

**BLUE RIVER CAREER PROGRAMS
REGULAR GOVERNING BOARD MEETING MINUTES
May 18, 2023**

The Blue River Career Programs' Governing Board met in regular session, Thursday, May 18, 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 Todd Hitchcock. Also present were Jody Butts, Corporation Attorney; Steve Shaw, Director; Kristen Kile, Administrative Assistant; and Sandy Hensley, Treasurer.

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

RECOGNIZE GUESTS AND ASK FOR COMMENTS FROM THE AUDIENCE

Sara Lewis and Stephanie Duerstock from Leadership Shelby County

ACTION ITEMS

Approve Minutes of the April 20, 2023 Board Meeting

Minutes of the April 20, 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 212-231, regular claims 232-280, and payroll claims for pay dates 4/26/23 and 5/10/23 were presented for approval. Karen Humphreys made a motion to approve the claims and payrolls as presented. Blake Newkirk seconded the motion. The motion carried unanimously.

Renewal of Contracts

Regal Building Services

Steve presented the contract with Regal Building Services who provides the custodial services. He is requesting a 5% increase from the rate two years ago. We are happy with services provided. During the school year, the monthly rate will be \$2730 and the summer rate for two months will be \$2957.50, which includes floor care. Blake Newkirk made a motion to renew the cleaning contract with Regal Building Services. Karen Humphreys seconded the motion. The motion carried unanimously.

Tubesock, Inc.

Steve presented the contract with Tubesock, Inc. who provides the network services. Terms remain the same with no increase. This will be the third year with Tubesock. We are very happy with their services. Karen Humphreys made a motion to renew the technology contract with Tubesock. Blake Newkirk seconded the motion. The motion carried unanimously.

Assistant Director Position

Steve Shaw presented a request to reinstate the position of Assistant Director that was at BRCP until 2010. He reviewed the circumstances for which the position was eliminated and presented the need for reinstating the position. He also presented the current staffing levels at other LEA career centers along with their enrollment numbers. There was discussion regarding the expected role of this position and if a second administrator was needed or if there was a different position type that could be considered. After further discussion, President David Finkle stated that this topic will be revisited at a later date. No action was taken.

Instructor Aide Position

Steve Shaw requested permission to hire an instructor aide to work three days per week throughout the school year. This aide would rotate between programs with the planned majority of the time spent with construction trades on the jobsite. The pay would be \$14.72 per hour, seven hours per day. Blake Newkirk made a motion to approve the hiring of an instructor aide. Karen Humphreys seconded the motion. The motion carried unanimously.

Other

Resignation of Kurt Alyea

Steve Shaw presented the resignation letter of Kurt Alyea, which he just received yesterday, to be effective the end of the 22-23 school year. Kurt is the Diesel Tech instructor with 43 students enrolled for next year. Steve also requested permission to post the open position. Karen Humphreys made a motion to accept the resignation and to allow Steve to post the open position. 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 461 applications received. He noted that there will be three sections of HS1 taught to accommodate the 60 students, and one section of HS2.

OTHER

Leadership Shelby County Jr. Leadership Program

Steve Shaw introduced Stephanie Duerstock and Sara Lewis from Leadership Shelby County who presented information regarding the Shelby County Jr. Leadership program. This program is made available to juniors and seniors of Shelby County. Brochures were handed out with details on how the program works. They were requesting to hold the classes at BRCP during the AM section so as to utilize the current bus transportation schedule of county students coming to one central location. The classes would be offered once each semester for five Fridays for two hours each day. Superintendents stated that this sounded like a good opportunity for the students and they recommended Stephanie and Sara contact the principals of each school.

COMMENTS FROM BOARD MEMBERS

None

NEXT BRCP GOVERNING BOARD MEETING

The next regular board meeting will be Thursday, June 15^h at 12:00 pm.

ADJOURNMENT

President David Finkel adjourned the meeting at 12:58 pm.