



DES PLAINES VALLEY REGION (DVR)
BOARD OF CONTROL
MARCH 23, 2011

MINUTES

Dr. Kathryn Robbins called the meeting of the Des Plaines Valley Region Board of Control to order at 10:00 a.m. on Wednesday, March 23, 2011 in the Boardroom at Triton College. Voting members present: Vice Chairperson Dr. Kathryn Robbins (Leyden Dist. 212), Secretary Dr. David Bonnette (Riverside-Brookfield Dist. 208), Dr. Nettie Collins-Hart (Proviso Dist. 209), Dr. Steven Isoye (Oak Park & River Forest Dist. 200), Dr. Douglas Rudig (Elmwood Park Dist. 401), and Ms. Jennifer Kelsall (Ridgewood Dist. 234) represented Dr. Robert Lupo. Voting members absent: Chairperson Dr. Robert Lupo (Ridgewood Dist. 234) and Dr. Patricia Granados (Triton College). Also present: Ms. Cheryl Antonich (Triton College), Dr. Anne Cothran (DVR), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Dr. Bonnette moved, Dr. Rudig seconded the motion to approve minutes of the February 23, 2011 meeting. All ayes; motion carried.

ADMINISTRATIVE COUNCIL MINUTES

The Board received minutes of the Administrative Council's December 9, 2010 meeting.

EXPENSE AND REVENUE REPORT

The Board received the current expense and revenue report for DVR.

BOARD BILLS – RATIFICATION OF PERKINS PAYMENTS

Per Board action at the September 22, 2010 meeting, DVR processed Perkins reimbursements to districts. Dr. Rudig moved, Dr. Bonnette seconded the motion to approve payment of Perkins funds to schools. Roll call vote.

Ms. Kelsall – aye

Dr. Bonnette – aye

Dr. Collins-Hart – aye

Dr. Isoye – aye

Dr. Rudig – aye

Dr. Robbins – aye

BOARD BILLS – CURRENT

Dr. Bonnette moved, Dr. Collins-Hart seconded the motion to approve payment of current bills. Roll call vote.

Ms. Kelsall – aye

Dr. Bonnette – aye

Dr. Collins-Hart – aye

Dr. Isoye – aye

Dr. Rudig – aye

Dr. Robbins – aye

REV TRAK MONTHLY FEE

The Board was notified that the monthly fee of \$19.95 for February was deducted from DVR's bank account.

FY10 AUDIT

There has been a delay in receiving from Miller Cooper, the FY10 audit for DVR. A draft has been e-mailed to Dr. Cothran. She stated that corrections are needed before the report can be finalized.

MARCH 2011 PROGRAMS OF STUDY SUMMIT

Dr. Cothran stated that this program has been offered to the schools each year. The Board received a list of participants from our region for FY11.

CTEC SEQUENCE APPROVAL

CTEC does not have the built-in reports that ISIS provided to verify data. Therefore ISBE suggested EFE's determine locally how to verify data, if necessary. In the future ISBE may be able to add reports to the CTEC system. Dr. Cothran stated that, if schools will provide her with master schedules and course sections, she can attempt to verify the data in CTEC this year. Dr. Bonnette moved, Dr. Collins-Hart seconded the motion that the Administrative Council representative from each district will release their district's master schedule to the DVR office. All ayes; motion carried.

DUAL CREDIT FOR CRIMINAL JUSTICE

Triton reviewed the course offerings in Criminal Justice. Four new courses recommended include CJA 148 Police/Community Relations, CJA 166 Criminal Investigation, CJA 171 Patrol Administration, and CJA 241 Traffic Enforcement and Administration. These are a substitution for the four courses previously offered. Dr. Isoye moved, Dr. Bonnette seconded the motion to approve the four new Criminal Justice courses. All ayes; motion carried.

TRITON/DVR LEASE AGREEMENT

The DVR offices were moved to the Triton campus. The lease agreement will be presented to the Board at the April meeting. Dr. Cothran is going over each component of the agreement to ensure that all requirements are met and ready for approval at the April meeting. Based on this review, the lease document forms the basis for the next three items on the agenda. Dr. Cothran also reported that Dr. Lupo sent the lease agreement to his district's attorney.

LEASE AGREEMENT: SEXUAL HARASSMENT POLICY

Dr. Cothran researched state requirements in order to draft a policy. The Board received the recommended policy for its first reading.

LEASE AGREEMENT: LIABILITY COVERAGE

Presently DVR's liability coverage is one million aggregate. The lease agreement will require DVR to hold 1 million and 2 million aggregate coverage levels. DVR's current premium is \$4,571, and the upgraded premium will be \$8,200. For the FY11 year the additional premium would need to be authorized from reserve funds, as it is not in the budget. Dr. Bonnette questioned whether DVR needs to obtain bids from insurance

providers. Dr. Bonnette moved, Dr. Rudig seconded the motion to approve the increase in liability coverage. Roll call vote.

