

BOARD OF CONTROL
DES PLAINES VALLEY REGION
MAY 27, 2009

MINUTES

CALL TO ORDER

Chairman Dr. Douglas Rudig called the meeting of the Des Plaines Valley Region Board of Control to order at 8:42 a.m. on Wednesday, May 27, 2009 in the Boardroom at Triton College. Voting members present: Chairman Dr. Douglas Rudig, Vice Chairman Dr. Attila J. Weninger, Secretary Dr. Robert Lupo, Mr. Jack Baldermann, Dr. Nettie Collins-Hart, Dr. Kathryn Robbins, and Dr. Patricia Granados (ex-officio). Also present: Ms. Cheryl Antonich, Ms. Karen Schmidt, Mr. Don Lund, and Ms. Denise Yaneck.

APPROVAL OF MINUTES

Mr. Baldermann moved, Dr. Lupo seconded the motion to approve minutes of the April 15, 2009 meeting. All ayes; motion carried.

VOTING ITEM: BOARD BILLS

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

Dr. Weninger – aye
Dr. Lupo – aye
Mr. Baldermann – aye
Dr. Collins-Hart – aye
Dr. Robbins – aye
Dr. Rudig – aye

The Board's next meeting is in August. Dr. Robbins moved, Dr. Weninger seconded the motion to approve the DVR office to process payment for bills received in June and July. Roll call vote.

Dr. Weninger – aye
Dr. Lupo – aye
Mr. Baldermann – aye
Dr. Collins-Hart – aye
Dr. Robbins – aye
Dr. Rudig – aye

FY10 MEETING DATES

The dates proposed for the 2009-10 school year are August 12, September 16, October 1-2 (workshop), November 4, December 9, February 3, March 17, April 21, and May 26. Dr. Weninger moved, Dr. Robbins seconded the motion to adopt the meeting dates as listed. All ayes; motion carried.

FY10 BOARD OFFICERS

Board officers are elected based on district rotation per Board Policy #8300. The 2009-10 officers will be Chairman Dr. Weninger, Vice Chairman Dr. Lupo, and Secretary Dr. Robbins. Dr. Robbins moved, Dr. Lupo seconded the motion to adopt the Board officers as listed. All ayes; motion carried.

EMPLOYMENT OF DVR EXECUTIVE DIRECTOR

A search was conducted for the position of a full-time executive director for the Des Plaines Valley Region. Qualified candidates were interviewed. Upon the Board's decision, Dr. Rudig stated that a letter of intent and a contract were sent to Dr. Anne Cothran. Dr. Robbins stated that the Board of Education for Leyden High School District 212 took action upon the resolution to become Administrative Agent for DVR, and therefore the contract for Dr. Cothran has the provisions of Leyden's administrative contract. Dr. Robbins moved, Dr. Weninger seconded the motion to approve the contract employing Dr. Anne Cothran as full-time Executive Director for DVR, effective July 1, 2009. Roll call vote.

Dr. Weninger – aye
Dr. Lupo – aye
Mr. Baldermann – aye
Dr. Collins-Hart – aye
Dr. Robbins – aye
Dr. Rudig – aye

Board members intend to meet with Dr. Cothran either before or soon after July 1st. The Board thanked Ms. Schmidt for her assistance in the upcoming transition period.

TOWNSHIP TREASURER SERVICES

The Region has budgeted \$3,000 each year for the services of the Proviso Township Treasurer. The Administrative Agent duties will be performed by Leyden personnel as of July 1st. Dr. Weninger moved, Dr. Lupo seconded the motion budget \$3,000 for Leyden's administrative services to DVR. Roll call vote.

Dr. Weninger – aye
Dr. Lupo – aye
Mr. Baldermann – aye
Dr. Collins-Hart – aye
Dr. Robbins – abstain
Dr. Rudig – aye

FY10 LOCAL MATCH

Board members received the finalized FY10 Administrative budget and local match calculations. The State provides \$75,934 for operation of the regional office, and the remainder of the operational costs is funded by local match dollars from the districts. In FY10, the Region will use \$20,000 of contingency funds to reduce the districts' local match contributions. Each district's share of local match funding is based on the total number of students as reported on the most recently available School Report Card. Dr. Robbins moved, Dr. Lupo seconded the motion to approve the local match total for FY10. Roll call vote.

Dr. Weninger – aye
Dr. Lupo – aye
Mr. Baldermann – aye
Dr. Collins-Hart – aye
Dr. Robbins – aye
Dr. Rudig – aye

INSURANCE COVERAGE

Ms. Schmidt reported that DVR staff met with Mr. Tom Janeteas of Leyden and John Weiss of Weiss Insurance Agencies. Although DVR has a separate liability policy, Mr. Weiss has recommended that the member school districts of the Region list DVR on their liability insurance policies and that they do so by June 1st. This recommendation is due to the fact that the schools' students participate in the Health Careers Camp and Student & Staff Integrated Team Experience programs run by DVR. This is similar to the way that schools list on their insurance riders the businesses where coop students work. Ms. Schmidt will review DVR's policy regarding the level of coverage. Dr. Weninger suggested that the schools have their insurance company representative send DVR a copy of their insurance rider as evidence that the request was taken care of.

SCHOOL/COLLEGE PARTNERSHIP

The Board discussed the need for separate Partnership and Board of Control meetings. Comments included the following.

Is there a redundancy in having separate meetings?

