

SOUTHWESTERN ILLINOIS CAREER & TECHNICAL EDUCATIONAL (CTE) SYSTEM #460

October 18, 2023

BOARD OF CONTROL MINUTES

CALL TO ORDER:

The Board Chair, Ms. Filyaw, called the Board of Control (BOC) meeting to order at 9:30 a.m.

ROLL CALL:

Present:

Belleville #201	Mr. Jacob Strausbaugh, CAVE Assistant Principal
Cahokia #187	Mr. Curtis McCall Jr, Superintendent <i>(via phone)</i>
Freeburg #77	Mr. Greg Frerking, Superintendent
Lebanon #9	Dr. Amanda Ganey, Superintendent
Mascoutah #19	Dr. Dave Deets, Superintendent
O'Fallon #203	Ms. Julie Knutson, Board Alternate
Wesclin #3	Ms. Jennifer Filyaw, Superintendent
System Director #460	Ms. Gayle Appel
System Bookkeeper	Ms. Shelly Ettlting

Guests:

None

- > Enclosed in the electronic Board Packet
- * Board handouts

APPROVAL OF MINUTES:

>Mr. Greg Frerking moved to approve the August 2023 Public Hearing Meeting Minutes. Dr. Dave Deets seconded the motion. A voice vote was taken. The motion carried.

The August 2023 Public Hearing Meeting Minutes were distributed to Ms. Filyaw for signature.

>Mr. Greg Frerking moved to approve the August 2023 Board of Control Meeting minutes. Dr. Dave Deets seconded the motion. A voice vote was taken. The motion carried.

The motion carried.

The August 2023 Board Meeting Minutes were distributed to Ms. Filyaw for signature.

CORRESPONDENCE: None

INTRODUCTION OF GUESTS/AUDIENCE PARTICIPATION: None

APPROVAL OF BILLS:

A. >**Ratification of September bills since the August Board Meeting**

> Dr. Dave Deets made a motion to ratify September bills since the August Board Meeting. Mr. Greg Frerking seconded the motion. A roll call vote was taken.

Belleville #201	yes	Mascoutah #19	yes
Cahokia #187	yes	O'Fallon #203	yes
Freeburg #77	yes	Wesclin #3	yes
Lebanon #9	yes		

The motion carried.

B. >Approval of October Bills

> Dr. Dave Deets made a motion to approve the October Bills. Mr. Greg Frerking seconded the motion. A roll call vote was taken.

Belleville #201	yes	Mascoutah #19	yes
Cahokia #187	yes	O'Fallon #203	yes
Freeburg #77	yes	Wesclin #3	yes
Lebanon #9	yes		

The motion carried.

The October 2023 Board Bills were distributed to Ms. Filyaw for signature.

C. >FY23 CTEI Financial Reports

The FY23 CTEI Financial Report was provided for review and reflected a zero balance.

D. >FY24 CTEI & Perkins Financial Reports

The FY24 Financial Reports through September 2023 were provided for review.

E. Other - None

OLD BUSINESS: - None

NEW BUSINESS:

A. >FY23 Audit

An electronic copy of the FY23 Audit was emailed along with the Board Packet prior to this meeting. Dennis Rose and Associates were the auditing agents. There were no findings, and all financial documents are in order and recorded properly.

Mr. Curtis McCall made a motion to approve the FY23 Audit. Mr. Greg Frerking seconded the motion. A roll call vote was taken.

Belleville #201	yes	Mascoutah #19	yes
Cahokia #187	yes	O'Fallon #203	yes
Freeburg #77	yes	Wesclin #3	yes
Lebanon #9	yes		

The motion carried.

Copies of the FY23 SWIL CTE System #460 Audit were distributed to Ms. Filyaw for signature.

B. >Approval of FY24 CTE CIPS/Programs

Ms. Appel gave a summary of the approved System CTE CIPS (Classification of Instructional Programs). The System has 36 unique programs. An explanation was given regarding the charts included in the Board Packet.

Dr. Dave Deets made a motion to approve the FY24 CTE CIPS/Programs. Dr. Amanda Ganey seconded the motion. A roll call vote was taken.

Belleville #201	yes	Mascoutah #19	yes
Cahokia #187	yes	O'Fallon #203	yes

Freeburg #77	yes	Wesclin #3	yes
Lebanon #9	yes		

The motion carried.

C. Course Credit/Student Count Comparison Update

Ms. Appel presented information to the Board relating to course credit and student counts, providing data as follows:

- i. Table 1 reports the number of unique students who were enrolled in CTE courses. The System had an increase of 285 students compared to last year.
- ii. Table 2 reports the number of duplicated students in CTE courses. Ms. Appel reported that students are taking an average of two CTE courses.
- iii. Table 3 shows the number of unique courses at each school which generates the CTE numbers.

Ms. Appel discussed the importance of enrollment accuracies as this data will be used in the FY25 funding formula.

D. Program of Study Approval Form

Ms. Appel presented a copy of the Illinois CTE Secondary Program of Study Submission Form that was submitted to ISBE for approval. In order for CTE programs to be funded with federal Perkins dollars, programs must meet or be working towards the State’s definition of size, scope, and quality in order to be deemed an approved program of study. Effective August 1, 2023, CTE systems will be eligible for FY25 Perkins funding in their region when they have at least one ISBE-approved program of study.

