



DES PLAINES VALLEY REGION
ADMINISTRATIVE COUNCIL
MARCH 2, 2017

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:32 a.m. on Thursday, March 2, 2017 in Room 201 at Riverside-Brookfield High School. In attendance: Dr. Anne Cothran (DVR), Mr. Frank Holthouse (Leyden Dist. 212), Mr. Jim Jennings (Elmwood Park Dist. 401), Mr. Phil Prale (Oak Park & River Forest Dist. 200), Ms. Antoinette Rayburn (Proviso Dist. 209), Mr. Eric Lasky (Ridgewood Dist. 234), Mr. Dave Monti (Riverside-Brookfield Dist. 208), Ms. Jameta Rogers (Triton College), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Mr. Monti moved, Mr. Holthouse seconded the motion to approve minutes of the February 9, 2017 meeting. All ayes; motion carried.

STUDENT SERVICES COMMITTEE REPORT

Chairman Mr. Mike Reingruber was present to provide a midyear report for the DVR Student Services Committee. The committee meets monthly, shares information on their district activities and events, and works to promote careers, Programs of Study, dual credit, etc. In roundtables, committee members meet with industry representatives about career opportunities, industry trends, and information to relay to students about career paths.

DISTRICT ACTIVITY REPORTS

This year Administrative Council members are utilizing Google forms to report on their in-school activities. Reports are to be submitted before spring break. A request was made for each Council member to be able to look at their respective previously submitted reports in order to avoid duplicating the information.

ENROLLMENT REPORTS

Last year schools submitted reports by school, by course, by gender. This year's reports are due before spring break.

FY18 BUDGET MEETINGS

Each year Administrative Council members meet individually with Dr. Cothran regarding their following year budgets. Council members selected the following meeting dates and times.

March 8 – 9:00 Leyden, 11:00 Ridgewood, 2:00 OPRF

March 9 – 10:30 Elmwood Park, 2:00 RB

March 10 – 9:00 Proviso (tentative)

Schools use the CTE Report Cards for budget planning since their activities must address the data contained in the report. The current report cards are not yet available.

FY18 BUDGET ACTIVITIES

The Board of Control approved the Administrative Council's recommendations for regional activities. This includes a one-day reading and math workshop. It is recommended that PLTW

teachers be involved. To fulfill Perkins indicators, all schools must show that they are addressing reading and math curriculum integration.

Information was distributed about Robotics teacher training and Gadget training, both scheduled for June. If interested in this year's training, schools would need to submit amendments in order to use grant funds. If local funds are used then this training cannot be paid for with grant funds in the future. Council members stated that June is not a preferred time to offer this training.

Certiport training may be available in November. Leyden will not have teachers participating, but Mr. Holthouse offered to host. All five other districts expressed interest. An overview of Certiport will be the topic for a breakout session at the October School/College Alliance Workshop.

ServSafe is scheduled for Saturday, April 22nd. Ms. Rayburn stated that at this time participants include 1 from RB, 2 from OPRF, and 3 from Proviso. This training will focus on sanitation. Mr. Holthouse will explore whether Leyden teachers could conduct train-the-trainer sessions in all three areas, scheduled for a day during the school year. He will explore the cost as well.

Career Spotlights were discussed. Council members need to provide Dr. Cothran with their expected bus and sub costs so she can factor these costs into the regional budget accordingly. It was reiterated that any students can attend the in-school presentations, but field trips are for students serious about the particular career area and who might be viable candidates as employees for the field trip host business. Dates cannot be selected until the regional calendar has been compiled. Council members identified which presentations and which field trips they would be interested in having their students attend. The following agreed to be host sites for in-school presentations: IT – Ridgewood; Health – RB; Finance – Elmwood Park; Manufacturing – Leyden; Engineering – Proviso.

DUAL CREDIT PROCESS

Ms. Rogers discussed dual credit. Triton is conducting orientation meetings each semester for students. The next meeting is May 9th for fall 2017 enrollment. A teacher meeting was held this week. Triton representatives will go to the high schools to train staff qualified as a Triton adjunct. Approximately 2.5 hours are needed for training, and schools need to identify available dates. Ms. Rayburn suggested a symposium for all teachers to attend at once to learn about, discuss, and interact with Triton experts on dual credit.

TECHNICAL ASSISTANCE VISIT

Our TAV was originally scheduled for March 3rd but has been changed to Friday, April 7th. Mr. Holthouse stated that, if our ISBE representative wants to visit Leyden that day, key Leyden personnel who would need to be present would not be available due to prior commitments on that date. Mr. Prale stated that, when ISBE schedules such a visit, district personnel forgo conferences or other events in order to be available on that particular date, and for districts it is not convenient or preferable for the date to change.

IL ALLIANCE OF CONCURRENT ENROLLMENT PARTNERSHIPS CONFERENCE

The conference is in April. Ms. Rogers will attend. No high school representatives indicated they will attend.