

**BOARD OF GOVERNOR MEETING MINUTES**

**Friday, January 20, 2023**

10:30 AM

Regional Office of Education  
300 Heart Boulevard  
Loves Park, Illinois

**Members Present:**

Ms. Bridget French, Rockford Representative  
Dr. Cassandra Schug, Belvidere  
Mr. Michael Dugan, Hononegah  
Mr. Ed Liegl, Meridian Representative  
Ms. Amber Swanson, Byron Representative  
Dr. Mike Greenlee, North Boone  
Mr. Mike Fisher, South Beloit  
Dr. John Schwuchow, Winnebago  
Dr. Terrell Yarbrough, Harlem

**Ex-Officio Members Present:**

Ms. Tabatha Dougherty, CEANCI  
Mr. Scott Bloomquist, Regional Office of Education

**Guests:**

Ms. Beth Mead, CEANCI  
Ms. Janet Zinke, CEANCI  
Ms. Cynthia Schaefer, RVC  
Ms. Cari Vanderheyden, Hononegah High School  
Ms. Melissa McCormack, Rockton – Roscoe Rotary

At 10:30 AM Mr. Dugan opened the meeting.

**ROLL CALL**

**APPROVAL OF AGENDA**

Correction to the Agenda:

Item #7 should read: a. CEANCI Annual Financial Audit Report

- i. MOTION to approve the CEANCI Annual Financial Audit as presented

Harlem made a motion to approve the agenda as corrected for the meeting. Belvidere seconded the motion.

**VOICE VOTE - approved**

## **COMMENTS FROM THE COMMUNITY**

There were no comments from the community.

## **APPROVAL OF MEETING MINUTES**

North Boone made the motion to approve the minutes for the Board Meeting, November 4, 2022. South Beloit seconded the motion.

**VOICE VOTE - approved**

## **EXCELLENCE IN EDUCATION**

Tabatha Dougherty introduced Melissa McCormack from the Rockton – Roscoe Rotary and Cari Vanderheyden from Hononegah High School who both participated in the most recent Design the Design Competition. This competition has been held in the past and was modified this year to run for a longer period of time so students could develop projects in coordination with their clients. This year there were 4 high schools, 5 clients, 4 professionals, and 15 student finalists involved. Ms. Vanderheyden spoke from the teacher's perspective, she appreciated the live feedback from real business partners (clients), she also felt this format allowed for soft skills to be taught like juggling multiple projects, and working with business partners. Ms. Dougherty played a video of various students giving their feedback and what they liked about the competition. Melissa McCormack from the Rotary then spoke from the clients perspective, she was very impressed with the quality of work done by the students, looks forward to using what was designed for the Rotary, and felt it was overall an extremely positive experience.

## **FINANCIAL REPORT**

Ms. Dougherty reviewed the revenue and expenses thus far in the year, then introduced Jenny Blocker from Benning Group who detailed the CEANCI annual audit. Because CEANCI spent over \$750,000 in government funds this year Benning had to also perform a single audit by law. There were no findings for the audit. Benning Group made one recommendation and have reviewed that recommendation with Rachelle Blitch and Tabatha Dougherty.

## **APPROVAL OF CEANCI ANNUAL AUDIT**

North Boone made a motion to accept the audit completed by Benning Group, Belvidere seconded the motion.

**ROLL CALL VOTE - approved**

## **APPROVAL OF PAYMENT OF BILLS**

Harlem made a motion to approve payment of bills for October 15 – December 31, 2022. Winnebago seconded the motion.

**ROLL CALL VOTE - approved**

## SYSTEM DIRECTORS REPORT

a.

- System Director goals were updated
  - Goal #1 - currently at 67% upon initial information, Ms. Dougherty will complete analyzing South Beloit and Rockford programs of study in the next couple weeks
  - Goal #2 - CEP program information has been redesigned and is ready to be distributed, Enhanced social media campaigns are in progress
  - Goal #3 – Ms. Dougherty sent surveys to region instructors and received responses from 48% of instructors from 86% of schools in the region.

b.

- Grant Administration
  - Expenditure reports for 2<sup>nd</sup> Qtr of FY23 Perkins and CTEI have been submitted
  - Course Matrix recommendations have been given to 9 of the 14 schools for the first semester
  - CEANCI hosted a Fire Cadet Luncheon, was attended by 2 fire chiefs, 2 firefighters, and 4 high school CTE directors. The goal was to try and facilitate development of a fire cadet program in more of our region schools

c.

- Intergovernmental Agreement
  - After the CEANCI grant consultant reviewed the current IGA, it was determined there was some missing language in regard to completed assurances that other LEA's within the region were afforded the opportunity to participate in the cooperative agreement. An addendum has been added and will need to be approved by all school boards in the consortium.

d.

- ISBE CTE Report
  - ISBE hired Measurement Incorporated to survey the 53 EFE's in the state of Illinois, several key findings are listed in Ms. Dougherty's System Director notes attached to the back of these minutes.

e.

- CEANCI Education Programs
  - All agreements are in place and all information has been distributed to high school counselors for open registration March 1, 2023

## NEW BUSINESS

Ms. Dougherty shared with the board she has begun classes to earn her administrative certificate as required for the System Director position. She expects to be completed in approximately one year.

**EXECUTIVE SESSION**

No Executive session

**ACTION ITEMS**

North Boone made a motion to approve FY24 CEP tuition at \$1,083/student. Belvidere seconded the motion

**ROLL CALL VOTE - approved**

North Boone made motion to approve the IGA addendum therefore sending the amendment to the individual school boards. Harlem seconded the motion.

**ROLL CALL VOTE - approved**

Winnebago made motion to approve the FY24 Educators of Beauty contract for CEANCI Education Programs. North Boone seconded the motion.

**ROLL CALL VOTE - approved**

**ADJOURNMENT**

Harlem made a motion to adjourn the meeting. Belvidere seconded the motion.

**VOICE VOTE – approved**

Meeting was adjourned at 11:17 AM

Respectfully submitted,

---

Tabatha Dougherty  
Recording Secretary

---

Dr. John Schwuchow  
Board of Governors Secretary