

**BLUE RIVER CAREER PROGRAMS
REGULAR GOVERNING BOARD MEETING MINUTES
March 16, 2023**

The Blue River Career Programs' Governing Board met in regular session, Thursday, March 16, 2023, at 12:00 pm in the board meeting room of the career center, 801 St. Joseph Street, Shelbyville.

Board members present were David Finkel, Karen Humphreys and Blake Newkirk. Superintendents present were Matt Vance, Chris Hoke, and Josh Edwards. Also present were Jody Butts, Corporation Attorney; Steve Shaw, Director; and Sandy Hensley, Treasurer.

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

RECOGNIZE GUESTS AND ASK FOR COMMENTS FROM THE AUDIENCE

Doug Wildrick and Zach McFarling

ACTION ITEMS

Approve Minutes of the February 16, 2023 Board Meeting

Minutes of the February 16, 2023 board meeting were presented for approval. Blake Newkirk made a motion to approve the minutes as presented. Karen Humphreys seconded the motion. The motion carried unanimously.

Review and Approve Claims and Payrolls

Prewritten claims 87-106, regular claims 107-150, and payroll claims for pay dates 3/1/23 and 3/15/23 were presented for approval. Blake Newkirk made a motion to approve the claims and payrolls as presented. Karen Humphreys seconded the motion. The motion carried unanimously.

Permission to Give Preliminary Notice of Teacher Contract Cancellation as Needed

Steve Shaw requested permission to give notice of consideration of non-renewal of teacher contracts, if needed. This is an annual request. Mr. Shaw stated that any specific non-renewal notice will be brought before the board. Karen Humphreys made a motion to give permission to Steve as requested. Blake Newkirk seconded the motion. The motion carried unanimously.

Donations

Mr. Shaw requested to accept a donation from Blue River Foundation, Inc. as follows:

- Walter and Edna Cuskaden Fund in the amount of \$246 (to be used for general purposes)
- Personnel Management Inc. fund for \$770 (designated for job seeking and career materials)
- Otto Harris Memorial Fund for \$11,530 (designated for Education to Industry)

Blake Newkirk made a motion to accept the donation as presented. Karen Humphreys seconded the motion. The motion carried unanimously.

Overnight Field Trip Request - HOSA

Steve presented the overnight field trip request from HOSA to attend the State Leadership Conference in Indianapolis, April 10 – April 12. Tanya Popper Abell is the lead HOSA advisor that will be accompanying the 16 students attending. Other HOSA advisors attending are Ray Schebler and Cierra Harvey. Karen Humphreys made a motion to approve the HOSA overnight field trip request as presented. Blake Newkirk seconded the motion. The motion carried unanimously.

Blue River Career Programs Credit Card Policy

The credit card policy was presented for the second reading. Blake Newkirk made a motion to approve the credit card policy. Karen Humphreys seconded the motion. The motion carried unanimously.

Perkins Grant Application for 2023-2024

Steve Shaw stated that the Perkins grant application is due April 14th, which is prior to the next board meeting. The application period just opened up since the last board meeting. He requested permission to submit the grant following the grant proposal outline submitted last year. The new grant amounts have not been released yet, but schools have been advised to use the current year grant amount. He reviewed the current category budgets and grant total of \$96,989. Karen Humphreys made a motion to allow Steve to apply for the Perkins 2023-2024 grant, as requested. Blake Newkirk seconded the motion. The motion carried unanimously.

Personnel

Steve Shaw presented the resumes of Bethany Yeoman and Noe Cardona to be hired as adult education instructors. He requested that they be hired at the consortium rate of \$35 per hour. They will be paid out of the Adult Education grant. Blake Newkirk made a motion to hire Bethany Yeoman and Noe Cardona as adult education instructors. Karen Humphreys seconded the motion. The motion carried unanimously.

Other – Adult Education Grant Assurances 2023-2024

Steve Shaw presented the 2023-2024 Adult Education grant assurances to be adopted. This is an annual request. Karen Humphreys made a motion to approve the Adult Education grant assurances as presented. Blake Newkirk seconded the motion. The motion carried unanimously.

REPORTS

Fund Report

The fund report, bank reconciliation and fund trend report were included in the board packet.

2023-2024 Student Application Report

Steve Shaw reviewed the student application report which shows a total of 495 applications received. Five programs are over maximum enrollment. All programs have good numbers except Digital Design. This program may be replaced with Human and Social Services, which was added to the program inventory last month and already has 17 applications. We hope to retain 450 students, which would be a 20-30% increase in enrollment.

NEOLA Policy – First Reading

Steve stated that he and Jody Butts are to review the policies.

Other

Steve noted that Andrew Hawk has a conflict with the BRCP board meeting being on the 3rd Thursday. We will start discussions on a date change.

OTHER

None

COMMENTS FROM BOARD MEMBERS

None

NEXT BRCP GOVERNING BOARD MEETING

The next regular board meeting will be Thursday, April 20th at 12:00 pm.

ADJOURNMENT

President David Finkel adjourned the meeting at 12:14 pm.