

NSERVE JOINT BOARD OF CONTROL AND ADMINISTRATIVE COUNCIL MEETING

Via Zoom

Thursday, December 10, 2020 - 8:00 a.m.

I. Call to Order at 8:05am

II. Roll Call

Present

Ms. Samantha Archer
Ms. Sabrina Benjamin
Ms. Anne Brennan
Dr. Shelley Gates
Ms. Mary Kosirog
Ms. Cindy Nijmeh
Mr. Peter Tragos
Ms. Michelle Vazquez

Dr. Sandra Arreguin
Mr. Jason Boumstein
Ms. Melissa Duffy
Ms. Dawn Hall
Mr. Shawn Messmer
Mr. Chris Powell
Ms. Erica Tuke
Dr. Rosanne Williamson

Absent

Mr. Marc Battista
Dr. Peter Bavis
Ms. Tana Francellno

III. Approval of Consent Agenda:

The Board was asked to approve a consent agenda of:

- Board of Control Meeting Minutes of September 2, 2020
- Financial Reports for August, September, October and November, 2020

A motion was made by Peter Tragos and seconded by Shawn Messmer to approve the consent agenda. All were in favor.

IV. Approval of Administrative Council Minutes – November 6, 2020

The Administrative Council was asked to approve the minutes of the Administrative Council Meeting of November 6, 2020. A motion was made by Mary Kosirog and seconded by Chris Powell to approve the minutes. All were in favor.

V. Collaboration Time

At the November Administrative Council Meeting, the Glenbrooks Department Chairs had requested a discussion and sharing of CTE Course Recruitment Strategies for 2021/22:

Shelley Gates shared that Evanston HS has developed a Google site which contains information and videos about the CTE electives. This was a collaboration with their Fine Arts department. Evanston has also updated the CTE page of the district website with an up-to-date program of study guide. They are creating 1000 hard copies of the guide and are working on how to distribute them to families. Evanston's engineering teachers hosted a virtual engineering night in November to encourage enrollment. The situation of being unable to offer lab tours and to talk more directly to students (because of the COVID-19 pandemic) is challenging. Evanston also hosted a "Navigating the Course Planning Process" webinar for families to begin planning for the 2021/22 course selection. Shelley spoke during the webinar regarding CTE courses.

Michelle Vazquez reported that she and Tana Francello have been working with MEAC and offering virtual panel career information webinars for students to learn about different career pathways. About 50-60 students participate in each session. The webinars are recorded with the links posted on the school website. Michelle also offered to share the links in the chat of the Zoom meeting.

Erica Tuke and Sam Archer shared that they have produced career pathway infographic for students. The infographic was recreated into posters, placed in the hallways of all three schools. The posters have QR codes linked to more information for each pathway. Sabrina Benjamin reported that Maine has also produced postcards with the QR codes. The postcards will be mailed to incoming freshmen and all current students. Shawn Messmer added that the Maine programs of study course guide has also been updated.

Anne Brennan reported that Oakton is working on a new course guide that will include information on where certain courses can be completed in the five high schools that feed into Oakton. Anne explained

that whether the guide is distributed in hard copy or posted electronically, it will be a resource for schools to use with their students to inform them of the opportunities at Oakton.

Shawn Messmer concurred that it is Maine's goal to collaborate to include the Oakton course information into the Maine course guide.

Jason Boumstein voiced that it was important to not be drawn into an "elective battle" between school departments. Their approach at New Trier is to work with students individually to create their pathway and corresponding course plan. The school is planning an "All about Electives" night where students can learn about the different pathways courses in short Zoom sessions.

Mary Kosirog reported that teachers are concerned about their own future because of the uncertainty about CTE enrollment next year. Mary added that she has been working with the other elective departments such as fine arts, languages and debate to talk about what they can do to promote electives. Glenbrooks is rethinking their 8th grade curriculum night and making incoming students' course selection a priority. Mary expressed her appreciation for the ideas that had been shared. Dawn Hall added her appreciation and reiterated that it is their goal to ensure that all students are aware of the course opportunities. Their usual events held for freshmen are having to be restructured. Personal conversations with the students were the best way to communicate the course opportunities.

