

CAREER CENTER OF SOUTHERN ILLINOIS

Board of Control Meeting

MINUTES – August 2019

Dr. Vince Hughes, Marissa, called the regular meeting of the Career Center of Southern Illinois Board of Control to order at 9:24 a.m. on Thursday, August 22, 2019, at Southwestern Illinois College, Red Bud Campus, Room 152.

Present:

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| Chester | Mrs. Missy Meyer, Principal |
| Columbia | Mr. Brian Reeves, Principal |
| Dupo | Dr. Kelly Carpenter, Superintendent |
| Freeburg | Mr. Greg Frerking, Superintendent |
| Marissa | Dr. Vince Hughes, Principal |
| New Athens | Mr. Dan Lehman, Principal |
| Red Bud | Mr. Rob Pipher, Principal |
| Sparta | Mr. Scott Beckley, Principal |
| Valmeyer | Mr. Eric Frankford, Superintendent |
| Waterloo | Mrs. Lori Costello, Principal |
| Monroe/Randolph ROE | Mr. Kelton Davis, Regional Superintendent Monroe/Randolph ROE |
| Career Center of Southern Illinois | Mr. Mark Stuart, Director |

Absent:

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| St. Clair ROE | Dr. Mark Eichenlaub, Asst. Regional Superintendent |
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Guests:

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| Career Center of Southern Illinois | Mrs. Christine Sosa, Secretary |
| Career Center of Southern Illinois | Mrs. Holly Szopinski, Director of Nursing |
| OKAW RVS | Dr. Tom Springborn, OKAW Systems Director |

Consent Agenda:

Mr. Rob Pipher, Red Bud, moved to approve the consent agenda. Dr. Dan Lehman, seconded the motion. A roll call vote was taken: Red Bud, yes; New Athens, yes; Chester, yes; Columbia, yes; Dupo, yes; Freeburg, yes; Marissa, yes; Sparta, yes; Valmeyer, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Revenue and Expenditure Reports:

Mr. Greg Frerking, Freeburg, moved to approve the revenue and expenditure reports. Mrs. Missy Meyer, Chester, seconded the motion. A roll call vote was taken: Freeburg, yes; Chester, yes; Columbia, yes; Dupo, yes; Marissa, yes; New Athens, yes; Red Bud, yes; Sparta, yes; Valmeyer, Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Adopt the Budget for 2019-2020:

Dr. Kelly Carpenter, Dupo, moved to adopt the budget for 2019-2020. Mrs. Missy Meyer, Chester, seconded the motion. A roll call vote was taken: Dupo, yes; Chester, yes; Columbia, yes; Freeburg, yes; Marissa, yes; New Athens, yes; Red Bud, yes; Sparta, yes; Valmeyer, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Closed Session:

Mr. Eric Frankford, Valmeyer, moved to go into closed session at 9:26 a.m. Mr. Dan Lehman, New Athens, seconded the motion.

Mr. Scott Beckley, Sparta, moved to come out of closed session at 9:50 a.m. Dr. Kelly Carpenter, Dupo, seconded the motion.

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Accept the resignation of HS Health Occupations Teacher:

Mr. Dan Lehman, New Athens, moved to accept the resignation of High School Health Occupations Teacher, Kelly Jany. Mr. Eric Frankford, Valmeyer, seconded the motion. A roll call vote was taken: New Athens, yes; Valmeyer, yes; Chester, yes; Columbia, yes; Dupo, yes; Freeburg, yes; Marissa, yes; Red Bud, yes; Sparta, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Hiring of HS Health Occupations Teacher:

Mr. Dan Lehman, New Athens, moved to approve the hiring of Holly Hawkins as the High School Health Occupations Teacher, in addition to teaching a summer Adult CNA class, at a starting salary of \$62,250.50. (Mrs. Hawkins will continue to teach at least one Adult CNA class a year, and/or assist with LPN clinicals as needed and able.) Mr. Eric Frankford, Valmeyer, seconded the motion. A roll call vote was taken: New Athens, yes; Valmeyer, yes; Chester, yes; Columbia, yes; Dupo, yes; Freeburg, yes; Marissa, yes; Red Bud, yes; Sparta, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Hiring of Part-Time LPN Instructors:

