

**CAPITAL AREA CAREER CENTER
Executive Council
Regular Meeting – August 11, 2020
MINUTES**

PRESENT:

Mr. Dan Cox	Rochester School District #3 (Via Zoom)
Ms. Jill Larson	New Berlin School District #16
Mr. Darren Root	Auburn School District #10
Dr. Douglas Wood	Ball Chatham School District #5

ABSENT:

Dr. Jay Goble	North Mac School District #34
Dr. Scott Laird	Athens School District #213
Dr. Cheree Morrison	Springfield School District #186

ALSO PRESENT:

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

1. CALL TO ORDER

The regular meeting of the Capital Area Career Center Executive Council was called to order at 11:10 a.m. August 11, 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 Mr. Root to approve the agenda. Dr. Wood 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 Mr. Root to approve the Open Session minutes of the regular meeting of July 14, 2020, August Financial Reports and Bills, and Personnel Recommendations. The motion was seconded by Ms. Larson. Upon a roll call vote being taken, the vote was Aye: 4 Nay: 0. The motion carried 4 – 0.

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

6. REPORTS

6.1. CASPN Nurse Administrator

6.1.1. Ms. Hacker stated Class 126 currently has 54 students.

6.1.2. Ms. Hacker announced Class 127 currently has 61 students.

6.2. Principal

6.2.1. Mr. Aymer stated current enrollment is 1,127 students.

- 6.2.2. Mr. Aymer presented the CACC Back to Work plan. In addition, an updated Home School Schedule for August 26 – September 25 was presented. Classrooms were measured again to be certain students can maintain social distancing. Bus schedules will be staggered to limit the number of students arriving and departing at a given time. Additional hand sanitizing stations have been ordered.
- 6.2.3. Mr. Aymer presented two updated calendars. Calendar A designates August 24 and 25 as remote learning professional development days. August 26 would be the first day with student attendance. Calendar B will be used if the state is shut down and learning is completely remote. This calendar designates August 24-28 as remote learning professional development days and August 31 as the first online learning day for students.
- 6.2.4. Mr. Aymer is having a new teacher orientation on August 17.
- 6.2.5. Mr. Aymer is having a Teacherease professional development day on August 13.
- 6.2.6. The WIA Step program has been conducted this summer. Classes offered include Building Trades, HVAC, and Welding. There have been no COVID-19 related issues.

6.3. Director

- 6.3.1. Ms. Ferriell stated that she is confident CACC can start school and be in compliance with the state mandates regarding COVID-19. The CASPN program returned to the center on June 1 and the Adult CNA class has also resumed with no issues.
- 6.3.2. Ms. Ferriell provided an update on capital projects. The parking lot, ring road, and playground project has been completed. The cosmetology area is nearly complete. The next project is wiring the stations which requires a licensed electrician. Lindsey Electric had the lowest bid with \$18,000. Ms. Ferriell recommends Lindsey Electric.
- 6.3.3. Ms. Ferriell reviewed HEERF grant funds that have been received by CASPN including \$185,981 for students, \$185,981 for remote learning expenses, and \$128,038 for lost revenue.
- 6.3.4. Ms. Ferriell stated the CASPN ICCB Grant has been approved for the upcoming year at \$347,000.
- 6.3.5. Ms. Ferriell stated the CTEI and Perkins grants will remain the same for the upcoming year but have not yet been released.

7. NEW BUSINESS

- 7.1.** A motion was made by Dr. Wood to approve the CACC Back to Work Plan. The motion was seconded by Mr. Root. The motion was carried with all members present voting "aye".
- 7.2.** A motion was made by Mr. Cox to approve the Lindsey Electric bid for station setup in Cosmetology. The motion was seconded by Dr. Wood. Upon a roll call vote being taken, the vote was Aye: 4 Nay: 0. The motion carried 4 – 0.
 Those voting "aye": Cox, Larson, Root, Wood
 Those members voting "nay": None

8. ANNOUNCEMENTS

- 8.1.** The next regular Executive Council Meeting will be on Tuesday, September 8 at 11:00 a.m.

9. ADJOURNMENT

A motion was made by Ms. Larson to adjourn the meeting. Dr. Wood seconded the motion. The motion was carried with all members voting "aye". The meeting adjourned at 11:27 a.m.

Recording Secretary, Executive Council

Date Approved