



DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
SEPTEMBER 22, 2016

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:30 a.m. on Thursday, September 22, 2016 in Room M118 at Triton College. In attendance: Dr. Anne Cothran (DVR), Mr. Frank Holthouse (Leyden Dist. 212), Ms. Sheri Costello (Elmwood Park Dist. 401), Mr. Phil Prale (Oak Park & River Forest Dist. 200), Dr. Tracy Lett (Proviso Dist. 209), Mr. Eric Lasky (Ridgewood Dist. 234), Mr. Dave Monti (Riverside-Brookfield Dist. 208), Dr. Chuck Bohleke (Triton College), Ms. Jameta Rogers (Triton College), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Ms. Costello moved, Dr. Bohleke seconded the motion to approve minutes of the May 12, 2016 meeting. All ayes; motion carried.

GATA

Utilizing the US Inspector General Fraud Awareness & Prevention, Dr. Cothran conducted a training session for the Administrative Council members. Everyone signed a document stating they received the training.

Under the new requirements for sub-recipient review, Dr. Cothran will be visiting each district to observe activities and review items such as receipts and properties lists. She must visit each district at least once every five years, and frequency of visits depends on a district's risk assessment which is yet to be determined by ISBE based on NOSA evaluation.

TECHNICAL ASSISTANCE VISIT

DVR will have a Technical Assistance Visit this year. Dates are yet to be determined. The TAV representative will select which district(s) to visit during the review.

Council members received information on this year's DVR roundtables for counselors, business advisories, and teacher qualifications.

NEW MEMBER TRAINING

Over the summer, Dr. Cothran held a training session for new members of the Administrative Council. Participants shared comments on some important topics.

ADMINISTRATIVE COUNCIL HANDBOOKS

Administrative Council handbooks were distributed. Included are forms such as the properties list headings, meeting schedule, due dates, and other information relevant to the Administrative Council's function. Members were asked to bring their handbooks with them to the next meeting so its contents can be reviewed in detail.

TECH TEACHER TREK

The Engineering Tech Teacher Trek had to be postponed from August due to late approval of the FY17 grants. Mr. Holthouse will reschedule. Council members agreed it could take place during the school year, and subs will be arranged so their teachers can participate.

Information was provided for the Reading in the Content Area workshop, Math in CTE workshop, Career Spotlights, and Student Conduct Policy for field trips.

For the Coding Spotlight on October 4th, schools need to send their student lists to the DVR office by September 29th.

SCHOOL/COLLEGE ALLIANCE WORKSHOP

All participants have been assigned to breakout groups. Final arrangements are being made.

Council members are to notify the DVR office if any of their district members cannot attend. Either replacements can be made, or in the event of a complete cancellation the DVR office must be notified not less than 10 days prior to the workshop so we can adjust our numbers with Hamburger University.