



c/o Triton College, Building M, Room M100  
2000 Fifth Avenue, River Grove, IL 60171

DES PLAINES VALLEY REGION  
BOARD OF CONTROL  
OCTOBER 23, 2013

MINUTES

Dr. Nettie Collins-Hart called the meeting of the Des Plaines Valley Region Board of Control to order at 8:08 a.m. on Wednesday, October 23, 2013 in Room B203 at Triton College. Voting members present: Chairperson Dr. Nettie Collins-Hart (Proviso Dist. 209), Vice Chairperson Dr. Kevin Anderson (Elmwood Park Dist. 401), Secretary Dr. Steven Isoye (Oak Park & River Forest Dist. 200), and Dr. Douglas Olson (representing Dr. Patricia Granados, Triton College). Dr. Kevin Skinkis (Riverside-Brookfield Dist. 208) arrived at 8:21 a.m. Dr. Robert Lupo (Ridgewood Dist. 234) arrived at 8:29 a.m. Voting member absent: Dr. Nick Polyak (Leyden Dist. 212). Also present: Dr. Anne Cothran (DVR), Ms. Denise Yaneck (DVR).

AUDIT COMPLETION

We received our FY13 audit materials from Baker Tilly. As required, copies were sent to ISBE and to West 40 prior to October 15, 2013. Due to the recent government shutdown, the AFR has not been electronically uploaded due to the website being shutdown. As soon as it is back online our AFR will be uploaded.

FY13 ILLINOIS STATE COURSE SYSTEM

Each year districts upload enrollments into the Illinois State Course System. The grant dollars we receive in CTEI are, in part, tied to the approved program enrollments reported to ISBE. Schools are in the process of finalizing FY13 enrollment corrections, and verification must be completed by the end of October.

REVISION OF BOARD POLICY #2100 – ADMINISTRATIVE COUNCIL DUTIES

At the September 17, 2013 meeting the Board held its first reading of language changes for Policy #2100. The revisions include the following.

Under Regional Role, inclusion of the statement that the Administrative Council will “collaborate on regional strategies to improve CTE Report Card data on required indicators.”

Under Local Role, addition to statement #3 to include “Career Cruising, Naviance, What’s Next Illinois?”.

Under Local Role, in statement #4 deletion of “articulation.”

Dr. Isoye moved, Dr. Olson seconded the motion to approve the second reading of revision to Policy #2100. All ayes; motion carried.

APPROVAL OF MINUTES

Dr. Isoye moved, Dr. Anderson seconded the motion to approve minutes of the September 17, 2013 meeting. All ayes; motion carried.

ADMINISTRATIVE COUNCIL MINUTES

The Board received approved minutes of the Administrative Council’s September 5, 2013 meeting.

#### RATIFICATION OF FY14 PERKINS PAYMENTS

At the August 22, 2013 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 FY14 Perkins reimbursements totaling \$24,631.32. Dr. Anderson moved, Dr. Isoye seconded the motion to ratify FY14 Perkins reimbursements. Roll call vote.

Dr. Anderson – aye  
Dr. Isoye – aye  
Dr. Olson – aye  
Dr. Collins-Hart – aye

#### RATIFICATION OF COPIER PAYMENT

Per the terms of DVR's copier contract, invoicing occurs monthly. For the months when the timing of the Board meeting would cause our payment to be late, at the May 2013 meeting the Board authorized DVR to process payment of invoices in accordance with the due date, with ratification to occur at the next meeting. DVR processed payment to Konica Minolta in the amount of \$156.00 for the invoice due on October 18, 2013. Dr. Isoye moved, Dr. Anderson seconded the motion to ratify copier payment. Roll call vote.

Dr. Anderson – aye  
Dr. Isoye – aye  
Dr. Olson – aye  
Dr. Collins-Hart – aye

#### FIRST QUARTER SALARY/BENEFITS REIMBURSEMENT TO LEYDEN DISTRICT 212

DVR has been reimbursing Leyden, our fiscal agent, on a quarterly basis for salary and benefits. The Board received a listing of the FY14 first quarter salaries and benefits amounts. Dr. Isoye moved, Dr. Olson seconded the motion to approve Leyden to remove \$43,886.61 from the DVR bank account for first quarter salaries benefits. Roll call vote.

