



**IACAC Executive Board Meeting**  
**Monday, July 27, 2015**  
**Bradley University**

**Board Members Present:** Nate Bargar, Amy Belstra, Jill Diaz, Beth Gilfillan, Allegra Giulietti-Schmitt, Erin Hoover, Renee Koziol, Anne Kremer, Kathy Major, Mike Melinder, DJ Menifee, Megan O'Rourke, Emily Schubert, Stephanie Szczepanski, Amy Thompson, Courtney Wallace

**Guests:** Drew Eder, Kato Gupta, Mike Ford, Chris Merle, Dan Miller, Elisabeth Pilhofer, Angie Cooksy, Ben Wetherbee, Chris Kawakita, Patrick Harker

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**Call to Order/Introductions:** *(B. Gilfillan) Meeting called to order at 11:15 am.*

**Professional Pathways Proposal** (D. Eder & K. Gupta)

Proposal form saved on Google Drive under IACAC Exec Board>High School Professional Development – Ad Hoc>2015-2016

Drew and Kato shared information regarding implementing a Professional Pathways program in an Illinois school district. Anne and Beth observed WACAC's District Directions program this past winter which is what Professional Pathways is modeled after. If proposal passes, committee would like to secure a partner school district in September and then have an initial meeting in late October to gather data from school district to prepare for Professional Pathways program to take place in January. Committee plans to have a follow up meeting at March District Seminar and meet with district in May and June to evaluate district's progress toward their goals. Program is built around what the school district administrators say they need most (i.e. serving large caseloads effectively, writing effective letters of recommendations, community college transfer credits, etc.). Committee will work with the data school provides and breakdown information for their particular students and where they're going to college, why students got in, why students didn't. Plan to host a speed dating college fair inviting representatives where their students attend.

Envision that this program will start on a Thursday after school, at a hotel to give the participants a "retreat" feel and a chance to get away from building. Will have a keynote speaker.

All schools in district will leave program with an action plan that administrators sign onto. WACAC' results have been very positive and every school that they've worked with have hired additional school counselors. Schools saw a significant increase in students taking PSAT's, completing college applications and FAFSA's. WACAC saw renewed memberships beyond the free incentive they offered.

**BUDGET, FEES, COST TO IACAC:**

Rooms - \$129 per night x 20 rooms = \$2,580

Meals - \$69 per person x 35 people = \$3,258 (add 20 people for lunch @ \$15 per plate. This figure includes 20% tip)

WACAC onsite support = \$1,500

Fall planning meeting = \$300

Committee planning meetings = \$500

Audio/visual support onsite - \$135

Speaker honorariums = \$700 – *against Fiscal Policy to give these to IACAC members*

Data Analyst = \$1,000

Total Budget Requests from IACAC - \$9,973

Other benefits for counselors in district through agreement:

- Fees for district seminar paid through IACAC for all counselors \$40x14=\$560

- Registration fee for one counselor from each school to IACAC Conference in Itasca \$210x2=\$420

- IACAC membership for all counselors in district for one year (currently there is one IACAC member at Waukegan H.S.)  
14 high school members = \$500

\*Once a school district is signed as a partner a finalized budget will be resubmitted for approval.

\*Professional Pathways committee is asking for a two-year commitment from the Executive Board to run the program. After two years, continuation of Professional Pathways will be revisited.

\*Committee plans to apply for NACAC Imagine Grants to cover cost for professional development in this plan, as well as explore other sponsorship options.

Total additional value of benefits for partnering school (one-year benefits) = \$1,480.00

Requested prices from 4 different venues, didn't negotiate prices yet.

Planning meeting figure is probably higher than they'll really need.

S. Szczepanski asked about whether the cost of the meeting space was included, it is.

If proposal is approved, will secure actual costs and submit information to the board. Asking for a 2-year commitment.

Have been in contact with the "Big 4" planners of the WACAC District Seminars program and they've agreed to come help get this off the ground. Their costs would be covered.

College Board got some of the data to the WACAC committee, but they used a data analyst from a university. We won't get data from ACT or College Board, most likely – we're hoping to get it all from the school. Separately, we need to hire a data analyst (budgeted for \$1,000).

Between the years of 2011-2015, IACAC has recorded a surplus of \$355,000 income, not including investments.

Committee's budget request is 2.8% of that surplus.

This program embodies professional development in that it provides participants with job embedded best practices. It's collaborative and has ongoing support on their action plan. It's supportive as committee will work closely with them throughout the program.

Membership survey highlights a need for support for high school counselors (30% of responses) and for support for underrepresented populations. This program will influence an entire district from the top down.

Have preliminarily reached out to Waukegan High School as they'd be a good fit for this program and they're very interested in partnering with IACAC on this. Not starting with central or southern Illinois in the first year but would love to see that happen in the second year.

A. Thompson asked about whether WACAC included middle school counselors and administrators. Encouraged committee to consider including them in the Waukegan district. Also asked about overnight component and whether that was necessary given schedules and cost. Committee would really like counselors to stay but won't require it.

M. Melinder also asked about the overnight component and whether it really adds to the effectiveness of the program and suggested utilizing a space like the Big Ten Headquarters to host the event (could lead to sponsorship opportunities). A. Kremer commented on the networking opportunities, extra conversations, and informal, personal relationship building that happen when the overnight is involved.

S. Szczepanski asked how the committee will measure the success of this program, will compare the before and after data as well as survey participants about aspects of the program. Also asked about whether ISCA would be interested in collaborating on this. The committee is in conversation with them.

N. Bargar suggested making a 3-year commitment rather than a 2-year commitment with intentional focus on 1 Chicago, 1 non-Chicago metropolitan area (Rockford, Peoria, or Quad Cities), and 1 southern Illinois area (combine districts, counties). Would hope that program might encourage administrator memberships in IACAC.

D. Menifee commented on the timing of the program given that counselors will go back and only have half of the year to implement changes and action. Asked whether that will truly be measurable in that timeframe. D. Eder commented that

it may just be the only time counselors would have time for something like this. Said Waukegan was open to other dates so they'll work with them to determine what's best.

A. Belstra commented on the ongoing mentorship that could develop between recipients the first year to the second year and so on. Relationships and data in WACAC are ongoing and continually being shared and looked at.

C. Wallace asked about WACAC's future plans for evaluating or changing their program. B. Gilfillan said they're hoping to continue to include middle school personnel, reach more remote areas, and possibly explore sponsorship opportunities.

This aligns with one of NACAC's Board of Directors goals as well as their strategic plan.

M. O'Rourke asked about whether the fiscal policy allows us to pay for a data analyst. Yes, if they're non-IACAC members.

*A. Thompson motioned to approve the Professional Pathways proposal. N. Bargar seconded. S. Szczepanski made a friendly amendment to increase the budget to \$12,000 to include middle school personnel. A. Thompson and N. Bargar approved friendly amendment.*

#### *Discussion*

Considerations about whether the proposal should be extended to a third year.

Many board members want to make sure that the second year's district is outside of the Chicago area.

Concern about the budget and how much money this gives one committee that may potentially limit another committee.

Advertising is an area that could be explored again and further as well as improving our investment practices.

Adding middle school counselors would increase the budget and for Waukegan that would add 10 people.

*S. Szczepanski motioned to close the discussion. C. Wallace seconded.*

*Motion to close discussion carried.*

*Motion for the proposal carried.*

*S. Szczepanski motioned to adjourn, M. O'Rourke seconded.*

*Motion carried.*

*Meeting adjourned at 12:45 pm.*

*Respectfully submitted by Erin Hoover, IACAC Secretary.*