

Central Nine Career Center Governing Board Meeting

James Hixson Board Room
Thursday, May 9, 2013
7:00pm

Present: Dr. Stephen Hagen, Executive Director Central Nine Career Center; Mrs. Cindy Payton, Business Manager; Mr. Chris Wood, Franklin Township Community School Corporation; Mrs. Carol Tumey, Center Grove Community School Corporation; Mr. Greg Waltz, Nineveh Hensley Jackson United School Corporation; Mr. Nick Schwab, Greenwood Community School Corporation; Mrs. Gwen Freeman, MSD Perry Township; Mrs. Beatrice Dunn, Clark-Pleasant Community School Corporation; Mr. Bill Maschmeyer, Franklin Community School Corporation

Absent: Ms. Beth Prindle, Beech Grove City Schools

1 Pledge and Welcome

Mr. Bill Maschmeyer

Mission Statement: We provide the necessary facilities, appropriate equipment, technological instruction and learning environment relevant to business and industrial needs in order to enhance student success.

Minutes

The meeting was called to order at 8:32 p.m. by President, Mr. Bill Maschmeyer. Mr. Maschmeyer welcomed everyone and led the Pledge of Allegiance.

Others Present:

Laura Showalter, Executive Assistant

John Showalter, Facilities Director

Ray Basile, Legal Counsel

2 Request for Additions or Amendments to Agenda


Minutes


Dr. Hagen stated that there was a change to the attachment for Out of State Travel for the HOSA National Conference in Nashville, Tennessee.

3 Approve Consent Agenda Items

Mr. Bill Maschmeyer


3.1 Financial Report and Claims

 [Payroll.1.PDF](#)


 [Payroll.2.PDF](#)

 [Financial.1.PDF](#)


 [Financial.2.PDF](#)

 [Financial.3.PDF](#)

3.2 Personnel Recommendations

 [REVISED Personnel.5.9.pdf](#)


3.3 Minutes of the April 11, 2013

 [Regular Session Minutes 4.11.13.pdf](#)

3.4 Donations

 [Donation.Community Hospital.PDF](#)

 [Donation.RaySkillman.PDF](#)

 [McHenry Donation.PDF](#)

 [4.11.13 Donation - Zimmer.pdf](#)


Minutes

Mr. Maschmeyer requested that Gwen Freeman abstain from voting on the Consent Agenda Items due to conflict of interest regarding the Community Hospital donation.

Chris Wood moved to approve the Consent Agenda Items. Greg Waltz seconded the motion. Gwen Freeman abstained from the vote. Motion passed 6-0. 1 Abstained.

4 Items of Action - ACTION

4.1 Approval of Executive Director's Contract

 [Ex. Director Contract.PDF](#)

Minutes

Gwen Freeman moved to postpone or table this action to December 2013. Greg Waltz seconded the motion. Mr. Mashmeyer said that it had been moved and seconded to continue the Executive Director's contract until the December 2013 meeting where it will then be published with all of its details at that time.

Vote taken. Motion passed 7-0.

4.2 Approval of Perkins Plan

 [Executive Summary for Gov. Brd..PDF](#)

Minutes


Dr. Hagen provided an Executive Summary of the 2014 Perkins Plan. He explained that we are required to invest a certain percentage of Perkins dollars on any Performance Indicators that we fall below the agreed upon State levels. He stated that we fell below the expected levels in academic achievement in English and Math which is based on standardized testing of the students before we receive them at Central Nine. He then presented the Board with a draft of the proposed Perkins Plan.

Gwen Freeman moved to approve the Perkins Plan as presented. Nick Schwab seconded the motion. Motion passed 7-0.

4.3 Approval of New Program Offerings

 [BG Program Offering Revised.PDF](#)

 [PM Program Offering.PDF](#)

 [CTED Change REVISED Franklin Comm..PDF](#)



Minutes

Dr. Hagen explained that this item presented for approval at the April 11, 2013 meeting. He stated that these are additions/corrections to the Program Offerings submitted by each of our sending schools. Central Nine works closely with each school to encourage accuracy of all Program Inventories to maximize the CTE funding received.

Greg Waltz moved for Approval of the New Program Offerings. Gwen Freeman seconded the motion. Motion passed 7-0.

4.4 Request Approval for Out of State Travel

- SKILLS National Conference in Kansas City, MO - June 24th through June 29th, 2013
- HOSA National Conference in Nashville, TN - June 25th through June 30th, 2013
- SPN Model School Conference in Washington D.C. - June 30th through July 3rd, 2013


 [Out of State Travel. Washington D.C..PDF](#) [Skills Nationals.pdf](#) [HOSA Nationals.pdf](#)

Minutes

Dr. Hagen explained that these three requests were on the original agenda; however, he explained that there was a change to the HOSA National Conference in Nashville, TN. Central Nine was able to save approximately \$1,000 by busing with other career centers to the conference. Greg Waltz inquired why no dollar amount was listed for allowance of meals for the students. Mr. Waltz asked if students were required to pay for their own meals or if Central Nine paid for them. Dr. Hagen stated that he would need to check with Mr. Wilkison regarding this because the trip is paid for through the Extra Curricular Accounts. Dr. Hagen will investigate and report back to the Board. *A note was sent to the Board on Friday, May 10, 2013 stating that the students had conducted fundraisers to pay for their meals at the Conference. The attachment listing the expenses for the Conference was updated.

