



DES PLAINES VALLEY REGION

PARTNERS IN EDUCATION, EMPLOYMENT & LIFE-LONG LEARNING

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

DES PLAINES VALLEY REGION ADMINISTRATIVE COUNCIL FEBRUARY 6, 2014

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:00 a.m. on Thursday, February 6, 2014 in Room 151C at Ridgewood High School. In attendance: Dr. Anne Cothran (DVR), Dr. Fran Brady (Leyden Dist. 212), Ms. Toni Memmel (Elmwood Park Dist. 401), Dr. Nicolas Wade (Elmwood Park Dist. 401), Mr. Phil Prale (Oak Park & River Forest Dist. 200), Mr. Ed Moyer (Proviso Dist. 209), Ms. Sheri Costello (Ridgewood Dist. 234), Ms. Patti Farlee (Riverside-Brookfield Dist. 208), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Mr. Prale moved, Mr. Moyer seconded the motion to approve minutes of the December 12, 2013 meeting. All ayes; motion carried.

MAY 15, 2014 MEETING DATE

Due to potential conflicts, the Council was to discuss changing the May meeting date. Conflicts have been resolved, therefore the date will remain as May 15th.

EMERGENCY DAYS AND REGIONAL EVENTS

This school year some of our schools have used as many as four snow days which will require using emergency days and moving the last day of school on their calendars. This can impact the students and teachers of those schools being able to participate in the DVR regional events in June. The coordinators previously selected dates as follows: Health Careers June 3-5; TWE June 10-11; and Food Sanitation Certification June 11-12.

The Council took into consideration each district's emergency days. Ms. Memmel, one of the Health Careers coordinators, stated that her camp could be moved to the following week.

Therefore the following was agreed to:

Health Careers is moved to June 9-11.

TWE remains the same for June 10-11.

Food Sanitation Certification remains the same for June 11-12.

Council members are to notify the DVR office if their school calendars are changed.

PROGRAM APPROVAL MEETINGS

Each year Council members meet individually with Dr. Cothran to review their district's approved programs. Meetings need to occur before March. Dr. Cothran will email everyone a

list of dates on which she cannot meet due to other commitments, and in turn Council members will contact her schedule their program review.

BUDGET PLANNING MEETINGS

Each year Council members meet individually with Dr. Cothran for preliminary budget planning. The following were agreed to:

Monday, February 24	9:00 a.m. Mr. Prale	1:00 p.m. Ms. Memmel
Tuesday, February 25	8:30 a.m. Ms. Costello	1:30 p.m. Ms. Farlee
Thursday, February 27	9:00 a.m. Mr. Moyer	11:00 a.m. Dr. Brady

Meetings will be held at the high schools. Dr. Cothran advised everyone to base their planning on FY13 allocations, not FY14.

Next week Dr. Cothran will attend a meeting at which the activities reporting template is expected to be finalized. The document will be provided to Council members and they must complete the report for FY14 activities outcomes as well as FY15 planned activities. Dr. Cothran must submit the reports to ISBE by mid-March so that, if change are needed, she will have time to get back to everyone before spring breaks.

PERKINS GRANT: REGIONAL FUNDS FOR COUNSELOR TRAINING

Our FY14 Perkins Grant regional budget includes \$350 for ICSPS training for counselors on using Programs of Study resources with students. These funds were set aside to support training for counselors with Lynn Rhea as a follow-up to the October 2013 School/College Partnership Workshop. The counselors on the DVR Student Services Committee cannot come up with a common date to schedule training with Ms. Rhea. The Council was asked for ideas to utilize these funds.

Also, Dr. Cothran stated that we may receive additional funds in the current fiscal year for Programs of Study. If such funds do become available, the Council was asked for ideas for regional POS activities. Some suggestions included creating a video to promote POS (Ms. Farlee will obtain information on production of the video Riverside-Brookfield created to promote CTE), and potentially adding more career camps.

Dr. Brady described how her district holds presentations for students. The Council agreed that we should host presentations for students on different STEM-related topics. Schools could take turns hosting, and students from the other schools would be able to attend. Each venue would dictate the number of students that could be accommodated, and each topic would determine the target audience. Each event would be attended by a different group of students as opposed to having the same students attend multiple events. We could include a speaker presentation and possibly a corresponding field trip. We would be providing a way for students to build relationships with the presenters which could lead to internships and mentoring. Based on this discussion, for the FY15 budget Dr. Cothran will allocate funds for buses and will begin to work on the structure for these events. Costs are anticipated for literature to promote the events, but we do not expect to have speaker fees. We could possibly secure speakers through the Learning Exchanges.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

The October 27, 2014 workshop will continue to build on the topic of Programs of Study. The format will include participants rotating among panel discussions by business/industry representatives. Dr. Robert Sheets of DCEO has agreed to be the keynote speaker and will provide a one-hour presentation. Everyone will then attend three (3) 45-minute panel discussions. Dr. Cothran is contacting the Learning Exchanges for panelists. Two exchanges (IT and Manufacturing) have agreed to send representatives, and Dr. Cothran hopes to have four more exchanges participate. In the afternoon, two breakout sessions will allow groups will meet by discipline and by district. Comments included a request for an agenda that allows more time in between sessions so that colleagues can have more discussion, and a request to consider altering the start and end times.

PARTNERSHIP BEST PRACTICES

At the School/College Partnership Workshop we give awards for best practices in three categories: (1) Programs that involve a partnership between a high school district and Triton College; (2) programs that involve an initiative that is implemented in the school or district; and (3) programs that are created and implemented by an individual or a team and used in the classroom or as a co-curricular activity. The 2014 nomination forms and guidelines were distributed. Nominations are due to the DVR office by March 7th.

PROGRAM COMMITTEE MIDYEAR REPORTS

The Council received reports from the Industrial Technology and Family & Consumer Science committees. The Business Education report was submitted to DVR this morning and will be forwarded to the Council. The Student Services report will be forwarded when received from the committee chairperson. Dr. Brady commended the committees for their accomplishments. A suggestion was made to recognize the chairpersons at the School/College Partnership Workshop.

OTHER

Dr. Cothran is collecting articles for her legislative newsletter.

Career Camp registration will open after all schools return from spring break.

Today Dr. Cothran will finalize submission of our grant to NSF. It is anticipated that it may take six months for NSF to read and respond to our application.