

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

*August 16, 2017
5:00 p.m.*

**Ripon High School
850 Tiger Drive, Ripon, WI 54971
Community Room, Room 1100**

AGENDA

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<i>(Note: A majority of Board members may be attending the meetings/conferences at the dates/places, and for the purposes referenced in this document. This notice is being provided to comply with Wisconsin Open Meetings Law.)</i>	
VII. ADJOURNMENT	

I. ROLL CALL – 5:00 p.m.

A. Meeting Announcement

This meeting of the Moraine Park Technical College District Board has been officially announced to the District's official news media – the Fond du Lac Reporter, the West Bend News, and the Beaver Dam Daily Citizen – as well as to other media, in accordance with the Wis. Stat. sec. 19.81 through 19.98.

Roll call:

_____ Krueger
_____ Lloyd
_____ Laubenstein
_____ Jung
_____ Zeratsky
_____ Miller
_____ Fields
_____ Prill
_____ Staral

III. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the July 10, 2017 meeting minutes as presented.

IV. CONSENT ITEMS

The following information is being presented for the purpose of District Board monitoring of their Presidential Parameter policies #4HEE0100, Employment; #4FAF0300, Accounting; #4FFF0200, Investments; and their Desired Outcomes Policy #1TFT0200, Educate for Employment – Economic Development Contracting.

A. Employment

Resignations/Terminations

Mary Martin, Disability Resource Specialist/Interpreter, submitted her resignation effective August 31. Mary has been with the College since August 2002.

Robert Krug, HVAC Instructor, submitted his resignation effective August 1. Robert had been with the College since January 2013.

Jeffrey Vonau, Electrical Power Distribution Instructor, submitted his resignation effective July 21. Jeffrey had been with the College since February 2011.

Larissa Schairer, Housekeeper, submitted her resignation effective August 11. Larissa had been with the College since December 2016.

Cole Zondag, Security Officer, submitted his resignation effective August 1. Cole had been with the College since September 2015.

Mary Schneider, Basic Education Instructor, submitted her resignation effective August 18. Mary has been with the College since August 1995.

Matthew Hurtienne, Dean of the Beaver Dam Campus, submitted his resignation effective August 4. Matthew had been with the College since October 2008.

Nicolle Schroeder, Multicultural Student Support Specialist, submitted her resignation effective July 23. Nicolie had been with the College since July 2016.

Recruitment – Support Professionals

Disability Resource Specialist/Interpreter, West Bend Campus. This full-time position was created when Mary Martin submitted her resignation. This position provides a variety of support services and sign language interpreting services to students with disabilities on various campuses. This position was posted internally/externally with a closing date of August 17, 2017.

Multicultural Student Support Specialist (Bilingual), West Bend Campus. This full-time position was created when Nicolie Schroeder submitted her resignation. This position's primary function is to provide supportive services for outreach, recruitment, enrollment and retention of targeted multicultural student populations. This position was posted internally/externally with a closing date of August 16, 2017.

IV. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Support Professionals (Continued)

Housekeeper, Fond du Lac Campus. This part-time position was created when Larissa Schairer submitted her resignation. This position performs custodial duties for an assigned area at the Fond du Lac Campus and performs heavy duty cleaning throughout the Fond du Lac Campus as needed. This position was posted internally/externally. Interviews were held August 8, 2017.

Wellness Program Assistant, Fond du Lac Campus. **This new, part-time position is funded in the 2017-18 budget.** This position will assist in the creation, implementation and evaluation of the wellness program for the purpose of educating and engaging employees in healthy lifestyle choices. This position was posted internally/externally until filled.

Computer Lab Software Application Specialist, Beaver Dam Campus. This part-time position was created when Lori Erber submitted her resignation. This position assists students or other users in the use of software applications in the Open Computer Lab at the Beaver Dam Campus. This position troubleshoots and provides preliminary technical support for computer hardware and software. This position was posted internally/externally. Interviews were held August 1, 2017.

Security Officer, Beaver Dam Campus. This part-time position was created when Cole Zondag submitted his resignation. This position, with oversight from the Security Manager, assists with MPTC's security and safety efforts at the Beaver Dam Campus, which includes loss prevention, parking enforcement, student, staff and public safety. This position was posted internally/externally. Interviews were held August 14, 2017.

Software Asset Aide, Fond du Lac Campus. **This new, part-time position is funded in the 2017-18 budget.** This position is responsible for administering the College's software assets using our software asset management tool, while assisting with maintaining software compliance. This position was posted internally/externally. Interviews were held August 10, 2017.

Student Support Representative, Fond du Lac Campus. This full-time position was created when Christine Wagner submitted her resignation. This position provides admissions, registration, records and financial aid information and customer service to students at the call center. After screening and interviewing, Jackie Vincent was selected and her start date was August 14, 2017.

