



## **Des Plaines Valley Region**

Partners in Education, Employment & Life-Long Learning  
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### **DES PLAINES VALLEY REGION (DVR) BOARD OF CONTROL WEDNESDAY, SEPTEMBER 16, 2009 MINUTES**

#### **ITEM I CALL TO ORDER/ROLL CALL**

Dr. Attila J. Weninger called the meeting of the Des Plaines Valley Region Board of Control to order at 9:42 a.m. on Wednesday, September 16, 2009 in Room B204 at Triton College. Voting members present: Chairperson Dr. Attila J. Weninger (Oak Park & River Forest Dist. 200), Vice Chairperson Dr. Robert Lupo (Ridgewood Dist. 234), Secretary Dr. Kathryn Robbins (Leyden Dist. 212), Dr. David Bonnette (Riverside-Brookfield Dist. 208), Dr. Nettie Collins-Hart (Proviso Dist. 209), and Dr. Douglas Rudig (Elmwood Park Dist. 401). Voting member absent: Dr. Patricia Granados (ex-officio, Triton College). Also present: Dr. Cheryl Antonich (Triton College), Dr. Anne Cothran (DVR), Ms. Karen Schmidt (DVR), and Ms. Denise Yaneck (DVR).

#### **ITEM II MEETING MINUTES**

Dr. Robbins moved, Dr. Lupo seconded the motion to approve minutes of the August 12, 2009 meeting. All ayes; motion carried.

Dr. Robbins moved, Dr. Collins-Hart seconded the motion to approve minutes of the August 12, 2009 closed session. All ayes; motion carried.

#### **ITEM III ADMINISTRATIVE COUNCIL MINUTES**

The Board received minutes of the May 28, 2009 Administrative Council meeting.

#### **ITEM IV PAYMENT OF SEPTEMBER BILLS**

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

Dr. Lupo – aye  
Dr. Robbins – aye  
Dr. Bonnette – aye  
Dr. Collins-Hart – aye  
Dr. Rudig – aye  
Dr. Weninger – aye

#### **ITEM V PAYMENT OF OCTOBER BILLS**

The Board does not meet in October. Dr. Bonnette moved, Dr. Lupo seconded the motion to authorize the DVR office to process payment of bills payable in October, to be ratified at the November meeting. Roll call vote.

Dr. Lupo – aye  
Dr. Robbins – aye  
Dr. Bonnette – aye  
Dr. Collins-Hart – aye  
Dr. Rudig – aye  
Dr. Weninger – aye

#### **ITEM VI FY10 DVR BUDGET STATUS**

The Board received a monthly transaction report. The report is provided to the Board at the recommendation of DVR's auditors. Dr. Weninger thanked Dr. Robbins for having Leyden District 212 assume the role of administrative agent for DVR.

#### **ITEM VII FY09 FINANCIAL SUMMARY**

The Board received the final FY09 financial summary. Dr. Collins-Hart thanked the DVR directors for working with Proviso to ensure that all encumbered grant funds were reimbursed. Dr. Bonnette moved, Dr. Robbins seconded the motion to ratify checks totaling \$3,200 issued to Proviso District 209 and to approve the FY09 financial summary. Roll call vote.

Dr. Lupo – aye  
Dr. Robbins – aye  
Dr. Bonnette – aye  
Dr. Collins-Hart – aye  
Dr. Rudig – aye  
Dr. Weninger – aye

#### **ITEM VIII STATE FUNDING – ACCELERATION OF SPENDING**

The Board was provided information about anticipated delays in Career and Technical Education Improvement (CTEI) funding. Dr. Cothran reported that the State has to pay back its loans, and due to the fact that payments are due in March, April and May and the State may not have funds available for CTEI funding. Dr. Cothran recommends amending our grants and accelerating spending. Ms. Schmidt recommended that all equipment be purchased by December 1<sup>st</sup>. It might not be possible to accelerate spending of funds for some projects and salaries. Schools would need to provide invoices to DVR by February 1<sup>st</sup>. This information will be shared with the Administrative Council at their meeting on September 24<sup>th</sup>.

#### **ITEM IX STATE FUNDING**

According to HB0999, with the State's budget issues and delay in payments DVR is allowed to establish a line of credit. The Board agreed not to pursue a line of credit at this time.

#### **ITEM X AUDIT PROCEDURES**

Auditing standards require DVR's auditing firm to communicate with the governing Board. The Board received a letter of communication from Baker Tilly Virchow Krause. When DVR's FY09 audit report is completed, a representative from the auditing firm will attend a Board of Control meeting to address any questions.

#### **ITEM XI STATE FUNDING**

The Board was notified that the System Directors Leadership Council (SDLC) is beginning a campaign to have CTEI established as a mandated budget line.

#### **ITEM XII RESEARCH DEMONSTRATING AREAS OF CTE IMPACT**

DVR must determine what data can be utilized and provided to legislators to demonstrate the impact of Career and Technical Education (CTE). Dr. Helen Roberts has worked with Chicago Public Schools in research utilizing matched pair samples of student data. Dr. Cothran presented the Board with the option of their schools sharing student data with Dr. Roberts for analysis and compilation of data that can be presented to legislators. Districts can individually decide whether to share their student data. Dr. Roberts can provide download specifications for the needed data. For a fee, Dr. Roberts will conduct her analysis more quickly. If funds are not provided to support the project, Dr. Roberts will still conduct her analysis with an unknown timeline. A comment was made that we want to ensure that DVR benefits as opposed to the project benefiting the researcher.

