

DES PLAINES VALLEY REGION  
BOARD OF CONTROL  
NOVEMBER 16, 2015

MINUTES

Dr. Steven Isoye called the meeting of the Des Plaines Valley Region Board of Control to order at 9:46 a.m. on Monday, November 16, 2015 in Room B204/210 at Triton College. Voting members present: Chairperson Dr. Steven Isoye (Oak Park & River Forest Dist. 200), Vice Chairperson Dr. Jennifer Kelsall (Ridgewood Dist. 234), Secretary Ms. Mary-Rita Moore (Triton), Dr. Kevin Anderson (Elmwood Park Dist. 401), Dr. Nettie Collins-Hart (Proviso Dist. 209), Dr. Nick Polyak (Leyden Dist. 212), Dr. Kevin Skinkis (Riverside-Brookfield Dist. 208). Also present: Dr. Anne Cothran (DVR), Ms. Cheryl Antonich (Triton), Ms. Denise Yaneck (DVR), Mr. Joe Lightcap (Baker Tilly).

FY15 AUDIT COMPLETION

Baker Tilly representative Mr. Joe Lightcap was present to discuss the FY15 DVR audit. He noted that there was nothing of concern to report. Regarding internal controls, DVR's report continues to include a statement that the System does not maintain an external financial reporting department, but relies on the audit firm for this purpose as do most other small organizations (i.e. DVR does not have a member on staff who can prepare the year-end financial statements). Baker Tilly conducted a single audit for FY15, however since the threshold is being raised to \$750,000 this may be the last year DVR requires a single audit.

REQUEST FOR FY15 DISTRICT ANNUAL AUDITS

Each district is requested to submit a copy of their FY15 audit to the DVR office.

CONSENT ITEMS

The following were presented for approval.

- A. October 23, 2015 minutes
- B. Ratification of Perkins payments
- C. Ratification of copier payment
- D. Ratification of return of unclaimed FY15 CTEI grant funds
- E. Current bills

Dr. Collins-Hart moved, Dr. Kelsall seconded the motion to approve the five consent items as listed.

Roll call vote.

Dr. Kelsall – aye

Ms. Moore – aye

Dr. Anderson – aye

Dr. Collins-Hart – aye

Dr. Polyak – aye

Dr. Skinkis – aye

Dr. Isoye – aye

SCHOOL/COLLEGE ALLIANCE WORKSHOP EVALUATION

The Board received a summary of evaluations from the October 23<sup>rd</sup> workshop. Dr. Cothran noted that many participants did not submit an evaluation, however comments from those received were very positive. Dr. Polyak recommended that the evaluation Likert scale be enlarged to provide more latitude to the possible answers. Ms. Antonich noted that some college representatives did not feel the

information was directly linked to or aligned with Triton. Dr. Skinkis noted the issue of many district personnel being out of the district on the same day, particularly Friday.

#### FY17 SCHOOL/COLLEGE ALLIANCE WORKSHOP CONTRACT

Dr. Skinkis shared his teachers' desire to avoid Friday conference dates. He raised the question as to whether DVR is required to conduct the workshop every year. Dr. Cothran stated that, while not required, the workshop is an activity to assist in attaining the region's goals, collaboration, and furthering Programs of Study.

Dr. Cothran provided a brief overview of how the proposed FY17 date and venue were arrived at. The Board was presented with a contract for October 21, 2016 at Hamburger University. Dr. Isoye moved, Dr. Collins-Hart seconded the motion to approve the contract. Roll call vote.

Dr. Kelsall – aye

Ms. Moore – aye

Dr. Anderson – aye

Dr. Collins-Hart – aye

Dr. Polyak – aye

Dr. Skinkis – abstained

Dr. Isoye – aye

#### FY17 SCHOOL/COLLEGE ALLIANCE WORKSHOP TOPIC

Based on discussion at the recent Administrative Council meeting, Dr. Cothran presented to the Board the theme of “Programs of Study and Student Centered Learning” for the next School/College Alliance Workshop. The Board viewed a brief trailer for “Most Likely to Succeed.” Dr. Cothran suggested the possibility of using this documentary for the opening presentation to frame the day. Dr. Polyak noted that his entire staff will view the documentary next month, and other Board members noted that screenings are scheduled in the area. An alternate suggestion was made to consider “Beyond Measure.” A recommendation was made to inquire with Hamburger University about using their auditorium to view the video.

