

THE CAREER ACADEMY JOINT BOARD MEETING
MINUTES OF MEETING - Thursday, August 8, 2024, at 9:30 AM
The Career Academy 8800 O Street - Conf. Room 200 Lincoln, Nebraska

1. CALL TO ORDER
2. ANNOUNCE OPEN MEETING ACT POSTING AND LOCATION
3. ROLL CALL
4. APPROVAL OF MINUTES
5. PUBLIC COMMENT
6. CONSENT AGENDA
 - 6.1. Routine Business
 - 6.2. Human Resources Matters
 - 6.3. Student Enrollment Matters
7. INFORMATIONAL ITEMS/REPORTS
 - 7.1. Facilities Update
 - 7.2. Fundraising and Donor Update
 - 7.3. Director's Report
 - 7.4. Other Reports
8. ACTION ITEMS
 - 8.1. Discuss, consider and take all necessary action to authorize and approve the insurance package for 2024-2025.
9. ITEMS PULLED FROM CONSENT AGENDA
10. EXPEDITED/EMERGENCY ACTIONS
11. ANNOUNCEMENT OF UPCOMING MEETING DATES OR EVENTS FOR THE BOARD
12. REQUEST FOR CLOSED SESSION
13. ADJOURNMENT

THE CAREER ACADEMY JOINT BOARD MEETING
JUNE 4, 2024, 9:30 A.M.
ROOM 200

1. CALL TO ORDER

The meeting of the Joint Board members (hereinafter "Joint Board") of the Southeast Community College Area (hereinafter "College") and Lincoln Public Schools (hereinafter the "District") Career and Technology Education ("CTE") Joint Venture Consortium (hereinafter "Consortium") created by Interlocal Agreement dated October 17, 2013 ("Agreement"), was called to order by chair Paul Gausman 9:33 a.m. on June 4, 2024. Notice of the meeting was given in advance by publication and posting according to law.

2. ANNOUNCE OPEN MEETING ACT POSTING AND LOCATION

One current copy of the Open Meetings Act was posted in the meeting room at a location accessible to the members of the public. At the beginning of this meeting, the chair announced and informed the public about the location of the posted Open Meetings Act information.

3. ROLL CALL

Present Board Members:

Dr. Gausman LPS
Dr. Illich SCC
Ms. Mumgaard LPS
Mr. Uhrmacher SCC

It was determined that a quorum was present to conduct business.

4. APPROVAL OF MINUTES

A motion was made by Dr. Illich and seconded by Mr. Uhrmacher to approve the March 5, 2024 minutes of the Joint Board meeting as presented.

Motion Passed:

Mr. Uhrmacher	YES
Dr. Gausman	YES
Dr. Illich	YES
Ms. Mumgaard	YES

MOTION PASSED

5. PUBLIC COMMENT

Mr. Uhrmacher introduced Neal Stenberg as the SCC alternate for the TCA Joint Board meetings. Dr. Gausman introduced Annie Mumgaard as the new LPS representative on the TCA board. Ms. Mumgaard mentioned that she is very appreciative to be on the board and is very excited to learn about The Career Academy.

6. CONSENT AGENDA

Speaker(s): Dr. Gausman

- 6.1 Routine Business**
- 6.2 Human Resource Matters**
- 6.3 Student Enrollment Matters**

No items presented for consent.

7. INFORMATIONAL ITEMS/REPORTS

7.1 Facilities Update

Speaker(s): Scott Wieskamp

No facility updates at this time.

7.2 Fundraising and Donor Update

Speaker(s): Wendy Van

No fundraising or donor updates at this time.

7.3 Director's Report

Speaker(s): Josh Jones

Josh Jones invited four parents of former and current TCA students to speak about their experiences with the program.

Mr. Jones briefed the board. He highlighted the enrollment numbers for next year. As of May 1st, there was a 15% increase in applications from last year. Anticipated enrollment is 776 students. As a reference, 701 students is the highest enrollment TCA has had. Ms. Mumgaard asked Mr. Jones what the capacity of TCA is. Mr. Jones answered it is approximately 850. Dr. Michaelis mentioned that 850 is the building's capacity, but SCC is building new buildings that will allow for more TCA enrollment.

Dr. Gausman, referring to the dual credit student enrollment sheet, asked what the total number of completed credits by LPS students was for the 2023-24 school year. Mr. Jones answered approximately 6,000 SCC credits were earned by TCA students last year.

Ms. Mumgaard asked the other board members how to measure success at TCA. Dr. Illich suggested that enrollment numbers are a good measure of success, however, SCC is a little ways out from completing the new buildings and determining what the new TCA capacity numbers could be. Dr. Gausman said that enrollment, graduation rates, and credits earned have been discussed as ways to measure the success of TCA. Dr. Illich spoke about a new program that will help them track TCA students 10 years out from graduation. Dr. Michaelis suggested that as long as TCA is meeting demand, that is a way to measure success. However, he suggests that there is a disconnect to demand if students aren't hearing about TCA.

