



DES PLAINES VALLEY REGION  
BOARD OF CONTROL  
DECEMBER 14, 2011

MINUTES

Dr. Kathryn Robbins called the meeting of the Des Plaines Valley Region Board of Control to order at 8:12 a.m. on Wednesday, December 14, 2011 in the Triton College Boardroom. Voting members present: Chairperson Dr. Kathryn Robbins (Leyden Dist. 212), Dr. Kevin Anderson (Elmwood Park Dist. 401), Dr. Robert Lupo (Ridgewood Dist. 234), Dr. Steven Isoye (Oak Park & River Forest Dist. 200), Dr. Patricia Granados (Triton College). Vice Chairperson Dr. Kevin Skinkis (Riverside-Brookfield Dist. 208) and Mr. Ed Moyer (representing Secretary Dr. Nettie Collins-Hart, Proviso District 209) arrived during the meeting. Also present: Dr. Anne Cothran (DVR), Dr. Angela Latham (Triton College), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Dr. Lupo moved, Dr. Anderson seconded the motion to approve minutes of the November 10, 2011 meeting. All ayes; motion carried.

ADMINISTRATIVE COUNCIL MINUTES

The Board received the November 3, 2011 Administrative Council meeting minutes.

RATIFICATION OF PERKINS PAYMENTS

At the August 3, 2011 meeting the Board authorized DVR to pay Perkins billing as it is received, with payment to be ratified at the next Board meeting. DVR processed payments totaling \$110,324.34 on November 22, 2011. Dr. Lupo moved, Dr. Granados seconded the motion to ratify payment of Perkins billing. Roll call vote.

Dr. Lupo – aye

Dr. Anderson – aye

Dr. Isoye – aye

Dr. Granados – aye

Dr. Robbins – aye

BOARD BILLS LIST

The Board was presented with the list of current bills totaling \$15,154.76. Dr. Isoye moved, Dr. Anderson seconded the motion to approve payment of the current bills list. Roll call vote.

Dr. Lupo – aye

Dr. Anderson – aye

Dr. Isoye – aye

Dr. Granados – aye

Dr. Robbins – aye

## EXPENSE AND REVENUE REPORT

The Board received the current DVR expense and revenue report.

## FY11 CTEI FINAL STATUS

The Governor of Illinois had signed legislation allowing an extension of the CTEI FY11 deadline to be filed individually by each EFE. The conditions prohibited amending budget lines or previously approved activities, but allowed for more time to complete those activities. The extension date for the region was filed, and districts with FY11 funds still to spend were notified about the opportunity. All final reimbursements to districts for the FY11 CTEI grant have been made. The Board received the final status of FY11 CTEI grant expenditures. Dr. Cothran also reported that FY12 CTEI grant payments were anticipated to be received in December. ISBE has issued more than \$400,000 in vouchers for DVR's FY12 CTEI funds, but the Illinois Comptroller's office has not yet released the funds. Earlier this week Dr. Cothran wrote a letter to the Comptroller regarding the payment situation.

## AUDIT STATUS

Baker Tilly had halted the DVR audit, requesting a change to increase the contract amount by \$4,800. Last week Baker Tilly confirmed that they would not seek the contract change. Auditor Nick Cavaliere stated that problems with their trial balance import probably could have been avoided with better communication. Work on the FY11 audit has resumed. DVR has documentation that in November Baker Tilly submitted a deadline extension to December 15<sup>th</sup>. Mr. Cavaliere stated the auditing firm has many clients for whom they are finishing work and may have another deadline extension request on behalf of all those clients. It will not be known until December 15<sup>th</sup> whether the additional deadline extension will be necessary.

