

**BLUE RIVER CAREER PROGRAMS
PLANNING RETREAT MEETING MINUTES
January 10, 2017**

The Blue River Career Programs Governing Board met for a planning retreat on Tuesday January 10, 2017 at 10:00 a.m., at the BRCP Career Center, 801 St. Joseph St., Shelbyville, Indiana.

Those present for the meeting were board members David Finkel, Wendy Gearlds, Jerry Erwin and Mark Nigh. Superintendents present were David Adams, Bob Evans, and Paula Maurer who arrived at 11:15. Also present were Dennis Harrold, Corporation Attorney; Steve Shaw, Director and Sandy Hensley, Treasurer.

Guests Present: Joan Mohr, ABE Program Coordinator

Steve Shaw called the meeting to order at 10:13 am. He referred to the packets that each member received containing handouts of the agenda items. He introduced Joan Mohr whom he had invited to be available during the Adult Basic Education portion of the meeting.

Adult Basic Education

Mrs. Mohr noted that adult education changed from being under the Department of Education to the Department of Workforce Development about five years ago. Many changes have occurred over the years including the expansion of our local BRCP ABE program.

1. Adult Career Classes – we partner with WorkOne and offer classes with industry-recognized certifications to adults in EMT, CNA and Welding I & II. Many students are able to get financial assistance through WorkOne programs.
2. Enrollment by location for the current year as of 1/9/17: Total enrollment for the 7 locations is 369. Added two new locations: Morristown Library and Job Corps in Edinburgh. The Morristown location was closed due to lack of enrollment.

Mark asked how the schools can promote the ABE program. Comments were shared about going to Morristown Matters, Rushville, New Palestine and Greenfield communities. Board members were encouraged to promote the ABE program in their communities.

3. Comparison by Local, Region & State as of 1/9/17: BRCP continues to lead in the region and in the state in Educational Gains and Attendance in three areas: a. Educational Functioning Level; b. Pre and Post Tested Participants; and c. Core Follow-up Outcome Achievements.

The EL classes are growing. There are Spanish and Japanese students learning English. We have recently expanded the EL class to add a second evening class. Classes are evaluated each semester.

4. High School Equivalency Statistics (HSE) as of 1/9/17. Classes are performance driven and the State and Federal grants are performance based.

Programs

1. BRCP Program Highlights brochure. This brochure lists the program offerings along with a summary of the program content, dual credits offered and certifications available.
2. Hoosier Hot 50 Jobs for Region 5: This publication shows the top 50 jobs and a listing of these jobs broken down into 16 career clusters. Of those 16, BRCP offers programs in nine of the career clusters. All of the programs we offer provide training for jobs listed in the Hoosier Hot 50.
3. Technician Apprentice Program at Cummins Inc. We are working with Cummins and are identifying students from our Diesel Technology program who could be considered to participate in the apprenticeship program. We are currently expanding the Diesel Tech program to add more equipment, enclose the lab and add a modular classroom.

A comment was made regarding fresh air flow into the lab and whether there were requirements to install carbon monoxide detectors. Mr. Shaw stated that he would check with the inspectors to see what is needed.

4. BRCP Options and Opportunities Schedule: This calendar lists all the recruitment activities and events scheduled for our sending schools and events at BRCP.

Dr. Adams stated that he is under the impression that there is not a demand for CNA's. Mr. Shaw stated that there continues to be a demand for CNA's which are primarily used in nursing home facilities.

Student Summary

Information presented:

1. BRCP Enrollment as of Count Day 9/16/16 listed at 342
2. BRCP Enrollment as of Count Day 9/18/15 listed at 277
3. BRCP Enrollment as of Count Day 9/12/14 listed at 303
4. 2016-17 Count Day Enrollment by Grade. Lists each high school and their total enrollment for the 10th, 11th and 12th grades. The BRCP enrollment was listed in parenthesis next to each enrollment number.
5. Summary of Returning Students for 2017-2018 as of 1/9/17 reported at 92. (There are 191 current students who could return to BRCP for the 2017-2018 year.)
6. Survey Results of Sophomores: each student completed a survey indicating what program(s) they plan to enroll in. They could choose up to two programs of interest.

