

SOUTHWESTERN ILLINOIS CAREER & TECHNICAL EDUCATION SYSTEM #460

Board of Control Meeting

Wednesday, August 21, 2024 9:30 a.m.

BASSC, 2411 Pathways Crossing, Belleville, Illinois

CALL TO ORDER:

Board Chair, Ms. Filyaw, called the Board of Control (BOC) meeting to order at 9:40 a.m.

ROLL CALL:

Present:

Belleville #201	Mr. Jacob Strausbaugh, Belleville CAVE Principal
Cahokia #187	Mr. Curtis McCall Jr, Superintendent
Freeburg #77	Dr. Sarah Gass, Superintendent
Lebanon #9	Dr. Matt Noyes, Superintendent
Mascoutah #19	Ms. Amy Kelly Johnson, Principal (<i>Arrived Late</i>)
O'Fallon #203	Mr. Ethan Graham, Director of Academics and Special Projects
O'Fallon #203	Ms. Julie Knutson, Board Alternate
Wesclin #3	Ms. Jennifer Filyaw, Superintendent
System Director #460	Ms. Gayle Appel
System Bookkeeper	Ms. Shelly Ettling

Guests: None

> Enclosed in the electronic Board Packet
* Board handouts

APPROVAL OF MINUTES:

Mr. Curtis McCall Jr moved to approve the April 2024 Board of Control Meeting minutes. Mr. Jacob Strausbaugh seconded the motion. A roll call vote was taken.

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

The motion carried.

The April 2024 Board Meeting Minutes were distributed to Ms. Filyaw for signature.

CORRESPONDENCE: None

INTRODUCTION OF GUESTS/AUDIENCE PARTICIPATION: None

APPROVAL OF BILLS:

A. >Ratification and Approval of bills since April 2024 Board meeting

Mr. Curtis McCall Jr made a motion to ratify May 2024 through August 2024 bills since the April 2024 Board Meeting. Dr. Sarah Gass seconded the motion. A roll call vote was taken.

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

The motion carried.

B. >Approval of August bills

Ms. Appel reported the August bills zero out the FY24 CTEI Grant. The FY24 Perkins Grant was zeroed out in June. The system has received a few FY25 claims that will be processed once the FY25 budget is entered into the system.

C. **>FY24 Financial Reports**

Ms. Appel reported the financial report for CTEI shows a balance of a little over \$6,000; the bills approved today account for that amount. The financial report for Perkins reflects a zero balance because that account was zeroed out in June.

D. **>School Assessment Status**

Ms. Appel provided an Assessment Status Overview. The ROE prompted an assessment fourteen years ago when CTE grant payments were significantly delayed. The original assessment amounts were determined by the percent of CTE funds each school received and what it would cost to keep the System running for ½ year. Schools are not assessed annually; the assessment was a one-time fee.

The system earned over \$5,000 in interest, of which \$693.74 was earned due to the school assessment dollars in the account.

E. **Other** - None

OLD BUSINESS: None

NEW BUSINESS:

A. **>FY24 Audit Engagement Letter**

Ms. Appel advised the Board that the System will continue to use Dennis Rose & Associates as its auditor.

Mr. Curtis McCall Jr moved to accept the audit engagement letter. Mr. Jacob Strausbaugh seconded the motion. A roll call vote was taken.

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

The motion carried.

B. **>Approval of 2024-2025 SWIL CTE System #460 Budget**

Dr. Matt Noyes made a motion to approve the 2024-2025 SWIL CTE system #460 Budget. Dr. Sarah Gass seconded the motion. A roll call vote was taken.

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

The motion carried.

C. **>FY25 CTEI and Perkins Allocations**

Mr. Curtis McCall Jr made a motion to approve the 2024-2025 SWIL CTE System #460 CTEI and Perkins Allocations. Mr. Ethan Graham seconded the motion. A roll call vote was taken.

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

The motion carried.

