



BOARD OF CONTROL  
DES PLAINES VALLEY REGION (DVR)  
MAY 18, 2011

MINUTES

Dr. Douglas Rudig called the meeting of the Des Plaines Valley Region Board of Control to order at 9:12 a.m. on Wednesday, May 18, 2011 in the Boardroom at Triton College. Voting members present: Chairperson Dr. Robert Lupo (Ridgewood Dist. 234), Vice Chairperson Dr. Kathryn Robbins (Leyden Dist. 212), Dr. Nettie Collins-Hart (Proviso Dist. 209), Dr. Douglas Rudig (Elmwood Park Dist. 401), Dr. Patricia Granados (Triton College). Voting members absent: Dr. Steven Isoye (Oak Park & River Forest Dist. 200), Dr. David Bonnette (Riverside-Brookfield Dist. 208). Mr. Phil Prale represented Dr. Isoye. Also present: Dr. Anne Cothran (DVR), Ms. Denise Yaneck (DVR). Dr. Rudig was appointed as secretary pro tempore.

APPROVAL OF MINUTES

Dr. Robbins moved, Dr. Rudig seconded the motion to approve minutes of the April 27, 2011 meeting. All ayes; motion carried.

APPROVAL OF CLOSED MEETING MINUTES

Dr. Collins-Hart moved, Dr. Granados seconded the motion to approve minutes of the April 27, 2011 closed meeting. All ayes; motion carried.

CLOSED SESSION MINUTES

The Board reviewed approved minutes of closed sessions from January 7, 2009 and August 12, 2009, to determine if the minutes should remain closed or be made available. At Dr. Lupo's recommendation to make the minutes available, Dr. Rudig moved, Dr. Robbins seconded the motion to make the minutes of both meetings available. All ayes; motion carried.

CLOSED SESSION RECORDINGS

Written minutes of closed sessions from January 7, 2009 and August 12, 2009 have been approved. The written minutes requirement has been met and the meetings took place at least 18 months ago, therefore the verbatim recordings can be destroyed. At Dr. Lupo's recommendation to destroy the recordings, Dr. Robbins moved, Dr. Granados seconded the motion to destroy the verbatim recordings of both meetings. All ayes; motion carried.

ADMINISTRATIVE COUNCIL MINUTES

Board members received copies of the Administrative Council meeting minutes from April 7, 2011.

EXPENSE AND REVENUE REPORT

Board members received copies of DVR's current revenue/expense report.

## BOARD BILLS LIST – CURRENT BILLS

Dr. Rudig moved, Dr. Robbins seconded the motion to approve payment of DVR's current bills. Roll call vote.

Dr. Robbins – aye  
Dr. Collins-Hart – aye  
Mr. Prale – aye  
Dr. Rudig – aye  
Dr. Granados – aye  
Dr. Lupo – aye

## REVTRAK MONTHLY FEE

The Board was notified that the monthly fee of \$19.95 for April was withdrawn from DVR's bank account.

## FUNDING

Dr. Cothran discussed the Donor's Forum, a community of nonprofit, consultant, and grant-making organizations. Fees are required to utilize the service. Membership is good for 12 months. The membership is for DVR and would not cover the individual schools. Dr. Cothran recommended joining and using funds from her FY11 travel account. She would participate in workshops to learn how to use the service. Securing funding is not guaranteed. Dr. Robbins moved, Dr. Granados seconded the motion to approve using travel funds to join the Donor's Forum. Roll call vote.

Dr. Robbins – aye  
Dr. Collins-Hart – aye  
Mr. Prale – aye  
Dr. Rudig – aye  
Dr. Granados – aye  
Dr. Lupo – aye

## DVR WEBSITE MAINTENANCE

Dr. Lupo noted that there have been many changes to DVR's website this year thanks to Dr. Cothran's investment of time developing the site. Dr. Cothran presented a proposal to have a student in Advanced Web Design maintain the site. This would not provide enough hours to constitute a coop experience, but it could be an opportunity for a student to add the project to his/her portfolio. Requirements were reviewed. A sample application was provided. A senior would be hired each year. The website's password would be changed annually. The question was raised as to whether a committee would be needed to review applications. Dr. Collins-Hart recommended that the Administrative Council be involved if a review committee is needed. Dr. Lupo recommended that Dr. Cothran review applications herself. Dr. Rudig moved, Dr. Robbins seconded the motion to approve hiring a student to maintain DVR's website. All ayes; motion carried.

## REGIONAL STEM ADVISORY

Dr. Cothran reported that STEM Advisory members are willing to commit to working with DVR on a regional level as opposed to having all of our schools contacting them. Advisory member Mary Pat Olson has developed a "cloud" network for industry/education collaboration which she has offered to DVR to utilize in the upcoming year. Ms. Olson has also developed a Youth Toolkit which is being customized for our STEM Advisory. The Toolkit provides information such as descriptions of activities and how our business partners can get involved. Dr. Lupo noted that the STEM Advisory has become a working group, and he encourages schools to

continue their involvement in the STEM meetings. Dr. Cothran has been in contact with the Professional Hispanic Engineers organization regarding setting up a Junior Association Chapter. She will continue to look for other professional organizations that want to sponsor pre-college programs.

#### SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

The Board received information on the number of participants expected from each school. We are collecting lists of names at this time.

#### CAREER CAMP UPDATE

Dr. Cothran reported that additional promotional posters were developed and distributed electronically to all schools, plus printed copies were provided as well. Samples were distributed to Board members. Registration deadline has been extended to May 20<sup>th</sup>. A comment was made that students are used to seeing hard copies of promotional materials as opposed to electronic format. A suggestion was made to use avenues such as Facebook which students now readily use for communication.

#### INSURANCE COVERAGE

School districts are requested to list DVR on their insurance policies to cover liability for DVR-sponsored functions which involve transporting district staff and students. Schools are to send DVR a copy of the insurance rider.

#### ISBE/IWAS REVISIONS – CONTACT INFORMATION AFTER SCHOOL IS OUT

The FY12 CTEI and Perkins grants have been submitted. If ISBE requires changes in order to approve the grants, which could occur over the summer, Dr. Cothran will need to contact Administrative Council representatives and superintendents. A request was made for Board members to provide the DVR office with their summer contact information.

#### JUNE 2011 BOARD OF CONTROL MEETING

At the last meeting the Board agreed to change the June 22<sup>nd</sup> meeting to June 29<sup>th</sup>. Some Board members are unable to meet on the 29<sup>th</sup>. The Board agreed to meet on Wednesday, June 8<sup>th</sup>. The DVR office will check with Dr. Bonnette and Dr. Rudig to ensure they can meet on that date. The meeting will be held at 10:00 a.m. followed by lunch at the Rosewood.

#### ADJOURNMENT

Dr. Robbins moved, Dr. Granados seconded the motion to adjourn the meeting at 9:45 a.m. All ayes; motion carried.