Ms. Kelsall – aye
Dr. Bonnette – aye
Dr. Collins-Hart – aye
Dr. Isoye – aye
Dr. Rudig – aye
Dr. Robbins – aye

LEASE AGREEMENT: SUMMER OFFICE HOURS

The DVR offices are housed in Building M. According to Triton's summer schedule, Building M is not open on Fridays and there would be no security coverage or climate control. Dr. Cothran provided a schedule for summer hours, closing the office on Fridays. Ms. Yaneck will work the regular schedule five days per week, working from her home office on Fridays. Dr. Bonnette moved, Dr. Rudig seconded the motion to approve summer hours for DVR staff. All ayes; motion carried.

OCTOBER SCHOOL/COLLEGE PARTNERSHIP WORKSHOP

The ACT Midwest Manager met with the Administrative Council at their meeting in February, to work on plan the October workshop. Council members agreed that by the end of March, each of them would submit to Dr. Cothran two recommendations to help frame the goals and structure of the day in detail. A tentative schedule was developed by the Council, and the schedule was provided to the Board.

TEACHER PROFESSIONAL DEVELOPMENT – DR. HEATHER SASS

Dr. Cothran reported that schools have been submitting the names of participants for this year's workshops with Dr. Heather Sass. She recommended closing registration on April 15th. This will allow time to assess the funds needed based on the number of persons signed up, and to reallocate funds if they will not be used for the workshops. The aim is for 12 persons in each workshop. Dr. Isoye moved, Dr. Collins-Hart seconded the motion to close registration on April 15th and reallocate funds if necessary. All ayes; motion carried.

TEACHER WORKPLACE EXPERIENCE

Dr. Cothran reported that schools have been submitting names of participants and recommended closing registration on April 15th. Dr. Isoye moved, Dr. Collins-Hart seconded the motion to close registration on April 15th and to reallocate funds if necessary. All ayes; motion carried.

WOMEN IN NON-TRADITIONAL CAREERS CONFERENCE

A summary of evaluation results was provided. The Board also received attendance totals. This topic was discussed as part of the next item on the agenda.

ELEMENTARY CAREER DEVELOPMENT PROGRAM

Dr. Cothran will meet with elementary district representatives on March 24th. If the elementary funds are used for a STEM event is conducted for all 8th graders, it could include a non-traditional aspect. For such an event, details would need to be worked out including location, bus transportation for students, length of the event, week day or

weekend, etc. Elementary school representatives would assist in the decisions to be made. Dr. Rudig moved, Dr. Isoye seconded the motion to recommend to elementary districts to hold a regional STEM event in lieu of individual use of transit funds. All ayes; motion carried.

FY12 DVR REGIONAL AND MEMBER DISTRICT BUDGET PROJECTIONS

The FY12 CTEI allocations have been received. Perkins allocations have not been received yet, and Dr. Cothran reported that since FY12 applications must be submitted by April 15th planning will be based on FY11 funding. She also reported that we may no longer have the PCCS grant. Administrative Council members have indicated they want to continue with regional programs such as Teacher Work Experience, Heather Sass workshops, career camps, regional STEM advisory, etc. IWAS is open for inputting the FY12 CTEI application information, and with the Board's approval Dr. Cothran will enter the districts' allocations. Dr. Cothran provided the Board with a detailed breakout of budgeted items under each grant.

Dr. Bonnette moved, Dr. Isoye seconded the motion to approve the following in toto:

Voting Item 1 FY11 Regional Work-based Learning,
Voting Item 2 FY11 Regional Business & Industry Partnership,
Voting Item 3 FY11 Regional Professional Development,
Voting Item 4 FY11 Regional Career Camps,
Voting Item 5 FY11 Local Meetings & Conference,
Voting Item 6 FY11 Carl Perkins District Allocations (estimated), and
Voting Item 7 FY11 CTEI District Allocations.

Roll call vote.

Ms. Kelsall – aye

Dr. Bonnette – aye

Dr. Collins-Hart – aye

Dr. Isoye – aye

Dr. Rudig – aye

Dr. Robbins – aye

FY12 DVR LOCAL BUDGET APPROVAL – FIRST READING

The Board received a tentative FY12 local budget. Dr. Cothran reported that coordinators have requested an increase in their stipends, and therefore the budget reflects a two percent increase for the coordinators except for the OSHA camp instructor. Each year funds have been allocated to the Student Services Committee for student support, but the committee no longer has an identified purpose for these funds. Other categories in the budget are relatively the same as they have been in the past, with few fluctuations in the amount budgeted compared to last year, except for projected increases in benefits.

ADJOURNMENT

Dr. Rudig moved, Dr. Robbins seconded the motion to adjourn the meeting at 10:47 a.m. All ayes; motion carried.