Ms. Appel stated she’s awaiting approval, but doesn’t anticipate any issues.

E. >ISBE CTE Monitoring Review

Ms. Appel presented a copy of the FY24 Career and Technical Education Monitoring Review Form. ISBE monitors CTE grantees through an annual three-level monitoring and compliance process. A risk analysis, composed of several weighted elements and criteria, will determine the risk score. The system is a Level 1, meaning low-risk. Ms. Appel explained the L1 Review Form, which provided a response to the ISBE prompts. On October 10, Ms. Appel met virtually with the ISBE principal consultant to walk through her responses. There are no concerns, follow-up actions, or required actions needed from EFE #460.

F. Election of Vice Chair

Mr. Greg Frerking made a motion to approve Mr. Jacob Strausbaugh as the new Vice Chair. Ms. Julie Knutson seconded the motion. A roll call vote was taken.

Belleville #201	yes	Mascoutah #19	yes
Cahokia #187	yes	O’Fallon #203	yes
Freeburg #77	yes	Wesclin #3	yes
Lebanon #9	yes		

The motion carried.

Other – None

IX. CLOSED SESSION:

Mr. Dave Deets made a motion to go into Closed session. Mr. Greg Frerking seconded the motion. A roll call vote was taken.

Belleville #201	yes	Mascoutah #19	yes
Cahokia #187	yes	O'Fallon #203	yes
Freeburg #77	yes	Wesclin #3	yes
Lebanon #9	yes		

The motion carried.

The regular Board of Control meeting was suspended at 9:58 am to go into Closed Session to meet on compensation of personnel.

A. Compensation of Personnel

Mr. Greg Frerking made a motion to come out of the closed session and reconvene to a regular session. Ms. Julie Knutson seconded the motion. A roll call vote was taken.

Belleville #201	yes	Mascoutah #19	yes
Cahokia #187	yes	O'Fallon #203	yes
Freeburg #77	yes	Wesclin #3	yes
Lebanon #9	yes		

The motion carried.

The closed session ended, and the regular Board of Control meeting was reconvened at 10:03 am.

X. ACTION FROM CLOSED SESSION

Mr. Greg Frerking made a motion to approve the FY24 Salary Compensation Package. Dr. Dave Deets seconded the motion. A roll call vote was taken.

Belleville #201	yes	Mascoutah #19	yes
Cahokia #187	yes	O'Fallon #203	yes
Freeburg #77	yes	Wesclin #3	yes
Lebanon #9	yes		

The motion carried.

DIRECTOR'S REPORT:

Ms. Appel discussed the following items:

A. FY24 CTEI & Perkins Funding/Status

A summary of the System's revenue and expenses was distributed for review.

B. Career Guides

The new 2023-2024 Career Guide was distributed. These guides are purchased and provided to the counselors within their buildings. Some of the counselors use them when they work one-on-one with the students and others use them for career fairs.

C. College and Career Pathway Endorsement

Ms. Appel provided an update of activities related to the College and Career Pathway Endorsement.

D. The Science Behind Food and Flavor – September 21, 2023

Workshop was held at the Granite City District Office. Approximately 30 FACs teachers and 15 science teachers attended. Pictures and the evaluations were included in the board packet.

- E. CTE Program Committee – Fall Meeting
Meeting was held on September 28, 2023 at BASSC. A copy of the agenda was included in the board packet. Future meetings will occur every 6 weeks via Zoom.
- F. Manufacturing Day – October 13, 2023
The 10th Annual event for Manufacturing Day was held at the SWIC-Granite City Campus. Over 1,400 students from 37 high schools attended.
- G. Metro-East Construction Expo (Counselors Session) – October 23, 2023
Twenty-two counselors are scheduled to attend a two-hour session of the construction expo on Monday, October 23. Counselors were invited to a special session in which they can interact with each trade.
- H. Metro-East Construction Expo – October 24-26, 2023
The Construction Expo for schools and students will occur on October 24-26. There are over 875 students registered to attend.
- I. PaCE Framework Series – Counselors
 - i. PaCE Framework Overview Webinar – October 17
 - ii. PaCE Framework Workshop – November 28
- J. Careers in STEM Workshop for Math and Science Teachers (Grades 5-8)
This workshop is being offered at the SIUE STEM Center on November 7th and 16th. There are currently 27 teachers registered for this event.
- K. Regional Advisory Meetings
Kaleb Smith, Madison County CTE Director started Regional Advisory Meetings. We have participated in SWIC Advisory meetings and still do, but their primary focus is on the post-secondary curriculum. The purpose of the High School Regional Advisory meetings is to focus on what’s happening at the high school level.
- L. Other - None

NEXT BOARD MEETING: The next Board meeting will be held at BASSC on Wednesday, December 13, 2023, at 9:30 a.m.

Ms. Filyaw adjourned the meeting at 10:08 a.m.

Respectfully submitted: Shelly Ettling, CTE System #460 Bookkeeper

Signature of Board Chair

Date