Chris Wood moved for approval of the Out of State Travel requests. Beatrice Dunn seconded the motion. Motion passed 7-0.

4.5 Request Approval of Adult Education Proposal for Pay Rate Adjustment

 [AE.pay rate adjustment.pdf](#)

Minutes

Dr. Hagen had Michelle Davis investigate how pay rates of Adult Education employees had been determined in the past. Mrs. Davis found no documentation stating how it was determined so she surveyed area career centers to find out what they paid their employees with similar job duties and titles and found that Central Nine Adult Education employees are the highest paid. Dr. Hagen and Mrs. Davis are proposing to get more in line of what area schools pay their employees to become more competitive. The Board asked how long some of these employees have been employed by Central Nine and if their request reflected any performance issues. Dr. Hagen replied that some of the current employees had been here for years and others just recently hired but the request did not reflect any performance issues. It was proposed by Chris Wood that we grandfather the current employees in at their current salary and the proposed new pay rates would be effective for all new hires.

Chris move to approve the proposed pay rate adjustment for all new Adult Education

hires with the stipulation that all current employees would be grandfathered in at their current pay rate. Gwen Freeman seconded the motion. Motion passed 7-0.

4.6 Approval of Transportation for Dr. Hagen Minutes

Mr. Mashmeyer stated that this is a request that Central Nine grant the authority for anyone to transport Dr. Hagen via school vehicle to any meeting/appointment until he is cleared medically to drive. If a school vehicle is not available, it would authorize payment for a cab or reimbursement of mileage for an employee who uses their personal vehicle to transport him.

Bill Mashmeyer moved for approval of transportation for Dr. Hagen. Greg Waltz asked if there was a way to put a dollar amount to the motion. Mr. Mashmeyer stated that he did not believe that we should do that because Dr. Hagen is an employee of Central Nine that needs to be present at all meetings requiring his attendance. Chris Wood seconded the motion. Motion passed 6-1.

5 Director's Comments and Items of Information

Dr. Hagen

5.1 Superintendent Meeting Notes



[Superintendent Advisory Meeting Notes.5.6.13.pdf](#)

Minutes

The Board was presented with the May 6, 2013 Superintendent Meeting Notes.

5.2 Facilities Update

Mr. John Showalter



[Facility Audit 2012.pdf](#)



[Performance Services Energy Savings.PDF](#)

Minutes

John Showalter shared a summary of the 2012-13 facility audit. Mr. Showalter stated that he feels that our facility is in great shape thanks to the support of the Central Nine Governing Board. The Board thanked Mr. Showalter for his presentation.

5.3 Enrollment Update



[Enrollment 5.3.13.pdf](#)

Minutes

Dr. Hagen presented the Board with pre-enrollment numbers for the 2013-2014 school year. He stated that these numbers are given to us by each sending school counselor in early March and are updated weekly. He explained that enrollment numbers typically fall approximately 10 percent by Count Day. A discussion was held on recruitment and retention of students. It was suggested by Greg Waltz that we take our students to all of the middle school convocations and have them speak about Central Nine. Dr. Hagen believes that one of the strongest recruitment tools that we currently do is tours of the facility where the students can come and physically see what we offer and also speak to our students. He stated that some schools send their entire class of students as where others only send select students. He encouraged the Board to promote the tour opportunities to their prospective Boards and Superintendents.

Chris Wood asked about the low numbers in the Drafting/CAD program and how to generate interest in that program. Dr. Hagen believes that the low numbers are due in part to the fact that most of the sending schools offer that program therefore making it hard to compete for students.

5.4 Career and College Ready



[Career and College Ready.PDF](#)

Minutes

Dr. Hagen shared the Career and College Ready report that was recently distributed by Superintendent Ritz and shared with the Governor. He explained that the report was an analysis of Indian's Career and Technical Education Programs.

5.5 Students of the Month - May



[May SOM.pdf](#)

Minutes

The Board was presented with the Students of the Month for May 2013.

5.6 Upcoming Events and Dates

- Relay for Life - May 18, 2013
- May 30, 2013 - Last Day for Students
- May 31, 2013 - Teacher In-Service, Employee Recognition Luncheon and Teacher Last Day
- June 19, 2013 - GED Graduation Ceremony - 7:00 p.m. Greenwood High School

Minutes

Carol Tumey asked if was the expectation that any of the Board members should be present at these events. Dr. Hagen stated that it was not an expectation but an invitation is always extended to the Board to attend any event sponsored by Central Nine.

6 High School Division Update



[HS monthly report for Board May 2013.pdf](#)

Minutes

The Board was presented with the monthly High School Division Update.

7 Adult Education Division Update



[AE monthly report for Board 05-09-13.pdf](#)

Minutes

The Board was presented with the monthly Adult Education Division Update.

8 Board Member Comments

Minutes

None presented.

9 Public Comments

Minutes

None presented.

10 Adjournment

Minutes

With no further business, Nick Schwab moved for adjournment at 9:34 p.m.

Bill Mashmeyer, President

Date

Carol Tumey, Secretary

Date