Providing funds for the project would require Board approval. Dr. Cothran will contact Dr. Roberts for additional information including student profile and download specifications which she will forward to Board members.

### **ITEMS XIII - XVI RECAP OF ISBE MEETING FOR HEALTH CAREERS, BUSINESS CAREERS, FCS COURSES, AND TECHNOLOGY COURSES**

The Board received information about DVR's application for new course sequences. Regarding Health Careers, Dr. Cothran noted that schools enrolling students in Training Level courses can claim the enrollments in ISIS and the schools are not required to have the orientation course in the sequence. In Industrial Technology sequences, however, schools must offer a full year of Exploring Technology but can run it in alternating years.

### **ITEM XVII APPROVED CIPS AND PERFORMANCE INDICATOR DATA ISSUES**

The Board received information regarding ways to improve our reporting status on post-secondary enrollment or employment. Dr. Cothran is continuing to work on this topic and will provide the Board with an update.

### **ITEM XVIII FACILITATING COLLABORATION ON PROGRAM IMPROVEMENT**

The possibility of using DACUM was discussed at the School/College Partnership meeting prior to the Board of Control meeting. The Board meeting further discussed the possibility of sending our own person/persons to become Trainers if the partnership decides to pursue this program. The Administrative Council and Program Committees will discuss this topic.

### **ITEM XIX LABOR MARKET PROJECTIONS**

The Board received information identifying specific industries expected to have high growth potential. This information will be shared with the Administrative Council and utilized as part of our long term look at preparing students for careers. The Council will address ways to provide students with a clear, graphical presentation of career pathway course options, green technologies, and incorporating reading and math skills into technical courses.

### **ITEM XX STATE LEADERSHIP/SERVICE**

Dr. Cothran reported that she will be a presenter at the Illinois Forum for Excellence in late September. Her presentation will focus on programs of study data analysis for accountability and program improvement.

### **ITEM XXI EMPLOYMENT OF PROGRAM CHAIRPERSONS**

The Board was informed about responsibilities of DVR program committee chairpersons. Dr. Lupo moved, Dr. Rudig seconded the motion to approve Karen Bear, Val Berger, Cari Franz, and Steve Silca as program committee chairpersons for 2009-10. Roll call vote.

Dr. Lupo – aye  
Dr. Robbins – aye  
Dr. Bonnette – aye  
Dr. Collins-Hart – aye  
Dr. Rudig – aye  
Dr. Weninger – aye

### **ITEM XXII DVR WEB SITE MAINTENANCE AND DESIGN**

Teachers in Web Design must accrue 250 non-teaching work related hours in Web Design. In order to assist teachers in obtaining the required hours, Dr. Cothran presented the opportunity of utilizing teachers from the Region to work on DVR's web site. The Board discussed the option of teachers working with Mr. Tom Vercruysse who has maintained DVR's web site for several years. The DVR office would be responsible for managing the responsibilities of Mr. Vercruysse and the

teachers, with teachers having contracts specifying their tasks and hours. Board members expressed support of assisting teachers with obtaining the required work hours, but also expressed the need for consistency and therefore Mr. Vercruysse should be involved. A question was raised regarding payment to teachers. Payment could be contractually on an hourly basis as is done with curriculum work. Dr. Cothran reported that she consulted with other regions for input on how their web sites are maintained, and she found a variety of ways including student work, in-house work by regional staff and contracting with outside vendors. At this time, Ridgewood teacher Tracy Jopa has expressed interest. Dr. Bonnette recommended that Dr. Cothran manage Ms. Jopa (and/or any other interested teachers) and Mr. Vercruysse in their collaborative work on the DVR web site and that expenses will not exceed the budgeted amount.

Administrative Council members will be asked to ensure that all teachers have been presented with the opportunity to work on the DVR web site to obtain work related hours in Web Design. Mr. Vercruysse's contract for web site work will be presented at the next Board meeting and a rate of pay for teachers will be determined.

#### **ITEM XXIII FACT BROCHURE**

The Board received the DVR fact brochure.

#### **ITEM XXIV SCHOOL/COLLEGE PARTNERSHIP WORKSHOP**

The Board received the tentative agenda for the October 1-2, 2009 School/College Partnership Workshop. All participants need to bring a charged laptop to the workshop.

#### **ITEM XV TRITON PARTNERSHIP IN HEALTH INFORMATION TECHNOLOGY**

Dr. Cothran reported that Triton's Director of Grants Development, Dr. Sherry Burlingame, is developing a program of study in Health Informatics in response to an RFP. Health Information Technology is not currently offered at Triton. Dr. Cothran will clarify when implementation would take place. She will provide the Board with an update as well as a web site link for additional information, to be included in the activities summary.

#### **ADJOURNMENT**

Dr. Lupo moved, Dr. Robbins seconded the motion to adjourn the meeting at 10:41 a.m. All ayes; motion carried.