

COOPERATIVE EDUCATIONAL SERVICE AGENCY NO. 9
BOARD OF CONTROL MEETING
CESA 9 OFFICE
304 KAPHAEM ROAD
TOMAHAWK, WISCONSIN
WEDNESDAY, OCTOBER 7, 2015

MINUTES

President Ken Dirks called the October 7, 2015 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
Tom Rulseh – Three Lakes
Dan Thompson – Stratford
Kevin Zubke - Athens

Absent: Helen Palmquist – Prentice
Jen Seliger - Merrill

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

Approval of Consent Agenda

Motion by Thompson, second by Zubke to approve the consent agenda as presented. Consent agenda items included approval of meeting agenda, minutes of the September 2, 2015 meeting, employee resignation (Schoepke), employee letter of employment (Drew), and new employment contracts (Azbell, Voigt). 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 September were reviewed. Hilary Cordova shared a visual summary of the cash flow accounts and how they work. Motion by Ackermann and second by Frey to approve the September financial report and presentation of claims as presented. Upon roll call vote, all present voted aye. Motion carried.

Presentation: ZOOM

CESA 9 Director of Technology and Digital Learning, Archie Barribeau, demonstrated ZOOM which is a video/web conferencing tool that the Agency has been using for meetings. ZOOM could be an alternative option for Board of Control phone conference meetings.

New Business

Several policy revisions were brought to the Board for review for a first reading. Policy 110.0 - Purpose and Policy 150 - Board of Control Duties were updated to match the language changes in recent state legislation as related to CESAs. Motion by Thompson, second by Rulseh to approve the revisions as a first reading to Policy 110.0 - Purpose. All present voted aye. Motion carried. Motion by Merry, second by Ackermann to approve the revisions as a first reading to Policy 150 - Board of Control Duties. All present voted aye. Motion carried. Minor wording changes to reflect practice were made to Policy 151.1b - Preliminary Development of Policies and Policy 171.1 - Notification of Board Meetings. Motion by Merry, second by Everson to approve the revisions as a first reading to Policy 151.1b - Preliminary Development of Policies. All present voted aye. Motion carried. Motion by Thompson, second by Merry to approve the revisions as a first reading to Policy 171.1 - Notification of Board Meetings. All present voted aye. Motion carried. Proposed revisions to Policy 671.2 - Expense Reimbursement were reviewed. Revisions would change the mileage reimbursement rate for staff from the IRS rate to the State of Wisconsin rate and require all meal reimbursements to be accompanied by an itemized receipt. It was suggested that the wording "effective January 1, 2016" be added. Motion by Thompson, second by Frey to approve the revisions as a first reading to Policy 671.2 - Expense Reimbursement. All present voted aye. Motion carried. All five of the policies will be brought to the November 4th meeting for a second reading and final approval as a consent agenda item.

As a result of changes to Policy 671.2 - Expense Reimbursement, Rulseh moved to also change the Board of Control mileage reimbursement rate to the State of Wisconsin rate effective January 1, 2016. Motion was seconded by Zubke. All members present voted yes. Motion carried.

Administrator's Report

Dr. Heldt provided the following "shout outs" to staff: Ann Brigham, new CESA 9 grant writer who also brings with her PR/marketing experience, for creating some press releases for the Agency; the WVS team of Dawn Nordine, Michele Nickels, and Annette Walaszek, for their work with the Wisconsin Digital Learning Collaborative (WDLC) on an interagency agreement that will help support access to cost effective digital learning platforms; Archie Barribeau, new Technology and Digital Learning Director, for creating a Powtoons video that showcases the digital learning professional development opportunities he is organizing.

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

Dr. Heldt distributed a draft of an informational document describing CESAs, who they are and what they do. Board members provided feedback. The final draft will be shared with the Board at the next meeting.

Information about the Wisconsin Rural Schools Alliance (WiRSA) Fall Conference was shared.

Karen indicated that a vendor for the new Wisconsin assessment (Wisconsin Forward Exam) has been selected.

Board Development

Karen shared a video and information on change and using evidence to drive change.

Adjournment

Motion by Frey, second by Thompson to adjourn. All aye. Motion carried. The meeting was adjourned at 8:19 p.m.