

## **Minutes of the Career and Technical Education Committee Meeting North Boone Community Unit School District #200**

Held at North Boone District Office  
6248 North Boone School Road  
Poplar Grove, IL 61065

Thursday, May 28, 2026  
Time: 6:30 P.M.

### **I. Call to Order**

The Career and Technical Education Committee Meeting was called to order by Committee Chair Judy Hutchinson at 6:30 P.M.

### **II. Roll Call**

**Members Present:** Mrs. Hutchinson, Mrs. Meyer, Dr. Cascio, Mrs. Schilling, Mrs. Louis, Mr. Eckmann, Mrs. Neri, Amy Hildebrandt, Roxann Grenlund, Jasen Chamberlain, Jennifer Chamberlain, Sara Istad, Rob Wessell.

\*\*Cathy Richardson arrived at 6:34 P.M.\*\*

\*\*Billy Grotjan arrived at 6:35 P.M.\*\*

**Members Absent:** Mr. O'Donnell, Brandi Johnson, Jessica Borchartd, Donnie Livdahl, Jim Webb, Cindy Kastning

### **III. Audience to Visitors (None)**

No visitors or audience members were present, and no visitor cards were submitted.

### **IV. NBMS Career Fair Presentation – Allison Louis**

Allison Louis presented an overview of the upcoming North Boone Middle School Career Fair.

- The event is a one-day career discovery program planned for spring (likely April), designed to provide students with exposure to various professions through multiple 45-minute sessions with local professionals.
- Students will select their top career session choices. Certified teachers and paraprofessionals will support attendance and classroom management.
- This fair offers the students insight into educational requirements, salaries, benefits, and real-life career experiences, including Q&A opportunities.
- A “career bank” of local professionals (within McHenry, Boone, Winnebago, and DeKalb counties) is being compiled to facilitate presenter recruitment. The goal is to have local connections to benefit students.
- Mrs. Louis will need collaboration from the committee to create student folders, coordinate schedules, and organize the luncheon area for presenters and students. Committee members were invited to volunteer for tasks such as database creation, folder preparation, and luncheon setup.
- Contact details for Allison Louis were shared, and members were encouraged to reach out regarding their willingness to help.

## **V. Current Offerings – Rock Valley College (RVC) Update**

- Mr. Eckmann shared the CNA program includes hybrid learning (online + clinical practice in healthcare facilities such as nursing homes), providing more opportunities for students interested in healthcare careers.

## **VI. Class Substitute Request Form**

- A new form has been developed to allow students to substitute certain classes, particularly in agriculture education, for required credits toward graduation.
- Parents and students must sign this form to acknowledge substitutions following existing board policy.
- For the upcoming school year, courses such as Basic Agriculture Science and Agricultural Environmental Studies will be offered with the potential to count as required credits, except for biology which remains mandatory as a lab science.
- Students will receive this form at the start of the school year, and counselors will integrate this into their presentations by mid-year to ensure student awareness.
- It was clarified that while these substitutions satisfy graduation requirements, some may not be NCAA approved for student-athlete eligibility. Counselors are working on reviewing NCAA course approvals and will audit courses in the fall to clarify eligibility.

## **VII. NCAA Core Courses Update**

- There were no major changes since the last update regarding NCAA core courses.
- Counselors will perform audits of courses for NCAA eligibility at the start of the school year.
- The course guide will be revised to clearly indicate NCAA-approved courses to prevent confusion.

## **VIII. Agricultural Position Update**

- Candidate recruitment for the vacant agricultural teaching position has exceeded expectations.
- Interviews were conducted with promising candidates who fit the district's needs and interests. Decisions are ongoing with further narrowing down of candidates.

## **IX. Master Facilities Plan Update**

- The consultant leading the plan has begun scheduling meetings with principals and staff in June to gather input regarding building needs and ideas.
- This initiative is at the early stages but aims to ensure space planning accommodates future program growth, including CTE developments.
- Mrs. Hutchinson shared that the crop had been planted and students had the opportunity to observe the process.
- Committee members discussed how the plan could incorporate hands-on learning opportunities, such as integrating agricultural test plots into the curriculum to connect classroom learning with real-world applications.

## **X. Adjournment**

Members were encouraged to submit any additional topics or ideas for the next meeting agenda, planned for June 25, 2026. Mrs. Hutchinson asked the committee to let Dr. Cascio know if they were interested in

remaining on the committee. The motion to adjourn was made, and with no opposition heard, the motion carried by unanimous consent 7:06 P.M.

Submitted by:

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Judy Hutchinson  
Committee Chair

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Sarah Meyer  
Vice Chair

Approved: \_\_\_\_\_