

**BLUE RIVER CAREER PROGRAMS
REGULAR GOVERNING BOARD MEETING MINUTES
December 8, 2020**

The Blue River Career Programs' Governing Board met in regular session on Wednesday, December 8, 2020 at 12:00 p.m. in the boardroom at the career center, 801 St. Joseph Street, Shelbyville, Indiana.

Board members present were David Finkel, Travis Beck, Vince Sanders and Mark Nigh. Superintendents present were Mary Harper, Todd Hitchcock, Chris Hoke, and Josh Edwards. Also present were Dennis Harrold, Corporation Attorney; Sandy Hensley, Corporation Treasurer; and Steve Shaw, Director.

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

Recognize Guests and Ask for Comments from the Audience

Anna Tungate, *Addison Times*

President David Finkel noted that this was the last meeting of the year and extended a thank you to Vince Sanders, Northwestern's school board representative, for his service to our Governing Board.

Mr. Finkel also introduced Josh Edwards, acting superintendent for Southwestern.

ACTION ITEMS

Minutes of the November 12, 2020 Regular Meeting and Ratification Meeting

Minutes of the November 12, 2020 regular board meeting and special board meeting were presented for approval. Mark Nigh made a motion to approve the minutes as presented. Vince Sanders seconded the motion. The motion carried unanimously.

Claims and Payrolls

Prewritten claims 571-586, regular claims 587-625, and payroll claims for 11/11/20 and 11/25/20 were presented for approval. Travis Beck moved to approve the claims and payrolls as presented. Vince Sanders seconded the motion. The motion carried unanimously.

Non-Certified Staff Salary Increase

Mr. Shaw recommended pay increases for office staff positions of the treasurer and student services coordinator of \$1,000 each. The positions are currently staffed by Sandy Hensley and Angie Stieneker. He also recommended a per-hour increase of 25 cents for Pete Wethington, building coordinator, which equates to \$455/year. All three individuals have been given their annual performance evaluation. The increases are retro to 7/1/20. Mark Nigh moved that the pay increases be approved as recommended. Travis Beck seconded the motion. The motion carried unanimously.

Retirement Notice of Genia Karnes, Health Sciences II Instructor

Mr. Shaw presented the retirement letter from Genia Karnes, who is going to retire at the end of the school year. She has done a nice job and he appreciates her working with us. Vince Sanders moved to accept the retirement notice of Genia Karnes. Travis Beck seconded the motion. The motion carried unanimously.

Increase Substitute Teacher Pay

Mr. Shaw recommended that the substitute teacher pay be increased to \$90 per day for non-certified subs and \$100 per day for certified subs. The current rate is \$75 per day. SCS has increased their pay and since we use the same subs, we need to be competitive. Mary Harper noted that their increase was due to Covid hazard pay and that they would re-evaluate after the pandemic emergency. Travis Beck moved to increase the substitute teacher pay as recommended to be re-evaluated after the pandemic emergency. Vince Sanders seconded the motion. The motion carried unanimously.

Approve Calendar Year 2021 Appropriations Budgets

Steve Shaw presented the Education Fund and Operations Fund 2021 appropriations budgets. He noted that both budgets were previously distributed to board members for review. The Education Fund has an increase of 1.71% and the Operations Fund has an increase of 6.5% with a net increase of 3.35%. David Finkel reminded the board that this is not the billing budget. Mr. Shaw reviewed detail explanations of each budget category. Mark Nigh moved to approve the appropriations budgets as presented. Vince Sanders seconded the motion. The motion carried unanimously.

Permission to Close Accounts and Transfer Between Funds

Mr. Shaw requested that the board authorize Sandy Hensley to close accounts and transfer necessary funds at year end. He stated that this is an annual request. Travis Beck made a motion that the board authorize Sandy Hensley to close accounts and transfer funds as requested. Vince Sanders seconded the motion. The motion carried unanimously.

Approve Conflicts of Interest

Steve Shaw presented the board with conflict of interest statements for employee Sandy Hensley whose spouse is the owner of Hensley Painting; for employee Ray Schebler who owns a Sears store and Shelby County Athletic Club; and for board member David Finkel who is a member of the Shelbyville Public Utilities board. Travis Beck made a motion to approve the conflict of interest statements as presented. Vince Sanders seconded the motion. David Finkel abstained. The motion passed. These statements will be filed with the County and the State Board of Accounts.

Other

None.

REPORTS

Fund Report, Bank Reconciliation & Fund Trend Report

Sandy Hensley presented the fund report and bank reconciliation worksheet along with the updated Fund Trend Report.

Other

None

COMMENTS FROM BOARD MEMBERS

Travis Beck expressed condolences to David Finkel for the passing of his father.

OTHER

None

ADJOURNMENT

The meeting was adjourned at 12:18.

Next Meeting: January 12, 2021: Planning Retreat at 10:00 am followed by the Board of Finance meeting and regular meeting at noon.