Dr. Anderson – aye  
Dr. Isoye – aye  
Dr. Olson – aye  
Dr. Collins-Hart – aye

#### OCTOBER 31, 2013 SCHOOL/COLLEGE PARTNERSHIP WORKSHOP PAYMENT

We have a contract with The Hyatt Lodge for the October 31, 2013 School/College Partnership Workshop at Hamburger University. The terms of the contract require that Hyatt receives payment in full by the date of our workshop. We are confirming attendance totals from the schools, and we have adjusted our audio-visual requirements based on the nature of the panel discussions. Hyatt will issue a final invoice and we will be required to deliver the check the day of the workshop. Dr. Olson moved, Dr. Isoye seconded the motion to approve DVR to pay Hyatt for the workshop invoice, with ratification at the next Board meeting. Roll call vote.

Dr. Anderson – aye  
Dr. Isoye – aye  
Dr. Olson – aye  
Dr. Collins-Hart – aye

#### CURRENT BOARD BILLS

The Board was presented with the list of current bills. Dr. Isoye moved, Dr. Anderson seconded the motion to approve payment of the current bills list in the amount of \$35,858.35. Roll call vote.

Dr. Anderson – aye  
Dr. Isoye – aye  
Dr. Olson – aye  
Dr. Collins-Hart – aye

## EXPENSE/REVENUE REPORT

The Board received the current FY14 expense/revenue report for DVR.

## STATUS OF DISTRICTS' FY14 GRANT CLAIMS

Districts are to expend their FY14 grant funds in accordance with the grants' guidelines. The Board received the status of each district's claims to-date.

## REVISED ICSPS CONTRACT FOR OCTOBER 31, 2013

Last year we contracted with ICSPS as the presenting agency for the October 31, 2013 School/College Partnership Workshop. The Administrative Council continued to work on the agenda for the day, and it became apparent that we did not need two presenters for a successful workshop. ICSPS agreed to issue a reduced contract with one presenter, ICSPS Director Lynn Reha, who has worked with some of our counselors and staff in recent years on other projects. Dr. Anderson moved, Dr. Olson seconded the motion to approve the revised ICSPS contract. Roll call vote.

Dr. Anderson – aye

Dr. Isoye – aye

Dr. Olson – aye

Dr. Collins-Hart – aye

## CONTRACT FOR PROGRAMS OF STUDY WEBSITE SECURITY UPDATES

At the August 22<sup>nd</sup> meeting the Board authorized amendment of the regional budget to reallocate funds from Career Camp Coordinator in order to provide for annual installation of Programs of Study (POS) site security updates. The Board approved a budget of \$1,080.00 for these updates. The Board was presented with the contract. Dr. Olson moved, Dr. Isoye seconded the motion to approve the contract with Rich Dworinyan for annual installation of POS site security updates for \$1,080. Roll call vote.

Dr. Anderson – aye

Dr. Isoye – aye

Dr. Olson – aye

Dr. Collins-Hart – aye

## PROGRAMS OF STUDY WEBSITE – ICCB INTEREST

In September Dr. Cothran presented our new Programs of Study (POS) website during a session at the Illinois Community College Board Forum for Excellence. Brian Durham, Senior Director for Academic Affairs and Career & Technical Education, spoke with her about all Illinois colleges participating in electronic delivery of Programs of Study, and he expressed interest in considering the technical and legal issues related to having ICCB download their information which is organized by cluster/pathway/credentials/required courses as is our site. Dr. Cothran is arranging a phone conference with our Project Director and ICCB's tech personnel as the first step in discussing related issues and options.

Dr. Cothran reported that Chicago Public Schools contacted her with a request to discuss the Programs of Study website. The Board recommended that Dr. Cothran meet with CPS personnel to gain details about their request and bring the information back to the Board.

## SCHOOL/COLLEGE PARTNERSHIP WORKSHOP LIST

Each district provides the names of their participants for the annual School/College Partnership Workshop. The Board received the list of team members submitted by the Administrative Council representative from each district. Some schools have requested additional seats. The DVR office is following up with anyone who has not yet RSVP'd and will work out filling open seats with the additional requests.

#### PERKINS REAUTHORIZATION

Perkins is now openly under discussion. Dr. Cothran distributed to the Board a recent Education Week article which provided an overview on the issues. She attempted to schedule an appointment in Senator Durbin's Chicago office, but due to the recent government shutdown the office has been closed. Dr. Cothran participated in a nationwide conference call last week regarding Perkins reauthorization.

#### FY14 MEETING SCHEDULE

Due to conflicts identified with three of the Board of Control meeting dates, the Board revised the meeting calendar as follows.

December 11 is changed to Monday, December 2 at 8:00 a.m.

March 26 is changed to Friday, March 7 at 8:00 a.m. (The School/College Partnership also meets.)

April 9 is changed to Monday, April 14 at 8:00 a.m.

#### ADJOURNMENT

Dr. Isoye moved, Dr. Skinkis seconded the motion to adjourn the meeting at 8:40 a.m. All ayes; motion carried.