Define the purpose and relationship among the Partnership, Board of Control, Administrative Council, and Des Plaines Valley Region.

There are separate topics, for example the Scholastic Arts Competition, that do not fit into the function of DVR. There are other topics that overlap among the groups.

DVR's focus is Career & Technical Education.

The Region is defined by the State in that all high schools are to be linked to the community college.

The Administrative Council is primarily focused on curriculum, programs, and professional development.

The various groups have specific purposes, but timing of meetings and communication among the groups may be the issue.

DVR's superintendents serve on the Board of Control as the decision makers; this is not the structure in all regions.

Do different programs and initiatives define each group?

A suggestion was made to have the new DVR Executive Director examine the existing structure of the Partnership and Region to determine if there is a more efficient way to operate. Compare our structure to that of other regions to determine impact, effectiveness, and purpose.

What can we do more as a region so that the Triton president is not an ex-officio member?

Do a flow chart showing how all of the entities fit together.

How do we begin assessment and cataloging what all of the groups are doing?

A suggestion was made to commit time at the next meeting to begin to go through all of the programs we offer.

A suggestion was made to form a goal for Dr. Cothran to review the structure of the Partnership, Board of Control, and Administrative Council, review the structure of other regions, and start cataloging programs.

EXCESS UNENCUMBERED GRANT FUNDS

Amendments for FY09 grants must be submitted to ISBE by May 31st, and all FY09 grant funds must be spent by June 30th. Payment schedules must be adhered to. Excess cash on hand can result in possible fines and freezing of future payments from ISBE. Discussion took place regarding how the topic of excess unencumbered funds was approached at the last meeting. Two main questions have been raised: What are we, as a body, going to do in moving forward to protect the interests of DVR as a group and not personalizing any actions? How do we better reinforce with our local district personnel, the use of grant funds for the fiscal year in which it is intended?

UPDATES

School/College Partnership Workshop: The dates are October 1-2, 2009. Administrative Council members have received Partnership Award applications, and nominations are due by June 16th.

Student & Staff Integrated Team Experience: The dates are June 17-19, 2009. Ms. Schmidt distributed a list of staff and students who will be participating. To-date some schools have only submitted names of participants, and completed applications are needed by June 1st.

Health Careers Camp: The dates are June 15-17, 2009. To-date, 29 applications have been received, and 24 students will be selected. A waiting list will be kept in the event that students cancel.

ARTICULATION

The Family & Consumer Science committee reviewed curriculum in Health Careers and Housing & Interior Design. No updates were recommended. The Administrative Council accepted the FCS committee's review of curriculum. Dr. Robbins moved, Dr. Weninger seconded the motion to approve the FCS committee's review. All ayes; motion carried.

INFORMATION

Board members received an up-to-date status of documented grant expenditures, payment schedules and cash on hand, and statement of revenues and expenditures, and Administrative Council meeting minutes of April 16, 2009. The FY08 audit is needed from Riverside-Brookfield.

FOOD SANITATION CERTIFICATION

Board members received a proposal for the Illinois Food Safety and Sanitation Manager Certification class and test. Presently, five teachers at Leyden have earned certification. They have also taken an additional level of training to be certified to teach the class and administer the test. The proposal, submitted by Eileen Falls, was received by DVR last week and was forwarded to the Administrative Council members to determine level of interest. At this time, Riverside-Brookfield has identified one teacher and two or three students interested, Oak Park & River Forest has one teacher, and Leyden has 20 students. Training and testing are the same for teachers and students. The class will be conducted by two facilitators on June 29-30 and will include 15 hours of instruction followed by the 3 hour test. The anticipated budget was presented as \$2,500 (\$900 each facilitator, \$450 food, \$250 supplies). Ms. Antonich suggested determining how Triton could award college credit for the class. There will be no cost to the teachers and students who take the class on June 29-30. Dr. Weninger moved, Mr. Baldermann seconded the motion to approve the proposal as presented. Roll call vote.

Dr. Weninger – aye
Dr. Lupo – aye
Mr. Baldermann – aye
Dr. Collins-Hart – aye
Dr. Robbins – aye
Dr. Rudig – aye

RELOCATION OF DVR OFFICE

The Board discussed relocating the DVR office to West 40's office. Dr. Rudig reported that relocation would take place July 1st, however West 40 Director Kay Poyner-Brown has stated that the move can take place sooner if needed. There is no agreement between Proviso and DVR that needs to be formally terminated. Dr. Rudig will contact Ms. Poyner-Brown about a rental agreement between West 40 and DVR. The agreement needs to specify details such as what utilities the rental fee includes. DVR staff will determine a list of needs such as office furniture, phone service, Internet access, etc. Dr. Rudig stated that he may have a source for purchasing office furniture, or districts may donate unused items. Dr. Robbins stated that Leyden may be able to provide assistance with the physical move. Mr. Baldermann moved, Dr. Robbins seconded the motion to relocate the DVR office to the West 40 building at 2701 W. Washington Blvd. in Bellwood. Roll call vote.

Dr. Weninger – aye
Dr. Lupo – aye
Mr. Baldermann – aye
Dr. Collins-Hart – aye
Dr. Robbins – aye
Dr. Rudig – aye

ADJOURNMENT

Dr. Robbins moved, Dr. Weninger seconded the motion to adjourn the meeting at 10:28 a.m. All ayes; motion carried.