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RE

BOARD OF GOVERNOR MEETING MINUTES

August 11, 2017

7:30 A.M.

Regional Office of Education
300 Heart Boulevard
Loves Park, Illinois

Members Present:

Dr. Daniel Woestman, Belvidere
Dr. James Hammack, Byron
Dr. Julie Morris, Harlem
Dr. Lynn Gibson, Hononegah

Dr. Michael Greenlee, North Boone
Dr. Ehren Jarrett, Rockford
Dr. John Schwuchow, Winnebago

Members Absent:

Dr. Phillip Caposey, Meridian
Mr. Scott Fisher, South Beloit

Ex-Officio Members Present:

Ms. Margie Hartfiel, CEANCI
Dr. Lori Fanello, Boone-Winnebago Regional Office of Education
Mr. Scott Bloomquist, Winnebago Regional Office of Education

Ex-Officio Members Absent:

None

Guests:

Dr. Douglas Jensen, Rock Valley College
Ms. Gina Caronna, Rock Valley College
Mr. David Schneider, Rock Valley College
Ms. Melissa Ridgeway, Rockford Career College
Ms. Melissa Stacy, Rockford Career College
Ms. Bethany Mead, CEANCI

The Meeting was called to order at 7:33 AM by Governing Board Vice-President, Dr. Michael Greenlee.

ROLL CALL

Dr. Greenlee stated the agenda Item 7DI, CEANCI Educational Programs be moved in order to have time for closed session.

MOTION TO APPROVE THE AGENDA

Julie Morris Made the motion to approve the agenda. The motion was seconded by Lynn Gibson.

ROLL CALL

MOTION TO APPROVE THE JUNE 13, 2017 MEETING MINUTES

Ehren Jarrett made the motion to approve the June 13, 2017 meeting minutes. The motion was seconded by Julie Morris.

MOTION TO APPROVE BOARD PRESIDENT, DR. PJ CAPOSEY

Julie Morris made the motion to approve PJ Caposey as new CEANCI Board President. The motion was seconded by Lynn Gibson.

ROLL CALL

Margie began the meeting with several introductions; First, John Schwuchow, new Winnebago School District superintendent, followed by David Schneider, Director of Pathway Development for Rock Valley College, Melissa Stacy, Rockford Career College Veterinary Technician Program Director, and Melissa Ridgeway Community Outreach Coordinator.

7:37AM Superintendents Dan Woestman and James Hammack arrived.

Melissa Stacy of the Rockford Career College shared pertinent information about the Vet Tech Program as listed below, and referred to handouts.

- ✓ There is a huge need for Veterinary Techs
- ✓ The program is a 24 month program
- ✓ The program is in 10 week sessions
- ✓ The two year program provides the student with an Associates' Degree
- ✓ Bachelor's degree potential by continuing with the St. Petersburg program
- ✓ The fast track program ensures completion in 1 1/2 years
- ✓ Veterinary Technician National Exam, (VTNE) has pass rates of 90-100%
- ✓ Passing the VTNE increases pay \$4.00-\$5.00 per hour
- ✓ Referred to the national average "outcomes" page (last page of packet)

Melissa shared that she is a former Byron High School student and connected her current success with BHS courses offerings and opportunities. Cost analysis for the Veterinary Tech program, (Fall 2018), will be provided at the next board meeting.

EXECUTIVE SESSION:

James Hammack made the motion to go into executive session at 7:44AM. The motion was seconded by Ehren Jarrett.

ROLL CALL

OPEN SESSION

James Hammack made the motion to go into executive session at 8:03 AM. The motion was seconded by Lynn Gibson.

ROLL CALL

SYSTEM DIRECTOR REPORT

Margie informed Members of three specific goals CEANCI will focus on prior to the new Strategic Plan launch in 2018

- ✓ Continue to grow business and community partnerships
- ✓ Develop and implement post-secondary program of study in region high school(s)
- ✓ Increase Work-Based Learning opportunities for students

Details provided include:

- ✓ Dual Credit Agreements with RVC will be piloted in Fall 2018
- ✓ Unite! platform is being increased to three EFE's
- ✓ Community Foundation grant will be written to assist in paying for a majority of the platform
- ✓ Unite is comprised of approximately 180 partners
- ✓ Benchmarks for growth in the area of partners, (10%),
- ✓ Each High School be provided an opportunity for Work-Based Learning
- ✓ Increase student message board discussions by 10%

(For a complete measurement of these goals, refer to page 2, electronic packet.)

