

CENTRAL ILLINOIS VOCATIONAL EDUCATION COOPERATIVE
BOARD OF CONTROL MEETING
August 9, 2023

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 9, 2023.

The meeting was called to order by President S. O’Laughlin at 9:05 am. Present were: J. Gauwitz, M. Miller, D. Johnson, J. Streit, C. Koudelka, R. Bardwell, A. Herrmann and S. O’Laughlin. Also in attendance were Rich Wherley and Kelly Stoecker.

Motion to accept the FY 24 Slate of Officers of Pres. – S. O’Laughlin, V.P. – M. Miller and Sec/Treas. – B. Bardwell was made by J. Gauwitz and seconded by D. Johnson. On a roll call vote, all voted yea. The motion carried.

Motion to approve Consent Agenda – A motion to approve as follows: the minutes of the regular Board of Control meeting held on May 11, 2023, Bills between May 9, 2023 – August 7, 2023, the Financial Report as presented, and the FY 24 CIVEC Joint Agreement Budget as presented was made by M. Miller and seconded by R. Bardwell. On a roll call vote, all voted yea. The motion carried.

The Board signed the Joint Agreement Budget signature page at the conclusion of the meeting.

Motion to approve the IRS mileage rate for 23-24 – A motion was made by R. Bardwell and seconded by M. Miller. On a roll call vote, all voted yea. The motion carried.

Motion to approve the FY 24 Local Application – Mr. Wherley presented the FY24 application. After a brief discussion, Mr. Wherley asked if there were any questions. There were none. A motion was made by R. Bardwell and seconded by D. Johnson. On a roll call vote, all voted yea. The motion carried.

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

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

- a. Director's Report – Rich informed the board on ISBE Program of Study approval form and that this FY he will need to write up one approved Program of Study for ISBE. He said he will more than likely choose the CEO or Ag program. Mr. Wherley also explained the new Formula Funding that ISBE will be using starting next FY.
- b. CIVEC School's CTE Enrollment – Mr. Wherley informed the board that it is very important to continue to promote their CTE courses. He informed them that the CIVEC office will be collecting data on the past 5 years for each school's CTE enrollment numbers to see what direction the count is going in since funding will come from this.
- c. Allocations FY 24 – Rich presented to the board the FY 24 allocation sheet. He explained how much and where the funds were going and how much they are currently receiving for both the CTEI and Perkins grants. He also told them that he will be having a meeting with the Principals soon to discuss their Elementary Careers funding also and Career Spark is a great event to take their students to and they can use some of their funding to cover the travel cost.
- d. Local Match for FY 24. Mr. Wherley updated the Board that most of the payments have been received and there are only a few left to come in but was sure they will be sent in soon or he can stop by the school to pick the check up.
- e. FY 24 Budget – Mr. Wherley informed the Board that the Consolidated Grant had been approved and he presented them with the budgets for both. He informed them that he will be needing to do an amendment soon to include the additional funds the State sent for CTEI.
- f. Insurance, Paid Internships for students, Job Shadow for instructors, Travel – Mr. Wherley informed the Board that we were able to eliminate the Renter's portion of insurance and that will save us approximately \$160. Rich also talked about another EFE office using the schools allotted

funds to pay for a student internship and that might be of interest to them to look into. The business would pay the student up to the \$900 and then the business would invoice CIVEC for the students paid internship. Mr. Wherley discussed Job Shadowing for their instructors. The funds would come from their school's allotment amount. He also discussed that CIVEC has withheld funds to cover the cost for content meetings, Student Services meetings and Expos. He said that the funds can also cover bus and sub pay for the CTE teacher that goes. He recommended that they send someone or a group to these as they are very beneficial.

- g. FY 24 Requisition Sheets - Mr. Wherley said there was no change in the requisition sheets and they can be found in the Policy Manual.
- h. School Reimbursement Process – Mr. Wherley informed the Board there was no change to the reimbursement process. He reminded them that if they are wanting to purchase something and have CIVEC reimburse them to get it approved prior to purchase.
- i. Audit: August 3rd, 2023 – Rich informed the Board that we had our audit and that they found, like in the past, that Segregation of Duties was an issue. CIVEC was told that it has been the same finding from prior years and it doesn't make financial sense to hire another employee to segregate the duties out more. There were no other findings.
- j. Other Discussion/Audience Comments - No comments/questions

Next meeting date- Mr. O'Laughlin suggested the next Board meeting be in the May timeframe.

Motion to adjourn – A motion was made by D. Johnson and seconded by J. Gauwitz to adjourn the meeting at 9:34 a.m. On a voice vote, all voted yea. The motion carried.

Respectfully Submitted,

Rich Wherley