



Des Plaines Valley Region

Partners in Education, Employment & Life-Long Learning
2701 W. Washington Boulevard - 2nd Floor West - Bellwood, IL 60104
708-544-4278 Office 708-544-4692 Fax
www.dvr.w-cook.k12.il.us

DES PLAINES VALLEY REGION (DVR) ADMINISTRATIVE COUNCIL THURSDAY, NOVEMBER 5, 2009

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:11 a.m. on Thursday, November 5, 2009 in Room 146 at Elmwood Park High School. In attendance: Dr. Fran Brady (Leyden Dist. 212), Ms. Toni Wurch (Elmwood Park Dist. 401), Ms. Amy Hill (Oak Park and River Forest Dist. 200), Dr. Joan McGarry (Proviso Dist. 209), Ms. Tracy Jopa (Ridgewood Dist. 234), Ms. Patty Sarkady (Riverside-Brookfield Dist. 208), Ms. Antoinette Baldin (Triton), Ms. Mary-Rita Moore (Triton), Dr. Anne Cothran (DVR), Ms. Karen Schmidt (DVR), and Ms. Denise Yaneck (DVR).

Ms. Moore announced that Triton's Dr. Leslie Roberts had passed away. The Council held a moment of silence.

APPROVAL OF MINUTES

Dr. Brady moved, Ms. Jopa seconded the motion to approve minutes of the September 24, 2009 meeting. All ayes; motion carried.

CAREER PLANNING BROCHURES

Ms. Schmidt stated that Mr. Tom Vercruysse is working with the individual schools to finalize the brochures. The letter is typically written by the chairperson of the Board of Control. The 16 career clusters will be represented in the brochure and the subcategories will be removed.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

Council members received a summary of evaluations from the October 1-2 workshop. Dr. Cothran stated that at their meeting yesterday, the Board of Control discussed the workshop and provided input for next year. Different venues will be considered, and Council members can suggest sites to investigate. As to whether the workshop is one day or two, this will be determined by what we intend to accomplish and the structure of the day(s).

LABOR MARKET INFORMATION BY CLUSTER

Dr. Cothran reported that the State is restructuring CIPs to reflect career cluster groupings. She provided the Council with labor market information arranged by career cluster. In Perkins, we need to provide students with career pathway information that is understandable and that communicates that there are multiple entry and exit points in careers.

DACUM PROCESS

Developing a Curriculum (DACUM) has been active in Illinois through the Illinois Office of Educational services for many years. Dr. Cothran provided a PowerPoint presentation about DACUM. This long-term process encompasses needs assessment, occupational analysis, task analysis, and instructional analysis in a collaborative effort between the high schools, college, and business/industry partners. Curriculum is taken to a competency based level. The process can provide a format for curriculum that both teachers and students can understand in terms of

the competencies required. The DACUM process could provide a framework for the program committees to work through over the next few years. Flexibility needs to be built into the process since districts can choose to focus on different pathways based on what is best for their individual districts. A two day workshop would be scheduled to begin the process. Council members agreed it would be best to conduct these two days in the fall as opposed to the spring, and they agreed that it would be a good topic for the October Partnership Workshop. At this time, the DVR members could begin to share business/industry partners and begin to map out our direction. Dr. Brady moved, Ms. Hill seconded the motion to continue to investigate DACUM as a two day workshop. All ayes; motion carried.

AUTODESK STATUS

Software packages were distributed to each district. Prices had been greatly reduced since receiving the original bids, and DVR Industrial Technology Committee Chairman Steve Silca had recommended that we renew the license through IMAGINIT Technologies. The AutoDesk district manager was personally involved in renewing our contract. Two of DVR's schools opted to purchase the perpetual license with subscription, and four schools opted to purchase the annual license renewal. Ridgewood's software had timed out and Dr. Cothran stated that, as of last night, Ridgewood's technical representative had informed her that the software was operating.

ISIS

Council members were reminded that fall semester enrollments and student data are to be downloaded now as opposed to our former process of downloading both fall and spring semesters in the spring. The fall download is needed in order to provide data by January to show the total number of students enrolled in CTE. At this time we are waiting for our regional data file from the State, and downloaded files cannot be uploaded into ISIS until the regional data is received. Every district's course file will be deleted and re-entered to ensure appropriate local/regional course ties and to reflect additional program approvals. For schools that have courses in non-approved program areas, there will be a specific regional course to equate their non-approved local courses to. This will enable the schools to show their non-approved courses in ISIS in order to show an accurate count of CTE students.

