



DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
APRIL 17, 2014

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:40 a.m. on Thursday, April 17, 2014 in the Heritage Room at Oak Park & River Forest High School. In attendance: Dr. Anne Cothran (DVR), Dr. Fran Brady (Leyden Dist. 212), Ms. Toni Memmel (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), Dr. Sandra Hughes (Triton College), Dr. Gabe Guzman (Triton College), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Dr. Hughes moved, Mr. Prale seconded the motion to approve minutes of the March 6, 2014 meeting. All ayes; motion carried.

DVR LOGO/SLOGAN

The DVR logo was designed when the Region formed in the 1980's. The most redesign was in 2007. A new design has been created to tie in the DVR logo with our Programs of Study logo. The new design was sent to DVR Board members and Administrative Council members by email and responses were received by email. An option to update the slogan was also distributed the same way. The Council was informed of the design and slogan ("Partners in Career Development and Programs of Study") that were chosen by majority vote.

Dr. Cothran also showed the Council a working model of our website's new design.

CAREER CAMPS

We were recently informed that the exams for Food Sanitation that were previously administered for no charge will now cost \$35 each. The cost for tests is not an allowable use of grant funds. The Board of Control discussed this issue on Monday and decided that passing on that charge to students would create an undue burden for low income students. Therefore in FY14 DVR will cover the cost of the tests from our funds. In the fall, the Board will revisit the question of career camps. Brochures for the Food Sanitation Certification camp and Health Careers camp were distributed. Our online registration system is open. The Council agreed to close registration on Friday, May 23rd. On Tuesday, May 27th Council members will be emailed a list of their students who have registered. Schools are responsible for arranging any special needs assistance that students may require.

CTEI REGIONAL AMENDMENT

Previously Dr. Cothran had submitted amendments for an IT camp (which ISBE declined to approve), a counselor workshop (which ISBE approved, but the counselors later indicated they were unavailable for a workshop this spring), and producing videos and signage about the Programs of Study (POS) site for use in schools (ISBE rejected the signage as non-allowable under the grants). Therefore, in response to the Student Services Committee's request for more

career development resources, the current amendment (which has been approved by ISBE) will provide Virtual Job Shadow for every school. This program is also being budgeted for in our FY15 regional activities.

NEW CTE REPORT CARD FIGURES

In the last meeting Council members received the most recent ISBE CTE Report Cards for each District. Dr. Cothran had questioned the data at that time. ISBE has just released updated CTE Report Cards. In some cases data may have changed and in others it may be the same. Council members were instructed to discard the previous Report Cards and use those distributed today. Everyone was reminded that FY15 budgets must address any disaggregated indicator that states “NO” (did not meet) and how FY15 funds will remediate the gap.

WRAP-UP YEAR-END EXPENDITURES/FINAL CLAIMS

Council members received the status of their FY14 grant expenditure claims to-date. Everyone is to check their grants to ensure no further amendments are needed, and to spend out all funds by the end of May to make June Board meetings for payment approval. The only exceptions should be for June professional development, which should be paid by district Boards in July.

FINAL ACTIVITIES REPORTS

We have received tentative activities reports from most, but not all Council members. Dr. Cothran has requested an extension to allow for the most complete reporting possible. Council members should check their records so that any activities that took place in April can be reported at this time. In June ISBE will call for final report edits, therefore Council members will need to check their year-end information and send Dr. Cothran the final details when school ends. Also needed is information on any business advisory meetings that schools plan to have next year.

BUDGET DUE DATES AND FY15 CTEI ALLOTMENTS

The FY15 CTEI grant opened in IWAS yesterday. Council members were given their allocations and teacher salary cap.

COUNSELOR MEETING FOR FALL

In the fall DVR will host a workshop on Programs of Study for both high school and college counselors. A date must be selected. In determining the goals and resources for the workshop, Dr. Cothran suggested some resources that the Council could consider, including the “Success in the New Economy” video by Brian Y. Marsh, which the Council viewed and then discussed. A complete transcript was provided.

OCTOBER SCHOOL/COLLEGE ALLIANCE WORKSHOP

Per last month’s meeting, Council members were to notify the DVR office by spring break, of any changes needed in seat allocations for the next School/College Alliance Workshop in October. No updates were received, therefore the seat allocations are: Leyden 17, Elmwood Park 10, Oak Park & River Forest 12, Proviso 22, Ridgewood 10, Riverside-Brookfield 13, and Triton 25. If a final change to seat allocations is needed, Council members must notify the DVR office by May 6th. Currently we have panel commitments from Energy, Manufacturing, Transportation and IT. Dr. Robert Sheets of DCEO will be the keynote speaker.

REGIONAL CALENDAR

The 2015-14 regional consolidated calendar was distributed and will be referred to when planning FY15 meeting dates. Council members were asked to identify any dates for conferences or other events that would conflict with scheduling the FY15 meeting dates.

FY15 EMPLOYER EVENTS

Previously Administrative Council members had recommended a series of student workshops with employers representing different clusters, which would build over a period of years to solidify employer involvement with our programs. The Manufacturing Illinois Pathway Learning Exchange, IT Exchange and the Transportation Learning Exchange have tentatively agreed to do a student presentation each. The Council needs to begin planning and to consider logistics, locations, and dates. The FY15 grant includes a total of \$1,500 to cover mileage for school minibuses to bring small groups of students to the school serving as the host location, and also to cover printing for any materials. Food is not an allowable expense of grant funds. In future years these events could include field trips. Council members received a copy of the ACTE handbook on Business Advisories.

FY15 PROGRAM COMMITTEE PRIORITIES

Each year the Council develops priorities for the DVR program committees. In May the committees will submit their FY14 final reports which the Council will refer to in developing the FY15 priorities. At this time suggestions included Programs of Study (POS), getting students to use the POS website, and increasing parent and student engagement in POS.

FY15 CTEI ALLOCATIONS AND TEACHER SALARY CAP

Council members received their FY15 CTEI allocations and teacher salary cap information.