

New Castle Career Center Governing Board Meeting
Agenda
January 21, 2020
6:30 PM New Castle School Corporation NCCC Cafe

I. Call to Order

II. Business

III. Adjournment

*** Requires Board Action**

In the event of an Executive Order issued by the Governor or guidance provided by the Public Access Counselor, a notice of a Board meeting may be provided using alternative means than is required by the Open Door Law. For example, permitting notice to be made through electronic means, e.g., on the Corporation website or social media site, rather than by posting and publication.

New Castle Career Center Governing Board Meeting Notes
Agenda Notes

January 21, 2021

Meeting 6:30 PM Cafe or Google Meet

- I. Call to Order by Christa Ellis
 - A. Approve July 30, 2020 Minutes
 - B. Approval of Agenda
- II. Business
 - A. Enrollment for the 2020-2021 School Year & Applications Received (A)
 - a. Recruitment for 2021

Interviews can be virtual or in person.

Second-Year Applications due February 2

Enrollment Deadline February 19

Interviews completed by March 12

Completed lists to Whitney by March 16

Notifications sent by March 19

- B. Corporation Budget- Megan Bell (B)
- C. Adult Continuing Education pay from the previous director **Vote required (C)*
 - a. 90% pay to Instructor 10% to Career Center promised
 - b. Difference between hourly rate and what was promised
 - c. Vote on option
- D. Next Level Program of Study Plans and Overview and NCCC Changes (D)
 - a. Meetings with counselors and administrators in October
 - b. Next Counselor Meeting for NLP 2/5/21 9 AM
 - c. Property and Facility Management
- E. Notes from NC Corporation Health Committee & Virtual Learning Update
 - a. Clinical- EMT, HSE, CNA, Education, & Dental
 - b. Virtual Google meetings with each Program, Virtual Curriculum that corresponds with dual credits, kits to practice skills at home
- F. Student & Program Achievement
 - SEAL- State Earn and Learn Launch
 - Equipment purchased from the Henry County EDC & REMC
 - Washer & dryer for all programs
 - Culinary mixer
 - Dryers for Cosmetology
 - The dental virtual learning equipment

III. Future Meetings

April 15, 2021 6:30 PM

June 10, 2021, 6:30 PM

IV. Adjournment

** Requires Board Action*

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**New Castle Career Center Governing Board Meeting
Minutes New Castle School Corporation Culinary Cafe
September 24, 2020 6:30 PM**

Mackenzie Jackson welcomed everyone. The New Castle Career Center Governing Board was called to order by Christa Ellis, Governing Board President. The minutes from the July 20, 2020 meeting were approved by Eric Creviston and seconded by Wes Hammond. The agenda for the current meeting was approved by Wes Hammond and seconded by Eric Creviston.

The enrollment numbers and reimbursement were discussed by Mackenzie Jackson. Mackenzie explained that the number of students had dropped from what was expected in May. In May there were 466 applicants and there are currently 442 students enrolled. The decrease in students is thought to be related to COVID. Mackenzie explained that this is the first year that there have ever been Health Careers openings. It is a strong possibility that due to COVID, families may not want students to go into the medical field at this time. Other students dropped anticipating that they would not get clinical experience.

Mackenzie presented 3 different budgets to the board. Two of the three budgets presented, made adjustments to accommodate additional increases for six instructor positions which are "hard to fill". Dr. Shoemaker stated that any adjustments in the form of stipends or base salary increases to Career Center Instructors are subject to Teacher Association negotiations and NC School Board approval. Jediah Behny thanked Mackenzie for keeping tuition as low as possible and asked if the third budget would allow enough of an incentive to retain and hire teachers in hard to fill program areas. Mackenzie explained that it was a start in the right direction. Wes Hammond agreed that teachers make more in industry, however, the contracted days and times are a factor. Wes stated that he was more comfortable with the second budget at this time. Dr. Shoemaker said that base salary raises may not be possible in the future as they would be dependent on state funding and the budget forecast does not sound positive. He went on to suggest that if it is the goal of the Governing Board to differentiate salaries for the hard to fill positions, this might be a good year to request the increase. Dr. Shoemaker said

that Kyle Barrentine, Superintendent of Nettle Creek School Corporation, voted for the second budget. Kyle was not in attendance. Mackenzie asked if anyone had any other questions or concerns. Christa Ellis made a motion to approve the second (BII) budget. Wes Hammond approved the motion and Mike Huber seconded the motion. The second budget (BII) was approved.

