

**CAPITAL AREA CAREER CENTER  
Executive Council  
Regular Meeting – July 14, 2020**

**MINUTES**

**PRESENT:**

Dr. Jay Goble	North Mac School District #34 (Via Zoom)
Dr. Scott Laird	Athens School District #213
Ms. Jill Larson	New Berlin School District #16
Dr. Cheree Morrison	Springfield School District #186 (Via Zoom)
Dr. Douglas Wood	Ball Chatham School District #5

**ABSENT:**

Mr. Dan Cox	Rochester School District #3
Mr. Darren Root	Auburn School District #10

**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**

The regular meeting of the Capital Area Career Center Executive Council was called to order at 12:10 p.m. July 14, 2020 by Ms. Jill Larson, Chair. This meeting was held on site and virtually via Zoom due to the COVID-19 Pandemic.

**2. ROLL CALL**

**3. APPROVAL OF AGENDA**

A motion was made by Dr. Wood 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. APPROVAL OF CONSENT AGENDA**

A motion was made by Dr. Wood to approve the Open and Closed Session minutes of the regular meeting of June 9, 2020, July Financial Reports and Bills, and Personnel Recommendations. The motion was seconded by Dr. Laird. Upon a roll call vote being taken, the vote was Aye: 5 Nay: 0. The motion carried 5 – 0.

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

**6. REPORTS**

**6.1. CASPN Nurse Administrator**

- 6.1.1. Ms. Hacker stated Class 126 students are currently at clinical sites.
- 6.1.2. Ms. Hacker explained Class 127, which begins in August 2020, currently has 60 students. The class will be capped at this number due to social distancing requirements.
- 6.1.3. Ms. Hacker announced 52 students from Class 125 have taken their NCLEX certification exam and 19 have passed already.
- 6.1.4. Ms. Hacker stated that laptops have been ordered for remote learning.
- 6.1.5. Ms. Hacker presented the CASPN Plan to Return to School.

### **6.2.Principal**

- 6.2.1. Mr. Aymer explained there are several ideas for how school will look in the fall. The morning could be different from the afternoon. He will be working with the school principals to create a plan that works best for each district.
- 6.2.2. Mr. Aymer stated he has concerns regarding classes that require a clinical component such as CNA and EMS.

### **6.3.Director**

- 6.3.1. Ms. Ferriell stated that she had a meeting with Area Vocational Directors this morning. She said there were several different plans discussed on how to approach vocational classes this fall.
- 6.3.2. Ms. Ferriell provided an update on capital projects. In the cosmetology area, the flooring, drywall, and painting are finished. Equipment will be installed next week. The parking lot/ring road project is currently underway.
- 6.3.3. Ms. Ferriell presented two bids for fencing in the Early Childhood area. They are from Goodman Fence and Amco Fence Company. Ms. Ferriell recommends Goodman Fence as they submitted the lowest bid.
- 6.3.4. Ms. Ferriell presented two bids for replacing 18 windows throughout the building. They are from Gardner Glass and Bacon & VanBuskirk. Ms. Ferriell recommends Gardner Glass as they submitted the lowest bid.

## **7. NEW BUSINESS**

- 7.1. A motion was made by Dr. Wood to approve the updated 2020-2021 CACC Calendar. It had to be changed due to the school closing for Election Day on November 3. The motion was seconded by Dr. Laird. The motion was carried with all members present voting "aye".
- 7.2. A motion was made by Dr. Wood to approve the Goodman Fence bid for fencing in Early Childhood. The motion was seconded by Dr. Laird. Upon a roll call vote being taken, the vote was Aye: 5 Nay: 0. The motion carried 5 – 0.  
 Those voting "aye": Goble, Laird, Larson, Morrison, Wood  
 Those members voting "nay": None
- 7.3. A motion was made by Dr. Laird to approve the Gardner Glass bid for 18 window replacements. The motion was seconded by Dr. Wood. Upon a roll call vote being taken, the vote was Aye: 5 Nay: 0. The motion carried 5 – 0.  
 Those voting "aye": Goble, Laird, Larson, Morrison, Wood  
 Those members voting "nay": None
- 7.4. A motion was made by Dr. Goble to retain the CACC Executive Council officers for the upcoming 2020-2021 school year. The officers include Ms. Larson, Chair, Dr. Wood, Vice Chair, and Dr. Laird, Secretary. The motion was seconded by Dr. Morrison. Upon a roll call vote being taken, the vote was Aye: 5 Nay: 0. The motion carried 5 – 0.  
 Those voting "aye": Goble, Laird, Larson, Morrison, Wood  
 Those members voting "nay": None

## **8. ANNOUNCEMENTS**

- 8.1. The next regular Executive Council Meeting will be on Tuesday, August 11 at 11:00 a.m.

**9. ADJOURNMENT**

A motion was made by Dr. Laird to adjourn the meeting. Dr. Wood seconded the motion. The motion was carried with all members voting "aye". The meeting adjourned at 12:23 p.m.

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Recording Secretary, Executive Council

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Date Approved