

# FOX VALLEY CAREER CENTER

## BOARD OF DIRECTORS' MEETING MINUTES

Wednesday, March 3, 2021

8:30 A.M. in O.T. Room @ Makes

### A. CALL TO ORDER

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

### B. ROLL CALL

Drs. Hichens, Leden, Mutchler, Pearson and Stirn were present.

### C. ESTABLISHMENT OF QUORUM

Yes – 5 members

### D. APPROVAL OF AGENDA

Drs. Mutchler/Leden 5-0

### E. PUBLIC COMMENT

None

### F. CONSENT AGENDA--RECOMMENDED MOTION

1. Approval of Minutes – November 4, 2020
2. Annual Renewal of Joint Agreement
3. Approval of Donations
4. Approval of January budget summary

Drs. Mutchler/Stirn 5-0

### G. OLD BUSINESS

1. CTEI Grant – January payment - \$201,944.40
2. ESSER Grant - \$7,787
3. Education Pathways Grant - \$40,000/ 1<sup>st</sup> year

Dr. Burchell reviewed the 2020-2021 FVCC grants and the amount of money received to date.

### H. NEW BUSINESS

1. 2021-22 Preliminary Registration Enrollments
2. 2021-22 Master Schedule and Staffing
3. 2021-22 Budget Parameter/ Facility Discussion

Dr. Burchell reviewed the preliminary 2021-2022 enrollment numbers, master schedule and staffing requirements as stated in the handouts. It was noted that, around the state, career center enrollments were down significantly due to scheduling uncertainty and the large numbers of students who have struggled to remain engaged in required courses during COVID remote instruction.

The 2021-2022 FVCC Budget priorities and goals were discussed. FVCC will reduce the budget as much as possible with a target of a 15% reduction from the current budget. To that end, FVCC will target remaining grant funds to purchasing supplies for next year as permitted by each grant. Dr. Burchell also discussed the need for improved ventilation in the Welding shops. He shared some information

on tentative planned being considered by Kaneland as part of a master site plan for the KHS campus. Part of the draft plan would consolidate the FVCC classes in the main building and require both renovation and an addition. Dr. Leden shared information about Kaneland's the timeline and process as they consider this issue. No action on the part of the FVCC Board was called for at this time. Dr. Burchell will seek detailed information regarding the costs and scope of the work needed to improve ventilation in the Welding shops by next fall.

**I. ANNOUNCEMENTS & OTHER BUSINESS**

1. Students of the Month lists – January & February
2. Preliminary budget will be ready by March 19
3. Mock Interviews – Virtual during March and April
4. SkillsUSA Contest – Cancelled
5. Public Safety Jamboree – Cancelled
6. CTE in the News articles
7. All HVAC students have earned an EPA certification
8. Alumni story
9. Health Occupation CNA Clinicals will run from 3/9 – 4/16/21
10. Advisory Meetings in March
  - Electrical/HVAC – 3/17
  - Computer Technology – 3/18

**The director reviewed these announcements and highlighted some of the positive accomplishments of our FVCC students.**

**J. 20-21 REMAINING MEETING DATES**

- May 5, 2021
- June 2, 2021 - if necessary

**K. ADJOURNMENT**

**Drs. Hichens/Stirn 5-0**

**Dr. Leden adjourned the meetings at 8:57 am.**