

COOPERATIVE EDUCATIONAL SERVICE AGENCY NO. 9
BOARD OF CONTROL MEETING
CESA 9 OFFICE
304 KAPHAEM ROAD
TOMAHAWK, WISCONSIN
MONDAY, AUGUST 3, 2015
FOLLOWING THE ANNUAL CONVENTION AND ORGANIZATIONAL MEETING

MINUTES

President Ken Dirks called the August 3, 2015 Board of Control monthly meeting to order after the Annual Convention and Organizational Meeting. The following members were in attendance:

Present: Helen Ackermann – DC Everest
Ken Dirks - Tomahawk
Phillip Epping – Northland Pines
Scott Everson – Rib Lake
Duane Frey - Rhinelander
Andy Merry - Antigo
Helen Palmquist - Prentice
Jen Seliger – Merrill
Dan Thompson – Stratford
Kevin Zubke - Athens

Absent: Tom Rulseh – Three Lakes

Others in attendance included CESA staff members Hilary Cordova, Dawn Nordine, Jenny Miner and Agency Administrator Karen Wendorf-Heldt.

Approval of Consent Agenda

Motion by Ackermann, second by Thompson to approve the consent agenda items as presented which included approval of meeting agenda, minutes of the June 3, 2015 meeting, second reading and final approval of Board Policies 532.21 Certified Staff Fringe Benefit Qualification, 542.31 Non-Certified Staff Fringe Benefit Qualification, 671.5 Cell Phone Business Usage Reimbursement, 672.6 Purchasing of Expert or Consultant Services, approval of shared service contract with CESA 6, acceptance of resignation by Rena Beyer, and approval of 2015-16 employment contracts for Ann Brigham, Grant Writer, Kathleen Kaufmann, Assistant Fiscal Administrator, and Victoria White, Speech/Language Clinician. Voting yes were Ackermann, Dirks, Everson, Frey, Palmquist, Thompson, and Zubke. Seliger abstained from the approval of minutes. Abstaining from voting on the consent agenda were Epping and Merry. Motion carried.

Opportunity for Public Comment

There was no public comment.

Presentation of Financial Report and Monthly Claims

Financial reports for June and July were reviewed. Motion by Thompson, second by Merry to approve the June financial report and presentation of claims as presented.

Upon roll call vote, all present voted aye. Motion carried. Motion by Everson, second by Merry to approve the July financial report and presentation of claims as presented. Upon roll call vote, all present voted aye. Motion carried.

New Business

A resolution authorizing temporary borrowing of funds to meet the needs of the Agency was presented to the Board. The rate of interest would be locked in at 5.25% until next August. Motion by Frey, second by Zubke to approve the resolution authorizing temporary borrowing of funds up to \$500,000 to be used if needed. All present voted aye. Motion carried.

Two policy revisions were brought to the Board for a first reading. Dr. Heldt stated that in the continuing review of policies, she wants to assure that the policies are clear and align with practices that evolve over time (i.e. reflect changes in use of technology, etc.). Motion by Thompson, second by Merry to approve the first reading of Board Policy 532.5 Certified Staff Holidays and Vacations. All present voted aye. Motion carried. Motion by Everson, second by Merry to approve the first reading of Board Policy 542.5 Non-Certified Staff Holidays and Vacations. All present voted aye. Motion carried. These policies will be brought to the Board in September for a second reading and final approval. Board member Thompson asked about the need for having two separate policies for certified and non-certified employees. Dr. Heldt noted that she will research to see if there are ways to streamline some policies.

The 2015-16 CESA 9 Employee Handbooks (certified and non-certified) were presented for approval. Dr. Heldt stated that there were no substantial changes from 2014-15 but highlighted the minor changes. The handbooks were posted online and Board members were able to review the handbooks in advance of the meeting. Motion by Merry to approve the 2015-16 CESA 9 Certified and Non-Certified Employee Handbooks as presented. Second by Frey. All present voted aye. Motion carried.

Administrator's Report

Board members were informed of the annual employee kick-off staff meeting that would be held on Thursday, August 20th.

Karen invited the newer board members to come to the September meeting at 5:45 p.m. for a brief orientation. An email reminder will be sent out prior to the September meeting.

Karen discussed some options for board development at the meetings in 2015-16. It was agreed that board development would focus on the continuous improvement work CESA 9 is doing as an organization in partnership with Studer Education.

Dr. Heldt shared a note from employee Jean Hill thanking the Board for the memorial given in memory of her mother.

Kevin Zubke thanked Karen and the CESA 9 staff for their recent \$100 donation to the Athens School District. He said the funds would be used in their elementary good behavior lunch program. Dr. Heldt explained to the new board members that the CESA 9 staff can wear jeans on Fridays if they donate \$1 to the Casual for a Cause fund. Each

time the fund reaches \$100, the money is donated to a CESA 9 school district for a child-related project.

Adjournment

Motion by Dirks, second by Ackermann to adjourn. All aye. Motion carried. The meeting was adjourned at 8:52 p.m.