

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

PRESENT:

Mr. Dan Cox	Rochester School District #3
Dr. Scott Laird	Athens School District #213
Ms. Jill Larson	New Berlin School District #16
Dr. Cheree Morrison	Springfield School District #186 (Virtually via Zoom)
Mr. Darren Root	Auburn School District #10
Dr. Douglas Wood	Ball Chatham School District #5

ABSENT:

Dr. Jay Goble	North Mac School District #34
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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 11:02 a.m. March 9, 2021 by Ms. Jill Larson, Chair.

2. ROLL CALL

3. APPROVAL OF AGENDA

Ms. Larson proposed the removal of item 7.2 from the agenda. A motion was made by Dr. Wood to approve the agenda as amended. 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. Laird to approve the Open and Closed Session minutes of the regular meeting of February 9, 2021 as well as the March Financial Reports, Bills, and Personnel Recommendations. The motion was seconded by Mr. Root. Upon a roll call vote being taken, the vote was Aye: 6 Nay: 0. The motion carried 6 – 0.

Those voting "aye": Cox, 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 50 students and will be graduating June 25.

- 6.1.2. Ms. Hacker announced Class 128 has 58 students and will be starting clinicals on March 24.
- 6.1.3. Ms. Hacker announced noteworthy dates:
 - 6.1.3.1. March 29 – April 2 Spring Break
 - 6.1.3.2. May 11 – Nurses Week Celebration
 - 6.1.3.3. May 28 – Career Fair and Advisory Luncheon

6.2. Principal

- 6.2.1. Mr. Aymer stated the current enrollment for the 21-22 School Year is 840. Based on past years, he estimates that the total enrollment will be 925-975.
- 6.2.2. Mr. Aymer provided an update on SkillsUSA Qualifying Events. All CACC students who participated are moving on to the state contest as presented. The SkillsUSA state contest will be held virtually this year. The students will need to be filmed doing their skill (up to 6 hours) and the video is then submitted for judgement.
- 6.2.3. Mr. Aymer announced CNA clinicals were held for the first time on March 8 and all went well. CNA clinicals will be held three times per week.
- 6.2.4. Mr. Aymer provided updated COVID statistics as presented.
- 6.2.5. Mr. Aymer announced the CACC Awards Night will take place on May 11. Details for the event are still being researched.
- 6.2.6. Mr. Aymer shared the February Students of the Month as presented.
- 6.2.7. Mr. Aymer announced noteworthy dates:
 - 6.2.7.1. March 12 – End of Quarter 3
 - 6.2.7.2. April 2 – No School, Good Friday
 - 6.2.7.3. April 5 – No School, Easter Monday

6.3. Director

- 6.3.1. Ms. Ferriell presented the FY21 Proposed Amended Budget. She reviewed the increased revenue of \$600,000 due to Covid-19 related grant funds.
- 6.3.2. Ms. Ferriell shared the 20-21 Career Center Program Report, which includes data from the Illinois Area Vocational Directors. There are 24 vocational centers in Illinois and CACC is the 3rd largest. CACC tuition is average among the other centers in Illinois.
- 6.3.3. Ms. Ferriell provided a facilities update. Ms. Ferriell has met with GRP Wegman, Johnson Controls, and Dave Leonatti. GRP Wegman would like to present information at the next Executive Council meeting. All members present were agreeable to this.
- 6.3.4. Ms. Ferriell discussed the Lincoln Land Career Now programs being offered. Ms. Ferriell has concerns about these programs. Ms. Ferriell and Ms. Larson will be meeting with a representative from Lincoln Land Community College regarding how CACC and LLCC can work together to offer the best programs.
- 6.3.5. Ms. Ferriell provided an update on the Capital Area School of Cosmetology accreditation through the Middle States Association for Colleges and Schools. Ms. Ferriell shared the following information:
 - 10 year accreditation – 5 year midterm review - \$2,950 annual dues
 - March 2021 – Complete application for candidacy
 - Spring 2021 – One day virtual visit
 - December 2021 – Self-study completed
 - Early Spring 2022 – Team visit
 - Commission approval – late April, early May 2022
 - June 2022 - Able to offer financial aid to adult cosmetology students

7. NEW BUSINESS

- 7.1. A motion was made by Mr. Root to approve the TRS Supplemental Savings Plan Resolution. Mr. Cox seconded the motion. Upon a roll call vote being taken, the vote was Aye: 6 Nay: 0. The motion carried 6 – 0.

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

- 7.2.** A motion was made by Dr. Laird to approve the FY21 Proposed Amended Budget. Dr. Wood seconded the motion. Upon a roll call vote being taken, the vote was Aye: 6 Nay: 0. The motion carried 6 – 0.
Those voting “aye”: Cox, Laird, Larson, Morrison, Root, Wood
Those members voting “nay”: None

8. ANNOUNCEMENTS

- 8.1.** The next regular Executive Council Meeting will be held on Tuesday, April 13, 2021 at 11:00 a.m.

9. ADJOURNMENT

A motion was made by Mr. Root to adjourn the meeting. Ms. Larson seconded the motion. The motion was carried with all members voting “aye”. The meeting adjourned at 11:39 a.m.

Recording Secretary, Executive Council

Date Approved