

COOPERATIVE EDUCATIONAL SERVICE AGENCY NO. 9
BOARD OF CONTROL MEETING
CESA 9 OFFICE
304 KAPHAEM ROAD
TOMAHAWK, WISCONSIN
WEDNESDAY, APRIL 6, 2016

MINUTES

Chair, Ken Dirks called the April 6, 2016 Board of Control monthly meeting to order at 6:30 p.m. and led the members in the Pledge of Allegiance. 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
Tom Rulseh – Three Lakes
Dan Thompson – Stratford
Kevin Zubke - Athens

Absent: Jen Seliger - Merrill

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

Approval of Consent Agenda

Motion by Rulseh, second by Thompson to approve the consent agenda as presented. Items included approval of meeting agenda, approval of March 2, 2016 meeting minutes, approval of letter of employment (Blondheim), and approval of CESA 9 Annual Convention Notice. All present voted aye. Motion carried.

Opportunity for Public Comment

There was no public comment.

Presentation of Financial Report and Monthly Claims

Financial reports for March were reviewed. Motion by Thompson and second by Merry to approve the March financial report and claims as presented. Upon roll call vote, all present voted aye. Motion carried.

New Business

Dr. Heldt reviewed the statutory timelines for non-renewal and layoff and requested Board approval to issue preliminary non-renewal and/or layoff notices as necessary by the April 30th deadline. She indicated that none would be for performance reasons. Motion by Frey, second by Ackermann, to authorize the Agency Administrator to issue preliminary notification of non-renewal to Agency personnel as needed by the April 30th deadline. All present voted aye. Motion carried. A staffing update will be shared at the May meeting.

Suggested revisions to Board Policy 610 - Fiscal Management Goals were brought to the Board for a first reading. Fiscal Administrator Hilary Cordova stated that the policy needed to be updated to provide for new federal regulations. Motion by Thompson, second by Merry to approve the first reading of Policy 610 - Fiscal Management Goals as presented. All present voted aye. Motion carried. The policy will be brought to the Board for a second reading and final approval in May.

Suggested revisions to Board Policy 672.1 - Bidding Requirements were brought to the Board for a first reading. Fiscal Administrator Hilary Cordova stated that the recommended amount of \$25,000 is a recommendation by Wipfli and is becoming standard practice. Motion by Merry, second by Palmquist to approve the first reading of Policy 672.1 - Bidding Requirements as presented. After discussion, all present voted aye. Motion carried. This policy will be brought to the Board for a second reading and final approval in May. Additional policies for revision will be coming to the board in future months.

Administrator's Report

Dr. Heldt provided the following "shout outs" to staff: Ann Brigham and Archie Barribeau for their quick response in organizing, gathering information and writing the TEACH consortium grant; Lynn Verage for her recent assistance and support to a local school district in the death of a staff member.

Meeting notes from the March 11th PAC meeting were shared.

Karen shared that the deadline for districts to return their shared service contracts for 2016-17 is April 15th.

A list of area Kohl Scholarship and Fellowship recipients was shared with the board. The Kohl Foundation recently announced that the amount of the student scholarships will increase from \$3,000 to \$5,000 per recipient starting this year.

Karen provided the Board with information from WEA Trust regarding long term care insurance.

Karen shared that Dawn Nordine is in discussions with the Wisconsin E-School Network (WEN) for possible contracting with CESA 9 to provide HR/payroll services for their organization. WEN is a partner with Wisconsin Virtual School in the WDLC (Wisconsin Digital Learning Collaborative).

Board members were given information about a WASB workshop that will be held at CESA 9 on May 17th.

Dr. Heldt thanked Board President Ken Dirks for his service to the CESA 9 Board of Control. Ken did not run for re-election in his district. Ken will be formally recognized at the June Board of Control dinner. The Board then discussed options for filling the board president position for the next two meetings. Vice President Scott Everson is unable to attend and chair the May meeting. After discussion, a motion was made by Rulseh to nominate Andy Merry as interim president. Motion was seconded by Dirks. Epping moved to close nominations and cast a unanimous ballot for Merry. Second by Everson. All present voted aye. Motion carried. Andy Merry will serve in the role of president until the Board elects officers at the August organizational meeting.

Karen reminded the Board that the May meeting will be held on Monday, May 2nd as she will be attending the WASDA Education Conference on May 4th.

Karen shared information about the Job Fair CESA 9 will be hosting on April 28th. Fifteen area districts and CESA 9 will be represented at the Job Fair. Flyers were shared with public and private colleges in Wisconsin.

Karen read a note from employee Hanna Van Ryen thanking the Board for the gift recognizing the birth of their new baby.

Board Development

Karen shared with the Board the results of her most recent rounding with CESA 9 office employees.

Closed Session

Motion by Epping, second by Merry to adjourn into closed session pursuant to Section 19.85(1)(c), Wis. Stats. for the purpose of consideration of employment, promotion, compensation or performance data of a public employee over which the Board of Control has jurisdiction, including specifically, agency administrator evaluation and contract renewal. A roll call vote was taken. All present voted aye. Motion carried. The Board moved into closed session.

Action as a Result of Closed Session

Motion by Thompson, to issue an employment contract to Agency Administrator Heldt with a salary of \$124,601 and that the contracted officers be authorized and directed to sign the employment contract. Second by Merry. All present voted aye. Motion carried.

Adjournment

President Dirks adjourned the meeting at 9:02 p.m.