



DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
MAY 15, 2014

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:45 a.m. on Thursday, May 15, 2014 at Proviso Mathematics and Science Academy. In attendance: Dr. Anne Cothran (DVR), Dr. Fran Brady (Leyden Dist. 212), Ms. Toni Memmel (Elmwood Park Dist. 401), Ms. Marcia Bernas (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), Mr. Henry Bohleke (Triton College), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Dr. Brady moved, Ms. Farlee seconded the motion to approve minutes of the April 17, 2014 meeting. All ayes; motion carried.

DVR WEBSITE

The project to convert DVR's website to WordPress has been completed. Dr. Cothran displayed the new site. The Council discussed sharing lesson plans on our site. Comments included the need for teacher lesson plans to be searchable; possibly use a specific format to submit lesson plans and that the format must be user-friendly; and determining what tech support may be required.

DVR REGIONAL EVENTS

Twelve persons are signed up for the Teacher Workplace Experience scheduled for June 10-11: Frank Holthouse and Lauren Martire (Leyden), Marcia Bernas and Neil Posmer (Elmwood Park), Nancy Bardo, Pete Hostrawser and Rob Potts (Oak Park & River Forest), Barb Burchill, Connie Jesukaitis and Shaurae Winfield (Proviso), Luca Ciccolini and Sheri Costello (Ridgewood).

At this time four students are signed up for the Health Careers camp on June 9-11: one from Leyden, three from Elmwood Park, and one from Oak Park & River Forest.

At this time 10 students are signed up for the Food Sanitation Certification camp on June 11-12: seven from Leyden, one from Elmwood Park, and two from Riverside-Brookfield.

Council members will receive daily updates via email regarding the numbers of students registered.

A suggestion was made that, in the fall, students should be surveyed for their career interests, and that can help guide us in determining future camp offerings. It may be that we need to consider whether to continue offering career camps. Council members responded favorably to the suggestion to list career camps on the district websites along with their summer school opportunities. We need to determine if the schools are willing to do this.

FY14 GRANT EXPENDITURE CLAIMS

The Council received the status of district claims.

In IWAS, any district with “names to be determined” in any budgeted area must submit an amendment at this time and must provide those names. Dr. Cothran explained moving unused funds between budget lines in an amendment.

Dr. Cothran also noted that an activity previously paid for out of the CTEI grant cannot be moved into the Perkins grant. It is allowable for an activity paid for out of Perkins to be moved to CTEI, but once moved it cannot be put back into Perkins.

FY14 PROGRAM COMMITTEE FINAL REPORTS

Council members received final reports from all four program committees.

FY15 PROGRAM COMMITTEE PRIORITIES

Discussion on formulating priorities for next year’s committees included the following.

We need to specifically define the committees’ goals. Our present process has been for the Administrative Council to identify priorities, for Dr. Cothran to email that information to the committee chairs, and allowing the chairpersons the latitude to go about accomplishing those priorities. Council members requested a conversation with the chairpersons.

We need to specifically define what we want from business partners when they attend committee meetings. Business partners expect a specific agenda, what it is we want from them, and feedback on how they’re helping us. Business partners need to be identified as the best person representing their area of business/industry, not just a contact that someone on the committee knows.

We need full representation from all schools at all meetings.

A suggestion was made for the chairpersons to attend the first Administrative Council meeting in the fall to discuss goals and priorities for the year. Dr. Cothran will review the expectations specified in the chairpersons’ contracts, and if needed she will discuss with the Board requiring the chairpersons to meet with the Administrative Council.

FY15 ADMINISTRATIVE COUNCIL PRIORITIES

Priorities suggested included overseeing the program committees, Virtual Job Shadow, reporting on their district plans for using our Programs of Study website, and non-traditional programs.

FY15 MEETING DATES

Dates and locations for next year are September 4 (DVR), October 2 (OPRF), November 6 (Elmwood Park), December 4 (Leyden), February 5 (Ridgewood), March 5 (RB), April 16 (Triton), and May 7 (Proviso). Mr. Prale moved, Dr. Brady seconded the motion to approve the 2014-15 meeting dates. All ayes; motion carried.

FY15 SCHOOL/COLLEGE ALLIANCE WORKSHOP ATTENDEES

Lists for next October’s workshop are needed by Friday, May 23rd. Labor market representatives from STEM pathways will participate in panel discussions at the workshop.

FY15 COUNSELOR WORKSHOP

Dr. Cothran is exploring options for speakers. She requested volunteers from the Council to meet with her during the summer to plan the workshop. Dr. Brady, Mr. Prale and Ms. Costello expressed interest. It was requested that Dr. Cothran email possible dates.

FY15 PERKINS GRANT

Perkins just opened in IWAS and all FY15 grants must be submitted by the end of May. In case ISBE has questions on our application, Council members provided their summer contact information so Dr. Cothran can contact them if needed.

OTHER

Leyden's event, "Everything Computer Science," is September 25, 2014. DVR has allocated funds for bus transportation so students from the Region's schools can attend.