

**MINUTES OF THE DECEMBER 9, 2021 MEETING OF THE
DES PLAINES VALLEY REGION ADMINISTRATIVE COUNCIL**

Members Present:	Dr. Jennifer Davidson (Triton Dist. 504), Mr. Frank Holthouse (Leyden Dist. 212), Mr. Michael Kuhn (DVR), Dr. Julie Lam (Oak Park & River Forest Dist. 200), Dr. Eric Lasky (Ridgewood Dist. 234), Mr. Neil Posmer (Elmwood Park Dist. 401), Dr. Kathy Richard-Andrews (Proviso Dist. 209), Mr. David Weishaar (Riverside-Brookfield Dist. 208)
Member(s) Absent:	Ms. Pamela Harmon (Triton Dist. 504)
Staff:	Ms. Lori Kwon (DVR)

CALL TO ORDER

Mr. Kuhn called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:40 a.m. on Thursday, December 9, 2021 at Ridgewood High School in the Community Room.

APPROVAL OF MINUTES

Mr. Weishaar moved, Mr. Posmer seconded the motion to approve the minutes of the November 18, 2021 meeting. None opposed. Motion carried.

ACTE VISION CONFERENCE SHARING

The Admin Council members spoke about the highlights and takeaways from the hybrid CareerTech Vision Conference held December 1 through 4, 2021 in New Orleans, Louisiana.

DUAL CREDIT COHORTS

A. Survey: Mr. Kuhn presented a Google Forms Questionnaire that will be administered to the High School Superintendents, Administrators, and Counselors for the purpose of obtaining information about student availability and interest for Dual Enrollment at Triton College.

The Council discussed the timing of launching Dual Enrollment Programs at Triton. Mr. Kuhn mentioned that a DVR Board member inquired about forming a tech campus. To assist the High School Counselors, Mr. Kuhn would like to host a boot camp, Triton campus tours, and Dual Enrollment training in the Spring Semester 2022. In response to Mr. Kuhn's question, the Council identified potential problems such as unions, bell schedules, teacher prep time, and converted spaces, as districts send High School students to college among adults.

Dr. Davidson distributed a draft of Triton's Dual Enrollment Process. The Council examined it and spoke about the timeline, flexible dates, and the application due date. Mr. Kuhn stated that the Dual Enrollment course offerings in Spring 2022 will begin by High School Counselors' visitation to Triton College.

BEST PRACTICES APPLICATION

Mr. Kuhn encouraged the Council to recognize their districts' innovative programs.

DISCUSSION

A. Fall Workshop 2022 Planning: A Council member expressed his district's limitation on the number of teachers per department that can attend next year's workshop unless the district is given two or three days to choose from in advance. Other members suggested a mentoring program with opportunities for students to gain teaching experience at the college level, a breakout session led by Triton's Dual Credit Coordinator for approving teaching credentials, and inviting non-CTE teachers to participate.

B. Grant Expenditure Reports: Mr. Kuhn emphasized the importance of spending this year's grant funds and explained that the DVR Board will consider reallocation of unused funds. He will update the DVR Board

regarding the status of districts' expenditures at the January Board meeting. A Council member requested monthly reminders of claim due dates.

C. FY22 CTE Student Survey and Q&A: Mr. Kuhn said he will be forwarding a link to the Council on January 6, 2022, for CTE students to complete and submit to Measurement Inc. (MI) by the end of January 31, 2022. The Council asked for ISBE's reasons to survey students and if technical support will be provided by MI. Mr. Kuhn said he will share the same survey and Q&A with the DVR Board.

DVR STRATEGIC PLAN

Mr. Kuhn thanked the Council for their feedback and input. He echoed the DVR Board's views and praised the Admin Council members for their diligent efforts that often go unnoticed.

IACTE CONFERENCE (FEBRUARY 17-18, 2022) REGISTRATION OPEN

Mr. Kuhn encouraged the Council to attend the IACTE Conference.

AC MEETING SCHEDULE (JANUARY 20, 2022 AT DVR, ADDED)

The Council received confirmation from Mr. Kuhn regarding the January Admin Council meeting that was added to the DVR calendar.

FY22 PERKINS V PROGRAM DATA REVIEW AND LOCAL NEEDS ASSESSMENT PLANNING

A. CTE Program Data Review Now Open: The Council received a document explaining the Program Data Review (PDR), Local Needs Assessment (LNA), and Comprehensive Local Needs Assessment (CLNA) submission process.

B. CTE Annual Report for 2021: The Council received a three-page document entitled, "CTE and Innovation: EFE Annual Report 2021–Draft."

C. CTE PDR Planning Document – Professional Learning: The Council received a two-page document named, "CTE and Innovation: Program Data Review (PDR) Planning Document, Professional Learning."

D. CTE PDR Planning Document – Size, Scope, and Quality: The Council received a four-page document called, "CTE and Innovation: Program Data Review (PDR) Planning Document, Size, Scope, and Quality."

E. PDR Terms and Definitions: The Council received a three-page document labeled, "Terms and definitions listed in the order they appear in the Program Data Review (PDR)."

F. FY22 PDR Template, Draft: The Council received an excel document that has three sheets, Program Data Review Supporting Data Upload Suggestions, 15.0000, and Professional Learning.

When asked by the Council if the Connections Conference will be held this year, Mr. Kuhn answered he will notify the members when the dates are announced. Mr. Kuhn cautioned that the save button might be missing for the PDR application in IWAS. He urged the members to save their district information in IWAS and once completed, the LNA application will be available. The next step will be to input each CIP into the excel document for completion. Questions were raised by the Council as to what information needs to be entered into IWAS by the districts and from DVR. Mr. Kuhn assured the Council that they will collaborate to complete and submit the CLNA application at the January Admin Council meeting.

Adjourned at 10:03 a.m.