Ms. Mumgaard also asked how the other focus programs at traditional high schools are affecting the enrollment at TCA (ie. Bryan Health Science at Northwest, Business at Standing Bear) Mr. Jones answered that TCA has seen no impact in enrollment from other focus programs.

8. ITEMS PULLED FROM CONSENT AGENDA

Speaker(s): Dr. Gausman

No items presented for consent agenda.

9. ANNOUNCEMENT OF UPCOMING MEETING DATES OR EVENTS FOR THE

The next special meeting is scheduled for August 8, 2024 at 9:30 a.m. in Room 200 at The Career Academy.

10. REQUEST FOR CLOSED SESSION

There was no request for closed session.

11. ADJOURNMENT

Board President, Dr. Gausman, adjourned the meeting at 10:49 a.m.

DATED this 4th day of June 2024

SOUTHEAST COMMUNITY COLLEGE AREA
AND LINCOLN PUBLIC SCHOOLS
CAREER ACADEMY JOINT BOARD

**The Career Academy
Annual Projections
As of June 30, 2024**

	<u>COOP & SCC</u>	<u>LPS ONLY COSTS</u>		<u>SCC ONLY COSTS</u>		<u>SPLIT COSTS</u>		<u>TOTAL COSTS</u>		<u>ESTIMATED</u>
	<u>BUDGET</u>									<u>REMAINING</u>
		9/1/23 - 6/30/24	8/31/24 Projected YTD	7/1/23 - 6/30/24	6/30/24 Projected YTD	9/1/23 - 6/30/24	8/31/24 Projected YTD	9/1/23 - 6/30/24	8/31/24 Projected YTD	
Principal's Office:										
Director						\$106,715.81	\$128,058.97	\$106,715.81	\$128,058.97	
Office Staff						\$81,585.01	\$97,902.01	\$81,585.01	\$97,902.01	
Benefits						\$68,521.62	\$82,225.94	\$68,521.62	\$82,225.94	
Advertising						\$0.00	\$0.00	\$0.00	\$0.00	
Contracted Services						\$0.00	\$0.00	\$0.00	\$0.00	
Printing						\$0.00	\$0.00	\$0.00	\$0.00	
Supplies						\$6,824.11	\$8,188.93	\$6,824.11	\$8,188.93	
Meeting Expense (E-Mtg)						\$0.00	\$0.00	\$0.00	\$0.00	
Admin Mileage						\$1,889.80	\$2,267.76	\$1,889.80	\$2,267.76	
Total Principal's Office	\$306,566.00					\$265,536.35	\$318,643.62	\$265,536.35	\$318,643.62	-\$12,077.62
Guidance Office:										
Counselor		\$64,408.41	\$77,290.09					\$64,408.41	\$77,290.09	
Add'l Duties		\$5,747.70	\$6,897.24					\$5,747.70	\$6,897.24	
Substitutes		\$0.00	\$0.00					\$0.00	\$0.00	
Benefits		\$20,012.81	\$24,015.37					\$20,012.81	\$24,015.37	
Supplies		\$0.00	\$0.00					\$0.00	\$0.00	
Total Guidance Office	\$108,851.00	\$90,168.92	\$108,202.70					\$90,168.92	\$108,202.70	\$648.30
General Instruction:										
Teacher		\$512,575.68	\$615,090.82	\$1,212,920.14	\$1,212,920.14			\$1,725,495.82	\$1,828,010.96	
Extra Assignments		\$0.00	\$0.00					\$0.00	\$0.00	
Optional Period		\$58,886.06	\$70,663.27					\$58,886.06	\$70,663.27	
Substitutes		\$9,932.73	\$11,919.28					\$9,932.73	\$11,919.28	
Benefits		\$222,198.38	\$266,638.06	\$375,374.67	\$375,374.67			\$597,573.05	\$642,012.73	
Contracted Services		\$0.00	\$0.00	\$42,700.14	\$42,700.14	\$1,480.43	\$1,480.43	\$44,180.57	\$44,180.57	
Supplies		\$10,616.51	\$12,739.81			\$0.00	\$0.00	\$10,616.51	\$12,739.81	
Software		\$14,954.00	\$17,944.80					\$14,954.00	\$17,944.80	
Textbooks		\$100,889.09	\$121,066.91					\$100,889.09	\$121,066.91	
Equipment		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Travel		\$0.00	\$0.00	\$6,684.55	\$6,684.55			\$6,684.55	\$6,684.55	
Total General Instruction	\$2,859,382.00	\$930,052.45	\$1,116,062.94	\$1,637,679.50	\$1,637,679.50	\$1,480.43	\$1,480.43	\$2,569,212.38	\$2,755,222.87	\$104,159.13
Activities & Additional Hours:										
Extra Assignment		\$6,319.02	\$7,582.82					\$6,319.02	\$7,582.82	
Benefits		\$593.11	\$711.73					\$593.11	\$711.73	
Staff Development		\$200.00	\$240.00					\$200.00	\$240.00	
Total Activities & Addtl Hours	\$19,839.00	\$7,112.13	\$8,534.56					\$7,112.13	\$8,534.56	\$11,304.44
Pupil Transportation	\$461,470.00	\$429,277.68	\$429,277.68					\$429,277.68	\$429,277.68	\$32,192.32

