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**BOARD OF GOVERNORS SPECIAL BOARD MEETING MINUTES**

September 26 2017

8:15 A.M.

Regional Office of Education  
300 Heart Boulevard  
Loves Park, Illinois

**Members Present:**

Dr. Julie Morris, Harlem  
Dr. Lynn Gibson, Hononegah  
Dr. Phillip Caposey, Meridian

Dr. Ehren Jarrett, Rockford  
Mr. Scott Fisher, South Beloit  
Dr. John Schwuchow, Winnebago

**Members Absent:**

Dr. Daniel Woestman, Belvidere  
Dr. James Hammack, Byron  
Dr. Michael Greenlee, North Boone

**Ex-Officio Members Present:**

Ms. Margie Hartfiel, CEANCI  
Mr. Scott Bloomquist, Winnebago Regional Office of Education

**Ex-Officio Members Absent:**

None

**Guests:**

Ms. Bethany Mead, CEANCI

The Meeting was called to order at 8:18AM by Governing Board President, Mr. PJ Caposey.

**ROLL CALL**

**MOTION TO APPROVE THE AGENDA**

John Schwuchow made the motion to approve the agenda. The motion was seconded by Julie Morris.

**COMMENTS FROM THE COMMUNITY**

There were no community members present.

**SYSTEM DIRECTOR REPORT**

Margie advised Members that the second year of the CFNIL grant, \$45,525 (for student credentials) is scheduled to arrive. This grant allows ½ of districts' allocations to be used toward other purchases. She referred Members to the packet, (EFE 150 Allocations FY2018.). An

opportunity was given for questions and there were no questions. Next, Margie made a recommendation to offer students the Veterinary Technician program at Rockford Career College. She compared this to the Rock Valley College Health Program, highlighting the difference in credits earned with the same program. She also informed Members the college made a special effort to align the class time to our schedule, (please refer to Packet, CEANCI Education Programs ) PJ informed Members that each district has the right to choose which CEANCI Education Programs are offered to their students. Margie stated this program is not duplicative and is not offered at Rock Valley. An opportunity was given for questions and there were no questions.

Margie made the recommendation to hire Administrative Assistant, Janet Zinke. Start date October 7, 2017; full time position.

- Belvidere resident
- BS in Recreation and Hospitality Administration
- Experience in office management and accounting

#### **OTHER ITEMS**

PJ asked Margie to update Members on the Career Cruising cost comparison.

- Quotes from both Naviance and Career Cruising
- Career Cruising is moving to a new platform, XELLO, (which will be unveiled in two years)
- Career Cruising is recommending their Full Solution until XELLO is launched which is 3 times the current price; Rockford is the only district who has purchased the full solution.
- Naviance costs 5 times more than what we are currently paying; do not offer the business partner portal.
- Margie has requested an RFP from both companies as well as presentation/demo be provided to the Board.
- This year's budget does not reflect a cost for Career Cruising, as funds from FY17 were utilized to pay for the FY18 subscription.
- XELLO was developed to compete with similar products
- Margie made the recommendation to move forward with Career Cruising subscription for FY18 and FY19.
- New CFNIL grant proposal year 3 – covers all Career Cruising increased costs.
- One Member asked if the decision was to be made in the next two years, and if Naviance was the only other company comparison. The answer to both questions is yes.
- Teachers and counselors will sit in on the demo to help make the decision.

#### **MOTION TO APPROVE FY18 BUDGET**

Julie Morris made the motion to approve the FY18 budget. The motion was seconded by Lynn Gibson.

#### **ROLL CALL**

#### **MOTION TO APPROVE THE FY18 DISTRICT ALLOCATIONS**

Ehren Jarrett made the motion to approve the FY18 District Allocations. The motion was seconded by Julie Morris.

**ROLL CALL**

**MOTION TO APPROVE THE VETERINARY TECHNICIAN PROGRAM AS A CEANCI EDUCATION PROGRAM FOR FALL OF 2018**

Ehren Jarrett made the motion to approve the Veterinary Technician Program as a CEANCI Education Program for fall of 2018. The motion was seconded by John Schwuchow.

**ROLL CALL**

**MOTION TO APPROVE EMPLOYMENT OF JANET ZINKE FOR CEANCI ADMINISTRATIVE ASSISTANT POSITION**

Ehren Jarrett made the motion to approve employment of Janet Zinke for CEANCI Administrative Assistant position. The motion was seconded by Lynn Gibson.

**ROLL CALL**

Wrapping up, Margie advised Members the fund agreements are in their folders, and asked that they sign them. PJ stated the minutes will be approved at the next Board Meeting.

**ADJOURNMENT**

Ehren Jarrett made the motion to adjourn today at 8:35AM. The motion was seconded by Julie Morris.

**ALL IN FAVOR**

Respectfully submitted,

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Margie Hartfiel  
Recording Secretary

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Dr. Lynn Gibson  
Board of Governors Secretary