

INDIAN VALLEY VOCATIONAL CENTER

Minutes of the Board of Control Meeting
held Wednesday, August 1, 2018 at 6:30 p.m.
at Indian Valley Vocational Center

Chair Jay Streicher called the meeting to order.

The following members were present:

Earlville:	Mr. Jeff Maly
Hinckley-Big Rock:	Mrs. Joan Umano
Leland:	Mrs. Janet Plote
Newark:	Mrs. Amy Smith
	Mrs. Jean Fletcher
Plano:	Mrs. Abby Alvarez
Sandwich:	Mr. Dave Stahl
Serena:	Mr. Spencer Byrd
Somonauk:	Mr. Jay Streicher
	Mr. Norm Johnson
Yorkville:	Mr. Jason Senffner

The following were absent:

Earlville:	Mr. Rich Faivre
Hinckley-Big Rock:	Dr. Travis McGuire
Indian Creek:	Mr. Chad Willis
	Mrs. Sarah Frazier
Leland:	Mrs. Jodi Moore
Paw Paw:	Mr. Stan Adcock
	Mr. Steve Richey
Plano:	Mr. Jim Ward
Sandwich:	Mr. Rick Schmitt
Serena:	Mr. Don McNelis
Yorkville:	Dr. Tim Shimp

Mr. Barbic welcomed Mr. Spencer Byrd, the new Serena Superintendent, to the Board.

CONSENT AGENDA

Mrs. Fletcher moved and Mr. Stahl seconded a motion to approve the Regular Session minutes from the June 6, 2018 Board of Control meeting; the bills for payment July 4 and August 1, 2018; and the monthly financial reports. No vehicles were donated this month. Roll call was taken. All ayes. The motion passed unanimously.

2018-2019 BUDGET

Mr. Stahl moved and Mr. Maly seconded a motion to accept the revised 2018-2019 tentative budget previously presented at the June 6, 2018 Board of Control meeting. Roll call was taken. All ayes. The motion passed unanimously.

PAY IT FORWARD SCHOLARSHIP

Mr. Stahl moved and Mrs. Fletcher seconded a motion to proceed in transferring the Greif scholarship funds to the DeKalb County Community Foundation, with the eventual intent of endowment. Roll call was taken. All ayes. The motion passed unanimously.

PREVAILING WAGE RESOLUTION

Mrs. Fletcher moved and Mrs. Plote seconded a motion to adopt the Prevailing Wage Resolution. Roll call was taken. All ayes. The motion passed unanimously.

ASSISTANT DIRECTOR'S REPORT

Mrs. Edwards reported on the following:

- An Esthetics course will be added to 2019-2020 Course Description Guide. This non-medical skin care class will be offered at Kishwaukee Community College's campus in Malta, Monday through Friday, from 12:45 p.m. to 2:15 p.m. Students will need to provide their own transportation. This introductory course is being offered through a partnership with KEC and will be available to students in all 11 districts.
- This year IVVC has partnered with three other career centers (WILCO, Tech Center of Dupage and GAVC) to hold New Teacher Training on August 7, 8 and 9. Forty one new teachers (first, second and third year teachers) will be instructed on a variety of topics such as classroom management, first day of school, communication with parents, Danielson domains, lesson plan design, instructional strategies, grading, etc. Guest speakers will kick off each morning session and there will breakout sessions every afternoon. In addition, four follow-up sessions have been planned during the school year.
- This past year, IVVC's course descriptions were updated to align with O*Net to include skills and tasks. The updated guide is intended to link our courses to business and industry and help students and parents select the appropriate courses.

Mr. Barbic thanked Mrs. Edwards for all of her hard work in setting up the New Teacher Training.

CTEI GRANT APPROVED

Mr. Barbic reported that the CTEI grant has been approved. The money in the instructional equipment line will be used to purchase a new tire changer for the Auto Technology shop. The tire changer is one of the requirements for NATEF certification.

PERKINS GRANT APPROVED

Mr. Barbic said the Perkins grant has also been approved. The money from the instructional equipment line will be used to purchase items for our Culinary Arts program to bring our lab closer to industry standards.

IVVC GOALS FOR 2018-2019

Based on the annual reflection meetings with each staff member, Mr. Barbic and Mrs. Edwards have created three goals for 2018-2019 which are highlighted below:

Goal 1

- **Create, Develop and Implement a Strategic Plan**

Mr. Barbic plans to conduct a Needs Assessment with the Board of Control. He will also request the names of specific stakeholders to assist in the next step of formulating a vision through a seven step process. This vision will create a defined future for IVVC and our work with business and industry partners. The end result will be re-evaluated on a regular basis to determine progress and continued future vision.