	<u>COOP & SCC BUDGET</u>	<u>LPS ONLY COSTS</u>		<u>SCC ONLY COSTS</u>		<u>SPLIT COSTS</u>		<u>TOTAL COSTS</u>		<u>ESTIMATED REMAINING BUDGET</u>
		<u>9/1/23 - 6/30/24</u>	<u>8/31/24 Projected YTD</u>	<u>7/1/23 - 6/30/24</u>	<u>6/30/24 Projected YTD</u>	<u>9/1/23 - 6/30/24</u>	<u>8/31/24 Projected YTD</u>	<u>9/1/23 - 6/30/24</u>	<u>8/31/24 Projected YTD</u>	
Staff Development	\$9,620.00	\$521.26	\$625.51					\$521.26	\$625.51	\$8,994.49
Legal	\$6,000.00					\$4,509.00	\$6,000.00	\$4,509.00	\$6,000.00	\$0.00
Equipment						\$95,400.22	\$95,400.22	\$95,400.22	\$95,400.22	-\$95,400.22
Property & Liability Insurance	\$85,140.00					\$55,826.00	\$85,140.00	\$55,826.00	\$85,140.00	\$0.00
Building Maintenance	\$18,000.00					\$64,947.47	\$64,947.47	\$64,947.47	\$64,947.47	-\$46,947.47
Remodeling	\$100,000.00					\$0.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00
Custodial:										
Salaries						\$118,357.24	\$118,357.24	\$118,357.24	\$118,357.24	
Benefits						\$39,703.82	\$39,703.82	\$39,703.82	\$39,703.82	
Supplies						\$14,514.67	\$14,514.67	\$14,514.67	\$14,514.67	
Total Custodial	\$188,680.00					\$172,575.73	\$172,575.73	\$172,575.73	\$172,575.73	\$16,104.27
Computing Services:										
Salaries						\$56,136.14	\$56,136.14	\$56,136.14	\$56,136.14	
Benefits						\$16,164.86	\$16,164.86	\$16,164.86	\$16,164.86	
Telephone						\$540.00	\$540.00	\$540.00	\$540.00	
Total Computing Services	\$60,080.00					\$72,841.00	\$72,841.00	\$72,841.00	\$72,841.00	-\$12,761.00
Utilities:										
Refuse						\$2,923.02	\$2,923.02	\$2,923.02	\$2,923.02	
Water & Sewer						\$1,812.23	\$1,812.23	\$1,812.23	\$1,812.23	
Heating & Cooling						\$5,100.88	\$5,100.88	\$5,100.88	\$5,100.88	
Electric						\$79,147.64	\$79,147.64	\$79,147.64	\$79,147.64	
Total Utilities	\$100,000.00					\$88,983.77	\$88,983.77	\$88,983.77	\$88,983.77	\$11,016.23
Landscaping & Grounds	\$15,000.00					\$12,302.38	\$12,302.38	\$12,302.38	\$12,302.38	\$2,697.62
Total Expenditures	\$4,338,628.00	\$1,457,132.44	\$1,662,703.39	\$1,637,679.50	\$1,637,679.50	\$834,402.35	\$1,018,314.62	\$3,929,214.29	\$4,318,697.51	\$19,930.49

Coverage	Summary				
	2024-25	2023-2024	2022-2023	2021-2022	2020-2021
Property	\$48,150	\$43,286	\$45,769	\$36,959	\$30,440
General Liability	\$34,754	\$29,573	\$24,661	\$21,609	\$13,949
Directors & Officers	\$3,390	\$3,390	\$3,707	\$3,456	\$3,141
Excess/Umbrella	\$33,851	\$27,160	\$19,562	\$12,075	\$6,434
Totals	\$120,145	\$103,409	\$93,699	\$74,099	\$53,964

Coverage	2024-2025 FY Recommendations	
	Insurance Carrier	
Property	\$48,150	Federal Insurance Company
General Liability	\$34,754	Liberty Mutual
Directors & Officers	\$3,390	ACE Fire Underwriters
Excess/Umbrella	\$33,851	Liberty Mutual
Totals	\$120,145	

Coverage	Premium Comparison		
	2023-2024 Expiring	2024-2025 Renewal	Difference
Property	\$43,286	\$48,150	\$4,864
General Liability	\$29,573	\$34,754	\$5,181
Directors & Officers	\$3,390	\$3,390	\$0
Excess/Umbrella	\$27,160	\$33,851	\$6,691
Totals	\$103,409	\$120,145	\$16,736