Chris Powell reported that he and his teachers are concentrating more on the current situation with their students and the concerning number of low-grades and failing grades. He is also concerned that students will want to stick with their core classes and skip electives in favor of concentrating on what is required for graduation.

Jason echoed that there is concern at New Trier as to the number of students dropping electives because they are overwhelmed with their required studies. He is concerned that the situation may set back CTE enrollment for several years.

Melissa Duffy commented that she sees students taking CTE electives because they enjoy them and it is a subject in which they can excel, even if their core class grades are poor. The success in their CTE elective encourages them to succeed in their core classes too.

Chris Powell expressed concern that it is possible that the current low performance of many students will lead to students needing to retake classes or completing remedial courses, which would also affect their ability to take electives. Those same students would probably benefit from taking a class in which they can do well.

Peter Tragos commented that the significant number of students with low grades and the future enrollment in CTE elective are both concerning issues for the individual student as well as the CTE department. Also concerning is the fact that many elementary/middle schools are foregoing "specials" in favor of concentrating on core classes; which could have a knock on effect in selecting freshman electives. Peter thanked the group for being willing to share ideas and materials.

Shawn summarized that that two key concerns right now are students failing courses and students not having room in their schedule for electives. Shawn shared that Maine is seriously considering moving to a full block schedule as one means of retrieving the situation. The other strategy being put forth by Shawn is to move away from semester grading and move to standard based competency grading. The current situation is definitely pointing to the need for fundamental changes in teaching and grading. Amy Romito closed the discussion by suggesting that she would reach out to other EFE Directors to see if there are strategies that other schools are using that could be utilised in our schools.

VI. NSERVE's Grant and Financial Status

Amy Romito reported that there were still some schools that had not completely expended their CTEI FY20 grant which was extended to June 30, 2020. Amy expressed her hope that these outstanding grant funds could be spent before the end of the 2nd quarter of FY21 to close out the grants completely. The checks for the reimbursement of the 1st quarter Perkins expenditures have been mailed out. Amy stressed the advantage of spending Perkins grant funds over CTEI being that Perkins expenditures are reimbursed by the state whereas NSERVE has received no FY21 CTEI funds to date. Six payments have been vouchered by ISBE for the CTEI grant funds but none of these payments have been released

by the State Comptroller. The failure of the constitutional amendment vote in November's election to move to a graduated income tax system has exacerbated the problem in the state's ability to make payments.

Amy added that she has opened the system for amendments to grants to be submitted. She asked that any amendments be submitted soon so that she can send it up to the state for approval.

Since the FY21 grants were only opened for submission in the fall of 2020, there has been a delay in completing the task, required by ISBE, of getting Board of Control approval of the NSERVE grant application. Amy linked the grant application to the agenda for review and requested a motion and second to approve. Shawn Messmer motioned to approve and it was seconded by Dawn Hall. All were in favor.

VII. NSERVE Summer Career Exploration Courses in 2021

Amy Romito gave an update on the plan for the NSERVE Career Exploration courses in summer 2021. Amy explained that Marc Battista at Oakton had confirmed that NSERVE would not be able to use the Oakton campus in summer. It is Oakton's plan to keep the campus closed. Amy has had conversations with the summer course administrators and has discussed the possibility of a remote learning version of the courses. A remote version could be a shortened course, maybe or maybe not for credit, and it would prove challenging to be able to offer the field trips that are an integral part of the course. The lack of physical premises to host the courses, and potential teacher and student burnout with remote learning are also considerations. At this stage, all things are being considered. Amy asked those present for their input and guidance, based on what they are offering in their own schools in summer 2021.

Shawn Messmer recommended that Amy should explore both in person and remote options for the NSERVE summer courses. He added that it is Maine's plan to be entirely remote for 2021 summer school which proved to be successful in 2020.

Rosanne Williamson added that Glenbrooks have not finalized a plan for summer courses yet but 100% in person is unlikely.

Melissa Duffy added that drawing on community partnerships could help in providing an alternative/remote career exploration experience for students. Shawn Messmer added that there could be some advantage to arranging remote experiences with businesses for students if such a "visit" overcomes certain safety and security restrictions that an in person visit to some businesses would have.

