



Des Plaines Valley Region

Partners in Education, Employment & Life-Long Learning
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DES PLAINES VALLEY REGION (DVR) BOARD OF CONTROL MARCH 17, 2010

MINUTES

ITEM I – CALL TO ORDER

Dr. Robert Lupo called the meeting of the Des Plaines Valley Region Board of Control to order at 8:55 a.m. on Wednesday, March 17, 2010 in Room B223 at Triton College. Voting members present: Vice Chairperson Dr. Robert Lupo (Ridgewood District 234), Secretary Dr. Kathryn Robbins (Leyden District 212), Dr. Nettie Collins-Hart (Proviso District 209), Dr. David Bonnette (Riverside-Brookfield District 208), Dr. Douglas Rudig (Elmwood Park District 401), and Dr. Patricia Granados (ex-officio, Triton College). Voting member absent: Chairperson Dr. Attila J. Weninger (Oak Park & River Forest District 200). Also present: Dr. Cheryl Antonich (Triton College), Dr. Anne Cothran (DVR) and Ms. Denise Yaneck (DVR).

ITEM II – MEETING MINUTES

Dr. Robbins moved, Dr. Bonnette seconded the motion to approve minutes of the February 3, 2010 open session minutes. All ayes; motion carried.
Dr. Bonnette moved, Dr. Robbins seconded the motion to approve minutes of the February 3, 2010 closed session minutes. All ayes; motion carried.

ITEM III – ADMINISTRATIVE COUNCIL MINUTES

The Board received minutes from the Administrative Council's meetings of December 2009 and February 2010.

ITEM IV – NEW BILLS LIST

Dr. Collins-Hart moved, Dr. Robbins seconded the motion to approve payment of DVR bills. Roll call vote.
Dr. Robbins – aye
Dr. Collins-Hart – aye
Dr. Bonnette – aye
Dr. Rudig – aye
Dr. Lupo – aye

ITEM V – CONSENT AGENDA

- A) The Family & Consumer Science Committee has reviewed curriculum for Fashion, Health Careers, and Child Care. No changes were recommended. The Administrative Council has approved the FCS Committee's review.
- B) The Board received results of bids for DVR computers.

- C) The second reading of the clerical job description was presented.
- D) Mr. Bryan Revor is recommended for the OSHA career camp. Mr. Revor is a fully qualified OSHA safety trainer.
- E) The Board received information on reinstating a modified version of the Student and Staff Integrated Learning Experience. This topic will be addressed later in the agenda.
- F) Revisions to the FY10 regional budgets under Carl Perkins and CTEI budgets were presented. With these revisions, DVR can cover costs for the modified SSILE teacher experience, conduct a curriculum workshop with Heather Sass including paying teacher stipends, run the summer career camps, and pay the OSHA trainer.
- G) DVR can apply for a pre-engineering sequence under ISBE guidelines. At this time, Oak Park & River Forest is interested in Project Lead the Way, and Proviso is evaluating PLTW and Engineering by Design.
- H) The FY10 DVR budget originally included four expos. Ms. Val Berger coordinated a Fashion Expo on November 17, 2009 and was paid \$100. This is the only expo for FY10.

Dr. Rudig moved, Dr. Robbins seconded the motion to approve the consent items in toto. Roll call vote.

Dr. Robbins – aye

Dr. Collins-Hart – aye

Dr. Bonnette – aye

Dr. Rudig – aye

Dr. Lupo – aye

ITEM VI – JUNE CURRICULUM WORKSHOP

Based on a Board member request in a prior Board of Control meeting, Dr. Cothran reported that she investigated options for a summer curriculum workshop for teachers. Administrative Council members have expressed interest in a two-day workshop conducted June 17th and 18th by Heather Sass, consultant from High Schools That Work and expert in CTE curriculum design and instruction. The workshop will be funded under Carl Perkins. Dr. Robbins moved, Dr. Rudig seconded the motion to approve the June Curriculum Workshop. Roll call vote.

Dr. Robbins – aye

Dr. Collins-Hart – aye

Dr. Bonnette – aye

Dr. Rudig – aye

Dr. Lupo – aye

ITEM VII – OCTOBER SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

Dr. Cothran reported that, in their last two meetings, the Administrative Council has discussed priorities for the October workshop's focus, with standards based instruction being a priority expressed by the Council. The topic proposed by the Council is Formative Assessment Using Standards Based Instruction in CTE. Dr. Marzano has been recommended however his fee is high, but a representative from his organization could be contracted with for a lower fee. The Council recommends a one-day workshop with concentrated content. Dr. Lupo noted that the topic must be relevant to the college as well as the high schools. Dr. Cothran stated that the issue of providing a time to network with colleagues may need to be discussed at a later date. She added that one Council member had suggested including a banquet in the program, but that other Council members were not interested. The Council also recommends holding the workshop at

Triton as opposed to West 40. Dr. Robbins noted concerns about the West 40 facility issues including smoke, temperature control, and the parking lot. Dr. Bonnette stated that the representatives from his district would prefer a single day, and he added that with the reduced cost of a one-day event, perhaps the event could be held at a venue such as a hotel. Dr. Robbins stated that the time to network with colleagues is very important to people and it has been missed. She suggested the districts could contribute a per-person fee to assist in providing a banquet and networking as part of the event. Dr. Rudig questioned whether a one and one-half day workshop would work, with presentations on the first day and the second day would be time for groups to work on what was learned on day one. Dr. Bonnette responded that district personnel could meet together back in their own schools on the second day. If the workshop is held at Triton, Dr. Granados stated that the facilities management department could provide appetizers during networking, and beverages would be available for purchase.