Goal 2

- **Enhance Teaching and Learning at IVVC**

Mrs. Edwards said there is a professional development plan in place for 2018-2019. During the first semester there will be monthly teacher-driven PLCs (professional learning communities) with Judy Stafstrom (from the DeKalb County ROE's office) leading the sessions. The upcoming Institute Days have been planned as follows: November 2 - In partnership with KEC, a Mental Health First Aid speaker will address the group and then there will be curriculum roundtables with KEC instructors. January 14 - Reflection on monthly PLCs and a professional development group instruction. March 1 - annual VALEES in-service at WCC.

Mrs. Edwards said that all IVVC teachers will need to complete a weekly curriculum template to establish a standard format for written curriculum. In addition, there will be individual program enhancement to align students' experiences as close to the industry as possible.

Five programs will be using new, updated textbooks this year with additional program textbooks being updated in the next three years. The Computer Technology second year curriculum has been enhanced to include Networking Test Out modules, which can result in A+ certification for students. Also, a dedicated set of chromebooks will be used in Law Enforcement and Early Childhood. As in past years, a number of work-based learning opportunities will available to students.

Goal 3

- **Develop, Approve and Implement Emergency Operations Plan**

The new 100 page Emergency Plan, developed from Amy Campbell's Threat Assessment, will be shared with the IVVC staff on August 15. There are 32 different scenarios highlighted with an action plan for each. These safety procedures will be practiced regularly.

WELCOME BACK TEACHER INSTITUTE

The first two Institute days will be August 14 and 15 with several items on the agenda including CPR and the Safety/Security Implementation meeting.

STUDENT ATTENDANCE/DROP DATE/CURRICULUM NIGHT

Mr. Barbic reminded the Board that the first day for student attendance will be Thursday, August 16. The last day to drop an IVVC class will be Monday, August 20. A new Curriculum Night will be held on August 23 at 6:00 p.m. This evening will replace the annual fall Open House and be a great opportunity for students and parents to meet the instructors, hear about program curriculum, expectations, fees, student opportunities, the various clubs available, etc.

IVVC EMERGENCY OPERATIONS PLAN

Mr. Barbic announced that IVVC hosted an Administrator's Academy on Tuesday, June 19. This Academy was offered at no cost to the 56 attendees, representing 28 different school districts, special education co-ops, police municipalities and regional offices of education.

FIBER INTERNET UPDATE

Mr. Barbic was happy to report that NIUNET has installed fiber internet to IVVC. The annual cost for fiber is \$12,850, but the federal E-Rate grant reduced the cost by 60% to \$5,140. We have made the appropriate infrastructure upgrades with five new routers that can shift the load as needed.

PARAPROFESSIONAL EVALUATION TOOL

Mrs. Edwards has developed an evaluation tool for our paraprofessionals. We have three aides that work with students and they will be evaluated annually by Mrs. Edwards using this tool.

CLOSED SESSION

Mrs. Umano moved and Mr. Stahl seconded a motion to go into Closed Session at 7:07 p.m. to discuss the appointment, employment, reassignment, compensation, discipline, performance or dismissal of specific employees of the public body. In addition, the bi-annual review of closed session minutes; and the destruction of closed session audio recordings. Roll call was taken. All ayes. The motion passed unanimously.

OPEN SESSION

Mrs. Fletcher moved and Mrs. Umano seconded a motion to return to Open Session at 7:14 p.m. Roll call was taken. All ayes. The motion passed unanimously.

MOTIONS RESULTING FROM CLOSED SESSION

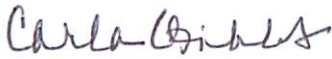
Mrs. Plote moved and Mr. Stahl seconded a motion to approve the closed session minutes of the regular meeting held May 2, 2018. Roll call was taken. All ayes. The motion passed unanimously.

Mr. Stahl moved and Mrs. Umano seconded a motion to approve the bi-annual review of closed session minutes for October 2017 - February 2018 and the destruction of closed session audio recordings for February 2017 and earlier. Roll call was taken. All ayes. The motion passed unanimously.

Mrs. Fletcher moved, with regret, and Mr. Stahl seconded a motion to accept Roy Rosales' resignation letter, effective July 24, 2018. Roll call was taken. All ayes. The motion passed unanimously.

Mr. Maly moved and Mrs. Umano seconded a motion to adjourn at 7:17 p.m. The next Board of Control meeting will be held **Wednesday, October 3, 2018 at 6:30 p.m.** in the CNA classroom.

Respectfully submitted,



Carla Gibbs
Recording Secretary

APPROVED:


Chair, Board of Control