VIII. Mini Grants for Elementary Summer STEM classes

Mary Anne Brown reported to the group that she has revised and updated the application form for the Elementary STEM Summer grants for FY21. At this stage, NSERVE has assumed that all nine schools will participate which translates into a grant sum of \$4,560 per school. Mary Anne explained that it is a priority for NSERVE to know if a school is not intending to pursue the grant application, since that would affect the funds available to other schools.

Dawn Hall asked if there were some way that districts could share how they handled a remote Elementary STEM camp in 2020 to provide inspiration and information for schools considering remote camps in summer 2021. Mary Anne suggested that she share the STEM camp reports from summer 2020 with all districts after the meeting. The participating districts all agreed to that idea and so Mary Anne will send them out.

Chris Powell added that for their 2020 STEM offering to elementary students, they mainly purchased VEX materials and distributed them for the students to complete projects at home.

IX. FY21 CTE Course Alignment project update

Mary Anne Brown reported that the alignment of local courses to the new 5-level ISBE course matrices has been completed. All districts have been provided with a listing of their local course code and the ISBE course code that should be submitted to the state. Amy added an update regarding the issue with the alignment of high school courses to the ISBE Cooperative Education course. Coop Ed was to be retired and replaced with numerous program specific "Workplace Experience" courses but it has proven difficult to allocate local courses to the numerous ISBE courses. The old Cooperative Education class has been retained for this year and will be used by our schools. Amy is waiting on a decision by ISBE as to how this will be handled going forward

X. FY21 Futures update

Amy Romito reported that she has been unable to connect with Gloria Liu to be able to relay a report on the alternative remote Futures events. Amy hopes to have a report at the February Administrative Council meeting.

XI. District Data Required by ISBE

Mary Anne shared a screen view of the FY21 Record of Completion for District Data required by ISBE. This document is where districts can link to a variety of documents where they can record data on educators, Industry credentials, equipment inventory, CTSO participation and advisory committees. Mary Anne explained that while some information from schools was complete, some schools still needed to add and confirm data. Schools were asked to complete the data soon.

XII. Oakton update

Anne Brennan reported that the Oakton dual credit department has been rebranded as the Early College Office. Cindy Nijmeh has been appointed as manager of the office. This organization change is reflected on the Oakton website and in the newly named Early College Catalog. The focus of the catalog is to provide students with career pathway information as to the courses they should take to achieve that qualification they need to pursue their chosen career. Anne added that they have a new person, Brian Bacon, working with Cindy Nijmeh in the Early College office. Brian will be working with our high schools to advise students on transfer pathways to four year college.

Oakton is currently sharing data with Maine and New Trier regarding math placement and transitional math courses. Approval for the transition math courses is hoped to be soon.

Cindy Nijmeh reported on the upcoming plan to change to self service registration for all Oakton courses. New high school/Oakton dual credit students will need to enrol and then self-register. Returning students will just need to self-register for additional courses. Information and instructions for school will follow. Cindy added that she is still working with schools to add new dual credit courses such as Early Childhood 104 and Cybersecurity.

Anne also reported that with the new requirements of all programs of study requiring a dual credit component, Oakton is working on getting all its programs of study submitted to ICCB.

Shawn Messmer asked if the process of developing Transition English courses has stalled. Anne confirmed that that seems to be the case. Shawn was unaware of progress and that the competencies are still in draft form.

XIII. Other Item for Consideration

Amy remind the group that the following documents were recently shared with the Board of Control and Administrative Council:

- [Secondary Super Strategies](#) and [Advisory Committee Guidebook](#)
- [Request for Information on Expanding Work-Based Learning Opportunities for Youth](#)
- [ICSPS Special Populations Webinar Series - information and links to registration](#)

Amy also encouraged districts to share their Work Based Learning practices as part of the request from the Department of Education. The D of E is gathering information on best practices in WBL from schools all over the US, and Amy felt sure that our districts would have much to offer and share.

Mary Anne Brown offered to share a document summarizing the numerous links that have been shared by various participants in the meeting.

XIV. Adjournment

The meeting was adjourned at 9:12 am.