EQUIPMENT INVENTORY/PROPERTIES LIST

There is a legal format that schools must follow to keep track of grant funded equipment. Specific information must be maintained such as serial number, location, source of funds, purchase date, and market value. Every two years, technical staff is to evaluate equipment and determine the need for upgrades and/or repairs as well as current market value. When replacing units, the school can move units to another program room or, if the market value is zero, the school can submit an equipment disposal request using the IWAS system. Dr. Cothran will assist the schools in reviewing their equipment inventory procedures to ensure compliance.

FOLLOW-UP TO BUDGET HEARINGS

Dr. Cothran, Dr. Brady, and Leyden students attended the budget hearing on October 21st. The students, representing the areas of culinary, hospitality, IT, and automotive technology, were among forty persons who had signed up to speak that day. Dr. Brady reported that the students provided outstanding testimonies to the panel. The students were articulate, poised, well dressed, and expressed gratitude for the opportunities presented to them through CTE. DVR provided certificates for their participation and Dr. Cothran mailed personal notes to each. Dr. Cothran thanked Dr. Brady for participating and for organizing the students to represent DVR to the State.

PROGRAM OF STUDENT SELF-ASSESSMENT

This year's self-assessment is focusing on the Radio/TV program at Riverside-Brookfield High School. Ms. Sarkady stated that it is difficult to get all of the business partners together at one meeting. Multiple electronic meetings may be needed. Business partner input is required in the assessment. All districts need to be involved in experiencing the self-assessment process in order to be prepared for future self-assessments. Ms. Sarkady is in charge and will keep everyone informed about meetings and other activities associated with the assessment.

DUAL CREDIT

Ms. Schmidt reported that she, Ms. Wurch, Dr. Brady, and Triton's Dr. Sherry Burlingame attended the Dual Credit Drive-in Workshop in Elgin on October 27th. Printed copies of the workshop's PowerPoint slides were distributed. Rob Kerr from the Illinois Community College Board addressed dual credit taught in the high schools and in the community college, dual enrollment, and articulated credit. Mr. Kerr emphasized that we should not eliminate articulated credit. Triton has entirely eliminated articulated credit. The Board of Control discussed this topic at their meeting yesterday. The Board requests information such as a list of colleges and universities that accept dual credit and articulated credit for transferring students, and data that confirms the number of students requesting articulated credit. If students are not taking advantage of articulated credit, what are the high schools doing to inform them of the opportunity? Ms. Baldin stated that there is an on-line system (itransfer.org) through which students can obtain information about transferring to various four year institutions. Discussion followed on aspects of this topic including the advantage of dual credit vs. articulated credit, credentialing and evaluation requirements, high school teachers as Triton adjunct faculty teaching dual credit at the high school, the need for our voice to be heard if we want to continue offering articulated credit, the need for pure dual credit classes in which all students in the section are dual credit students, and whether there are costs for students taking dual credit classes taught in the high school. Dr. Cothran recommended that we proceed with establishing our criteria for how we will offer dual credit classes taught at the high schools. In conclusion, the Council agreed that Ms. Baldin should demonstrate the itransfer.org web site for the Board at their December meeting, we should obtain information from other regions that are still offering articulated credit and see what their model looks like, and we should look at what other community colleges are doing with their high schools on this topic.

HEALTH CAREERS CAMP AND HEALTH CAREERS EXPO

Dr. Cothran reported on her conversation with Triton's Dr. Susan Collins and FCS program chairperson Ms. Val Berger regarding the Health Careers Expo. Dr. Collins relayed input from Triton instructors who have requested that, instead of a daytime expo, an open house be scheduled in the evening for students and parents to obtain information. The open house would be followed up with a Health Careers Camp that is separate from the DVR-run Health Careers Camp. Council members noted that it is difficult to get students to attend an evening program. The camp is more career related, includes visits to hospitals, and provides some information about what Triton offers. The expo is geared more toward marketing Triton's programs. The question was raised as to whether it is the same students who would be taking part in both a Health Careers Expo and the Health Careers Camp. DVR's Health Careers Camp involves about 24 students. Dr. Collins has a separate grant to support running a weeklong camp in June at Triton for about 20-30 students. Consensus among Council members is that the open house evening event should not be held and that it is Triton's decision whether or not to hold the expo.

TRITON'S HIA PLANNED ACTIVITIES

Ms. Baldin reported that Triton will offer a culinary competition. She described the activities of the event which will be conducted either May 1st or May 8th. Prizes will include scholarships to Triton and other items. All schools are encouraged to participate. There will be no cost to

students. On May 22nd, Triton will take students to the National Restaurant Show in Chicago. At the December Administrative Council meeting, Ms. Moore will have additional information on both events.

DVR PROGRAM COMMITTEES

The Board of Control supports the Council's development of recommendations for realigning the program committees according to career clusters. Council members are asked to develop ideas for restructuring.

MISCELLANEOUS

The Fashion Expo will be held November 17th.
Ms. Moore will forward information about proficiency credit.