

**CAPITAL AREA CAREER CENTER  
Executive Council  
Regular Meeting – April 10, 2018**

**MINUTES**

**PRESENT:**

Mr. Adam Ehrman	New Berlin School District #16
Ms. Jill Larson	Tri-City School District #1
Ms. Cheree Morrison	Springfield School District #186
Mr. Darren Root	Auburn School District #10
Dr. Douglas Wood	Ball Chatham School District #5

**ABSENT:**

Dr. Tom Bertrand	Rochester School District #3A
Dr. Scott Laird	Athens School District #213

**ALSO PRESENT:**

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

**1. CALL TO ORDER**

The regular meeting of the Capital Area Career Center Executive Council was called to order at 11:00 a.m. April 10, 2018 in the Capital Area Career Center Conference Room, 2201 Toronto Road, Springfield, Illinois by Ms. Jill Larson, Chair.

**2. RECOGNITION OF VISITORS**

None

**3. PUBLIC COMMENT**

None

**4. CONSENT AGENDA**

A motion was made by Dr. Wood to approve the Open and Closed Session minutes of the regular meeting of March 13, 2018 as well as the Bills and Financial Reports for April 2018. The motion was seconded by Mr. Ehrman. Upon a roll call vote being taken, the vote was Aye: 5 Nay: 0. The motion carried 5 – 0.

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

**5. REPORTS**

**5.1.CASPN Nurse Administrator**

5.1.1. Ms. Hacker discussed enrollment, as presented.

**5.2.Principal**

5.2.1. Mr. Aymer announced FY19 enrollment is currently 815 students.

5.2.2. Mr. Aymer discussed the 2018-2019 Calendar. There will be no Fall Open House next year, instead a "Meet and Greet" night will be held on August 30. This night will allow teachers and administration to make positive early connections with parents. Parent/teacher conferences will be scheduled on September 21. District 186 has a teacher institute that day so we will not have any Springfield students. The earlier conference date will allow teachers to discuss issues with the parents before the end of the first quarter.

5.2.3. Mr. Aymer discussed the discipline report, as presented.

5.2.4. Mr. Aymer distributed the March Student of the Month list to all members present.

- 5.2.5. Mr. Aymer announced CACC won first place for the State Journal Register's Readers' Choice Awards in the categories of Best Trade School and Best Learning Center.
- 5.2.6. Mr. Aymer stated the April Staff Member of the Month will be announced next week.
- 5.2.7. Mr. Aymer announced there will be no school for CACC students on April 20 due to the Skills USA competition.
- 5.2.8. Mr. Aymer discussed the CACC awards night to be held May 8. Awards will be given for Students of the Year in each program (\$50 prize) as well as Student of the Year overall (\$250 prize) and Perfect Attendance (T-shirt). Business partners from the community will be judging the competition for Students of the Year. Mr. Aymer and the teaching staff will be meeting to discuss the parameters for the perfect attendance award next week.

### 5.3. Director

- 5.3.1. Ms. Ferriell announced a new work truck has been purchased from Landmark Ford for \$24,837. A fleet number was obtained and CACC was eligible for the special fleet pricing.
- 5.3.2. Ms. Ferriell reviewed the Gem Energy Solar Farms proposal. If CACC were to provide land for their project, the current meters would have to be upgraded at a cost of \$230,000. This proposal has been tabled.
- 5.3.3. Ms. Ferriell reminded the council of the Surplus Property Auction to be held April 16 and 17. Sealed bids will be accepted for the items.
- 5.3.4. Ms. Ferriell met with Andy Fuchs, Training Director for UA Plumbers and Steamfitters Local #137. They discussed possible equipment donations for the new HVAC program from local businesses as well as suggestions for an instructor for the program.
- 5.3.5. Ms. Ferriell met with representatives from NAACP. They discussed minority hiring and the lack of minorities on the CACC staff. Ms. Ferriell requested suggestions from the NAACP representatives for employment advertising. Ms. Morrison had several suggestions during the meeting including Springfield Urban League, Springfield Housing Authority, fraternities, sororities, and universities. Ms. Ferriell stated university job postings are not effective with CACC hiring as a CTE teaching license requires several hours of on the job work experience in a specific field.
- 5.3.6. Ms. Ferriell announced there will be a Building Trades Job Fair later this month. In addition, the Advisory Committee meetings will take place in May.
- 5.3.7. Ms. Ferriell discussed CTE Showcase Day at the Capitol, happening today. Teachers and students from Health Occupations and Welding are in attendance. Ms. Larson requested the students who were at the CTE Showcase Day make a presentation at the next CACC Board of Control Meeting on April 19, 2018.

## 6. OTHER BUSINESS

### 6.1. Approval of 2018 – 2019 Calendar

Dr. Wood made a motion to approve the 2018 – 2019 Calendar. 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":	Ehrman, Larson, Morrison, Root, Wood
Those members voting "nay":	None

## 7. CLOSED SESSION

Mr. Root made a motion to go into Closed Session. Mr. Ehrman seconded the motion. Upon a roll call vote being taken, the vote was Aye: 5 Nay: 0. The motion carried 5 – 0. Closed session began at 11:20 a.m.

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

## 8. RETURN TO OPEN SESSION

Mr. Ehrman made a motion to return to Open Session. Dr. Wood seconded the motion. Upon a roll call vote being taken, the vote was Aye: 5 Nay: 0. The motion carried 5 – 0. Open session reconvened at 11:32 a.m.

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

**9. ACTION ON CLOSED SESSION ITEMS**

**9.1. Personnel Recommendations**

Mr. Ehrman made a motion to approve the personnel recommendations as presented. Dr. Wood 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": Ehrman, Larson, Morrison, Root, Wood

Those members voting "nay": None

**10. ANNOUNCEMENTS**

The next regular Executive Council Meeting will be on Tuesday May 8 at 11:00 a.m.

**11. ADJOURNMENT**

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

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Recording Secretary, Executive Council

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Date Approved