



Des Plaines Valley Region

Partners in Education, Employment & Life-Long Learning
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ADMINISTRATIVE COUNCIL DES PLAINES VALLEY REGION MAY 28, 2009

MINUTES

Ms. Karen Schmidt called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:16 a.m. on Thursday, May 28, 2009 in Room 509 of the Proviso Mathematics and Science Academy. In attendance:

Leyden: Dr. Fran Brady

Elmwood Park: Mr. Pete Binder, Ms. Toni Wurch

Oak Park & River Forest: Ms. Amy Hill

Proviso: Dr. Joan McGarry

Riverside-Brookfield: Ms. Patty Sarkady

Triton: Ms. Mary-Rita Moore, Ms. Antoinette Baldin, Ms. Susan Collins

DVR: Ms. Karen Schmidt, Mr. Don Lund, Ms. Denise Yaneck

Program committees: Ms. Heather Shannon

APPROVAL OF MINUTES

Dr. McGarry moved, Dr. Brady seconded the motion to approve minutes of the May 7, 2009 meeting. All ayes; motion carried.

PROGRAM COMMITTEES

Industrial Technology: Mr. Steve Silca was not able to attend the meeting. Ms. Schmidt presented the written final report. Bids were received from ImaginIT and Master Graphics for renewal of the Autodesk Design Academy contract. The proposals were distributed. ImaginIT's price per school is \$4,995, and Master Graphics' price is \$3,995. After reviewing the proposals, the Council agreed on Master Graphics. Both proposals include 125 seat licenses, but according to Council members, 60 seats is the maximum number any school would need. Ms. Schmidt will request that Mr. Silca contact both companies to determine if a package with fewer seat licenses can be negotiated. All schools except for Riverside-Brookfield intend to purchase the update for 2009-10. Based on the information presented, Ms. Hill moved, Dr. Brady seconded the motion to renew the ADA contract through Master Graphics.

Although ADA is the industry standard, Ms. Baldin recommended examining how the schools are using CAD, whether there is another product better suited for what the students are doing, and what fits best into a seamless transition from high school to

Triton. She stated that Triton uses a variety of programs, not just ADA. Next year's Industrial Technology committee will be requested to explore other CAD programs.

Student Services: Ms. Shannon distributed a final report. She reviewed the committee's activities for the year and addressed any questions from the Administrative Council. The committee has continued to conduct career related field trips and may broaden the areas explored to include music careers. Committee members will continue to utilize Learning for Life. Ms. Shannon stated that Ridgewood's Cari Franz will serve as chairperson next year.

A question was raised as to how the program committees should be structured and how various career areas fit into the three major programs of Business Education, Industrial Technology, and Family & Consumer Science. This topic will be discussed at the Council's inservice in September.

SANITATION CERTIFICATION

Ms. Schmidt reported that the Board of Control has approved a regional Illinois Food Sanitation Certification and Managers workshop. Presently, interest has been expressed by one teacher from Oak Park & River Forest, one teacher at Riverside-Brookfield, three students at RB, and approximately 20 students at Leyden. This year, five teachers at Leyden earned certification. Information and applications for the June workshop were distributed. Applications are due by June 4th. Ms. Baldin will explore whether Triton can award credit for the workshop.

TRITON WORKSHOP

Ms. Baldin reported that students from Leyden, Elmwood Park, Proviso, and Riverside-Brookfield will participate in the Baking Camp.

ARTICULATION CONVERSION TO DUAL CREDIT

Ms. Moore and Ms. Baldin distributed information including a list of Triton's course offerings with various details on each course, and a CD containing Triton course outlines. The teacher credentialing requirement aspect of Dual Credit was discussed. It is anticipated that the articulation to dual credit conversion will be implemented in the fall of 2010, with all appropriate information about the change available by fall of 2009. It is also anticipated that the conversion will apply to all students, not just freshmen. Ms. Moore requested that a sub-committee of Council members meet during the summer. She will e-mail everyone and coordinate the meeting.

Triton's Forbes Reyes has forwarded dual credit students' grades to the high schools. Council members are to provide Mr. Reyes with names of students interested in dual credit. Names should be sent as soon as possible to that Triton can send information to the students.

