

**BLUE RIVER CAREER PROGRAMS**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**September 12, 2017**

The Blue River Career Programs' Governing Board met in regular session, Tuesday, September 12, 2017, 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, and Mark Nigh. Superintendents present were David Adams, Paula Maurer and Bob Evans. Also present were Dennis Harrold, Corporation Attorney, Steve Shaw, Director and Sandy Hensley, Treasurer.

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

Superintendent Paula Maurer voted in place of board member Susan Smith.

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

Guest present was Angie Stieneker, BRCP Student Services Coordinator

Angie shared with the board the award that BRCP received from Ivy Tech at their annual awards. BRCP was recognized by Ivy Tech as the Outstanding Career Center Partner for the Central Indiana Region for 2016-2017 in the area of dual credits. BRCP had the most dual credits per capita by program. Mr. Shaw stated that Angie is the one who coordinates our dual credit offerings. The board congratulated Angie and BRCP for this achievement.

**ACTION ITEMS**

**APPROVE MINUTES OF THE AUGUST 8, 2017 REGULAR BOARD MEETING**

Minutes of the August 8, 2017 board meeting were presented for approval. Mark Nigh made a motion to approve the minutes as presented. Paula Maurer seconded the motion. The motion carried unanimously.

**REVIEW AND APPROVE CLAIMS AND PAYROLLS**

Prewritten claims 460-472, regular claims 473-521, and payroll claims for pay dates 8/16/17 and 8/30/17 were presented for approval. Mark Nigh asked about the amount that was being spent on food costs for Culinary Arts. The board was reminded that this expense includes all catering or snack sales food costs. Revenue generated from catering/snack sales goes back into the program to offset food costs. There was also a discussion about the program obtaining a food truck and going out into the community to sell food items. Wendy Gearlds made a motion to approve the claims and payrolls as presented. Mark Nigh seconded the motion. The motion carried unanimously.

## **ACCEPT DONATION**

Mr. Shaw presented a donation from MainSource Bank of \$300 to be used for ICE/WBL ECA activities. Mark Nigh made a motion to accept the donation as presented. Paula Maurer seconded the motion. The motion carried unanimously.

## **ACCEPTANCE OF 2016-2017 ECA FINANCIAL SBOA REPORT**

Sandy Hensley presented the ECA Financial Report as submitted to the State Board of Accounts. She noted that this report is used to assess audit risk factors and is an annual request which needs to be accepted by the board. Wendy Gearlds made a motion to accept the annual ECA Financial Report as presented. Paula Maurer seconded the motion. The motion carried unanimously.

## **APPROVE RESOLUTION TO JOIN PERF (ENLARGE TO ADD NEW POSITION)**

Steve Shaw presented a resolution to join the Public Employees Retirement Fund (PERF). He explained that the Adult Education Coordinator position was covered under Teacher's Retirement Fund, but is now a non-certified position and will be covered by PERF. This position was not previously included on our PERF list of covered positions, therefore requiring an enlargement in PERF. The employer contribution rate is 11.2% which is the same for the other PERF covered positions at BRCP. Membership will be effective 1/1/2018. Mr. Shaw also explained that Sandy Bostic, our current AE Coordinator, was previously covered under TRF as a teacher, but now will join PERF on 1/1/2018. Paula Maurer made a motion to approve the PERF resolution as presented. Mark Nigh seconded the motion. The motion carried unanimously.

## **APPROVE MOU WITH VINCENNES UNIVERSITY**

Mr. Shaw presented a Memorandum of Understanding with VU for dual credits for the Auto Collision program for 2017-2018. Seventeen dual credits are available through this program which is instructed by Carl Walton. We previously had dual credits with Ivy Tech, but have made the transition to VU as more dual credits were made available. These dual credits are at no cost to the student. This is a standard agreement provided by VU. Mark Nigh made a motion to approve the MOU with Vincennes University as presented. Wendy Gearlds seconded the motion. The motion carried unanimously.

## **OTHER**

### **REQUEST TO CONTRACT LEGAL FIRM FOR ASSISTANCE WITH BARGAINING AGREEMENT**

Mr. Shaw requested permission to contract the services of Church, Church, Hittle and Antrim to be involved in bargaining negotiations. The contract amount will be for \$500. The board was in agreement that it is necessary to have legal counsel available to assist with this process. Paula Maurer made a motion to approve the request to contract for legal services as presented. Wendy Gearlds seconded the motion. The motion carried unanimously.

## **REPORTS**

### **Fund Report**

The fund report was included in the board packets.

### **2017-2018 Enrollment Report**

This Friday is count day. Currently we are at 353 students. Last year at count day we had 342. There is still a concern about the low enrollment with EMS. The board asked why Mr. Shaw thought the numbers were low. He stated one reason is that it is more academic in nature which makes it harder. The board also asked about the projects for Construction Trades. Mr. Shaw stated that they are constructing a sliding door in the diesel tech lab (between the new wall and the north end) and plan to build a 40x60 storage building on-site. They are also considering getting a house to be remodeled.

### **Other**

#### **NEOLA Policies**

Mr. Finkel reported that he has reviewed the policies and that we are ready for board members to review. There will be a printed version available for review. Mr. Finkel noted that some items are more specific to the career center, but that the majority of the policies are part of standard language.

#### **STATE AWARD OF MERIT**

Mr. Shaw announced that BRCP has been notified that Susie Hagerty, our Health Sciences I instructor, will be the recipient of a State Award of Merit from the Indiana ACTE. The award will be presented at their annual conference next week. Steve will be in attendance at this meeting.

### **OTHER**

None

#### **COMMENTS FROM BOARD MEMBERS**

None

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

Due to a conflict of a Leadership of Shelby County meeting for superintendents, the next regularly scheduled meeting time has been changed and will be October 10, 2017, at 1:00 pm.

### **ADJOURNMENT**

David Finkel adjourned the meeting at 12:27 pm.