

**BLUE RIVER CAREER PROGRAMS
REGULAR GOVERNING BOARD MEETING MINUTES
October 10, 2017**

The Blue River Career Programs' Governing Board met in regular session, Tuesday, October 10, 2017, at 1:00 pm in the board meeting room of the career center, 801 St. Joseph Street, Shelbyville.

Board members present were David Finkel, Wendy Gearlds, Susan Smith 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 1:00.

RECOGNIZE GUESTS AND ASK FOR COMMENTS FROM THE AUDIENCE

None were present.

ACTION ITEMS

APPROVE MINUTES OF THE SEPTEMBER 12, 2017 REGULAR BOARD MEETING

Minutes of the September 12, 2017 board meeting were presented for approval. Mark Nigh made a motion to approve the minutes as presented. Susan Smith seconded the motion. The motion carried unanimously.

REVIEW AND APPROVE CLAIMS AND PAYROLLS

Prewritten claims 522-536, regular claims 537-578, and payroll claims for pay dates 9/13/17 and 9/27/17 were presented for approval. Mr. Shaw addressed the question raised last month regarding the food supply expense for the Culinary Arts program. He stated that he has reviewed the expenditures and the revenue received from catering and snack sales, and the net cost to the program is 30 cents per student per day. Wendy Gearlds made a motion to approve the claims and payrolls as presented. Susan Smith seconded the motion. The motion carried unanimously.

ACCEPT DONATION

Mr. Shaw presented the following donations to be accepted by the board:

- John & Stacy Cranford and Steven & Diana Cain - \$1,000 for Fire & Rescue in memory of Jakob McDaniel
- Rachel Troy - \$1,000 for SkillsUSA/HOSA activities for WBL/PCI
- Walmart – knee pads valued at \$150 for the trade programs
- Heartland Ambulance Service – ambulance valued at \$10,000 for the EMS program

Mr. Shaw explained that the first ambulance we have will most likely be sold as it has mechanical issues. Repairs may be not cost effective. Mark Nigh made a motion to accept the donations as presented. Susan Smith seconded the motion. The motion carried unanimously.

ADOPTION OF INTERNAL CONTROL STANDARDS

Mr. Shaw stated that the Internal Controls Financial Operations and Oversight standards were distributed to the board prior to this meeting. He presented a resolution, which was prepared by Denny Harrold, for the board to approve. He explained that Indiana Code now requires all school corporations to establish and adopt internal control standards. Given that BRCP has a small staff, the primary responsibilities fall upon the treasurer, Sandy Hensley, with the oversight responsibilities being fulfilled by the Governing Board. Mark Nigh made a motion to approve the Internal Controls-Financial Operations and Oversight as presented. Wendy Gearlds seconded the motion. The motion carried unanimously.

APPROVE NEOLA POLICIES FOR BRCP

President David Finkel addressed the board stating that he has personally reviewed, scrubbed and reviewed again all NEOLA policies for BRCP. They are very similar to the sending school's policies with exceptions such as "Director" in place of "Superintendent", "Governing Board" in place of "School Board". Sections were not included that do not apply (i.e. Athletics). These policies were made available for everyone to review. He stated that as we start using them and find that changes are needed, such changes will be brought before the board for approval. Wendy Gearlds made a motion to approve the NEOLA Policies for BRCP as presented. Mark Nigh seconded the motion. The motion carried unanimously.

OTHER

None

REPORTS

Fund Report

The fund report was included in the board packets. Mark Nigh inquired as to the negative balances. Sandy Hensley responded that these are grants that are reimbursable from the State which take 45 to 60 days to receive the funds.

2017-2018 Enrollment Report

Steve Shaw reported that the enrollment on count day was 354. He stated that last year was the highest in the past 20 years and that we are nine over last year's total. Form 30A dollars are up over last year. Mr. Shaw will be going to superintendents for review and signatures.

Other

Parent Teacher Conferences

Thursday, October 12th, is Parent-Teacher conferences from 12:30 – 8:00.

National Technical Honors Society

Monday, October 26th, is the National Technical Honors Society induction ceremony. We will be inducting 36 students. A list was included in the board packet of all the students and their respective home schools. All five high schools are represented. The students are selected by a committee of all five high school counselors and the Student Services Coordinator.

OTHER

Mr. Shaw stated that Bob Evans will be joining him for contract negotiations with the BRCP-TA. There was discussion about flat rate vs. percentage salary increases. Mr. Shaw will be requesting information from each school corporation about their contract settlement details. BRCP will consider an average based on corporation increases and % of students from each corporation. The deadline to ratify CBA and have submitted to the state is November 15th, which is the day after our next regularly scheduled board meeting. Mr. Shaw would like to have things completed much sooner than the 15th, so there will be the need for a special board meeting.

COMMENTS FROM BOARD MEMBERS

David Finkel stated that the funding for TAG (Teacher Appreciation Grant) will be going to each of the sending school corporations and that each school corporation will need to transmit the funds to the career center for distribution to their teachers. This is different than in previous years where BRCP received its own grant amount.

NEXT BRCP GOVERNING BOARD MEETING

The next regularly scheduled board meeting will be November 14, 2017, at 12:00 pm.

ADJOURNMENT

David Finkel adjourned the meeting at 1:21 pm.