

**CAPITAL AREA CAREER CENTER
Executive Council
Regular Meeting – August 8, 2017**

MINUTES

PRESENT:

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

ALSO PRESENT:

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. August 8, 2017 in the Conference Room, Capital Area Career Center, 2201 Toronto Road, Springfield, IL by Ms. Jill Larson, Chair.

2. RECOGNITION OF VISITORS

None

3. PUBLIC COMMENT

None

4. CONSENT AGENDA

A motion was made by Mr. Ehrman to approve the Open and Executive Session minutes of the regular meeting of July 11, 2017 and the Bills and Financial Reports for August 2017. The motion was seconded by Dr. Wood. Upon a roll call vote being taken, the vote was Aye: 6 Nay: 0. The motion carried 6 – 0.

Those voting "aye": Bertrand, Ehrman, Larson, Morrison, Root, Wood

Those members voting "nay": None

5. REPORTS

5.1.CASPN

5.1.1. Ms. Hacker discussed enrollment – Class 121 is full and orientation has already been completed.

5.1.2. Susan Morrissey is retiring so there is a full-time instructor position open.

5.2.Director

5.2.1. Ms. Ferriell congratulated the National Skills Silver Medal winners, Kala McGuire and Ashley Schweigert.

5.2.2. Ms. Ferriell reviewed the updated student handbook for 2017-2018. The changes that have been made are highlighted. The cell phony policy is stricter, particularly in the lab areas. WIFI will be locked once the school year begins so this will deter cell phone usage. Discussion took place as to whether cell phones are prohibited and the need to clarify the cell phone policy.

- 5.2.3. Ms. Ferriell requested feedback regarding pricing for Activity Room B. She suggested \$225 per day. This item was tabled until different tiers of renters can be established.
- 5.2.4. Ms. Ferriell presented the MOU for Associated Builders and Contractors Inc. CACC would become an accredited training facility. Building Trades would use their curriculum and receive a nationally recognized credential. CACC would need to purchase Building Trades textbooks from ABC.
- 5.2.5. Ms. Ferriell announced the FY18 grants have been approved. FY17 CTEI funds of \$483,000 have not yet been received. Discussion took place as to what solution can be found so CACC will receive the funding in a timely manner. Chairs of both ROCTE and CACC should meet to discuss the situation.
- 5.2.6. Ms. Ferriell discussed rental leases for the new year. Hope Institute is not renewing 2 of their 4 leases, which results in a \$36,000 loss for CACC for the year.
- 5.2.7. Ms. Ferriell announced the new signs will be installed on August 15th and 16th.
- 5.2.8. Ms. Ferriell stated the teachers will return on August 17th and the first day of school for students is August 21st.

6. NEW BUSINESS

6.1. Approval of Student Handbook

Mr. Root made a motion to approve the CACC Student Handbook with the suggested clarifications in place. Mr. Ehrman 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": Bertrand, Ehrman, Larson, Morrison, Root, Wood

Those members voting "nay": None

6.2. Approval of FY18 Room Rental Rates

This item was tabled pending further research on rental rates for different tiers of renters.

6.3. Approval of Associated Builders and Contractors Inc. Memorandum of Understanding

Dr. Bertrand made a motion to approve the MOU with Associated Building and Contractors, Inc. 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": Bertrand, Ehrman, Larson, Morrison, Root, Wood

Those members voting "nay": None

7. EXECUTIVE SESSION

Dr. Bertrand made a motion to go into Executive Session. Mr. Root seconded the motion. Upon a roll call vote being taken, the vote was Aye: 6 Nay: 0. The motion carried 6 – 0. Executive session began at 11:41 a.m.

Those voting "aye": Bertrand, Ehrman, Larson, Morrison, Root, Wood

Those members voting "nay": None

Dr. Bertrand made a motion to return to Open Session. Mr. Root seconded the motion. Upon a roll call vote being taken, the vote was Aye: 6 Nay: 0. The motion carried 6 – 0. Open session reconvened at 11:48 a.m.

Those voting "aye": Bertrand, Ehrman, Larson, Morrison, Root, Wood

Those members voting "nay": None

8. ACTION ON EXECUTIVE SESSION ITEMS

8.1. Personnel Recommendations

Mr. Root 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: 6 Nay: 0. The motion carried 6 – 0.

Those voting "aye": Bertrand, Ehrman, Larson, Morrison, Root, Wood

Those members voting "nay": None

8.2.Principal Contract

Dr. Bertrand made a motion to approve the Principal contract for Wesley Aymer as presented. Mr. Ehrman 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": Bertrand, Ehrman, Larson, Morrison, Root, Wood
Those members voting "nay": None

9. ANNOUNCEMENTS

The next regular Executive Council Meeting will be held on Tuesday September 12 at 11:00 a.m.

10.ADJOURNMENT

A motion was made by Dr. Bertrand to adjourn the meeting. The motion was seconded by Dr. Wood. The motion was carried with all members voting "aye". The meeting adjourned at 11:49 a.m.

Recording Secretary, Executive Council

Date Approved