

ADMINISTRATIVE COUNCIL
DES PLAINES VALLEY REGION
MAY 29, 2008

MINUTES

Ms. Karen Schmidt called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:14 a.m. on Thursday, May 29, 2008 in Room 213 at Oak Park & River Forest High School. In attendance:

Leyden: Dr. Fran Brady, Dr. Jack Denny

Elmwood Park: Mr. Pete Binder

Oak Park & River Forest: Ms. Amy Hill

Ridgewood: Ms. Jennifer Buteyn

Riverside-Brookfield: Ms. Patty Sarkady

Triton: Ms. Cheryl Antonich, Ms. Mary-Rita Moore, Ms. Antoinette Baldin

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

Program Chairperson: Ms. Marijana Uremovic

APPROVAL OF MINUTES

Ms. Buteyn moved, Dr. Denny seconded the motion to approve minutes of the May 1, 2008 meeting. All ayes; motion carried.

PROGRAM COMMITTEE REPORTS

Student Services: Ms. Uremovic provided a summary report of the committee's meetings including highlights of district activities. There were many new committee members this year. Students attended expos and other field trips. The Learning for Life survey was utilized and was a specific resource for selecting students for the Health Careers Camp. Goals for next year were presented. Leyden's Heather Shannon will serve as chairperson next year.

Business Education: Dr. Brady presented the committee report on behalf of Gloria Currins. A written report was distributed. Among committee activities were articulation review, the women's conference, teacher feature curriculum sharing, and Bridges portfolios. Committee member Barbara Burchill had attended the Career Pathways workshop and relayed information to the committee. FY09 goals were identified. True Colors activities books were purchased by DVR for Business Education committee members. The books were distributed to the Council members for delivery to their respective committee representatives.

ADMINISTRATIVE COUNCIL INSERVICE

An idea for the September 4th inservice is to receive update on career pathways by inviting a representative from the State to attend, such as Rob Kerr or Kristy Morelock.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

Career Pathways books have been purchased for member of the Administrative Council, Tech Prep teams, and Board of Control. Books will be distributed to Council members at the September 4th inservice.

Larry Warford will be keynote speaker. The Council's input was used to provide direction for the keynote presentation, including the global workforce, new and emerging career trends, what the future workforce will require, defining institutional excellence, addressing the overlap between college readiness and workforce readiness, and career clusters/career pathways.

The Council discussed the following:

Breakouts: Need suggestions for speakers/facilitators in each topic area.

Suggested topic: Motivation for students (what are the circumstances that motivate a student toward a career path?). Have students tell their experiences that impacted them; student panel discussion to provide student perspective; not self motivation, but ownership of choice. Must have a list of very descriptive guiding questions so students understand expectation of panel discussion. Need list of students. Need a committee to work on list of probing questions for the students; Dr. Denny, Ms. Hill, and Dr. Brady volunteered to serve on the committee.

The superintendent of each district will identify potential attendees from each school.

Ms. Moore presented ideas for a "faculty expo," including medical assisting, emergency management, packaging in visual communication area, foods (hands-on), and going green.

AUTODESK SOFTWARE

Per agreement at the last meeting, the Region will renew the AutoDesk Design Academy software through Imaginit Technologies. Software is expected to be shipped to the schools in July. The cost is \$4,995 per site. Imaginit will provide technical support, including update training (a free, one-day training session), and support through the portal for AutoDesk products (teachers can do on-line lessons).

CAREER PLANNING BROCHURES

Some schools had Tom Vercruysse out to take pictures this spring. A suggestion was made to ask Mr. Vercruysse to provide a timeline for production of FY09 brochures.

ARTICULATION

Ms. Moore distributed a timeline. At this time schools should provide data to the DVR office. In the data file, parent contact information is not needed, course names must be spelled out and not abbreviated, and the state-issued student ID can be included. The Triton-Regional-Local course matrix will be updated when all schools have completed this year's ISIS reports.

ARTICULATION AGREEMENT REVIEW/UPDATE

The Industrial Technology committee reviewed the Graphic Communications ladder and the Desktop Publishing ladder. Triton course names have been updated. Dr. Brady moved, Ms. Sarkady seconded the motion to accept the committee's updates. All ayes; motion carried.

DUAL CREDIT

Effective for next year, dual credit courses in Construction Management were approved by the Board of Control. Information on these courses will be included on DVR's web site. Spring semester grades have been sent to schools. Lists of dual credit students for next year must be submitted to Triton; Elmwood Park's list has been received to-date.

IMPLEMENTATION GRANTS AND UPDATES

Council members provided final reports on their FY08 Tech Prep Implementation Grant activities and highlighted other district activities.

Leyden: Dr. Brady distributed a report and samples of the district's activities including a career fair/job fest.

Elmwood Park: Mr. Binder stated that samples will be on the district's web site; curriculum was developed for e-classes; at-risk students have a program to provide tutorial help, ACT review, career planning, Bridges and WorkKeys; parent college/career planning night was well attended; faculty was trained on Bridges and KeyTrain; 104 students took dual credit classes at Triton.

Oak Park & River Forest: Ms. Hill distributed samples; curriculum was developed in areas such as accounting/investment principles, integrated business, and others.

Ridgewood: Ms. Buteyn distributed a report. Teachers were trained in every content area on KeyTrain. Baseline data gathered on all students. Greatest results: Staff trained and have better understanding, and students have better understanding of essential skills set needed for success outside of school.

Riverside-Brookfield: Ms. Sarkady distributed a report and highlighted CTE activities overall. The district purchased ACES and trained a new Applied Arts teacher on AutoCAD and other software.

STAFF INTEGRATED TEAM EXPERIENCE

SITE is scheduled for June 10-12. A list of participants was distributed. Council members were asked to stress the importance of the following with their district's participants: Professional dress, all must ride the busses provided by DVR, and all must participate the full three days. Final details will be e-mailed to participants and Council members today.

HEALTH CAREERS CAMP

A list of students selected for the camp was distributed. Students will meet at Triton and will visit Northwestern Hospital, Triton's nursing lab, Franklin Park Fire Department, and Loyola Hospital. DVR will provide scrubs for students to wear.

GRANTS

ISBE has provided feedback on the FY09 CTEI grant application. Council members will be e-mailed a list of changes that are requested. Comments have not yet been received on the Carl

Perkins grant or the Partnerships for College & Career Success grant. Schools may not spend FY09 grant money until grant approval has been received. All equipment must be purchased early in the school year.

TRITON TESTING CENTER

Ms. Moore will research the possibility of Triton becoming a testing center for the Workplace Readiness Certificate. This topic will be addressed at the September 4th Administrative Council inservice.

It was suggested that the Workplace Readiness Certificate and KeyTrain be discussed at the October 9th School/College Partnership Workshop.

INFORMATION

Council members received documented expenditures to-date, payment schedules, and cash on-hand.