

Notice of Meeting

The Regular DAOES February 21, 2013 meeting of the DuPage Area Occupational Education System Board of Directors will be held in Technology Center of DuPage Rooms E&F at 10:30 AM on Thursday, February 21, 2013.

Agenda

Call to Order, Pledge of Allegiance, and Roll Call

I. Minutes

A. Regular January 17, 2013 Meeting Minutes

Motion to approve minutes of the regular January 17, 2013 meeting.

B. January 17, 2013 Closed Session Minutes

Motion to approve minutes of the January 17, 2013 Closed Session.

II. Public Comments

III. Correspondence

IV. Recognition

A. Student Recognition

1. Joseph Reitsma-Downers Grove South

V. President's Report

VI. Information Report

A. TCD Information Report

1. Certified Nursing Assistant
2. Medical & Health Careers

VII. Financial Information

The Board acknowledges the receipt of the Statement of Cash & Investments and Revenue & Expenditure Reports for January 2013.

A. Statement of Cash & Investments

B. Revenue & Expenditure Reports

1. Revenue
2. Expenditure

It is our mission to help students understand and prepare for career opportunities. To address this mission, the DAOES will

- ★ provide high quality educational programs
- ★ create learning environments that are stimulating and productive
- ★ use an integrated approach to enhance the academic, technical, and personal skills of students
- ★ provide leadership in staff training and curriculum development
- ★ continually challenge staff and students to excel

VIII. Action Items - Consent Agenda

Motion to approve February 21, 2013 Consent Agenda Items A-D.

A. Financial Reports

1. Treasurer's Report
2. Payment of Invoices
 - a. Imprest
 - b. Ratification
 - c. Approval
 - d. Payment of Bills

B. Request for Non-member status for the 2013-2014 school year from Wilco Area Career Center

C. Skills USA Overnight Field Trip Request

D. FY'14 Short-term Rental Rates

IX. Closed Session

Request a closed session for the purpose considering information regarding the appointment, employment, compensation, discipline, performance, or dismissal, of specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity.

X. Action Items - Director's Recommendations

A. Job Description

1. Receptionist/Business Office Administrative Assistant

Motion to approve the job description for Receptionist/Business Office Administrative Assistant.

2. System Office Administrative Assistant

Motion to approve the job description for System Office Administrative Assistant.

3. Auto Shop Parts Clerk

Motion to approve the job description for Auto Shop Parts Clerk.

B. FY14 Proposed ESP Starting Salary Ranges

Motion to approve the FY14 Proposed ESP Starting Salary Ranges.

C. Draft #3 of the 2013-2014 TCD Student Attendance Calendar

Motion to approve Draft #3 of the 2013-2014 TCD Student Attendance Calendar.

D. Personnel

1. Resignation

Motion to accept the resignation of full-time, Construction Trades Instructor, Elwaine W. Hardtke Jr., effective, March 15, 2013.

XI. Committee Reports

A. Finance Committee, N. Wahl, Chair

B. Personnel Committee, L. Panega, Chair

C. Policy Committee, P. Sullivan, Chair

XII. Reports

A. Information

1. Strategic Plan Update

B. Leadership Team Reports

1. Assistant Principal for Student Services

2. Assistant Principal for Curriculum and Instruction

3. Assistant Principal for Operations

4. Principal

5. Director

XIII. New Business

XIV. Adjournment