

**CAPITAL AREA CAREER CENTER  
Executive Council  
Regular Meeting – February 9, 2021  
MINUTES**

**PRESENT:**

Dr. Scott Laird	Athens School District #213 (Virtually via Zoom)
Ms. Jill Larson	New Berlin School District #16 (Virtually via Zoom)
Dr. Cheree Morrison	Springfield School District #186 (Virtually via Zoom)
Mr. Darren Root	Auburn School District #10 (Virtually via Zoom)
Dr. Douglas Wood	Ball Chatham School District #5

**ABSENT:**

Mr. Dan Cox	Rochester School District #3
Dr. Jay Goble	North Mac School District #34 (Virtually via Zoom)

**ALSO PRESENT:**

Ms. Jodi Ferriell	CACC Director
Mr. Wes Aymer	CACC Principal
Ms. Dianne Hacker	CASPN Nurse Administrator
Ms. Leona Pacheco	CACC Business Manager

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The regular meeting of the Capital Area Career Center Executive Council was called to order at 11:16 a.m. February 9, 2021 by Ms. Jill Larson, Chair.

**2. ROLL CALL**

**3. APPROVAL OF AGENDA**

A motion was made by Mr. Root to approve the agenda. Dr. Laird seconded the motion. The motion was carried with all members present voting "aye".

**4. COMMUNICATIONS**

**4.1. RECOGNITION OF VISITORS**

4.1.1. None.

**4.2. PUBLIC COMMENT**

4.2.1. None.

**5. CONSENT AGENDA**

A motion was made by Dr. Wood to approve the Open and Closed Session minutes of the regular meeting of January 12, 2021, the February Financial Reports and the February Bills. The motion was seconded by Dr. Laird. Upon a roll call vote being taken, the vote was Aye: 5 Nay: 0. The motion carried 6 – 0.

Those voting "aye": Laird, Larson, Morrison, Root, Wood  
Those members voting "nay": None

**6. REPORTS**

**6.1.CASPN Nurse Administrator**

- 6.1.1. Ms. Hacker announced Class 127 has 52 students.
- 6.1.2. Ms. Hacker announced Class 128 has 60 students and began class today. They will be attending 1/2 days.

**6.2.Principal**

- 6.2.1. Mr. Aymer stated the CACC Open House was held on January 28. It was slated to be a virtual event, but was opened to the public. There were 250 people who attended in person and 50 who watched the Open House videos.
- 6.2.2. Mr. Aymer announced 2021-2022 enrollment began February 8.
- 6.2.3. CNA clinicals will begin on March 8.
- 6.2.4. Mr. Aymer announced a calendar change. CACC was hosting the SkillsUSA Regional Event on February 26 so no students were attending classes. The regional event has been cancelled so this will be a student day of attendance.
- 6.2.5. Mr. Aymer provided updated COVID statistics as presented.
- 6.2.6. Mr. Aymer reviewed students of the month as presented.
- 6.2.7. Mr. Aymer announced noteworthy dates:
  - 6.2.7.1. February 15 – No School, Presidents Day
  - 6.2.7.2. March 1 – No School, Pulaski Day
  - 6.2.7.3. March 2-5 – No School, Spring Break
  - 6.2.7.4. March 12 – End of Quarter 3

**6.3.Director**

- 6.3.1. Ms. Ferriell provided an update on the Strategic Plan - in particular the temperature fluctuation in the building. Ms. Ferriell has met with Johnson Controls, GRP Wegman, and a team of engineers provided by Dave Leonatti. Ms. Ferriell is awaiting further information from each of these groups. She states HEERF (Higher Education Emergency Relief Fund) funds will be used in part for the HVAC upgrade as this is improvement of air quality within the building.
- 6.3.2. Ms. Ferriell provided an update on the Capital Area School of Cosmetology accreditation. Ms. Ferriell states there are no accrediting agencies for programs, only entire schools. She has found the Middle States Accreditation for College and Schools to be a possible agency for CACC to use. Ms. Ferriell shared the estimated timeline for this accreditation:

Apply for Candidacy	6 Weeks
Self Study	6-9 Months
Site Visit	January 2022
Approval	April 2022
Financial Aid Available	June 2022

**7. CLOSED SESSION**

Dr. Laird made a motion to go into Closed Session. Mr. Root seconded the motion. Upon a roll call vote being taken, the vote was Aye: 5 Nay: 0. The motion carried 5 – 0.

Those voting "aye": Laird, Larson, Morrison, Root, Wood  
 Those members voting "nay": None  
 Closed session began at 11:27 a.m.

**8. RETURN TO OPEN SESSION**

Dr. Laird made a motion to return to Open Session. Mr. Root seconded the motion. The motion was approved with all members present voting "aye". Open session reconvened at 11:33 a.m.

**9. ANNOUNCEMENTS**

- 9.1. The next regular Executive Council Meeting will be held on Tuesday, March 9, 2021 at 11:00 a.m.

**10.ADJOURNMENT**

A motion was made by Dr. Wood to adjourn the meeting. Mr. Root seconded the motion. The motion was carried with all members voting "aye". The meeting adjourned at 11:34 a.m.

---

Recording Secretary, Executive Council

---

Date Approved