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**New Castle Career Center Governing Board Meeting
Minutes New Castle School Corporation Culinary Cafe
April 15, 2021, 6:30 PM**

Mackenzie Jackson welcomed everyone. The New Castle Career Center Governing Board Meeting was called to order by Christa Ellis, Governing Board President. The meeting minutes from January 21, 2021, were approved by Wes Hammond and seconded by Jaci Hadsell. The agenda was approved by Dr. Barrentine and seconded by Matthew Shoemaker.

Mackenzie reviewed the current enrollment and applications accepted for 2021-22. She explained that the Career Center will continue to accept applicants for programs with openings. Early College will continue to accept applicants until the first week of classes in August. The numbers overall are consistent with years past, even though students could not visit because of COVID restrictions.

Mackenzie discussed the Career Center corporation budget. Megan Bell provided the account information and will do so each month. Mackenzie felt that things were more positive and will continue to improve. Mackenzie discussed the fact that she has been trying to limit spending from the general fund as much as possible and spend from grants when possible. The corporation account is at \$104,648.14. In March 2020 it was -187,559.27. Jed Behny and Wes Hammond thanked Mackenzie for all of the hard work that she has done with the Career Center budget. Dr. Shoemaker mentioned that the Specialist position was absorbed by NC School Corporation which saved NCCC money.

The Career Counseling position was discussed. Mackenzie reviewed the description and the fact that the position would be taken partially or completely from the Perkins grant by keeping the responsibilities counseling oriented. She explained that she really needs another dependable person in the office. Wes

Hammond discussed that in the past the position was counseling-related and taken from Perkins so we would be following what was done in the past. Mackenzie said that the salary would continue to be budgeted to save money and in case the grant money was not available in the future.

Mackenzie reviewed the fact that Jeff Miller, the Marketing Instructor, submitted his retirement and the Marketing program would transition to Blue River Valley High School. The Instructor from BRVHS is credentialed and already teaches the dual credits offered. Wes Hammond said that he is glad that the program can continue.

Mackenzie Jackson reviewed the new Memorandum of Understanding discussed in January. The board requested an agreement to increase Adult Continued Education EMT student class numbers. Mackenzie asked for the MOU to be retroactive so that the Instructor could get paid the stipend this school year. Wes Hammond asked about the hourly rate and clarified that the Instructor made the hourly rate for increased classes and the \$2,000 stipend for classes larger than 15. Each additional student will be \$200. Michael Huber made a motion to accept the MOU and Jaci Hadsell seconded.

Mackenzie reviewed the Next Level Program of Study and all of the CTE changes from the Governor's Workforce Cabinet. This is a changing plan by the week based on new information released from the Governor's Workforce Cabinet. She has met with counselors and several schools about their changes. She reviewed the certifications and dual credits for 2020-21 and the State Earn and Learn ceremonies on April 8. Mackenzie invited everyone to the Machine Trades Signing Day on May 13 and Honors Program on May 18. Leesa Meyers was recognized for her Advisor of the Year award for FCCLA. Property Management projects for school corporations were encouraged. There is an application to complete in order to be added to the schedule for the 2021-22 school year. The

Building Trades Program is currently taking applications for homes for the 2021-22 school year. The cost of materials has increased so much that Habitat for Humanity will not have a project for the next school year with the program. There were no questions and Mackenzie thanked everyone for their time and support. Matthew Shoemaker motioned to adjourn the meeting and Wes Hammond seconded.