

FOX VALLEY CAREER CENTER

BOARD OF DIRECTORS' MEETING **MINUTES**

Wednesday, May 6, 2020

8:30 A.M. Online

A. CALL TO ORDER

Dr. Leden called the "Zoom" Board meeting to order at 8:31 am

B. ROLL CALL

Drs. Hichens, Leden, Mutchler, Pearson, and Stirn were in attendance

C. ESTABLISHMENT OF QUORUM

YES

D. APPROVAL OF AGENDA

Drs. Stirn/Hichens 5-0

E. PUBLIC COMMENT

None

F. CONSENT AGENDA--RECOMMENDED MOTION

1. Approval of Minutes – March 4, 2020
2. Approval of Pipefitter Union 597 Donations

Drs. Stirn/Pearson 5-0

G. OLD BUSINESS

1. 2020-21 Projected Enrollments

Dr. Burchell discussed current enrollment numbers and projected fall numbers.

2. Strategic Plan Discussion and Adoption

General discussion of the draft Strategic Plan. Dr. Stirn said that he would like to see more information including Local Needs Assessment (LNA) data, dual credit data, labor market data, etc. Dr. Pearson would like to see the plan aligned more like the "pivot" being done by the Northern Kane County EFE. Dr. Stirn said that he would send an email with more explanation of what he is looking for in the plan later in the week. The Board agreed to wait to examine this additional data and reconsider the Strategic Plan in the fall. Dr. Pearson asked if the delay would have a significant impact on any work being done this summer. Dr. Burchell did not believe a delay would have a major negative impact.

H. NEW BUSINESS

1. Mid-Valley/FVCC Meeting Dates for FY 21
2. Staffing Update and Request

Drs. Mutchler/Hichens 5-0

3. FY21 Tentative Budget adoption

Drs. Hichens/Leden 5-0 with the goal of reducing the overall budget as much as possible prior to the fall adoption of the final budget

I. ANNOUNCEMENTS & OTHER BUSINESS

1. Student of the Year winner – **Connor Sigris** (Graphic Communications II) KA
2. Important Dates

- Kaneland Senior Locker Clean Out – 5/6-5/7
- Burgess-Norton Scholarship interviews – 5/7
- Last Day of E-Learning Classes – 5/7
- All Student Locker Material Pick-up – 5/12 – 5/13
- Teachers Grade Turn-in – 5/13
- Grades Reported to Home Schools – 5/14

Brief discussion of dates for closing instruction for current school year. These dates are determined by when our cooperating schools want final grades.

J. OTHER

K. ADJOURNMENT

Drs. Mutchler/Stirn 5-0

Dr. Leden adjourned the meetings at 9:01 am

Fox Valley Career Center

ISBE Program Data Review

Fox Valley Career Center programs are approved by the Valley Education for Employment System following Illinois State Board of Education guidelines. The programs listed below were approved during the FY20 PDR process.

For other VALEES member districts participating in Fox Valley Career Center including Batavia, Geneva, Kaneland and West Aurora, VALEES approves programs by sequencing the home school introductory courses with the Fox Valley Career Center advanced courses.

Northern Kane EFE would be responsible for sequencing Central High School's introductory courses with Fox Valley Career Center's advanced courses for program approval.

Applied Horticulture/Horticulture Operations, General
Prepress/Desktop Publishing and Digital Image Design
Education, General
Criminal Justice/Police Science
Fire Science/Fire Fighting
Electrical and Power Transmission Installation/Installer, General
Computer Installation and Repair Technology/Technician
Automobile/Automotive Mechanics Technology/Technician
Small Engine Mechanics and Repair Technology/Technician
Welding Technology/Welder
Health Services/Allied Health/Health Sciences, General
Emergency Medical Technology/Technician (EMT Paramedic)
Nursing Assistant/Aide and Patient Care Assistant Aide

Local Needs Assessment

Copied from the LNA completed by Fox Valley Career Center, submitted to VALEES and incorporated in VALEES CLNA submitted to ISBE.

