

BOARD OF MANAGERS MEETING

**Southeastern Career Center
Wednesday September 14, 2016
Time 10:00 a.m.**

MINUTES

An Executive Session was scheduled for 10:00 a.m. immediately followed by the regularly scheduled meeting in the multi-purpose room of the administrative wing.

Attending: Members

Mr. Timothy Taylor	Jac-Cen-Del Community 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
Dr. John Mehrle	South Dearborn Community Schools
Mr. Rob Moorhead	South Ripley Community School Corporation
Dr. Andrew Jackson	Sunman Dearborn Community School Corporation
Mr. Michael Jones	Switzerland County School Corporation

Others in attendance:

Ms. Jeanie Koelmel	Administrative Assistant, Jennings County School Corp.
Mrs. Tricia Johnson	Southeastern Career Center, Assistant Director
Ms. Arlene Knudson	Ripley Publishing Company

The September Board Meeting was called to order by Board President Tim Taylor at 10:10 a.m.

- I. Pledge of Allegiance
All Members pledge of Allegiance.
- II. Adoption of the proposed agenda
Motion: Mr. M. Jones
2nd: Dr. Bolinger
Vote: 9-0
- III. Consent Agenda Items:
 - A. Minutes – approval of the previous meeting minutes from the August 10, 2016 Meeting.
Motion: Dr. Mehrle
2nd: Mr. M. Jones
Vote: 9-0
 - B. Claims/Fund/Payroll report – approval of expenditures since the August Board meeting.
Motion: Dr. Jackson
2nd: Mr. Roeder
Vote: 9-0
- IV. Action Items: NONE

V. Discussion Items: NONE

VI. Informational Items:

A. Engine Dyno-meter insurance claim update – the insurance carrier has an open investigation to the claim due to the fact that the drive shaft connector for the Dyno to the engine was undersized and caused the issue. After the unit has been shipped and repaired at Indy Dyno we'll know more but I have communicated with the school Attorney Larry Eaton. Mr. Eaton has advised to let them litigate this and to keep him informed.

A few members had questions regarding the incident, asking what had happened, what type of damage etc. Mrs. Johnson explained the details, answered questions and explained what caused the problem. Mr. Taylor also gave Members information regarding the incident since he'd been in touch with Mr. Street a few times to discuss the matter and also in processing the claim with insurance.

B. CTE Performance Funds – the funds are for CTE program improvement or support and should not be used to supplant a program or the Career Center.

C. August 19, 2016 Count Day numbers – 724 please see the handout for each sending school numbers.

Members had some concerns about why enrollment has declined. They wanted to know if it was only in certain areas or overall. Mrs. Johnson told them that there were a couple classes that had low enrollment but enrollment is basically down across the board. Members suggested they have a work session in which they look at data from the past three years on enrollment in specific programs, CTE programs they have added at their schools, and stand-alone programs they are using so that they could make a plan going forward.

D. Form 30A reporting – The reports must be submitted by the CTE Director this year to the State. With Fall Break we could have some challenges acquiring everyone's signature once completed.

E. Principal Counselor meeting minutes – please see handout for attendees and meeting topics.

F. New Cooperative Education Coordinator – Michael Hicks

Mr. Moorhead asked if this new hire was to replace someone and Mrs. Johnson told him that he would be replacing Mrs. Nancy Narwold who retired. She also explained in some detail as to what duties Mrs. Narwold had performed and what Mr. Hicks responsibilities would be.

- G. Indiana Drive Train – the group has had several meetings and moving forward with legal representation, 501 C 3, and grant applications. Looking at location with the Versailles Industrial Park and participated with the College Connection Night.

Mrs. Johnson spoke with Members and told them that the group is very determined to get the program going. Mr. Roeder mentioned that he likes the fact that it also includes bus driver training as well as the tractor/trailer skills. There were a few questions from Members which Mrs. Johnson addressed and noted that we would provide information about the program as it progresses but that they would like to have it up and running by next fall. Mr. Mike Jones mentioned that he didn't know if this was something that was affiliated with the career center but he liked the bus driver meeting that was held her last year. Mr. Moorhead told him the meeting had been coordinated through South Ripley with their transportation director along with our maintenance supervisor. Several Members agreed they thought the meeting was very helpful to their schools and hoped that it could be something that was done yearly.

- H. College Connection Night participation was over 700 visitors.

Mr. Johnson informed the Board that College Connection Night was a great success with over 700 people in attendance. She said that it was an exceptional opportunity for parents to see the programs that their student is participating in as well as a good opportunity to speak to college representatives and potential employers.

VII. Additional Items:

- A. Dr. Bolinger told Members that Madison is being audited by the Office of Civil Rights. She was willing to share the 34 page document if anyone would like to become more familiar with the process.

The October Board meeting is scheduled for October 5, 2016 at 1:00 p.m.

Mr. Taylor asked if there were any other additional items for discussion. Since there weren't any, he asked for motion to adjourn.

Motion to Adjourn: Dr. Mehrle

2nd: Mr. M. Jones

Vote: 9-0

The meeting was adjourned at 10:42a.m.

Approved: October 5, 2016