

Central IL Vocational Education Cooperative
Board of Control Meeting
August 11, 2021

The Regular meeting of the Board of Control of Central IL Vocational Education Cooperative was held at the Woodford County Special Education Association building on August 11, 2021.

The meeting was called to order by President S. O’Laughlin at 9:03a.m. Present were: K. Rockwell, D. Schupp, T. Welsh, J. Gauwitz, and S. O’Laughlin. Also in attendance were Joseph Bachman and Kelly Stoecker.

Motion to accept the FY 22 Slate of Officers consisting of Pres.- S. O’Laughlin, V.P.- Brian Kurz, and Sec/Treas. – B. Bardwell was made by T. Welsh and seconded by D. Schupp. On a roll call vote, all voted yea. The motion carried.

Motion to approve the May 17, 2021 regular meeting minutes – A motion to approve the minutes of the regular Board of Control meeting held on May 17, 2021 was made J. Gauwitz and seconded by T. Welsh. On a roll call vote, all voted yea. The motion carried.

Motion to approve bills – A motion to approve bills from May 13 – August 10, 2021, was made by K. Rockwell and seconded by J. Gauwitz. On a roll call vote, all voted yea. The motion carried.

Motion to approve the trial balance financial report as presented was made by D. Schupp and seconded by J. Gauwitz. On a roll call vote, all voted yea. The motion carried.

CIVEC System Director Joseph Bachman presented the FY 22 Joint Agreement Budget. After brief discussion, Mr. Bachman asked for comments/questions from the Board of Control regarding the Joint Agreement Budget. None were given.

Motion to adopt the FY 22 CIVEC Joint Agreement Budget – A motion was made by J. Gauwitz and seconded by K. Rockwell to approve the FY 22 Joint Agreement Budget as presented. On a roll call vote, all voted yea. The motion carried.

The Board signed the signature page at the conclusion of the meeting.

Reports, Updates and Informational Items - System Director presented the following:

- a. Local Match for FY 22. Mr. Bachman thanked the Board for providing the Local Match again this year to keep the office running until the State payments start arriving.
- b. Status of funding for the FY 21 Perkins and CTEI grants – Mr. Bachman informed the Board that CIVEC was able to close out Perkins grant during the FY21 year. FY 21 CTEI was extended to August 31, 2021 and the last payment from the state for the CTEI grant was received on August 2nd. Mr. Bachman gave each district their current grant balance sheets. Mr. Bachman also let the districts

- know that CIVEC needs to have all FY21 CTEI funds obligated by the end of August and that the office would be working with some of the schools to finalize requisitions within the next week. Work-based Learning Allocation – Mr. Bachman explained to the Board that this year the Work-based Learning portion of the CTEI grant will be the same as last year. The CIVEC office will be working with the grant point of contacts at the schools towards ideas for using the allocation.
- c. Allocations for FY22- FY 22 Perkins and CTEI allocations were given to the Board.
 - d. Mr. Bachman asked the Board to review the contacts sheet for their district and to note a grant Point of Contact for the high school and elementary grants. These grant Point of Contacts may be contacted within the next couple of weeks to consider budgets for FY22 grant use.
 - e. FY 22 Local Application – Mr. Bachman informed the Board that the FY22 application should be ready within the next few weeks. More information will be sent to the Board once it is received from the State.
 - f. FY 22 Requisition Sheets. Mr. Bachman informed the Board that updated FY 22 requisition sheets will be given to the schools grant point of contacts soon.
 - g. School Reimbursement Process for Purchases Needed Prior to Grant Fund Arrival – Mr. Bachman explained to the Board that since the grant dollars generally do not arrive until later in the school year, schools can make purchases for items needed ahead of time, and CIVEC can reimburse upon fund arrival. He stated that the best route would be to have a PO on file prior to the purchase being made by the school.
 - h. Subgrant Approval in IWAS – Mr. Bachman talked about the important step for each of the schools, as we submit the local application prior to September 1st, will be to have their superintendents to complete the subgrant assurance in IWAS. CIVEC will notify the districts when this is available.
 - i. Audit: August 16th, 2021 – Mr. Bachman informed the Board that the CIVEC office will be having its financial audit this next Monday and the office will send the results to the Board once they are received back to the office.
 - j. Next meeting date- Mr. Bachman asked the Board for their input on when to have the next Board meeting and it was decided that Mr. Bachman will communicate through emails pertinent information and will tentatively schedule a meeting this winter, if needed.

Motion to adjourn – A motion was made by D. Schupp and seconded by K. Rockwell to adjourn the meeting at 9:30 a.m. On a voice vote, all voted yea. The motion carried.

Respectfully Submitted,

Joseph Bachman