Dr. Isoye moved, Dr. Polyak seconded the motion to approve the theme, “Programs of Study and Student Centered Learning” for the October 21, 2016 School/College Alliance Workshop. All ayes; motion carried.

Dr. Skinkis moved to amend the Board's previous action of approval of the contract with Hamburger University for the October 21, 2016 workshop. He moved to approve Dr. Cothran to contact Hamburger University to request use of their auditorium, and if the space is available to book the auditorium for the workshop provided the cost to rent the auditorium does not exceed \$1,000. Dr. Polyak seconded the motion. Roll call vote.

Dr. Kelsall – aye

Ms. Moore – aye

Dr. Anderson – aye

Dr. Collins-Hart – aye

Dr. Polyak – aye

Dr. Skinkis – aye

Dr. Isoye – aye

#### SPECIAL POPULATIONS MEETING

Through Dr. Chris Merrill at ISU, Dr. Cothran is arranging for a special populations meeting on non-traditional enrollment. Dr. Merrill has funds available to cover the presenter's fee of \$5,000 and substitute costs of \$100 each for 30 teachers. The Administrative Council identified possible dates as

February 8<sup>th</sup> or 29<sup>th</sup>, and the 8<sup>th</sup> was selected. Dr. Isoye moved, Dr. Anderson seconded the motion to proceed with the non-trad workshop for DVR teachers. Roll call vote.

Dr. Kelsall – aye

Ms. Moore – aye

Dr. Anderson – aye

Dr. Collins-Hart – aye

Dr. Polyak – aye

Dr. Skinkis – aye

Dr. Isoye – aye

#### PROGRAMS OF STUDY FUNDS

DVR received \$1,000 from the sale of use of our Programs of Study website code. It is required that these funds be spent on Programs of Study efforts. The funds must also be spent during the same fiscal year in which they were received. Dr. Cothran presented to the Board a request from the Student Services Committee for four roundtable discussions for the committee to meet with industry representatives in career cluster areas which mirror topics from the student spotlight activities. The roundtable discussions would involve lunch for the presenters and DVR committee members. Dr. Cothran outlined the anticipated costs for this activity as well as the special populations non-trad meeting. The POS website code revenue and reserve funds would cover the expenses. Dr. Kelsall moved, Dr. Collins-Hart seconded the motion to use \$1,000 POS website revenue and \$580 reserve funds to support these Programs of Study activities. Roll call vote.

Dr. Kelsall – aye

Ms. Moore – aye

Dr. Anderson – aye

Dr. Collins-Hart – aye

Dr. Polyak – aye

Dr. Skinkis – abstained

Dr. Isoye – aye

#### CAREER CRUISING

Dr. Cothran presented the Board with brief information about schools determining whether to use Career Cruising or Naviance.

#### DUAL CREDIT

Information was provided to the Board. Ms. Antonich noted that Dr. Bohleke already spoke to this topic at the School/College Alliance meeting held earlier. She stated that Triton is working on the structure of the dual credit program and following up on teacher qualifications. Board members received the status of high schools teachers who are approved or in the process of being approved to teach dual credit courses.

#### DVR FIELD TRIP EXPECTATIONS

Based on a request by the Administrative Council, the Board was presented with expectations for chaperones and students with regard to DVR-sponsored field trips. Dr. Isoye moved, Dr. Polyak seconded the motion to approve the expectations as presented. All ayes; motion carried.

#### INFORMATION

The Board received minutes of the Administrative Council's October 1, 2015 meeting.

#### ADJOURNMENT

Dr. Skinkis moved, Ms. Moore seconded the motion to adjourn the meeting at 10:32 a.m. All ayes; motion carried.