7. Survey Results of Freshman: each student completed a survey indicating what program(s) they plan to enroll in. They could choose up to two programs of interest.
8. Free and Reduced Lunch count snapshot for each sending school based on count day numbers for attendance at BRCP
9. Presentation of Secondary Core Indicator Report 2015-2016 (most current data available). BRCP's report was presented along with four other surrounding LEA career center's reports to be used for comparison purposes. The report reflected that BRCP needs to improve on the nontraditional enrollment and completion in our programs and placement of students after graduation from high school.

Education to Industry/EMERGE

1. Dual Credit Yearly Report for Ivy Tech Classes. This report shows that students are eligible to receive 1,501 credit hours of college credit.
2. Dual Credit Coursework Cross Reference showing DOE codes, BRCP course codes, college course information, testing requirements, and THD certifications.
3. Certifications Offered by BRCP showing all BRCP course titles, the State DWD approved certification offerings, THD (DOE) approved certification offerings and the cost for these exams.
4. National Technical Honor Society Inductees list. BRCP has the only NTHS chapter in Shelby Co. We have 37 members representing all five high schools in the county.
5. Machine Repair Apprenticeship Program course listings and schedule for adults
6. EMERGE program summary. EMERGE is coordinated by BRCP in partnership with the City of Shelbyville, Shelby County and Rose-Hulman Institute of Technology.
7. EMERGE list of upcoming events.
8. EMERGE newsletter.

Mr. Shaw reported that he recently spoke with the Mayor and that they are very happy with our performance in coordinating the EMERGE program. The City is considering a multi-year deal that could involve the continued partnership with BRCP and EMERGE.

Facility Report

1. List of HVAC installation dates and potential replacement dates which show updated information on replaced rooftop units and additional tube heaters.

Mr. Shaw reported that the facility is in good shape. He reported that we just replaced a rooftop unit and that we have one more rooftop unit that may need to be replaced yet this year. He reported that we have set aside money to replace the gutters and will be watching for when that needs to be scheduled.

CTE Funding

1. Summary of CTE Program Tuition Fees as of 1/9/17. BRCP continues to be one of the most cost effective as compared with other LEA career centers statewide.

2. 2016-2017 State CTE Funding – how funding is calculated
3. 2016-2017 State Funding Crosswalk for CTE Courses showing demand, wage and funding level.
4. Summary of State Funding for BRCP sending schools recapping current year and four previous years of APC funding received by the sending schools for CTE courses as reported on Form 30A.
5. Funding Calculation for 2016-2017. Recap of BRCP program tuition as compared to the reimbursement each sending school receives from the State for APC funds, area participation, basic tuition support and THD funding.
6. CTE Performance Grants for CTE dual credits and CTE concentrators. Each school corporation was listed with their grant award amount.

Goals/Recommendations

1. Summary of Progress on 2016-2017 Goals. Mr. Shaw reviewed each of the goals as set at the previous planning retreat and gave an update on each one.
2. New Goals for 2017-2018. New goals were reviewed and are listed as:
 - Increase Enrollment
 - Establish 2nd Semester Internships for 2nd Year Students
 - Enhance Marketing Strategies
3. Strengths and Weaknesses of BRCP

Strengths

- Growing community awareness of BRCP benefits and opportunities
- Growing community partnerships
- Number of dual credit programs
- Excellent facility
- Broad based curriculum and programs
- Willingness to work with sending schools
- Increased CTE funding and support at the state level

Weaknesses

- Limited transportation to BRCP provided by the county schools
- Class scheduling at sending schools may result in limited access to BRCP courses
- Limited access to higher academic level students for recruitment
- Marketing strategies
- Incorrect placement of students in BRCP programs

Other

None

Meeting adjourned at 11:46 am

