

COOPERATIVE EDUCATIONAL SERVICE AGENCY NO. 9  
BOARD OF CONTROL MEETING  
CESA 9 OFFICE  
304 KAPHAEM ROAD  
TOMAHAWK, WISCONSIN  
WEDNESDAY, APRIL 5, 2017

MINUTES

Chair Andy Merry called the April 5, 2017 Board of Control meeting to order at 6:30 p.m. and led the members in the Pledge of Allegiance. The following members were in attendance via telephone or in person:

Present: Helen Ackermann – DC Everest  
Scott Everson – Rib Lake  
Andy Merry - Antigo  
Theresa Miles - Wausau  
Tom Rulseh – Three Lakes  
Kevin Zubke - Athens

Absent: Phillip Epping – Northland Pines  
Duane Frey – Rhinelander  
Helen Palmquist – Prentice  
Tyler Stevenson - Tomahawk  
Dan Thompson – Stratford

CESA staff members in attendance included Hilary Cordova, Jenny Miner, Dawn Nordine and Agency Administrator Karen Wendorf-Heldt (participating by phone).

Approval of Consent Agenda

Motion by Miles, second by Ackermann to approve the consent agenda as presented. Agenda items included approval of meeting agenda, approval of March 1, 2017 regular meeting minutes, and approval of the annual convention notice for 2017. All present voted aye. Motion carried.

Opportunity for Public Comment

No public comment.

Presentation of Financial Report and Monthly Claims

Financial reports for March were reviewed along with the updated historical monthly cash balance chart. Motion by Rulseh and second by Everson to approve the March financial report and claims as presented. Upon roll call vote, all present voted aye. Motion carried.

New Business

A proposal for a revised organizational chart was shared. Motion by Ackermann to approve the CESA 9 organizational chart as presented. Second by Miles. All present voted aye. Motion carried. Tom Rulseh suggested that a companion narrative to explain

the chart in more detail would be helpful. Karen will provide this to the board at a future meeting.

Dr. Heldt reviewed the statutory timelines for nonrenewal and layoff and requested Board approval to issue preliminary nonrenewal and/or layoff notices as necessary by the April 30th deadline. She indicated that none would be for performance reasons. Motion by Rulseh, second by Miles, to authorize the Agency Administrator to issue preliminary notification of nonrenewal 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.

#### Administrator's Report

Dr. Heldt provided the following shout outs: Hilary Cordova for successfully leading the first CESA 9 bookkeeper conference and to the support staff that assisted her; all the staff members involved the Leadership Networking Meeting held on Tuesday.

Meeting notes from the March 10 PAC meeting were shared.

Fiscal Administrator Cordova shared that 16 out of 22 of the district shared service contracts for 2017-18 have been returned thus far. A reminder will be sent to the remaining districts.

A list of area Kohl Scholarship and Fellowship recipients was shared with the board.

Information was shared about the upcoming WASB Spring Academy workshop being held at CESA 9 on May 16.

Discussion was held on the process for the May 3rd meeting. Board members will attend in person on May 3rd and Karen (recovering from surgery) will either connect virtually or she will have Dawn Nordine replace her as Secretary.

Karen thanked Board members Everson and Zubke for their service to the CESA 9 Board of Control. Everson and Zubke did not seek re-election to their local boards. Both will be formally recognized for their service at the June Board of Control dinner.

#### Adjournment

Motion by Zubke, second by Miles to adjourn. All voted aye. Motion carried. The meeting was adjourned at 7:01 p.m.