D. **>FY25 CTEI Consolidated Grant Application**

Ms. Appel presented the FY25 Consolidated Grant Application and shared the summary of the goals for the system and a portion of the Comprehensive Local Needs Assessment (CLNA). Ms. Appel advised the Board that during FY24, member schools were required to complete local needs assessments at the system level. She worked closely with the program committee representatives to complete this requirement.

Mr. Ethan Graham made a motion to approve the FY25 CTEI Consolidated Grant Application. Mr. Jacob Strausbaugh seconded the motion. A roll call vote was taken.

Belleville #201 yes
Cahokia #187 yes
Freeburg #77 yes
Lebanon #9 yes

Mascoutah #19 absent
O'Fallon #203 yes
Wesclin #3 yes

The motion carried.

E. >FY25 Expenditure Deadline

Ms. Appel noted that having the expenditure policy in place has worked well and allowed for more prompt spending of grant funds.

F. >FY25 Board of Control Meeting Dates

A list of proposed board meeting dates for 2024-2025 was presented to the Board and included in the Board Packet.

G. Election of Chair and Vice Chair

Mr. Matt Noyes made a motion to approve Ms. Jennifer Filyaw as chair and Dr. Sarah Gass as the Vice Chair. Mr. Jacob Strausbaugh seconded the motion. A roll call vote was taken.

Belleville #201 yes
Cahokia #187 yes
Freeburg #77 yes
Lebanon #9 yes

Mascoutah #19 absent
O'Fallon #203 yes
Wesclin #3 yes

The motion carried.

H. >2024-2025 Contact List

Included within the Board Packet was a chart for verification of Board of Control Representatives and Alternates. Ms. Appel asked the Board to review the chart. All Board Designee forms have been received.

I. Other - None

DIRECTOR'S REPORT:

Ms. Appel discussed the following items:

- A) >CTE Licensure and WBL Designation
- B) >Public Notice
- C) FY24 Audit
- D) FY25 Professional Development
 - a. >MicroBurst Learning (Employability Skills) – August 20
 - b. Manufacturing Day – October 4
 - c. >Construction Expo – Week of October 21
 - d. >Future Teacher Conference @ SIUE – November 15
 - e. >Middle School Science Workshop – TBD
 - f. *PowerUp Lunch and Learn for 2nd, 4th, and 7th Grade Teachers
 - g. *Job Shadowing and Peer Observation for New and Nearly New CTE Teachers

Mr. Curtis McCall Jr made a motion to go into a Closed session. Dr. Sarah Gass seconded the motion. A roll call vote was taken.

Belleville #201 yes
Cahokia #187 yes
Freeburg #77 yes
Lebanon #9 yes

Mascoutah #19 yes
O'Fallon #203 yes
Wesclin #3 yes

The motion carried.

The regular Board of Control meeting was suspended at 10:04 am to go into Closed Session to meet on evaluation and compensation of personnel.

CLOSED SESSION:

- A. Evaluation of Personnel**
- B. Compensation of Personnel**

Mr. Curtis McCall Jr made a motion to come out of the closed session and reconvene to regular session. Dr. Sarah Gass 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 10:18 am.

ACTION FROM CLOSED SESSION:

Dr. Matt Noyes made a motion to approve the FY25 CTE System Bookkeeper Compensation Package and a change of contract from 10 ½ months to 10 months. Dr. Sarah Gass 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.

Mr. Curtis McCall Jr made a motion to approve the FY25 CTE System Director Compensation Package. Dr. Matt Noyes 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.

Mr. Jacob Strausbaugh made a motion to adjourn the meeting. Dr. Matt Noyes seconded the motion. A voice vote was taken. The motion carried.

Ms. Filyaw adjourned the meeting at 10:39 a.m.

NEXT BOARD MEETING: The next Board meeting will be held at BASSC on Wednesday, October 16, 2024, 9:30 a.m. at BASSC

Respectfully submitted: Shelly Ettling, CTE System #460 Bookkeeper

Signature of Board Chair

Date