PROJECT LEAD THE WAY

The sub-committee has not yet met. Mr. Binder brought information about the courses in the program. There are specific sequences and structure to be followed, plus monetary commitment. Dr. Brady stated that Leyden is not interested in implementing PLTW. Ms. Hill stated that a PLTW

representative talked with OPRF staff in the fall, but the district is not pursuing implementation at this time. If some schools are interested, a suggestion was made that to offer the first few courses with a dual credit option to finish the sequence. Since students have limited elective opportunities, a suggestion was made to pilot offering courses in the summer. This topic will be addressed at the Council's September inservice. The sub-committee was asked to bring information to that meeting.

ADMINISTRATIVE COUNCIL INSERVICE

Topics for the September inservice included dual credit, reports from the summer camps/workshops (Student & Staff Integrated Learning Experience, Health Careers, and Sanitation Certification), School/College Partnership Workshop, outreach brochures (timeline, information to include in the brochures, changes in dual credit, possible competition for Graphic Arts students to design the cover), updating the DVR web site.

CAREER EXPOS

The Council agreed that the program committees should be given the task of developing ideas for career expos, including how many expos to offer, programs areas on which to focus, scheduling both fall and spring events, and a schedule for rotation through program areas.

IMPLEMENTATION GRANT REPORTS

Council members provided final reports for their FY09 Implementation Grants.

Oak Park & River Forest: Ms. Hill reported that the initiative focused on software for CTE programs of study, professional development and curriculum development. In Business Education, the focus was website development and video game/multimedia development. A sample lesson plan was distributed. In Special Education, LifeSchool 2000 was utilized. Students in the Community Integrated Transition Education program participate in community-based vocational training.

Elmwood Park: Ms. Wurch reported on the parent college and career night and the World's Largest Health/Fitness Event. She distributed samples of career clusters and samples that CTE teachers can use in the classroom concerning career information.

Riverside-Brookfield: Ms. Sarkady reported on the career fair and distributed a written report. Graphic Arts students designed a passport that was used as part of the career fair experience in which students visited various career areas.

Leyden: Dr. Brady reported on students' electronic career portfolios. The district partnered with the Franklin Park Chamber of Commerce to inform the community about WorkKeys. The WorkKeys test will be offered at Leyden once a month for entry-level employees.

UPDATES

Health Careers Camp: The dates are June 15-17. Thirty-six applications were received, and 28 students were accepted. Ms. Wurch provided an overview of the schedule. Host sites include Triton, the Franklin Park Fire Department, Loyola, and Northwestern.

Student & Staff Integrated Learning Experience: The list of teachers and students was distributed. Council members expressed difficulty in getting a full team of three teachers and five students to commit to the program. Some schools have provided only names of students; completed applications and permission forms are needed. The final list of names is needed by June 1st. Hard copies of forms were not provided this year. The forms have been made available on DVR's web site, and comments indicated that the forms were difficult to access. Also, separate forms should have been made for teachers and students. The Council agreed to return to providing hard copies of the brochure and application next year. A suggestion was also made to provide more information to students and parents.

Grants: As of today, most of the schools have completed their FY10 budgets in IWAS. The deadline is May 29th. Schools need to send DVR their final billing for FY09 grants.

Articulation: Data files are to be sent to the DVR office as soon as possible.

Career brochures: This topic will be discussed at the September 3rd Administrative Council inservice.

School/College Partnership Workshop: Partnership Award nominations are due to the DVR office by June 16th.

OTHER/INFORMATION

Council members received an update on documented grant expenditures to-date.

Information was distributed regarding a possible impact on the funding of CTE programs. Lists of senators and state representatives were distributed, and Council members were encouraged to contact them concerning the continued support of CTE.

Ms. Schmidt reported that the Board of Control has approved Ms. Anne Cothran as full-time director of DVR beginning July 1st. Ms. Schmidt will remain with DVR through December 31st. The DVR office will be relocated to West 40's facility as close to July 1st as possible.

Mr. Lund is retiring effective July 1st. The Council thanked him for his years of service to DVR.