. Fritz stated that Ms. Patty Sarkady prepared a report for Riverside-Brookfield and that the report will be forwarded to Council members.

Ms. Hill reported on the following Oak Park & River Forest activities:

An event was held to market courses; all program areas were represented.

The district is reorganizing the CTE program areas for next year.

The focus for Family & Consumer Science programs is realignment of course outcomes.

The Implementation Grant's focus is a backward design for internship programs to revive internships and provide additional opportunities for students.

In web site development, a second course has been developed which is a variation of the first course. The two courses accommodate the fact that students have shown interests in different aspects of web site development.

Ms. Wurch reported on the following Elmwood Park activities:

With the Implementation Grant, the district is in the second year of rolling out the career pathways project. All students have an Academic Lab through which they are assigned to a teacher who works with them all four years. Interest inventories are included. Videos were purchased that represent the 16 career clusters. Freshmen view 4 of the videos during Academic Lab. Sophomores view the videos and work with Bridges. Juniors and seniors do a career cluster survey activity.

The World's Largest Technology Event will be held for the entire unit district.

College and Career Night was held for sophomore and junior students and their parents.

Students have participated in field trips and seminars.

Dr. McGarry reported on the following Proviso activities:

The district is examining courses and determining student interest in courses.

Work is being done with counselors to get them more actively involved in the programs.

STEM is being introduced.

Students are participating in activities in reading across the content areas.

Interest inventories have been worked on for incoming freshmen.

Community outreach is being done to provide students with more coop opportunities.

The Implementation Grant involves planning for web page design classes.

Ms. Jopa reported on the following Ridgewood activities:

Web design graphic arts classes have new Mac computers. Students are utilizing new headphones and microphones as they are creating podcasts.

Students are using new technology in video and web cameras to make infomercials.

An electives fair was held to help market classes.

New laptops have been purchased for the Business Education department.

Counselors are doing developmental counseling to address students' career needs.

Next fall, students will participate in resume/interview seminars and mock interviews.

### **TRITON HIA CULINARY ACTIVITIES**

Dr. Collins distributed information about the culinary cook-off event scheduled for May 1, 2010 and about Triton's plans to take students to the National Restaurant Show on May 22, 2010. There is no cost to students for either event. Ms. Moore noted that the cook-off is on the same day as Triton's open house.

### **TUITON COSTS AND STUDENT SUCCESS**

Dr. Cothran provided a PowerPoint presentation on aspects of tuition costs and student success. Highlights of the presentation included indicators for degree completion; cost comparison between Triton and other local colleges; financial issues; percentage of parents with degrees; lack of effectiveness of articulation; timeframe of when nearby regions eliminated articulation; and transfer to four-year programs.

Regarding cost comparison, Dr. Denny questioned whether schools that charge higher fees provide students with a higher assurance of job placement.

Dr. Brady recommended sharing the presentation with the Student Services committee.

Dr. Cothran will forward the PowerPoint to Council members.

### **STUDENT AND STAFF INTEGRATED LEARNING EXPERIENCE (SSILE)**

Dr. Cothran provided an overview of the Staff Integrated Team Experience (SITE) and SSILE program formats. The Council was asked to discuss various aspects of and recommendations for the SSILE program.

Dr. Brady stated that although teachers have given her positive feedback, they have indicated that they did not receive valuable, tangible outcomes to use in their classrooms. She suggested developing five internships for faculty, in five different program areas, to provide teachers with the 250 hours of work experience as stated in the Administrative Code. The 250 hours are required for teachers in any training level class in an approved CIP. The Council members supported this idea. Businesses would benefit by having interns at no cost to the company. This could also help develop good business relations.

The Council agreed to provide Dr. Cothran with names of instructors, by district and by building, who need hours, how many hours are needed, their program area(s), and at what point they are in the four-year limit to obtain the required 250 hours. Lists are to be forwarded to the DVR office by winter break. After break, Dr. Cothran will communicate further information to Council members via e-mail. Since there is no meeting in January, upon receiving the e-mail Council members will need to respond to Dr. Cothran since their feedback is needed for the February Board of Control meeting.

