

**BLUE RIVER CAREER PROGRAMS  
REGULAR GOVERNING BOARD MEETING MINUTES  
February 9, 2016**

The Blue River Career Programs' Governing Board met in regular session, Tuesday, February 9, 2016, at 12:00 pm in the board meeting room of the career center, 801 St. Joseph Street, Shelbyville.

Board members present were David Finkel, Wendy Gearlds, Mark Nigh, and Linda Isgrigg serving as alternate for Jerry Erwin. Superintendents present were David Adams, Chris Hoke, and Paula Maurer. Also present were Steve Shaw, Director, Sandy Hensley, Treasurer, and Board Attorney Denny Harrold.

President David Finkel called the meeting to order at 12:15 p.m.

**RECOGNIZE GUESTS AND ASK FOR COMMENTS FROM THE AUDIENCE**

None present.

**ACTION ITEMS**

**Approve Minutes of the January 20, 2016 Regular Board Meeting**

Minutes of the January 20, 2016 board meeting were presented for approval. Mark Nigh made a motion to approve the minutes as presented. Wendy Gearlds seconded the motion. The motion carried unanimously.

**Review and Approve Claims and Payrolls**

Prewritten claims 48-59, regular claims 60-104, and payroll claims for pay date 2/3/16 were presented for approval. Wendy Gearlds made a motion to approve the claims and payrolls as presented. Mark Nigh seconded the motion. The motion carried unanimously.

**Approval to Notify Instructors of a Preliminary Decision Not to Continue a Contract**

Steve Shaw requested approval to notify instructors of a preliminary decision not to continue a contract, if needed. Mark Nigh asked if any notifications would be performance related. Mr. Shaw stated that they would not be related to performance, but would be based on the number of student applications per program for 2016-17. Mark Nigh made a motion to approve the request to notify instructors of a preliminary decision not to continue a contract, if needed. Wendy Gearlds seconded the motion. The motion carried unanimously.

## **Permission to Advertise Adult Ed. Programs**

This is an annual request. Mark Nigh moved to approve advertising the adult education programs. Wendy Gearlds seconded the motion. There was no discussion. The motion carried unanimously.

## **OTHER**

### **Approve Adult Education Grant Assurances**

Mr. Shaw presented this annual request to approve the adult education grant assurances. Mark Nigh made a motion to approve the grant assurances as presented. Linda Isgrigg seconded the motion. The motion carried unanimously.

### **Accept Donations**

Mr. Shaw presented a request to approve acceptance of a check from Blue River Foundation, Inc. for \$10,984.60. The total amount is comprised of 3 funds: the Walter and Edna Cuskaden Fund in the amount of \$129.60 to be used for general purposes; Personnel Management Inc. fund for \$674 designated for job seeking and career materials; and Otto W. Harris Memorial Fund for \$10,181 to be used to support the Advanced Manufacturing Academy. Wendy Gearlds made a motion to accept the funds as presented. Mark Nigh seconded the motion. The motion carried unanimously.

### **Approve Distribution of Teacher Performance Grant**

Mr. Shaw asked for permission to distribute the teacher performance grant to BRCP instructors rated as effective or highly effective, with instructors rated highly effective receiving \$1 more than those rated effective. Mr. Shaw stated that this is the first year BRCP instructors are eligible for this grant award as a result of legislation enacted this past summer. Interlocal career centers are now included in the state distribution. Mr. Shaw explained that this is for teachers in the 2014-2015 school year who were still employed on Dec. 1, 2015. These funds are discussable with the BRCTPA but not negotiable. The funds will be distributed in the form of a stipend. Mr. Shaw also stated that the funds are for instructors who have direct student instruction, not administrators. Mark Nigh asked how it would be distributed for teaches teaching ½ day programs. Mr. Shaw said it is based on performance and not time in the classroom, so they would receive an equal distribution.

### **Other**

None

## **REPORTS**

### **Fund Report**

The fund report was included in the board packets. Mrs. Hensley noted that the state reimbursement is in arrears.

### **BRCP 2/1/16 Open House and CTE month Report**

Mr. Shaw reported on the annual open house that was held February 1 from 5:00 to 7:00. He reported that we had 190 guests sign in for the meal. Our goal was to have 200 attend the open house. Mr. Shaw felt we reached that goal, because not everybody ate the meal and we also had some student workers that night that did not sign in. We had 14 presenters. He informed the board that articles of each program would be in the local newspaper throughout the month, with some already having been printed. Mr. Shaw said that the activities would be reviewed to determine if we need to make any changes next year. We also make a shadowing opportunity available during February to any freshmen students to visit BRCP for a whole class time.

### **Recruitment update**

Mr. Shaw reported on the visits by the county 8<sup>th</sup> and 9<sup>th</sup> grade students. He reported that Shelbyville High School freshmen visited in October. Mr. Shaw also reported that he attends all the freshmen orientations at each school as a recruitment tool.

### **CTE Program Application Deadline – April 12 Governing Board Meeting**

Mr. Shaw stated that the deadline to have New Program applications to the state is July 1<sup>st</sup>. He asked that sending schools submit any applications to add CTE programs to the program inventory for board approval by the April 12 Governing Board meeting to allow time to get them to the state.

### **Other**

The board members were invited to attend the National Technical Honor Society induction ceremony on February 18<sup>th</sup>. Mr. Shaw also stated that the Dedication of our Culinary Arts kitchen is tentatively set for March 3<sup>rd</sup> and that invitations will be sent.

### **OTHER**

None

### **COMMENTS FROM BOARD MEMBERS**

None

### **NEXT BRCP GOVERNING BOARD MEETING**

The next regularly scheduled meeting will be March 8th, 2016, at 12:00 pm.

### **ADJOURNMENT**

President David Finkel adjourned the meeting at 12:35 pm.