Mr. Scott Beckley, Sparta, moved to approve the hiring of part-time Clinical Instructor, Jennifer Polanco, at a starting pay rate of \$34 an hour. Mr. Brian Reeves, Columbia, seconded the motion. A roll call vote was taken: Sparta, yes; Columbia, yes; Chester, yes; Dupo, yes; Freeburg, yes; Marissa, yes; New Athens, yes; Red Bud, yes; Valmeyer, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Mr. Scott Beckley, Sparta, moved to approve the hiring of part-time Clinical Instructor, Amanda Breeding, at a starting pay rate of \$34 an hour. Mr. Brian Reeves, Columbia, seconded the motion. A roll call vote was taken: Sparta, yes; Columbia, yes; Chester, yes; Dupo, yes; Freeburg, yes; Marissa, yes; New Athens, yes; Red Bud, yes; Valmeyer, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Resignation of PT/Substitute Custodian:

Mr. Brian Reeves, Columbia, moved to accept the resignation of part-time/substitute Custodian, Stephen Anderson. Mrs. Missy Meyers, Chester, seconded the motion. A roll call vote was taken: Columbia, yes; Chester, yes; Dupo, yes; Freeburg, yes; Marissa, yes; New Athens, yes; Red Bud, yes; Sparta, yes; Valmeyer, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Resignation of FT Custodian:

Mr. Eric Frankford, Valmeyer, moved to accept the resignation of Full Time Custodian, James Hermanns. Mr. Kelton Davis, Monroe/Randolph ROE, seconded the motion. A roll call vote was taken: Valmeyer, yes; Monroe/Randolph ROE, yes; Chester, yes; Columbia, yes; Dupo, yes; Freeburg, yes; Marissa, yes; New Athens, yes; Red Bud, yes; Sparta, yes; Waterloo, yes. The motion was carried.

Approval of PT/Sub Office Positions:

Mr. Greg Frerking, Freeburg, moved to approve the hiring of part-time/substitute office worker, Daniela Lloyd, at a starting pay rate of \$10.50 an hour. Mrs. Missy Meyer, Chester, seconded the motion. A roll call vote was taken: Freeburg, yes; Chester, yes; Columbia, yes; Dupo, yes; Marissa, yes; New Athens, yes; Red Bud, yes; Sparta, yes; Valmeyer, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Mrs. Missy Meyer, Chester, moved to approve the hiring of part-time/substitute office worker, Mary Brand, at a starting pay rate of \$10.50 an hour. Mr. Dan Lehman, New Athens, seconded the motion. A roll call vote was taken: Chester, yes; New Athens, yes; Columbia, yes; Dupo, yes; Freeburg, yes; Marissa, yes; Red Bud, yes; Sparta, yes; Valmeyer, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

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LPN Report - Mrs. Holly Szopinski, Director of Nursing for Beck School of Practical Nursing at the Career Center of Southern Illinois, conducted the LPN report. She reported there are 35 students in the January 2019 class. A total of 60 students were accepted into the July 2019 cohort, and a total of 46 students started on the first day, and three students will be returning at Block 2. Interviews for the January 2020 PN cohort are currently underway. The final 2019 Adult CNA class is complete. No further classes are planned at this time. We are assisting Oak Hill to develop a CNA program at that site. A site number must be obtained from the Illinois Department of Public Health. There is extensive paperwork involved in this process. Faculty updates: Paige Pellmann is now on her maternity leave. Lori Hoffman will begin maternity leave in late October. Part-time faculty are helping to fill the void. LaKesha Hill has stepped down from part-time clinical to become a sub due to changes in her full-time position. Jennifer Polanco and Amanda Breeding are new hires who will be doing part-time clinicals. We are still in need of part-time clinical help. Turnover is common in part-time faculty due to changes in full-time position hours. We are likely to lose another part-time faculty member when she begins her nurse-practitioner clinical hours.

Review of Superintendent's Budget Committee Meeting:

Mr. Stuart presented an overview of the Superintendent's Budget Committee Meeting that was recently held. No motion was needed.

