

**BLUE RIVER CAREER PROGRAMS  
REGULAR GOVERNING BOARD MEETING MINUTES  
August 19, 2015**

The Blue River Career Programs' Governing Board met in regular session, Wednesday, August 19, 2015, at 12:00 pm in the board meeting room of the career center, 801 St. Joseph Street, Shelbyville.

Board members present were Wendy Gearlds, Jerry Erwin, and David Finkel. Superintendents present were Paula Maurer, David Adams and Bob Evans. Also present were Dennis Harrold, Corporation Attorney; Steve Shaw, Director and Sandy Hensley, Treasurer.

Superintendent Bob Evans voted in place of board member Mark Nigh.

President David Finkel called the meeting to order at 12:00 p.m.

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

Jeff Cauley, Project Superintendent, JBM Contractors  
Kristiaan Rawlings, Reporter, Saturday Shelby

**ACTION ITEMS**

**APPROVE MINUTES OF THE JULY 15, 2015 REGULAR BOARD MEETINGS**

Minutes of the July 15, 2015 board meeting were presented for approval. Jerry Erwin made a motion to approve the minutes as presented. Wendy Gearlds seconded the motion. The motion carried unanimously.

**APPROVE PAYMENT OF CONTRACTOR'S APPLICATION**

JBM Contractors submitted a payment application for the amount of \$62,951. A copy of the AIA Application and Certificate for Payment was included in the board meeting packets. Wendy Gearlds made a motion to approve the payment application as presented. Jerry Erwin seconded the motion. The motion carried unanimously.

**REVIEW AND APPROVE CLAIMS AND PAYROLLS**

Prewritten claims 423-438, regular claims 439-495, and payroll claims for pay dates 7/22/15 8/5/15 and 8/19/15 were presented for approval. Jerry Erwin made a motion to approve the claims and payrolls as presented. Wendy Gearlds seconded the motion. The motion carried unanimously.

## **PERSONNEL**

### **APPROVE 2015-2016 STATUS QUO TEACHER CONTRACTS**

2015-2016 status quo contracts of the certified teachers were presented for approval. There are no changes from last year. There was a question as to whether approval was necessary since it is status quo. It was determined that it would be best to go ahead and approve. Wendy Gearlds made a motion to approve the status quo contracts as presented. Jerry Erwin seconded the motion. The motion carried unanimously.

### **APPROVE DONATIONS**

Steve Shaw requested acceptance of a \$20,000 donation from the City of Shelbyville for the Education to Industry initiative for 2015-2016. He stated that this is primarily used towards the salary of Angie Stieneker, Education to Industry Liaison/Student Services Coordinator. Jerry Erwin made a motion to accept the donation as presented. Wendy Gearlds seconded the motion. The motion carried unanimously.

### **APPROVE REALTOR CONTRACT TO LIST BUILDING TRADES HOUSE**

Mr. Shaw requested approval to list the house at 909 State Street with Amy Limpus of The Property Shop. He noted that our previous realtor, Dick Kitchin with Carpenter Realtors, passed away. Mr. Kitchin gave the school a discount in the fees in the past, but Carpenter Realtors is not interested in following those same terms in the sale of this current property. Amy Limpus will list the house for 4.5% fee if she sells it to one her clients or for 5% fee if another realtor's client purchases the house. The house is ready to be placed on the market. Wendy Gearlds moved to approve the realtor contract with The Property Shop as presented. Mark Nigh seconded the motion. The motion carried unanimously.

### **APPROVE PERKINS GRANT ASSURANCES STATEMENT**

Mr. Shaw presented the assurances statement for the 2015-2016 Perkins Grant. We were approved for \$79,850.79. He noted that this was an annual request. Mark Nigh made a motion to approve the request as presented. Wendy Gearlds seconded the motion. The motion carried unanimously.

### **APPROVE RENEWAL OF BRCP DIRECTOR'S CONTRACT**

David Finkel asked for a motion regarding Steve Shaw's director's contract. Jerry Erwin made a motion to extend Steve Shaw's contract for two years. Wendy Gearlds seconded the motion. The motion carried unanimously. The contract dates will be from 7/1/15 – 6/30/17.

### **AUTHORIZATION FOR COLLECTITIVE BARGAINING NEGOTIATIONS**

Mr. Shaw requested permission to begin formal negotiations with the BRCP Teachers' Association. Official negotiating started August 1, 2015. Jerry Erwin moved to authorize Steve Shaw to begin formal negotiations as requested. Wendy Gearlds seconded the motion. The motion carried unanimously.