### **PROGRAM COMMITTEES**

Ideas are sought for reconfiguring the DVR program committees, possibly aligning them according to career pathways. Dr. Cothran noted that representation at the Industrial Technology committee meetings is severely lacking. Ms. Jopa speculated that this may be caused by the fact that Industrial Technology encompasses many different areas. Perhaps the committee structure is not the issue but rather the content of discussion. Individual meetings have addressed only one

specific program area, and perhaps with a broader focus the meetings may be better attended. A suggestion was made that if the other committees are functioning then do not change their structure, however get the input of Chairman Steve Silca on how to improve his committee. Discussion returned to the focus of realigning committees according to career pathways. Ms. Hill suggested asking the program committee members to examine the career pathways, determine which clusters are represented in the courses they teach, and determine how the committees should be configured. A suggestion was made to have an informational presentation for the program chairpersons at the February Administrative Council meeting.

### **PROFICIENCY TESTING**

A list of courses offering proficiency testing was distributed. Ms. Moore stated that she compiled the list with consideration for when dual credit is not an option, and she identified classes Triton offers for proficiency credit. Students who pass the test receive a “P” grade, and she noted that these probably will not transfer. Ms. Moore also stated that few students take proficiency tests.

### **ISIS**

The region is still waiting for ISBE to provide us with our regional data file. When the file is received, it will be reviewed for accuracy and completeness. Ms. Yaneck will work with the schools to enter their local courses and create appropriate regional course ties. Schools were previously notified that fall semester student data and enrollment data were to be downloaded. Council members are to ensure that their data was in fact downloaded and the files are ready. The files are to be held until the regional data is received, at which time the student and enrollment data will then be loaded into ISIS. Normally the full year of ISIS data is processed in the spring, however the process has changed this year due to the fact that the State is planning the FY11 budget and requiring a count of CTE students. The student count will be used to support the CTE budget line. The fall semester ISIS data must be processed by January in order to provide ISBE with the CTE student count. Although there will be a short time frame from the point at which the regional data is received and the January 8<sup>th</sup> deadline to produce the CTE student count, DVR personnel will work with the schools to accomplish this task.

### **CONFERENCE UPDATES**

Ms. Wurch reported on her attendance at the ACTE convention. She provided an overview of the Career Clusters session and noted that the annual Career Clusters Institute will be held June 14-16, 2010 in Denver, CO. She also provided information from the Family Economics and Financial Education (FEFE) session. A FEFE conference will be held in June in Tucson, AZ and the FEFE materials are free. Ms. Wurch obtained information on Agriculture education and will provide copies of the material.

Ms. Fritz stated that Ms. Sarkady and two other Riverside-Brookfield representatives presented the district’s career fair activity at the ACTE convention.

Dr. Brady reported on her attendance at the Virtual School Symposium sponsored by the National Association of Curriculum Online. She stated that Illinois is behind other states in offering online courses. Leyden is looking toward ways to offer students online classes. Over the summer, Leyden offered virtual classes for credit recovery. Dr. Denny noted that online

classes require students to be producers. A critical aspect of online courses is that fewer teachers are needed to deliver the instruction, allowing for cost savings to the school. The Council had visited the Vocational Opportunities Inside a School Environment (VOISE) Academy in Chicago last spring.

### **CURRICULUM REVIEW**

The Family & Consumer Science committee reviewed curriculum for Fashion Merchandising I and II, and Advanced Fashion I and II. No changes were recommended. Ms. Hill moved, Dr. Denny seconded the motion to accept the committee's review of curriculum. All ayes; motion carried.

### **DUAL CREDIT**

Ms. Moore stated that all billing notices have been sent out to the schools. Grades will be forwarded to the schools the first week of January. If grades are needed for January graduates, Council members are to contact Mr. Forbes Reyes at Triton. Mr. Reyes will be in contact with students who are continuing to provide direction for future enrollment. There was a slight decrease in the number of student this fall. The FY2011 timeline is being developed.

### **INFORMATION**

Developing a Curriculum (DACUM) has been proposed as a focus for the October 2010 School/College Partnership Workshop. The Administrative Council is invited to a DACUM presentation by Rebecca Woodhull at the School/College Partnership meeting, 8:00 a.m., Wednesday, December 9<sup>th</sup> in Room B204/210 at Triton College. Council members are strongly encouraged to attend as this will provide valuable information in determining whether to pursue DACUM as a workshop focus.