



DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
DECEMBER 3, 2015

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:37 a.m. on Thursday, December 3, 2015 in the Boardroom at East Leyden High School. In attendance: Dr. Anne Cothran (DVR), Dr. Fran Brady (Leyden Dist. 212), Ms. Marcia Bernas (Elmwood Park Dist. 401), Dr. Nicolas Wade (Elmwood Park Dist. 401), Mr. Phil Prale (Oak Park & River Forest Dist. 200), Dr. Tracy Lett (Proviso Dist. 209), Ms. Sheri Costello (Ridgewood Dist. 234), Ms. Patti Farlee (Riverside-Brookfield Dist. 208), Dr. Chuck Bohleke (Triton College), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Ms. Costello moved, Dr. Brady seconded the motion to approve minutes of the November 5, 2015 meeting. All ayes; motion carried.

DUAL CREDIT

Council members received the Triton College Fall 2015 Dual Credit Report. Dr. Bohleke stated that Triton is moving forward with teacher approvals, receiving the required documentation, and modifying internal processes. Discussion included the following.

There has been a larger increase in off-campus dual credit offerings.

Can there be a set date by which schools must notify Triton that they are offering a dual credit course?

Parent meetings.

How schools handle their own internal processes including notifying students.

High school teachers may be trained on Triton's system so they can input grades themselves.

An online process for students to apply for dual credit courses.

How can teachers know if courses are Tier 1, etc.

Discussion will continue. A suggestion was made for the Council to hold an extended meeting to have adequate time to address the topic of dual credit. Dr. Bohleke stated that Triton is planning a full-day Dual Credit Summit to be held this year during second semester. Information will be forthcoming.

CAREER SPOTLIGHTS

Dr. Cothran stated that students at the Siemens field trip were attentive, asked good questions and represented their schools very well. Last year the Council requested that all of the Career Spotlight presentations and field trips occur in the first semester. Council members now agreed that to alleviate the tight scheduling, Spotlights could extend into the second semester, but they should be completed no later than the end of February. Presentations at the high schools can accommodate seating for many students, however field trips to businesses are limited by the host sites to only a

few students per school and therefore students must firmly commit to participate. Dr. Cothran raised the question about schools selecting which Spotlights they would participate in for the following year. Council members stated that there are many variables that can impact how far in advance they can determine which Spotlights their students will be able to participate in. Dr. Cothran cited minutes from the most recent DVR Business Education Committee meeting as submitted by Karen Bear, chairperson of the committee. The minutes imply that Spotlight information was not received by the teachers. Council members all stated that they distributed the details through their district channels as they regularly do. Council members will discuss this with their Business Education Committee representatives and suggested Dr. Cothran request revised minutes to more accurately reflect the school level sharing of information.

CAREER CRUISING

Counselors are continuing their exploration of Career Cruising's resources and features. Council members received information recently obtained by counselors.

CODEGIRL

Codegirl is a film focusing on girls in computer science. Mr. Prale discussed how his school held a viewing of the two-hour film the evening of November 5th. Pizza was provided prior to the viewing. Afterward a question/answer session was held during which female students demonstrated a high interest in computer science.

HOUR OF CODE

Council members received information on this year's Hour of Code.

NON-TRAD WORKSHOP

The Non-trad Workshop is scheduled for February 8th at Oak Park & River Forest High School for 30 participants. Unused seats will be reallocated among the participating districts. Council members are to notify DVR of their intent to participate by December 7th. ISU will reimburse schools directly for their sub expenses.

MATH IN CTE WORKSHOP

The workshop is scheduled for February 25th at Riverside-Brookfield High School. Teams of IT and Math teachers will participate. Districts are to notify DVR of their intent to participate by December 7th, and names are to be submitted by December 18th. Teachers are requesting information about end product requirements, however at this time the agenda is not yet available.

EXPENSE CLAIMS AND AMENDMENTS

Due dates for submitting expense claims and amendments were agreed to at the September meeting. The March amendment date has been changed from the 24th to the 23rd. Originally no amendment was scheduled for December, however some districts need to adjust their budgets and therefore a December amendment has been added. The complete list of dates for the remainder of FY16 are as follows.

Expense claims: Dec. 16, Jan. 15, Feb. 17, Mar. 16, Apr. 15, May 17.

Amendments: Dec. 16, Jan. 26, Feb. 26, Mar. 23, Apr. 26, May 20.

FY16 PROGRAM APPROVAL MEETINGS

Dr. Cothran is scheduling individual meetings with Council members to review their FY16 program offerings and approvals. The following have been scheduled for Wednesday, December 16th: Ms. Costello (8:30 a.m.), Mr. Prale (10:00 a.m.), and Dr. Brady (12:00 p.m.). Ms. Bernas, Dr. Lett, and Ms. Farlee will contact Dr. Cothran to schedule their meetings. It is requested that Council members have their first semester enrollment download data available, if possible.

FY17 GRANT PLANNING

Council members need to be ready to enter their FY17 grant details into IWAS when it opens. To assist them in planning, members are encouraged to begin talking with their departments now to develop wish lists for professional development, career related activities, supplies, equipment, etc.

SCHOOL/COLLEGE ALLIANCE WORKSHOP

The FY17 workshop is scheduled for Friday, October 21, 2016 at Hamburger University. An OSEP representative will attend the next Board of Control meeting for a debriefing session on the workshop from this past October, to help provide direction for future planning of the FY17 workshop.

FORMS ON FILE

At the recent ACTE convention Dr. Cothran purchased copies of two Forms on File books. Council members were asked to review the books and determine if they wanted copies of these resources.

AP STATUS FOR CTE

Currently there are no CTE courses with AP status. The College Board will only work on an AP version of a course if at least 250 (minimum number) high schools would offer the AP course. Council members were asked to check with their respective schools about the option of offering AP Accounting. The College Board is using 2016 to increase the rigor of current AP courses and exams.

OTHER

Dr. Cothran requested that schools provide her with new information and pictures about their programs, which she can include in her next legislative newsletter.

Dr. Cothran will present our Programs of Study website to a group of state education leaders next week.

Dr. Brady stated that the State Superintendent will visit Leyden to tour CTE programs. Leyden is now an e-learning district.

Dr. Brady commented that the Finance Career Spotlight needs to be more interactive to engage students.

Dr. Cothran reported that the Student Services Committee members requested updates on workplace information. She has arranged for industry representatives that correspond to our Spotlight clusters to have discussions with the committee members at their meetings in December, January, February and March. Ms. Farlee suggested that the counselors should attend the Career Spotlights.