

**FOX VALLEY CAREER CENTER**  
**BOARD OF DIRECTORS' MEETING MINUTES**  
**WEDNESDAY, NOVEMBER 6, 2019**  
**8:30 AM**

**A. CALL TO ORDER**

**Dr. Leden called the meeting to order at 8:30 am.**

**B. ROLL CALL**

**All present**

**C. ESTABLISHMENT OF QUORUM**

**Yes – all six voting members were present.**

**D. APPROVAL OF AGENDA**

**Mutchler/Hichens 6-0**

**E. PUBLIC COMMENT**

**No public comment.**

**F. CONSENT AGENDA--RECOMMENDED MOTION**

1. Approval of Minutes—October 2, 2019
2. Approval of Donations
3. Approval of September Budget Summary

**Stirn/Mutchler 6-0**

**G. OLD BUSINESS**

1. C.E.O. Conference Report
2. Strategic Plan update

**Dr. Burchell discussed the October C.E.O. Conference – format changes, business participation, and the Next Steps participants.**

**Dr. Burchell shared the Strategic Plan development timeline and sample copies of customizable career clusters designed to be used in each home school. The Board discussed this proposed framework and suggested adding a glossary of terms, graphic organizer, and a summary of career options related to that cluster. At the March meeting, the director will share the current version of the plan with the Board. The FVCC Board will vote on the final plan at the May meeting.**

**H. NEW BUSINESS**

1. Proposed FY20 Kaneland Building Usage Fees
2. FVCC Open House – November 7, 2019

**Dr. Burchell shared the Kaneland FY20 Building Usage Fees sheet with the Board.**

**The director also discussed the format for the FVCC Open House event. He shared a list of donated items that will be given away throughout the event. The Kane**

**County Chronicle and the Daily Herald are sending reporters. The Illinois Army National Guard is providing the cake and food for the event as well.**

**I. ANNOUNCEMENTS & OTHER ITEMS**

1. Students of the Month List
2. Sycamore Pumpkinfest Parade – Oct. 27, 2019
3. Sending School Student Services meeting – November 12, 2019
4. ISBE Career Guide
5. Perkins V – What information would you like FVCC to provide to you?
  - a. Increase post-secondary and Industry-Recognized Credential Attainment
  - b. Enhance Career Pathway Opportunities
  - c. Expand Early College Credit Opportunities
  - d. Increase Responsiveness to Communities' Workforce Needs (CLNA)
  - e. Ensure that Every CTE Student is Educated by Highly Qualified/Effective Educators
6. Future Staffing:
  - a. 2020-2021: Asst. Director, Welding instructor
  - b. 2021-2022: Lead Health Occupations instructor, assistant H.O. instructor
7. 2018-2019 Credits Earned: **686.50 credit hours** were earned by FVCC students

**The director shared highlights, announcements, and information related to the above items. The Board asked Dr. Burchell to collaborate with Dr. Leden to create an Assistant Director Job description and to post Mr. Alexander's position before the end of December.**

**J. REMAINING MEETING DATES 2019-2020**

- **March 4, 2020**
- **May 6, 2020**

**K. ADJOURNMENT**

**Mutchler/Leden 6-0**

**Dr. Leden closed the meeting at 9:00 am.**