## TRAVEL POLICY – SECOND READING

The DVR Intergovernmental Agreement states that DVR shall have a written policy regarding student transportation. The DVR Policies & Procedures manual does not currently have a transportation policy. However, common practice in the region has been appropriate for this issue, and therefore Policy #5300 has been written to comply with the Intergovernmental Agreement requirement. At the November meeting the Board held a first reading of Policy #5300. At the Board's direction, it was revised to include regionally sponsored travel. The Board held its second reading. Dr. Anderson moved, Dr. Granados seconded the motion to approve Board Policy #5300 for transportation of students to shared program sites. All ayes; motion carried.

## REVISED CAREER CAMP COORDINATOR JOB POSTING

In the November meeting, the Board suggested clarifying Career Camp Coordinator responsibilities and re-sending the updated version to Superintendents to be re-posted. The request was also made that the position be open to Triton personnel as well as high school personnel. The updated job description was sent out per Board instructions. No one has yet applied for the position. It is hoped that applications will be received after winter break. The new deadline January 20<sup>th</sup>.

## OCTOBER WORKSHOP

Plans for the October 2012 School/College Partnership Workshop have begun. Following the November meeting, Dr. Cothran began making contacts for speakers and locations to consider. She contacted the Deputy Director of Illinois Tourism Bureau for assistance in locating appropriate space. At this time it appears that Oak Brook or Rosemont will be the closest venues for our space needs. A few locations have responded that they cannot accommodate our group as they want larger groups or commitments for overnight hotel lodging. Proposals were not received in time for the December Administrative Council meeting. Since the Council is not scheduled to meet in January their first opportunity to discuss and vote on recommendations would be February. At the

Council's December 1<sup>st</sup> meeting there was discussion about the information received from McDonald's Hamburger University. The Council unanimously requested contracting with Hamburger University for the workshop. After the December 1<sup>st</sup> meeting, Dr. Cothran received a proposal from the Brookfield Zoo Discovery Center. The Board was presented with cost information from both Hamburger University and the Discovery Center. The total costs are similar, but Hamburger University can provide more breakout rooms. Dr. Anderson moved, Dr. Isoye seconded the motion to obtain a contract with Hamburger University for the October 4, 2012 School/College Partnership Workshop. All ayes; motion carried. The topic will be Common Core. Dr. Robbins recommended that participants be notified in advance that WI-FI access will not be available.

#### DVR 501(c)(3) EDUCATION FOUNDATION

Regarding contributions, the DVR Intergovernmental Agreement states in Section 5.7.2:

“Contribution from private businesses, governmental and foundation sources for the benefit of the DVR System shall be made to the Administrative Agent for the use of the contribution subject to approval of the Board.”

In the spring of 2011 the Board approved investigating additional funding sources by utilizing the Donor's Forum as a resource. Initial investigation has revealed that in general foundations will only contribute to 501(c)(3) foundations for tax purposes. The Board received an initial draft for establishing a 501(c)(3) for DVR, to allow for soliciting and accepting contributions as described in the Intergovernmental Agreement. The Board began initial discussion regarding establishing the DVR Education Foundation mission statement, goals and bylaws. The following were noted during discussion.

The Board of Control members would serve as members of the Education Foundation Board.

Emphasis of the Education Foundation would be STEM; types of supported activities could include after school programs, STEMfest, scholarship fund, stipends for teachers assisting students after school, etc.

We need to develop our vision for the Foundation.

STEM will cover nine cluster areas of the Illinois STEM Initiative.

Consider a broader, more open-ended focus such as “STEM and emerging initiatives.”

Contributions would be sought specifically from foundations (as opposed to local businesses) according their identified focus. Dr. Cothran has reviewed an online database to identify foundations and what they support.

A question was raised as to whether an Executive Director is required.

We need to determine how DVR would transmit the dollars to the individual districts, focusing on common projects and common needs. First we need to define how we want to use the funds.

Dr. Isoye requested that Dr. Cothran compile a list of what is taking place at each school in order to identify what is common among all and to help identify gaps where funding is needed.

The Board will continue discussion at the next meeting.

#### ADJOURNMENT

Dr. Robbins moved, Dr. Lupo seconded the motion to adjourn the meeting at 9:04 a.m. All ayes; motion carried.