

**BLUE RIVER CAREER PROGRAMS
REGULAR GOVERNING BOARD MEETING MINUTES
May 12, 2020**

The Blue River Career Programs' Governing Board met in regular session, Tuesday, May 12, 2020, at 12:00 pm in the conference room of the career center, 801 St. Joseph Street, Shelbyville.

Board members present were David Finkel and Mark Nigh. Board members Travis Beck and Vince Sanders were in attendance via conference call. Superintendents Mary Harper, Chris Hoke, Todd Hitchcock and Curt Chase were in attendance via conference call. Dennis Harrold, Corporation Attorney was present via conference call. Also present was Steve Shaw, Director; Sandy Hensley, Corporation Treasurer. Jody Tompkins, Administrative Asst., was present via conference call.

President David Finkel called the meeting to order at 12:03.

All approval voting will be a roll call due to being a virtual meeting.

RECOGNIZE GUESTS AND ASK FOR COMMENTS FROM THE AUDIENCE

No guest were present.

ACTION ITEMS

APPROVE MINUTES OF THE APRIL 14, 2020 REGULAR BOARD MEETING

Minutes of the April 14, 2020 regular board meeting were presented for approval. Mark Nigh made a motion to approve the minutes as presented. Travis Beck seconded the motion. The motion carried unanimously.

REVIEW AND APPROVE CLAIMS AND PAYROLLS

Prewritten claims 207-217, regular claims 218-240, and payroll claims for pay dates 4/22/20 and 5/6/20 were presented for approval. Travis Beck made a motion to approve the claims and payrolls as presented. Vince Sanders seconded the motion. The motion carried unanimously.

RENEWAL OF CONTRACTS

COMPUTER SOLUTIONS AND INOVATIONS

Mr. Shaw reported that we have been under contract with CSI for several years. CSI offers a cost-efficient service for our program budget and stated their services have

always satisfied our program's needs. There is no increase in the contact amount. Daily activities conducted by CSI are attached to the contract that was sent to the board members for review. David Finkel asked if CSI provided website and social media management. Mr. Shaw reported that they manage our website. Mr. Finkel stated that he will be monitoring their services through the coming year. Mark Nigh made a motion to approve the contract renewal. Vince Sanders seconded the motion. The motion passed 3-1 with David Finkel voting against.

REGAL BUILDING SERVICES

Blue River Career Programs has used Regal Building Services for several years. Mr. Shaw reported there has been no contract price increase for the coming year and we have always been pleased with their services. Currently they have been able to start the summer cleaning earlier since the school is closed due to COVID-19. Travis Beck made a motion to approve the contract renewal. Mark Nigh seconded the motion. The motion passed unanimously.

IVY TECH FACILITY USAGE

Mr. Shaw reported that we have had a good relationship with Ivy Tech. Ivy Tech conducts their apprenticeship program for Industrial Repair and Maintenance in our building. BRCP receives \$400.00 per class per session and \$500.00 per usage of our welding lab. Mark Nigh made a motion to approve the facility usage agreement. Travis Beck seconded the motion. The motion passed unanimously. No summer classes are scheduled to be held.

OTHER

CONSTRUCTION TRADES SUMMER WORK

Mr. Shaw requested permission to contract with Dan Bramell for up to eight days of work during the summer to complete foundation work on the Construction Trades home project. The board members were provided with a list of tasks to be performed during the foundation project. Mr. Shaw reported that in previous years, it had been common for the Construction Trades Instructor to perform foundation work in the summer. This will ensure that construction is ready to begin in the fall. Mr. Bramell will be contracted at a rate of \$43.95 per hour for his services. David Finkel agrees this hourly rate falls in line with the work to be done and more reasonable than an outside contractor would likely cost. It was asked if the students should be involved with the foundation work as a part of their curriculum. Mr. Shaw feels it is and will discuss with Mr. Bramell.

Mr. Shaw reported that this will be the first BRCP owned complete house our Construction Trades program has built in 13 years. BRCP students have been working on Habitat for Humanity projects in recent years. There is a plan to build one house on each of the two lots purchased by BRCP. One lot was purchased from Habitat for Humanity and the second was purchased from an individual. BRCP has already closed on the first lot. The second lot has a quieted title and should be ready to close next

week. Mark Nigh made a motion to approve the request as presented. Vince Sanders seconded the motion. The motion passed unanimously.

REPORTS

FUND REPORT

The fund report and bank reconciliations were included in the board packets. Also included was the Fund Trend report. There was question as to whether funding will be reduced because of State revenues being down. At this point there has been no information made available on funding reductions.

BRCP 2020-2021 STUDENT APPLICATION REPORT

Enrollments as of 5/12/2020 were included in the board packets. 410 student applications are reflected, 178 which are returning students. Six programs are at capacity and over. Criminal Justice has increased from 8 to 23 students. This will continue to be a half day program with Sgt. Keith England as the instructor. It is probable that we will need to work with student schedules and move some am students to pm class times. Moves are probable in Auto Technology Services and Work Based Learning am classes. Mary Harper asked how we decide which students to move. Mr. Shaw reported we first consider returning students and seniors with pathways to remain in their first choice. If needed there is a formula based on the past three years of sending schools' enrollment that can be used. Mr. Shaw stated he has never had to use this formula.

STATE BOARD OF ACCOUNTS AUDIT REPORT

The State Board of Accounts recently completed a two-year financial audit for BRCP. There were no comments and no adjustments filed. The audit has been published by SBOA.

NEOLA POLICY UPDATE FIRST READING

The board members were provided with a copy of NEOLA policy update 32-1 regarding Employment of Administrators, for a first reading. A second reading will be presented at the June Board Meeting as an action item.

OTHER REPORTS

None

OTHER

None

COMMENTS FROM BOARD MEMBERS

None

NEXT BRCP GOVERNING BOARD MEETING

The next regular board meeting will be held on June 9, 2020 at 12:00 pm. Board members requested the meeting be scheduled through Zoom.

ADJOURNMENT

David Finkel adjourned the meeting at 12:28 pm.