Megan Bell reviewed the Career Center NC Corporation account. Megan stated that in the past 4 years the account balance had drastically decreased by several hundred thousand dollars. Dr. Shoemaker explained that in 2017-2018 an Assistant Director and Specialist position was added to the Career Center budget and in 2018-19, all certified staff (including the Director, Assistant Director, and Specialist) received raises (along with all teachers) while the Director's contract was extended from 210 to 260, thereby increasing the Director's salary. Dr. Shoemaker also mentioned the added costs of indirect fees and expenses related to setting up the Danielson Center. With all of these changes, there were not adequate increases in tuition to balance the budget. As a result of the declining cash balance, in 2019/20, the New Castle School Corporation absorbed 2 staff members' salaries into the NC school corporation and the Director position is now 220 days instead of 260. Dr. Shoemaker stated with the significant reductions in personnel this past year, he is confident the cash reserves will improve. Wes Hammond said that if or when an Assistant Director is hired tuition should increase. Mackenzie Jackson explained that if the position was categorized as a Career Counselor, Perkins could pay all of the salary and benefits in full. Wes Hammond stated that had been done in the past. Megan Bell reviewed the fact that the Career Center ended 2018-2019 with a negative cash balance. This year the Career Center is back in the positive and working toward building up sufficient cash reserves.

The billing will begin in September and be billed every other month. Mackenzie reviewed the billing amount on the second budget. The CTE course lists will be emailed to all virtual attendees.

Mackenzie discussed the September Health Committee meeting and the fact that clinical was approved. All of the students will receive COVID training prior to going to clinical sites. Mackenzie was thankful for the approval. She went

over the Robotics and Aviation teams that Engineering students were participating in and the newly renovated classroom at EMT. The January meeting will be discussed in December. That meeting will be held if it is needed. Christa Ellis motioned to adjourn the meeting. Jediah Behny approved and Eric Creviston Seconded.

2020-2021 APPLICATIONS ACCEPTED
BY SCHOOL and PROGRAM
January 11, 2021

Program	BRV	EHHS	HHS	KHS	NCHS	SHS	THS	UHS	Other	Sub Total	TOTAL ACCEPTED
Broadcasting 1st Yr	1	1	1	1	1	1	4	0	1	11	17
2nd Yr	0	1	0	0	4	0	1	0	0	6	
Building Trades 1st Yr	3	0	3	2	9	1	1	1	0	20	26
2nd Yr	2	1	1	0	2	0	0	0	0	6	
C.N.A.	3	0	5	2	4	3	2	1	0	20	20
Computer Operations 1st Yr	4	1	2	3	7	1	1	0	0	19	31
2nd Yr	0	0	3	4	5	0	0	0	0	12	
Cosmetology 1st Yr	1	1	1	3	4	3	4	2	0	19	32
2nd Yr	0	1	2	2	5	1	1	1	0	13	
Culinary Arts 1st Yr	0	0	1	3	6	0	2	0	0	12	15
2nd Yr	0	1	0	0	2	0	0	0	0	3	
Dental Assisting 1st Yr	1	1	1	3	4	2	3	0	0	15	27
2nd Yr	0	3	4	0	4	0	1	0	0	12	
Education Professions	3	0	1	0	3	1	3	0	0	11	22
Early Childhood	1	0	1	1	5	2	1	0	0	11	
EMT	1	2	5	2	8	0	2	0	0	20	20
Graphic Design 1st Yr	1	1	2	0	8	4	2	2	0	20	29
2nd Yr	0	0	1	1	5	0	2	0	0	9	
Health Careers	4	8	9	6	16	7	2	1	0	53	53
ICE Coop	0	0	3	1	8	5	7	0	0	24	24
Machine Trades 1st Yr	0	0	0	0	6	3	2	0	0	11	20
2nd Yr	1	0	0	2	2	2	2	0	0	9	
Marketing	0	0	0	0	0	0	5	0	0	5	5
Pre-Engineering 1st Yr	2	1	0	3	2	1	2	0	0	11	19
2nd Yr	0	0	2	1	1	4	0	0	0	8	
Technical Welding 1st Yr	2	2	0	6	3	6	0	1	0	20	38
2nd Yr	2	0	3	4	5	1	2	1	0	18	
Veterinary Science 1st Yr	3	3	4	4	5	4	1	1	0	25	39
2nd Yr	0	4	2	3	4	0	1	0	0	14	
TOTAL	35	32	57	57	138	52	54	11	1	65	437
Early College 4 block	17	9	1	7	11	2	17	1	0	Total 65	502

(C)

Adult Continuing Education Background

The EMT Instructor was promised to earn 90% of tuition from adults and 10% would go to the Career Center to cover facility use for one adult class. This arrangement was made with the previous Director and had been done in the past. The other 3 courses would go 100% to the Career Center.

The EMT Instructor was paid his hourly rate which was \$42.04 and a total of \$3,363.20 for September-December.

He will be paid for 125 more hours and earn approximately \$5,255.00 for the second semester in order to complete the courses, this is a total of **\$8,618.20**.

The difference between his hourly rate full payment and what was promised is \$8,931.80.

Option 1:

\$17,550 (promised)- \$3,363.20 (already Paid in December 2020)= \$14,186.80 * If we paid the balance of what the Instructor was promised.

Option 2:

Pay the remaining hourly rate for the second semester of approximately \$5,255.00.

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Option 3:

Pay half of the remaining balance of the promised amount. Half of \$14,186.80 (this is what was promised subtracted by what we paid already)= \$7,093.40.

