



DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
APRIL 21, 2016

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:35 a.m. on Thursday, April 21, 2016 in the Second Floor Conference Room at Proviso Mathematics and Science Academy. In attendance: Dr. Anne Cothran (DVR), Mr. Frank Holthouse (Leyden Dist. 212), Mr. Jim Jennings (Elmwood Park Dist. 401), Ms. Marcia Bernas (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. Bohleke seconded the motion to approve minutes of the March 3, 2016 meeting. All ayes; motion carried.

STATUS OF EXPENSE CLAIMS

Council members received the current status of grant expense claims. Although there are still some activities that will occur between now and the end of the school year, Dr. Cothran stated that ISBE is questioning why the schools have not expensed more of their grant funds at this point in the year.

SCHOOL/COLLEGE ALLIANCE WORKSHOP

Dr. Cothran reported that plans are proceeding for the October 21st workshop and the topic, "College and Career Readiness," is very timely. The keynote speaker will be Dr. David Schuler, Superintendent of School District 214, who authored the Redefining Ready website. Dr. Cothran presented the Council with a draft agenda as well as topics and structure for the breakout sessions. The Council needs to develop guiding questions for the breakouts and determine the coordinator for each to keep the conversations focused. In order for discussions to be the most productive and useful for the schools, Council members suggested:

Each district to identify action items they are willing to take the initiative on.

Prepare in advance a quality needs assessment on what is going on in our buildings.

Data on where the high school students are placing at Triton. It was recognized that with changes in test instruments, data may not accurately reflect student progress.

At the next meeting the Council will address questions regarding advance preparation for all districts.

DUAL CREDIT SUMMIT

Dr. Bohleke discussed the upcoming Dual Credit Summit. He reported that the agenda previously distributed will likely remain the same. A major focus is for teachers to submit their credentials so

dual credit offerings can be expanded. Work is being done on establishing a set of credentials by field as to the minimum requirements for a teacher to be qualified to teach dual credit.

Possible dates for next year's Summit are March 10th or 17th. In order for planning to proceed, schools need to identify any potential conflicts with these dates. There are also plans for high school visits next year and training teachers on aspects such as Triton's computer system and entering grades. Members discussed the Connections Conference in March, IACTE Conference in February, semester exams in January, winter break in December, and then suggested September for the next Dual Credit Summit so it can take place before the new course guides are printed.

Jameta Rogers is Triton's new Director for Dual Credit/Dual Enrollment. She is now the single-source contact for dual credit.

FY17 GRANT SUBMISSIONS

Dr. Cothran requested that all schools complete and submit their FY17 grants in IWAS by tomorrow. Otherwise she will have to request an extension from ISBE which will delay approval of our grants.

FY17 CONSOLIDATED CALENDAR

The Council received the FY17 regional calendar which is a compilation of all districts' 2016-17 school calendars.

FY17 MEETING DATES

Proposed dates for FY17 Administrative Council meetings were reviewed and members determined which school would host each meeting.

- September 22 – DVR at Triton
- October 3 – Oak Park & River Forest
- November 3 – Elmwood Park
- December 8 – Proviso Math & Science Academy
- February 9 – Ridgewood
- March 2 – Riverside-Brookfield
- April 6 – Leyden
- May 4 – Triton

Mr. Prale moved, Ms. Costello seconded the motion to approve the meeting dates and locations as listed. All ayes; motion carried.

FY17 REGIONAL ACTIVITIES

A list of regional activities was presented. All schools can attend the Career Spotlight presentations hosted at the high schools. Council members agreed that the school that hosts a Career Spotlight presentation is the only school that will participate in the follow-up field trip. A suggestion was made to downsize the Finance presentation from a large auditorium-size group to 50 students. Schools are to bill DVR for sub expenses.

Mr. Holthouse discussed the new program he developed for Industrial Technology teachers called Tech Teacher Trek. He is looking at a variety of business sites such as aerospace engineering. Teachers will develop curriculum and upload lesson plans to the DVR website. Mr. Holthouse will forward the two-day agenda to Council members. Dr. Cothran stated that the initial budget is for a

small number of participants, but if schools have more teachers who want to commit to participating she needs to be notified within the next two weeks.

The following regional activities were agreed to, as a draft schedule pending agreement and confirmation from our business partners. Dates will be posted on the DVR website calendar, and any updates or changes will be there in one central location.

Career Spotlights

- Sept. 27 – PricewaterhouseCoopers field trip (Proviso students only)
- Oct. 4 – IT presentation (host: Elmwood Park)
- Oct. 25 – IT field trip to CompTIA (Elmwood Park students only)
- Nov. 1 – Engineering presentation (host: Ridgewood)
- Nov. 15 – Engineering field trip to Siemens (Ridgewood students only)
- Dec. 6 – Finance presentation (host: Proviso)
- Jan. 12 – Health presentation (host: Leyden)
- Jan. 26 – Health field trip, business site TBD (Leyden students only)
- Feb. 7 – Manufacturing presentation (host: Oak Park & River Forest)
- Feb. 23 – Manufacturing field trip to Elkay (Oak Park & River Forest students only)

Professional Development

- Aug. 1-2 – Tech Teacher Trek
- Sept. 1 – Certiport training (host site to be confirmed, either Leyden or OPRF)
- Jan. 24 – Reading in the Content Area workshop (host: Riverside-Brookfield)
- Feb. 14 – Math in CTE workshop (host: PMSA)

Counselor Roundtables

Roundtables are planned for the areas of Manufacturing, Non-trad, and Health. Dates are tentative at this time and will be confirmed as soon as possible.

FY17 PROGRAM COMMITTEE PRIORITIES

The Council briefly discussed ideas for program committee priorities. Suggestions included: Career readiness (what are schools doing and what new ideas have they come up with).

A systemic approach to how we work with students to move them forward (benchmarks of what students will have knowledge of).

Written career development curriculum.

OTHER

Dr. Cothran stated that DVR may be up for a Technical Assistance Visit next year. She identified some of the risk assessments that could be examined.

Dr. Cothran noted that, due to the State's budget impasse and its impact on the state schools, some colleges and universities may be dropping CTE teacher training programs. This will have an effect on high schools looking to fill CTE teacher positions. ISU is keeping all CTE program areas open, so it should be the first contact when posting a CTE position.

Next year the Administrative Council will have three new district representatives. Dr. Cothran will conduct a training session for new members.