

COOPERATIVE EDUCATIONAL SERVICE AGENCY NO. 9  
BOARD OF CONTROL MEETING  
CESA 9 OFFICE  
304 KAPHAEM ROAD  
TOMAHAWK, WISCONSIN  
MONDAY, MAY 2, 2016

MINUTES

Chair Andy Merry called the May 2, 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  
Phillip Epping – Northland Pines  
Duane Frey – Rhinelander  
Andy Merry - Antigo  
Helen Palmquist – Prentice  
Tom Rulseh – Three Lakes  
Jen Seliger - Merrill  
Dan Thompson – Stratford  
Kevin Zubke - Athens

Absent: Scott Everson – Rib Lake  
Vacant – Tomahawk

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

Approval of Consent Agenda

Motion by Frey, second by Thompson to approve the consent agenda as presented. Items included approval of meeting agenda, approval of April 6, 2016 meeting minutes, second reading and final approval of policies 610 - Fiscal Management Goals and 672.1- Bidding Requirements, acceptance of employee resignation (Wallace), approval of letter of employment (O'Callaghan), and approval of shared service contracts with other CESAs (CESAs 5, 8, 10, 12). 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 April were reviewed. Fiscal Administrator, Hilary Cordova, explained the voided check and the factors that resulted in a lower cash balance compared to this time last year. Motion by Zubke and second by Ackermann to approve the April 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 final non-renewal and/or layoff notices as necessary by the May 15th deadline. She indicated that none would be for performance reasons. Motion by Thompson, second by Rulseh, to authorize the Agency Administrator to issue final notification of non-renewal to Agency personnel as needed by the May 15th deadline. All present voted aye. Motion carried.

2016-17 employment contracts for contracted staff were presented. Contracts will be issued at 2015-16 salary amounts with possible adjustment after health insurance rates are known. Motion by Rulseh, second by Palmquist to approve the 2016-17 employment contracts as presented. All present voted aye. Motion carried.

A list of support staff and paraprofessional staff was shared. These employees receive letters of continued employment rather than employment contracts. Motion by Thompson, second by Frey to approve issuing letters of continued employment for 2016-17 to the support staff and paraprofessionals as presented. All present voted aye. Motion carried.

Suggested revisions to Board Policy 672.2 - Purchasing were brought to the Board for a first reading. Motion by Rulseh, second by Epping to approve the first reading of Policy 672.2 - Purchasing as presented. All present voted aye. Motion carried. The policy will be brought to the Board for a second reading and final approval in June.

#### Administrator's Report

Dr. Heldt provided gave a "shout out" to all of the CESA 9 area districts and communities for the support given to the Antigo School District in their recent crisis.

Meeting notes from the April 8th PAC meeting were shared. Karen noted that the last legislative conversation of the year took place before the PAC meeting and that a representative from DPI came to present alternative pathways to licensure that exist in the state.

Karen stated that all but two shared service contracts have been returned to this point.

Karen shared highlights from the April 28th Job Fair. She indicated that 13 districts were represented and that even though the attendee turnout was small, it was a good first experience. The participating districts used some of the time for networking with each other. Plans for next year's job fair are already underway.

A letter highlighting the June Board recognition dinner was shared. The June 1st meeting will begin at 6:00 p.m. with dinner to follow. Ken Dirks will be recognized at the dinner.

#### Board Development

Karen shared highlights of her most recent rounding with CESA 9 superintendents.

#### Adjournment

Motion by Frey, second by Thompson to adjourn. All voted aye. Motion carried. The meeting was adjourned at 7:47 p.m.