Dr. Rudig moved, Dr. Bonnette seconded the motion to approve the topic of Formative Assessments, to enter into an agreement with a representative from Dr. Marzano's organization, to hold a one-day workshop at Triton, and to include a networking session as dictated by the budget with the possibility of districts contributing to cover networking session expenses. Roll call vote.

Dr. Robbins – aye

Dr. Collins-Hart – aye

Dr. Bonnette – aye

Dr. Rudig – aye

Dr. Lupo – aye

ITEM VIII – TEACHER SALARY CAP

There is a specific amount of grant funds that collectively the Region can utilize toward CTE teacher salaries. The salary cap is determined by the State, and for FY11 it is \$71,534. Dr. Cothran presented the salary cap per district, using calculations based on numbers of students in CTE programs. If any district does not utilize grant funds toward salaries, the cap for other districts could be increased providing the Region as a whole does not exceed the maximum of \$71,534. The question is, in the case of any district(s) not utilizing grant funds for salaries, how to determine how much another district's cap can be raised. Dr. Lupo stated that a methodology is needed to determine the limit, and a specific date must be set by which districts state whether they will or will not allocate funds for salaries. Dr. Cothran noted that use of funds for CTE salaries can not be retroactive, and that any budget amendments at this point for the current fiscal year could only cover salaries from the point of amendment approval to the end of this fiscal year. Dr. Collins-Hart moved, Dr. Rudig seconded the motion that districts will respond by March 26, 2010 as to whether FY10 grants will be amended to allocate funds for CTE salaries, and that the cap for each district will be based on the totals presented. Roll call vote.

Dr. Robbins – aye

Dr. Collins-Hart – aye

Dr. Bonnette – aye

Dr. Rudig – aye

Dr. Lupo – aye

ITEM IX – CAREER CAMP COORDINATOR

The Board received a description of duties for the position of Career Camp Coordinator. The coordinator will assume all responsibilities for setting up this summer's career camps, including collecting parent permission forms. All duties will be performed outside the regular school day. The stipend is \$1800 and applications will be sought immediately. Through ConstantContact.com, students will register on-line. Each camp has a maximum number of students who can be accepted; no minimum number has been identified in order for a camp to run. Administrative Council and Student Services Committee members will promote the camps. There will also be posters and brochures in each school. Dr. Bonnette moved, Dr. Robbins seconded the motion to approve the position of Career Camp Coordinator, to be paid through DVR regional CTEI funds upon receipt from the Comptroller. Roll call vote.

Dr. Robbins – aye

Dr. Collins-Hart – aye

Dr. Bonnette – aye

Dr. Rudig – aye

Dr. Lupo – aye

ITEM X – COORDINATOR CONTRACTS

A list of proposed coordinators was presented, for the Health Careers Camp, modified Student & Staff Integrated Learning Experience, and Food Sanitation Certification Workshop. Stipends are the same as last year, however the SSILE stipend is half that of last year since the program will only be one and one-half days as opposed to three. Most of the proposed coordinators are the same as last year. Dr. Collins-Hart recommended in the future posting the positions each year and allowing other persons to apply as well as those who have served as coordinators in the past. The SSILE budget will accommodate 24 teachers. The Health Careers Camp coordinators arrange for all site visits and serve as instructors as well. The Food Sanitation Certification coordinators serve as instructors, no other arrangements are involved. Dr. Rudig moved, Dr. Robbins seconded the motion to approve the coordinators as presented, with the exception that only coordinator is needed for the modified SSILE program.

ITEM XI – TRITON CAMP LIAISON

At the latest Administrative Council meeting, a recommendation was made to hire a Triton staff member to serve as a liaison for the career camps, to assist the Career Camp Coordinator with Triton facility arrangements and any internal planning needed at Triton. Dr. Lupo questioned why the Career Camp Coordinator could not take care of all career camp arrangements. Ms. Antonich responded that a lot of preparation is needed for the upcoming seven camps that will take place this summer. Dr. Granados stated that Triton will not be able to assume the responsibility of a Triton staff member taking on the task of setting up career camps as a part of their Triton duties. The Board agreed to amend the career camp coordinator position to include the additional Triton liaison responsibilities. Dr. Collins-Hart moved, Dr. Robbins seconded the motion to amend the Career Camp Coordinator job description to include the responsibilities that have been proposed for a Triton Camp Liaison. All ayes; motion carried.

ITEM XII – HEALTH OCCUPATIONS PROGRAM

Dr. Cothran provided background information on the fact that labor market data indicates health occupations opportunities are available in our area. Many schools have a school nurse with a provisional certificate to teach a Health Occupations class; the Board discussed the feasibility of this arrangement in their schools. Each school would need to determine if the responsibility would be part of the nurse's job duties or if the nurse would receive additional pay. The orientation course must run at least every other year. Dr. Cothran stated that in her meeting with DCEO representative Dr. Sheets, he recommended that students should take all of the health occupations pre-requisites in high school in order to be ready to enter the program at college level. The Board agreed that Dr. Cothran should investigate this topic further.

ITEM XIII – ADJOURNMENT

Dr. Lupo moved, Dr. Robbins seconded the motion to adjourn the meeting at 10:09 a.m. All ayes; motion carried.