Student Performance

Strengths

- Increasing numbers students are earning industry certifications such as ASE, EPA 608, CompTIA, AWS Sense, CNA, Cosmetology, OSHA 10, etc.
- Local business community sees FVCC as a place to find potential employees
- Growing connection to Sugar Grove Small Business Advisory, local Chambers of Commerce, Rotary Clubs - involvement with these organizations produce employment leads for students

Areas for improvement and challenges

- Offer more work-based learning
- More opportunities for students to earn industry recognized credentials

Fox Valley Career Center

- Improving vertical articulation of CTE coursework from home district CTE programs to FVCC programs

Proposed strategies, including student supports and interventions, with timeline for addressing disparities or gaps in local level of performance

- Regular meetings with our business partners to develop intern placements
- Develop joint CTE professional development activities over the next two years

Access to High Quality CTE

Strengths

- Students with IEPs are very successful in FVCC courses
- FVCC staff is good at making modifications for special needs students

Areas for improvement and challenges

- Developing high school transition courses for special populations for the next two years
- Recruit more females into manufacturing and technical courses

Labor Market Alignment

Implementation of data collection - regional response from VALEES member districts including FVCC - In FY21, the capability of current district tools Xello to collect placement data beyond post-secondary enrollment will be investigated. Because in-state post-secondary enrollment is currently collected by the ISBE, the focus will be on Xello's ability to collect, through alumni survey or other means, data on military service, a service program that receives assistance under title I of the National Community Service Act, are volunteers as described in section 5(a) of the Peace Corps Act, or are employed. In FY21, a recommendation will be made to either use a tool within (Xello or Naviance) to collect placement data or to develop a local or regional tool. In FY22, the district will begin using recommended tool or locally or regionally developed tool to collect placement data. One of the outside tools FVCC is considering is YouScience which bought out Precision Exam with whom we have a long-term affiliation. Due to this past relationship, FVCC can pilot and use some YouScience tools without cost.

Labor market data - HVAC pilot is a growing program and will hopefully result in a full program. Growing enrollment in cybersecurity to result in stand-alone courses. Local manufacturers express an interest in restarting a machining /fabrication program or CNC program in light of impending retirements. Prior to the COVID -19 shutdown, FVCC was hearing from construction firms and skilled trades unions recruiting employees as well. The automobile repair shops and dealers that participate in our Mock interviews and advisory panel have also expressed a need for entry level service employees. This year, FVCC had personal communication or meetings with 47 local businesses.

Size, Scope Quality

FVCC meets the requirements of size, scope and quality.

Fox Valley Career Center

Advisory committees - Annual mock interviews in FY20 are being reorganized so that mock interviews of each program area are done on one day. This will allow the CTE teacher to meet with the mock interview business and industry partners in an advisory format on that day.

Implementing Programs of Study

Guidance and instruction on the concept of career clusters and support for selection is provided by member districts in middle school and 9th and 10th.

Comprehensive Local Needs Assessment

The Comprehensive Local Needs Assessment is an EFE requirement. VALEES has completed the CLNA in consultation with Waubensee. Both organizations have read the other's CLNA.

Waubensee Community College Dual Credit. Waubensee Community College extends the opportunity, explained on page 173 of the [catalog](#), for students of VALEES member districts, Fox Valley Career Center is a member district, to have their out-of-district charges waived for nine consecutive terms within two years of graduation or last term of high school attendance. As a result, students whose community college residency is within Elgin Community College's boundaries still benefit from the Fox Valley Career Center's opportunity to offer Waubensee Community College dual credit in the form of out-of-district charges waived. See enclosed.

Elgin Community College Dual Credit. Elgin Community College has been reducing the number of courses and amount of credits per source that FVCC can earn for the past several years. Unlike Northern Kane EFE/U46, FVCC does not send enough students to ECC to leverage more opportunities for our students with the college. See enclosed.

Industry Recognized Stackable Credentials, Dual Credit Opportunities, Externships

Industry Recognized Stackable Credentials

In FY21, CTE teachers of programs that do not culminate in the attainment of a credential will actively participate in their VALEES program committee meetings and joint business advisory meeting to determine if there is a suitable industry-recognized credential for the program area. Teachers will consider the cost of credential and value of credential in the labor market and as potential post-secondary credit for prior learning. CTE teachers will make recommendations in the second semester of FY21 to the administration for inclusion of an industry recognized credential or for continuing the POS without an industry recognized postsecondary credential.

Dual Credit Opportunities

Current dual credit agreements will remain and new opportunities will be explored when teacher credentials are aligned with postsecondary credential expectations.

Externships

VALEES offers annual summer externships for member district CTE teachers. Summer FY19 Fox Valley Career Center teachers Clay Hansen, Automotive and Electrical instructor, and Nikki Larsen, Graphic Communications instructor completed externships.

