

**MINUTES OF THE FEBRUARY 9, 2023 MEETING OF THE
DES PLAINES VALLEY REGION ADMINISTRATIVE COUNCIL**

Members Present:	Dr. Alexander J. Brandon (Proviso Dist. 209), Ms. Alexandria Terrazas for Dr. Jennifer Davidson (Triton Dist. 504), Ms. Pamela Harmon (Triton Dist. 504), Mr. Frank Holthouse (Leyden Dist. 212), Dr. 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), Mr. David Weishaar (Riverside-Brookfield Dist. 208)
Member(s) Absent:	None
Guest(s) Present:	Mr. Paul Jensen (Triton Dist. 504), Ms. Toni Johnson (Triton Dist. 504), Ms. Denise Jones (Triton Dist. 504)
DVR Staff:	Ms. Ericka Kouba, Ms. Lori Kwon

CALL TO ORDER

Dr. Kuhn called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:26 a.m. on Thursday, February 9, 2023 in Room M123B of Triton College.

APPROVAL OF MINUTES

Dr. Brandon moved, Mr. Posmer seconded the motion to approve the minutes of the January 26, 2023 meeting. None opposed. Motion carried.

EXPENSE REPORTS FOR HIGH SCHOOL DISTRICTS

A. Fund Transit Policy 3400:

The Council received the DVR Fund Transit Policy 3400.

- i. Remaining Purchases Prior to Redistribution - Dr. Kuhn reminded the High School Council Members that the deadline for expending and or encumbering Function 1000 grant funds is March 1, 2023.

B. Regional Distribution:

To a question raised by an Admin Council Member, Dr. Kuhn replied that he may ask for documentation to support obligated funds in services, supplies, and equipment. All unused Function 1000 grant funds will be reallocated in March.

REGIONAL ACTIVITIES

A. DVR Best Practices Application, Due 3/1/23:

The Council received a Best Practices application for consideration.

B. February is CTE Month:

For reporting to ISBE, Dr. Kuhn asked to be notified if schools plan to celebrate CTE Month.

C. Tour of IBEW Training Facility in Alsip on 2/24/23, 8:45 - 2:00:

- i. Sign-Up - Dr. Kuhn invited the Council to sign up for a tour including lunch. DVR will be unable to issue mileage reimbursements for this event.

D. Triton College Youth Leadership Conference, 2/24/23, 8:30 - 2:00:

- i. Flyer - The Council received an event flyer that includes sign-up information.

E. Triton College Spring Admissions Events from Mr. Smith:

Mr. Smith spoke about the upcoming events for students and parents.

- i. Campus Visit Days, 2/15/23 - Introduction of Programs
- ii. Campus Visit Days, 3/23/23 - Information Session
- iii. Spring Sneak Peek, 4/15/23 - For working parents during the week

F. Eastern Illinois University (EIU) Minority Teacher Program:

- i. Flyer - The Council received information regarding a program offered June 12 through June 30, 2023 at EIU for students interested in becoming teachers.

DISCUSSION

A. FY23 Triton College High School Senior In-Person Visits, Updated:

Mr. Smith suggested April 12 and 24, 2023 for hosting Triton's program tours with lunch and asked for advanced notice to ensure availability of seats for students. Dean Harmon suggested she be included in email communications from Mr. Smith to all Triton Department Chairs about faculty participation. Dr. Lasky agreed to compose the student exit slips. Mr. Jensen preferred quick response (QR) code surveys.

B. Team-Based Challenge Events:

- i. Spring 2023 Update - Mr. Jensen stated that year-round events are in store including the Auto Department's team-based challenge, Auto Show, and discussion for the Hospitality Industry Administration (HIA)'s team-based challenge. Mr. Smith added that Triton hosted its Auto Show to a thousand visitors in 2022.
- ii. Ideas for Fall 2023 and Spring 2024 Updates - Dr. Lasky said that Ridgewood has already started planning for the next team-based challenge. For the Fall workshop, Ms. Kouba would like to hold onsite team-based challenges and curriculum alignment discussions with Triton. Dr. Kuhn considered Friday, October 6, 2023 as an optional date for the Fall workshop. Some Council Members indicated that low district participation can be expected on a Friday due to substitute shortage and teacher absenteeism.

C. College and Career Pathway Endorsement (CCPE):

- i. Applications - Ms. Kouba noted that some applications are pending approval by ISBE including Leyden High School's CCPE submission. Ms. Kouba encouraged the Council to apply now. A Council Member questioned if Worker Cooperatives count towards Work-Based Learning (WBL). Dr. Kuhn answered that correct codes need to be assigned to activities outside of school.
- ii. School Tours - Dr. Kuhn and Ms. Kouba asked for school tours for the purpose of identifying WBL and assisting with CCPEs.
- iii. Dual Enrollment Cohort 2023-2024 - The Council received a preliminary student count in Computer Information Systems, Criminal Justice, Health Sciences, Horticulture, and Welding. Dr. Kuhn asked the Council to update him regarding any changes. The reallocation of open seats will begin on February 22, 2023. A final list of students for 2023-2024 Dual Enrollment will be reported to Triton on March 1, 2023.

Dr. Lam summarized the CCPE process from giving the Board of Education access to the portal, formal approval by BOE, to publication of the academic catalog. Dr. Lasky noted that students can benefit from different pathways and choose a career for themselves. For example, during registration, 8th graders from Ridgewood's Feeder Districts are presented with at least one Pathway. The point is to give students more options, said Dr. Lasky. Dr. Kuhn recognized Dr. Lasky for paving the way in CCPE attainment.

D. Triton College Reports:

- i. Dual Credit - Ms. Johnson reported that registration is currently underway and March 28, 2023 as the tentative deadline. She recommended that student applications be submitted first and updates

be made later. Ms. Johnson thanked the Council for instructions on downloading student rosters. The Council will be notified in February regarding curriculum alignment meetings. Dean Jones mentioned that Dual Enrollment increased 8%.

- ii. Business and Technology - To support timely posting of 2024-2025 Dual Enrollment courses in district catalogs and academic advising by counselors, Ms. Terrazas asked when each district's academic catalog is published. After discussion, Ms. Terrazas offered September 30, 2023 as the deadline for new course applications. By addressing a Council Member's concern for timing, Ms. Terrazas and Dean Jones proposed the Council Member bring up the issue again at future curriculum alignment meetings for possible resolution.
- iii. Health Careers and Public Services Programs - Dean Harmon reported that new courses have been added to her department.

E. ISBE 2022 Career and Technical Education Annual Report:

The Council received a memorandum dated January 13, 2023 from Dr. Carmen I. Ayala, State Superintendent of Education.

INFORMATION

The Council received the following documents.

- A. **“Building A Youth Apprenticeship Data Ecosystem, A Starter Kit”** by Advance CTE.
- B. **“Unlocking Potential's College In High School,”** dated December 2022 by College In High School Alliance.
- C. IACTE Newsletter dated February 2023.

OTHER

- A. Dean Jones presented the Council with a design for Triton's Dual Credit sticker and asked for feedback. Also for consideration is Triton lanyards.
- B. Dr. Kuhn announced that he, Dr. Lasky, and Ms. Kouba will be presenting at the IACTE Conference and encouraged the Council to attend the February 16 -17 event.

Adjourned at 10:06 a.m.

The next meeting will be held Thursday, March 9, 2023, 8:15 a.m. at Triton College, Building M in Room M123B.