

**MINUTES OF THE FEBRUARY 10, 2022 MEETING OF THE
DES PLAINES VALLEY REGION ADMINISTRATIVE COUNCIL**

Members Present:	Dr. Jennifer Davidson (Triton Dist. 504), Ms. Pamela Harmon (Triton Dist. 504), Mr. Frank Holthouse (Leyden Dist. 212), Mr. Michael Kuhn (DVR), Dr. Julie Lam (Oak Park & River Forest Dist. 200), Mr. Neil Posmer (Elmwood Park Dist. 401), Dr. Deborah Watson-Hill (Proviso Dist. 209), Mr. David Weishaar (Riverside-Brookfield Dist. 208)
Member(s) Absent:	Dr. Eric Lasky (Ridgewood Dist. 234)
Guest(s) Present:	Mr. Ty Perkins (Triton Dist. 504), Ms. Alexandria Terrazas (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 8:25 a.m. on Thursday, February 10, 2022 at Triton College, Building H in Room H113.

APPROVAL OF MINUTES

Mr. Weishaar moved, Mr. Holthouse seconded the motion to approve the minutes of the December 9, 2021 meeting. None opposed. Motion carried.

PROMOTE CTE MONTH

A. The Council received *Dos & Don'ts for Engaging Students & Parents Around CTE*.

B. The Council received *Core Message for Attracting Learners to Career and Technical Education*.

MARCH 10, 2022 AC MEETING LOCATION

The location of the March Admin Council meeting has been changed from Oak Park & River Forest High School to DVR at Triton College in Building M, Room M130.

MEASUREMENT INC. (ISBE) DATA COLLECTION

A. Student Survey Results: Mr. Kuhn congratulated and thanked the Admin Council members for the high rate of student responses in comparison to other regions.

B. Admin Council Survey: The Council will receive CTE Leaders survey.

C. Superintendent Survey: The High School Superintendents will receive a five-questionnaire survey about the functions of the DVR Board of Control.

FY22 CTE PERKINS V DATA

A. Program Data Review (PDR): All High School Districts finished the Program Data Review (PDR).

B. Local Needs Assessment (LNA) Paper Application : The Council received a paper form of the LNA application. Mr. Kuhn will notify the Council when the LNA officially opens in IWAS. The deadline for completion of LNA through IWAS is March 15, 2022. In response to a Council member's question, Mr. Holthouse offered to share data via Google Docs.

C. Comprehensive Local Needs Assessment (CLNA): The Council received ISBE's *Local Needs Assessment/Comprehensive Local Needs Assessment System Support Document*. The deadline for completion of CLNA through IWAS is April 15, 2022.

The Council discussed the Education Career Pathway Grant and related teacher qualifications, Naviance alternatives, and teacher of record.

The Council expressed their concerns about High School Dual Credit instructor qualifications to teach Triton College courses. They asked to be notified in advance by Triton Dual Credit Offices regarding any changes to Dual Credit teacher certification requirements.

CTE COURSES IN MIDDLE SCHOOL

A. ISBE Q&A: The Council received six frequently asked questions and answers for CTE Courses in Middle School. Mr. Kuhn said he will contact Mr. Posmer to discuss career development programs for Elmwood Park Middle School.

CONNECTIONS CONFERENCE, VIRTUAL AND FREE ON APRIL 25, 2022

Mr. Kuhn noted that the 2022 Career Connections Conference will be held virtually and at no cost to attend.

60 BY 25, VIRTUAL AND FREE FROM FEBRUARY 28, 2022 TO MARCH 3, 2022

Mr. Kuhn encouraged all members to attend the virtual and free conference.

EXPENSE REPORTS

A. Use of Funds: Mr. Kuhn welcomed Districts' requests to amend their budget lines.

B. Regional Distribution: Mr. Kuhn said the Board will receive updated status of grant expenditures at the February Board meeting. The Board will vote to redistribute unused Function 1000 Perkins and CTEI Grant funds at the March Board meeting.

DISCUSSION

A. Triton Student In-Person Visits – Seniors Only: Ms. Terrazas proposed a senior transition day, especially for Transitional Math students, separate from student applicants for Dual Credit. Mr. Holthouse suggested administering a senior exit slip to reach as many High School seniors as possible. Dr. Lam spoke about Oak Park & River Forest High School's upcoming event for seniors on April 14, 2022.

Similar to hosting a visit from Leyden High School students scheduled for February 25, 2022, Dean Harmon assured the Council that Triton is able to provide in-person campus tours upon request to small and large groups alike. Mr. Kuhn reminded the Council that DVR funds are available for reimbursing transportation expenses. Ms. Terrazas said she will share Triton's Fall schedule with Mr. Kuhn.

B. Student Services – Update: None.

C. Best Practices Nominations, Due by March 4, 2022: Mr. Kuhn encouraged the Council to nominate districts for their outstanding programs.

D. Transitional English: Mr. Kuhn announced a Memorandum of Understanding was entered into between Ridgewood High School and Triton College.

Adjourned at 10:05 a.m.

TOUR OF TRITON COLLEGE H BUILDING HEALTH PROGRAMS

Dean Harmon led the members throughout the H Building by providing information about Health Career and Public Service Programs offered at Triton College.