FVCC WCC COLLEGE CREDIT CLASSES

Waubonsee Community College & Kishwaukee College

Waubonsee Community College awards college credit when learning experiences at the high school level duplicate those at the college level. Articulated credit enables students to receive advanced placement, to save time and money, and avoid duplication of curriculum already learned in high school. Students must earn an A or B in the high school class and apply to the college for their credit within two years after graduation. Following is a list of courses at FVCC for which articulated credit can be earned. See your guidance counselor or career/technical instructor for the "College Credit Articulation Forms." For a complete list of requirements call the VALEES office at (630) 466-2474 or visit their web site at www.valees.org.

Dual credit programs are programs for which students receive both high school AND post-secondary credit. Fire Science students receive dual credit in place of articulated credit. Automotive Technology II students who attend WCC can choose articulated credit OR dual credit but cannot receive both.

Indicate Classes Taken	Fox Valley Career Center	Waubonsee Community College	Articulated Credit	Dual Credit
	Automotive Technology II (20104A002)	Fund. of Automotive Technology (AUT100)	2	2
	PC Repair & Computer Science Principles (10252A002)	Intro to Windows (CIS105)*	1	
	Computer Technology - Web Development (10201A001)	Intro to Windows (CIS105) *and Web Development with HTML/XHTML (WEB110)	1 3	
	Early Childhood I (19054A001)	Career Explorations in Early Childhood (ECE102)	3	
	Early Childhood II (19055A001)	Introduction to Early Childhood Education (ECE101)	3	
	Emergency Medical Technician-Basic (14055A001)	Emergency Medical Technician Basic (EMT120)	9	
	Fire Science I (15152A001)	Basic Operations Firefighter A (FSC105)		4
		Basic Operations Firefighter B (FSC115)		4
		Technical Rescue and Vehicle Operations (FSC215)		0.5
		Hazardous Materials Operations (FSC120)		3
		Basic Operations Firefighter C (FSC118)		4.5

	Fire Science II (15152A002)	Fire Apparatus Engineer (FSC140) Vehicle and Machinery Operations (FSC150) Advanced Technician Firefighter (FSC125)		4 3 4
	Graphic Communications II (11154A001)	Computer Illustrator* (GRD160)	3	
	Graphic Communications III (11154A002)	Digital Image (GRD170) and Desktop Publishing (GRD135) and Computer Illustrator* (GRD160)	3 3 3	
Indicate Classes Taken				
	Fox Valley Career Center	Waubonsee Community College	Articulated Credit	Dual Credit
	Health Occupations - BNAT (14051A001)	Nurse Assistant Skills (NAS101)	6	
	Health Occupations - EMC (14002A002)	Medical Terms for Health Occupations (HIT105)	1	
	Welding I (13207A001)	Survey of Welding (WLD100) and Oxy-Fuel Welding & Cutting (WLD115)	3 3	
	Welding II (13207A002)	Shielded Metal Arc Welding (WLD120)	3	
	Small Engines & Equipment Technology I & II (2 Units) (20110A002)	Small Engine Maintenance & Repair (DPT199)	3	
	Certification Credit OSHA 10	MIT Safety Principles	1	

*Credits for this class can be earned only once.

FVCC ECC COLLEGE CREDIT CLASSES

Elgin Community College

Elgin Community College and Fox Valley Career Center, based upon our mutual concern for the continued growth of students who wish to pursue career/technical and academic education, and in an effort to provide a continuing articulated program that builds on past learning experiences and eliminates unnecessary duplication of instruction, mutually subscribe to the following: Students who complete each semester of high school course(s) listed below with a “B” or better final grade will be granted college credit for Elgin Community College. High school students who complete the FVCC courses will have learned and be able to demonstrate proficiency in the Elgin Community College course(s) Learning Outcomes and Topical Outline Summary. A student must become a registered student at Elgin Community College within 27 months following high school graduation. Following is a list of courses at FVCC for which articulated credit can be earned. See your guidance counselor or career/technical instructor for the “College Credit Articulation Forms.” For a complete list of requirements call the Elgin tech prep office at (847) 214-7584 or visit their web site at www.elgin.edu/techprep.

****SUBJECT TO REVISION PER FVCC/ECC AGREEMENTS****

Indicate Classes Taken	Fox Valley Career Center	Elgin Community College	Articulated Credit	Dual Credit
	PC Repair & Computer Science Principles	Operations Systems 1 (OAT 144)	1	
	Health Occupations (BNAT)	Basic Nurse Assistant Training Program (NUS 105)	7	
	Welding I	Welding I (WEL 101)	2	