Approval of FY2020 Assessment to Districts:

Mr. Scott Beckley, Sparta, moved to approve the FY2020 Assessment to Districts for the \$91,975 deficit from FY2019. Dr. Kelly Carpenter, Dupu, seconded the motion. A roll call vote was taken: Sparta, yes; Dupu, yes; Chester, yes; Columbia, yes; Freeburg, yes; Marissa, yes; New Athens, yes; Red Bud, yes; Valmeyer, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Approval of Semester Billing for Vocational Tuition:

Dr. Kelly Carpenter, Dupu, moved to approve the change of vocational tuition from quarterly billing to semester billing. The previous agreement still stands that the billing will be based on enrollments the 11th day of the first and second semester, and if someone drops before the 11th day of the first or second semester, the school district will not be charged for that student. Mr. Eric Frankford, Valmeyer, seconded the motion. A roll call vote was taken: Dupu, yes; Valmeyer, yes; Chester, yes; Columbia, yes; Freeburg, yes; Marissa, yes; New Athens, yes; Red Bud, yes; Sparta, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Approval of Line of Credit Application:

Mr. Rob Pipher, Red Bud, moved to approve the reopening of the line of credit with Buena Vista National Bank, in the amount of \$635,000. Mr. Dan Lehman, New Athens, seconded the motion. A roll call vote was taken: Red Bud, yes; New Athens, yes; Chester, yes; Columbia, yes; Dupu, yes; Freeburg, yes; Marissa, yes; Sparta, yes; Valmeyer, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

First Reading of IASB Policy Updates:

The first reading of IASB Policy Updates was held. The second and final reading will be held at the next board meeting.

First Reading of the Revision of LPN Student Services Job Description:

The first reading of the revision of the LPN Student Services' Job Description was held. The second and final reading will be held at the next board meeting.

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Accept LP Gas Bids; Award LPN Gas Contract:

Mr. Eric Frankford, Valmeyer, moved to accept the LP gas bids and award the LP Gas Contract to R&M Oil at fixed rate of \$0.99. Mr. Rob Pipher, Red Bud, seconded the motion. A roll call vote was taken: Valmeyer, yes; Red Bud, yes; Chester, yes; Columbia, yes; Dupo, yes; Freeburg, yes; Marissa, yes; New Athens, yes; Sparta, yes; Waterloo, yes; Monroe/Randolph ROE, yes. The motion was carried.

Approval of Tech Support Contract:

Mr. Rob Pipher, Red Bud, moved to approve the Tech Support Contract, with Americom, for 70 hours (for the year) at a rate of \$70 an hour. Mr. Greg Frerking, Freeburg, seconded the motion. A voice vote was taken: all ayes, no nays. The motion was adopted.

Approval of Security System Maintenance Contract:

Mr. Rob Pipher, Red Bud, moved to approve the Security System Maintenance Contract with Johnson Controls, formerly known as Simplex Grinnell). Mr. Greg Frerking, Freeburg, seconded the motion. A voice vote was taken: all ayes, no nays. The motion was adopted.

Director's Report:

- a. Optional Ed Report - Mr. Stuart reported that there were currently 21 Red Brick students and 72 OEP students, with more OEP referrals continuing to be received.
- b. Vocational Report - Mr. Stuart reported that vocational enrollment numbers were up from the previous year.
- c. Facilities Report - Mr. Stuart reported that in regards to the roof repairs, \$9,800 of the \$38,000 budgeted has currently been spent.
- d. Career Day – Friday, September 27th – Mr. Stuart reminded all districts to send their 8th Grade students.
- e. Questions from Public – None
- f. Other - Update of Department of Education Audit – Mr. Stuart reported that the return to the Department of Education was looking to be closer to around \$19,000, instead of the \$132,000 settlement offer from the Department of Education.

Comments from ROE Representative Comments: None

Next Meeting Date:

The next regular meeting, as well as the next Budget Hearing, will be held on Tuesday, September 10, 2019, at 9:00 a.m., after the OKAW meeting (Meeting to be held at SWIC Red Bud).

Adjournment:

Mr. Eric Frankford, Valmeyer, moved to adjourn the meeting. Dr. Kelly Carpenter, Dupo, seconded the motion. A voice vote was taken: All ayes, no nays. The meeting adjourned at 10:11 a.m.

Submitted by: Christine Sosa

Date: Sept 10, 19

Chair

Secretary