

**ADMINISTRATIVE COUNCIL
DES PLAINES VALLEY REGION
NOVEMBER 6, 2008**

MINUTES

Ms. Karen Schmidt called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:08 a.m. on Thursday, November 6, 2008 in Room 146 at Elmwood Park High School. In attendance:

Leyden: Dr. Fran Brady

Elmwood Park: Mr. Pete Binder

Oak Park & River Forest: Ms. Amy Hill

Proviso: Ms. Tracy Avant-Bey

Ridgewood: Ms. Tracy Jopa

Riverside-Brookfield: Ms. Patty Sarkady

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

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

Guests: Mr. Tom Vercruysse (TRV Enterprises), Mr. William Justiz (Triton)

APPROVAL OF MINUTES

Ms. Hill moved, Ms. Moore seconded the motion to approve minutes of the September 25, 2008 meeting. All ayes; motion carried.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

An evaluation summary was distributed. Discussion about the workshop included the following.

The workshop was well attended.

Triton was a good host site for the event.

The Triton Expo provided an opportunity to see programs participants have not seen before.

The workshop lacked networking opportunities.

Continue to include students.

Planning for next year must begin now.

Suggestions or ideas to explore for next year: (1) On career pathways and programs of study, we need more leadership from the State; (2) Project Achieve; (3) Mark Milliron; (4) Will Richardson and looking at new ways for students to learn.

CAREER PLANNING BROCHURE

Mr. Vercruysse displayed a sample of the brochure's new design. He is finalizing photos and individual district updates and anticipates final mock copies to be ready by the end of

next week. If schools want to use testimonials, Mr. Vercruysse will take the students' photographs. Council members identified dates by which they need delivery: Leyden 12/15, Elmwood Park 1/13, Oak Park & River Forest 1/13, Ridgewood 12/30, and Riverside-Brookfield 12/30. Ms. Avant-Bey will determine Proviso's delivery date.

DUAL CREDIT

Ms. Moore stated that billing was recently sent electronically to schools. She distributed the spring schedule and the Fall 2009-Spring 2010 timeline.

Mr. Justiz proposed that EMS121 be offered for dual credit. He presented information related to the course. EMS121 benefits students by preparing them for transition into EMS131. Students might be able to obtain a first responder license upon completion of the course. The course is ready to run in the spring, and students would then take EMS131 in the fall. Mr. Justiz is available to visit high schools to speak to students about this dual credit option.

Mr. Binder moved, Dr. Brady seconded the motion that Mr. Justiz present the EMS121 dual credit option to the Board of Control on December 3, 2008. All ayes; motion carried.

DUAL CREDIT SUMMIT

Ms. Moore reported on her attendance at the Dual Credit Summit and distributed information about the summit's topics and action items. She proposed that the Region examine our dual credit model as well as exploring other models. This topic will be addressed at the February Administrative Council. It was suggested that this topic also be discussed with the program committees.

ARTICULATION

The Family & Consumer Science committee reviewed Fashion Merchandising curriculum. No changes were recommended. Mr. Binder moved, Ms. Moore seconded the motion to accept the committee's review. All ayes; motion carried.

The Family & Consumer Science committee reviewed Foods and Hospitality curriculum. No changes were recommended. Mr. Binder moved, Ms. Moore seconded the motion to accept the committee's review. All ayes; motion carried.

STAFF INTEGRATED TEAM EXPERIENCE

At the previous meeting, the Administrative Council had discussed ideas for modifying the SITE program. Their recommendations were provided to the Board of Control. The Board has requested that the Council develop a formal proposal (i.e. goals, teacher accountability, how to involve students, how teachers will share lesson plans). Discussion included the following.

For student field trips in June, the impact of the experience may be diminished by August.

In SITE, the students and teachers may not have the same career interest areas such as the participants do in the Health Careers Camp. SITE has not been set up for a specific curricular area.

Other than lesson plans, perhaps participants should produce journals about the experience.

Since Gloria Currins coordinates the program, her input should be obtained.

Council members are in favor of including students with teachers, and the outcome could be a project that could apply to other students.

While teachers are doing a specific activity, students could do a separate activity such as working on career readiness certification tests.

Have the SITE students present their experiences at the October workshop.

Reduce the number of teachers in the program.

Team composition could be one CTE teacher, one academic teacher and two students, all of whom would have the same career interest area. Each year the program would target specific career areas in conjunction with the Region's program review rotation schedule.

Ms. Schmidt and Mr. Lund will have a planning meeting with Gloria Currins prior to the Council's next meeting on December 4th.

CAREER CENTER

Last year, Board of Control members, Triton deans and the DVR directors visited the DAOES career center. The superintendents have had brainstorming sessions about a career center for the Region. They will meet again on December 3rd.

UPDATES

Grants: No new information was reported. Ms. Schmidt reminded Council members to adhere to payment schedules.

ISIS: The fall software update has been released. Council members were reminded to be prepared for the spring download.

TEACHER SERVICE RECORD

ISBE forwarded teacher lists to DVR. The lists were distributed to Council members who are to verify the accuracy of the information. Schools must notify ISBE of any corrections.

INFORMATION

Council members received an update on their documented grant expenditures to-date and cash on-hand.

OTHER

Ms. Moore stated that Susan Collins is Triton's new dean of Health Careers.

Ms. Moore distributed information on Triton's Trustee Honors Scholarship.

Ms. Baldin distributed information on Lewis University's Aviation Careers Conference.

A list of presently scheduled expos was distributed. Ms. Baldin is exploring scheduling expos in the areas of horticulture, criminal justice, automotive, and health.

Mr. Lund stated that he will retire as DVR Assistant Director on June 30, 2009.