An opportunity was given questions, there were no questions. There was discussion regarding the Strategic Plan and the time needed. Margie also informed Members Scott Bloomquist would be facilitating, and that she and Scott would establish a date. Margie also suggested other administrators from Districts be involved. Julie Morris stated she would like Margie to provide the Administrators names, while Ehren Jarrett stated he would like to see a continued partnership with Rock Valley College.

Next, Margie provided an overview of the two budgets, based on the possible scenarios (see packet for specifics.) Margie advised Members the CTEI State allocations must match the Perkins allocations to a percentage each fiscal year. Federal and State funds received by EFEs are not designed to supplant but to supplement CTE programs. For that reason Perkins (federal dollars) allows 5% administrative costs; CTEI (state) allows 10% administrative costs. With that in mind the CEANCI IGA includes a financial obligation for consortium members of up to 25% of administrative costs in a given fiscal year. In the last decade the Administrative Assessment has been waived by the CEANCI Board of Governors and administrative costs have been funded utilizing CEANCI's reserves (\$470,000). Due to this practice, Margie has been developing budgets that had little to no Administrative Assessments for the consortium members in an effort to not continue to deplete CEANCI reserves. Highlights of this year's grants include

- 15% reduction in Administrative Costs
- Seeking new funding sources, CFNIL, to financially assist with career development and business engagement activities (refer to page 16, in packet.)

- Members expressed interest in other alternatives for the Career Exploration tool based on price increases. Margie advised Members she would clarify conversations with Career Cruising Sales Representative and that she will provide a comparison quote.
- Budget A recommended
- Purchasing will be executed in 3 phrases; CTE Directors will prioritize spending.

RECOMMENDATION TO APPROVE BUDGET A – FY18 TENTATIVE BUDGET

Ehren Jarrett made the motion to approve Budget A – FY18 Tentative Budget. The motion was seconded by Lynn Gibson.

ROLL CALL

Margie thanked Dr. Jensen for being present at today's meeting and asked him to speak about the Rock Valley College pathway, and informed Members of previous conversations that had taken place with Sharon Jacobson, Gina Caronna and Dr. Jensen. Margie asked Members to provide the appropriate person(s) in the district(s) to communicate with, accumulate and disperse the curricular information. Some of the items needed are transcript reviews and credentials, with the goal of audit completion by November 1, 2017. Dr. Jensen offered to show Members information collected, and stated he would allocate money from the Rock Valley College budget for this project. One Member asked if CEANCI can pay for college credits for instructors, the answer is no, however, monies can be provided for professional development. Gina Caronna offered David Schneider's assistance and stated John Furr will be assisting as well, since he is very knowledgeable about dual credit. Margie stated there would be another meeting in the upcoming months. Rock Valley provided handouts on Tech Expo 17.

Next, Margie informed Members that eight students were enrolled in the fall Rock Valley College Welding course, and the tuition cost of \$998.00 per student/semester. Margie also shared that Rock Valley set up a special schedule for this class.

MOTION TO APPROVE PURCHASE OF RVC WELDING COURSES FOR FALL 2017

James Hammack made the motion to approve the purchase of RVC Welding courses for fall 2017. The motion was seconded by Julie Morris.

ROLL CALL

BUSINESS AND COMMUNITY PARTNERSHIPS FUNDING

Margie informed Members CEANCI has begun discussion with CareerTEC and JoDaviess County EFE System Directors about the development of a Business and Community Partnership grant to be submitted to the CFNIL for the upcoming grant cycle, (please refer to packet for specifics.)

MOTION TO APPROVE THE RESIGNATION OF ASSISTANT SYSTEM DIRECTOR

Lynn Gibson made the motion to approve the resignation of Assistant System Director. The Motion was seconded by Dan Woestman.

MOTION TO APPROVE THE RESIGNATION OF ADMINISTRATIVE ASSISTANT
James Hammack made the motion to approve the resignation of Administrative Assistant. The motion was seconded by Lynn Gibson.

ADJOURNMENT

Dan Woestman made the motion to adjourn today at 9:02 AM. The motion was seconded by James Hammack.

All in Favor

Respectfully submitted,

Margie Hartfiel
Recording Secretary

Dr. Lynn Gibson
Board of Governors Secretary