

**BOARD OF MANAGERS  
SOUTHEASTERN CAREER CENTER**

**January 13, 2016  
10:00 a.m.**

**The Board of Managers for the Southeastern Career Center conducted their monthly meeting in the SCC Board Room.**

**MINUTES**

Attending: Members

Dr. James Roberts	Batesville Community School Corporation
Mr. Timothy Taylor	Jac-Cen-Del Community School Corporation
Dr. Terry Sargent	Jennings County School Corporation
Mr. Karl Galey	Lawrenceburg Community School Corporation
Dr. Ginger Studebaker-Bolinger	Madison Consolidated School Corporation
Mr. Paul Ketcham	Milan Community School Corporation
Mr. Branden Roeder	Rising Sun-Ohio Co. Community Schools
Mr. Robert Moorhead	South Ripley Community School Corporation
Mr. Trevor Jones	Southwestern-Jefferson Community Schools
Dr. Andrew Jackson	Sunman Dearborn Community School Corporation
Mr. Michael Jones	Switzerland County School Corporation
Mr. Bradley Street	Southeastern Career Center

Others in attendance:

Ms. Tricia Johnson	Southeastern Career Center
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**Call the Meeting to Order:**

Board President, Dr. James Roberts, called the meeting to order at 9:57 a.m.

**I. Pledge**

All Members stood and recited the Pledge to Allegiance to the flag

**II. Adoption of the proposed agenda**

Mr. Street asked that we add Teacher Performance funds to the end of the proposed agenda.

Motion: Dr. Jackson

2<sup>nd</sup>: Mr. Galey

Vote: 11-0

**III. Consent Items**

**A. Minutes – approve minutes from December 9, 2015 meeting.**

**B. Claims/Fund/Payroll Report – Approve expenditures since the December 9, 2015 meeting including the additional year end expenditures approved at the December 9, 2016 meeting to close out the year.**

**C. Approval of overnight field trip – Skills USA regional competition to Vincennes University. Please reference the included Field Trip form and SCC Filed Trip policy. Included is a list of Participating instructors and students which include the program area and sending high school. Students will leave 2/5/2016 at 2:00 p.m. and returning 6:00 p.m. 2/6/2016 with a snow makeup date of Date 2/5/2016 or snow date of 2/19/2016 and 2/20/2016 with the same departure and return times.**

Motion to approve all consent items: Mr. Moorhead

2<sup>nd</sup>: Mr. M. Jones

Vote: 11-0

**IV. Action Items:**

- A. Approval - NEOLA Volume 28 Career Center policy updates. Questions and possible approval of the packets delivered for review by Board Members on December 21, 2015. Questions and approval as first reading or second depending upon the member's opinion.**

Motion: Mr. T. Jones

2<sup>nd</sup>: Mr. Taylor

Vote: 11-0

- B. Operating Agreement District #42 examination and updates.**

Dr. Roberts and Mr. Street discussed that the Operating Agreement, which is normally updated every 5-10 years, had not been updated since January 14, 2009.

The suggested updates presented by Mr. Street included changing Section B, Sub-Section B which includes the eliminating the option for a Vice President, the change of the date of the election of board officers, tuition being set at the June board meeting, count day is officially set for the first Teacher Day, and the amount of the Administrative Cost has been increased to \$52,500. These changes all reflect the current practice. If the Operating Agreement is amended, it will have to be presented to all of the school boards for approval.

A Motion was made to amend agreement with changes and present at February Board meeting for approval.

There was discussion regarding how to get a more accurate count day. Two suggestions were to change the count day to the first Friday following one full week of classes and/or looking at a budgetary adjustment after count day. After discussions, the motion was amended to make all the changes accept for the count day (leaving the operating agreement wording remain the same in order to leave the count day at the board's discretion) and present the changes at the February board meeting for approval to take to their boards: Dr. Bolinger

2<sup>nd</sup>: Dr. Sargent

Vote: 11-0

- C. Approval for February Work Session – To cover teacher/program evaluation, SCC District #42 data from DWD, long range planning, and documentation.**

Mr. Street presented the consideration for a work session to help clarify Board operations, past practices, and current operations and procedures. It was decided to add a work session to the end of the February Board meeting. Info regarding that work session would be uploaded to Dropbox as well as 3-ring binders made up for the upcoming session.

**V. Discussion Items:**

- A. Southeastern Career Center 2017 – 2018 Calendar options. Please review attached supporting documents.**

Members reviewed calendar options and discussed the difficulties of aligning all the school calendars. A consideration was made for the Southeastern Career Center to wait until all schools calendars were developed to make their calendar and another requested that the Southeastern Career Center provide a calendar to the school to help them develop theirs. It was decided to have those who had their calendars developed, provide that information to Mr. Street in order for him to create a version for review at the next meeting.

- B. Ivy Tech satellite Welding Program update. Please see attached correspondence.**

Mr. Street let Members know that Southwestern had decided not to participate in the welding program at Ivy Tech this year. Madison and Switzerland County would be

sending approximately 12 students to Ivy Tech for Welding. These students will still be reported on the Form 30A. Madison and Switzerland County will take care of financial aspects directly with Ivy Tech.

Mr. Street is waiting for final curriculum and starting time from Ivy Tech and DOE for proper procedure for filing the Form 30A.

Dr. Roberts excused himself from the meeting and left at 11:08 a.m. due to other appointments on his calendar. Mr. Taylor stepped in to head up the rest of the meeting.

**VI. Informational Items:**

**A. Industrial Cooperative Education Work Release students spring 2016. Please see attached supporting document.**

Mr. Street explained that students apply for this program the second semester of their senior year. Grades, attendance and discipline are all factors for being accepted. Mr. Street is the licensed teacher of record and he works with Mrs. Narwold to create the curriculum, create training plans, and make sure all labor laws and safety guidelines are followed.

Students find their own jobs, with Mrs. Narwold providing assistance with locating jobs, the application process, and interviewing skills. Students must work a minimum of 15 hours per week and attend class on Wednesday at the career center. Mrs. Narwold also does job site checks and talks with employers while the students are at work.

**VII. Additional Items:**

**A. Additions to Agenda by Board members**

Teacher Performance Funding.

- The DOE has concluded that funding will not involve any of the participating school's dollars. They will average the twelve schools and disperse the dollar amount out of the \$30,000,000 and send it directly to the career center. Mr. Street provided the Members with the updated information and requested their help determining the distribution of the funds.

**B. Next Meeting date and time.**

The next meeting was scheduled for February 10, 2016 at 10:00 a.m.

**C. Adjournment**

Mr. Taylor requested motion for adjournment if there weren't any other items to be discussed.

Motion: Dr. Bolinger

2<sup>nd</sup>: Mr. T. Jones

Vote: 11-0

The meeting was adjourned at 11:19 a.m.

Approved: February 10, 2016