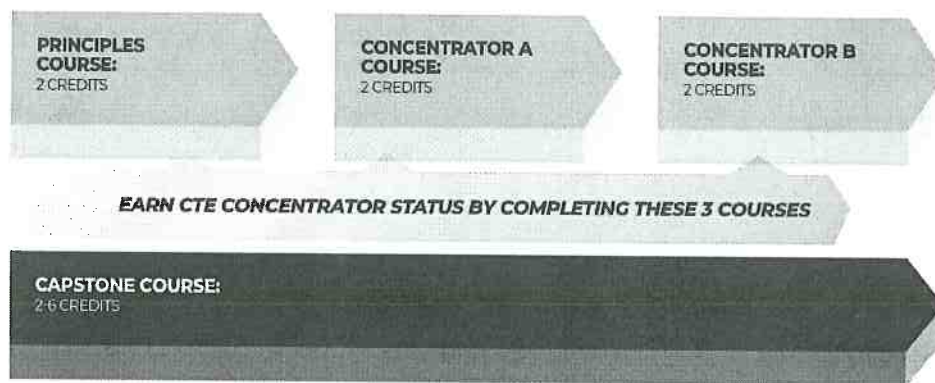
**The Governing Board's decision will have to go through New Castle School Board.*

Moving forward Instructors will be paid their hourly rate or \$25 an hour if the class does not bring in enough money to cover the hourly rate for adult continued education classes.

Next Level Programs of Study (NLPS) Overview

Over 150 new CTE courses are available for the 2021-2022 school year, as part of the Office of CTE's Next Level Programs of Study initiative. Next Level Programs of Study courses will improve the quality of CTE courses through updated, more relevant standards directly aligned to postsecondary certificate programs whenever possible. The courses have also been restructured to improve the consistency of CTE course delivery. The Office of CTE encourages schools to transition to the Next Level Programs of Study courses as soon as possible for students beginning a pathway because of the inherent benefits the courses provide to students.

Next Level Programs of Study will provide students the opportunity to complete up to one year's worth of a postsecondary program through a four (4) course sequence. The first three courses of each program of study will consist of a principles course and two advanced courses required to earn CTE Concentrator status. The three courses may be taken individually or can be completed concurrently for programs that are able to offer extended training sessions. Beginning in the 2022-2023 school year, each program of study will also include a capstone course that may be taken for up to 6 credits.



NLPS Review Document

The purpose of the NLPS Review Document is to provide educators the opportunity to view the 4-course sequence for each Next Level Program of Study in its entirety. In addition to information previously shared in the [List of Available Courses for 2021-2022](#), individuals can find the postsecondary courses at Ivy Tech and Vincennes that each NLPS course has been aligned to, along with the key competencies for each postsecondary course. These key competencies will serve as the basis for NLPS course frameworks that will be completed in early 2021.

To learn more about the Next Level Programs of Study and to use additional resources please visit the [Indiana Governor's Workforce Cabinet website](#).

List of Next Level Programs of Study:

Advanced Manufacturing
Automation and Robotics
Digital Manufacturing - Industry 4.0 (New)
Industrial Technical Maintenance - Electrical (New)
Industrial Technical Maintenance – Mechanical
Precision Machining
Welding Technology
Agriculture, Food and Natural Resources
Ag Mechanical and Engineering - (formerly Ag Power, Structure and Technology Systems)
Agri-Science - Plants or Animals - (combined Animal, Plant, and Food Products)
Horticulture
Landscaping
Precision Agriculture (New)
Architecture and Construction
Civil Construction (New)
Construction Trades – Carpentry
Construction Trades – Electrical
Heating, Ventilating and Air Conditioning Technology (HVAC)
Plumbing and Pipefitting (New)
Arts, AV Tech and Communications
Commercial Photography
Graphic Imaging
Interactive Media
Interior Design
Radio and Television
Business Management and Administration, Marketing, and Finance
Business Administration - (formerly E&M Bus Mgmt Focus)
Business Operations and Technology (formerly Admin and Office Mgmt)
Supply Chain and Logistics
Marketing and Sales
Entrepreneurship
Accounting
Banking and Investment
Insurance (New)
Education and Training
Early Childhood
Education Careers

Next Level Programs of Study



Health Sciences
Biomedical Sciences and Technology
Emergency Medical Services
Medical Assistant (New)
Pharmacy
Pre-Nursing / Healthcare Specialist (Includes CNA)
Central Service Tech / Surgical Technician
Hospitality and Tourism
Culinary Arts – (offers a new Baking and Pastry capstone option)
Hospitality Management
Nutrition Science (formerly Dietetics)
Human Services
Human and Social Services
Information Tech
Cybersecurity
Information Technology Support and Services
Networking
Software Development
Law, Public Safety, Corrections, and Security
Criminal Justice
Fire and Rescue
Paralegal
STEM
Design Technology (Formerly Mechanical Drafting and Design)
Energy Technology
Engineering
Transportation, Distribution, and Logistics
Automotive Collision Repair
Automotive Services
Aviation Maintenance
Aviation Management (formerly Aviation Flight and Operations)
Diesel Services