## **APPROVE CONTRACT WITH EQ -THE ENVIRONMENTAL QUALITY COMPANY**

Denny Harrold presented the contract of EQ for remediation of the vacant lot in compliance with IDEM requirements. The insurance companies have agreed to pay for the whole cost. He noted that there will be some minor changes after the attorneys' final review. Wendy Gearlds made a motion to approve the contract with pending the attorneys' final review and changes. Jerry Erwin seconded the motion. The motion carried unanimously.

## **OTHER**

None reported

## **REPORTS**

### **Fund Report**

The fund report was presented by Sandy Hensley. Mrs. Hensley noted that there were no concerns.

### **Review 2015-2016 Enrollment**

Current enrollments were presented in a new format – showing those programs being offered for a half day and those programs being offered as a full day. It was noted that we have one student from Morristown High School enrolled in the Aviation Maintenance program, which is an offsite program located at the Indianapolis Airport and taught through Vincennes's University.

Mr. Shaw reviewed the enrollments which were currently at 275. He expressed his concern regarding the difference between numbers received from counselors in May vs students that actually started in August. In May, we had 315 students on the list which were either actual applications or names of students provided by the counselors. At that time, Criminal Justice had 17 students for a half day program. On the opening day of school, only 8 students reported to Criminal Justice. Of those eight, three changed their mind on their program choice. There are now five students in Criminal Justice.

Years ago, billings to the sending schools for program costs were based on enrollment numbers presented to the board in April but was changed to be based on count day numbers. Mr. Shaw stated that he is not suggesting that we go back to this method of determining the billing costs, but stated there is a need to review with counselors to find ways to identify students more accurately. He has no intentions of conducting programs with low enrollment numbers.

There was also discussion on students whose applications were denied and whether we were allowed to do so. Mr. Shaw stated that there are specific criteria for entrance into some programs including a history of habitually absences and excessive discipline issues. There are some situations where a student's placement in a program may be detrimental to the student themselves, other students, or employers and/or patients (in health careers).

## **NEOLA Update**

Mr. Shaw reported that Damon Peigh, our NEOLA representative, will be in on Monday to continue working with Mr. Shaw to craft the proposed school board policy. It was noted that we should ensure that we have a written policy regarding the denial of student applications for attendance at BRCP.

## **Civil Rights Quality Improvement Report**

Mr. Shaw reported that we received an audit in May from the Indiana DOE CTE Civil Rights Team and they identified three areas needing attention for compliance. We voluntarily complied with correcting the identified areas. A report from the DOE Civil Rights Team shows they have accepted the actions we took and our file is now closed. The three areas were: having a grievance procedure for employees (is being addressed by NEOLA policies); disabled persons door opening mechanism student entrance not working properly (has been fixed); eye wash station in the Diesel lab (eye wash station is now available).

## **Other Reports**

### **Culinary Kitchen Construction Update**

Jeff Cauley, project superintendent from JBM Contractors, presented an update on the Culinary Kitchen project. He explained the delays that occurred early in the summer regarding the installation of the ventilation hood system. The local fire marshal raised a couple issues that were unforeseen which required additional work. Some existing building code issues were found that were then inherited by JBM and were obligated to correct. The final issue being worked on is connecting the hood to the fire alarm system. Mr. Cauley stated that is not required by law because of the safety features already built in, but the Fire Marshal has requested this be done. JBM is waiting on the fire alarm contractor to correct the deficiency. Then a final inspection can take place hopefully yet this week. A verbal okay can be given which would allow for the use of the kitchen.

The board stated that this needs to move forward and get completed. Jeff apologized on behalf of JBM for the delay.

## **OTHER**

Mr. Shaw invited the board members to take a tour of the culinary kitchen following the adjournment of the board meeting.

## **COMMENTS FROM BOARD MEMBERS**

None.

## **NEXT BRCP GOVERNING BOARD MEETING**

The next regular governing board meeting will be September 16, 2015, at 12:00 pm. Please note new location: Conference Room C. The board room will be used regularly for the adult education program as a classroom. This will separate the adults from the high school students which would allow for adult education classes to be held in the afternoon.

## **ADJOURNMENT**

President David Finkel adjourned the meeting at 12:38 pm.