Housekeeper, Fond du Lac Campus. This full-time position was created when Kenneth Sabel submitted his retirement. This position performs custodial duties for an assigned area at the Fond du Lac Campus and performs heavy duty cleaning throughout the Fond du Lac Campus as needed. This position was posted internally/externally. After screening and interviewing, Paolo Spoto was selected and his start date was July 31, 2017.

IV. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Support Professionals (Continued)

Marketing Web Content Specialist, Fond du Lac Campus. **This new, full-time position is funded in the 2017-18 budget.** This position is responsible for writing and creating engaging content for the morainepark.edu website as well as other marketing pieces. This position will assist in basic design when needed, but primarily work with academic and administrative departments in creating content with a user experience focus and work to ensure that web content remains updated. This position was posted internally. After screening and interviewing, Andrew Pantzlaff was selected and his start date was July 17, 2017.

Recruitment – Management/Instructional Staff

HVAC-R Instructor, West Bend Campus. This full-time position was created with Robert Krug submitted his resignation. The primary teaching responsibility will be commercial and residential HVAC/R systems design, installation, service and repair. This position was posted internally/externally until filled.

Adult Basic Education Instructor, Beaver Dam Campus. This full-time position was created with Kathy Mueller changed positions. The primary instructional responsibilities will be teaching students in Reading, Math, English/Language Arts, Social Studies, Financial Literacy and Digital Literacy, as well as providing support in test taking, goal setting, college preparedness, career and employability skills and other Basic Education areas as needed. This position was posted internally/externally with a closing date of August 11, 2017.

Facilities Operations Manager, Fond du Lac Campus. This full-time position was created when Eric Hidde submitted his resignation. This position is responsible for managing all District daily building operations and maintenance functions to include supervision of the maintenance and buildings and grounds staff and also manages District facility operations to include snow removal, maintenance contracts and other procurement. This position was posted internally/externally until filled.

Electrical Power Distribution Instructor, Beaver Dam Campus. This full-time position was created when Scott Pagenkopf submitted his resignation. The primary teaching responsibility will be Electrical Power Distribution; however, class assignments and locations may vary from term to term. This position was posted internally/externally. Interviews were held August 7, 2017.

Basic Education/ELL Instructor, Beaver Dam Campus. **This full-time position uses budget dollars allocated for a Math Instructor position that will not be filled.** The primary teaching responsibilities will be to provide English, grammar, writing, reading, speaking and listening skills to students who are non-native English speakers. This position was posted internally/externally. Interviews were held August 9, 2017.

IV. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Management/Instructional Staff (Continued)

IT Technical Support Specialist Instructor, West Bend Campus. **This is a new, grant-funded position.** The primary teaching responsibility will vary within the Information Technology – Technical Support Specialist Associate Degree Program. This position was reposted until filled.

Economic and Workforce Development Industrial Maintenance Instructor, Fond du Lac Campus. **This new, full-time position is funded in the 2017-18 budget.** The primary teaching responsibility for this position will be for courses in the Industrial Maintenance Boot Camp. This position was posted internally/externally until filled.

Nursing Instructor, West Bend Campus. This full-time position was created when Michelle Zautner submitted her resignation. The primary teaching responsibility will be classroom and clinical instruction in the Nursing Program; however, class assignments and locations may vary from term to term. This position was posted internally/externally. After screening and interviewing, Casey Truse was selected and her start date is October 24, 2017.

Casey earned her Bachelor of Science degree in Nursing from Marian University and her Master's degree in Nursing from Concordia University. Casey was most recently employed at Froedtert Health St. Joseph's Hospital for one year and Froedtert Health Community Memorial Hospital for five years, both as a Registered Nurse.

It is recommended that the Moraine Park Technical College District Board offer a contract to Casey Truse, and further that she be placed in Salary Grade F3 on the Faculty salary schedule.

Nursing Assistant Instructor, Fond du Lac Campus. This full-time position was created when Karrie Bruegman-May changed positions. The primary teaching responsibility will be in the Nursing Assistant Program; however, class assignments and locations may vary from term to term. This position was posted internally/externally. After screening and interviewing, Anne Deacy was selected and her start date is August 21, 2017.

Anne earned her Bachelor of Science degree in Nursing from the University of Wisconsin-Oshkosh and her Master's degree in Business Administration from Cardinal Stritch University. Anne was most recently employed at Agnesian Healthcare for eight years as the Director of Surgical Services.

It is recommended that the Moraine Park Technical College District Board offer a contract to Anne Deacy, and further that she be placed in Salary Grade F1 on the Faculty salary schedule.

IV. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Management/Instructional Staff (Continued)

Gas Utility Construction and Service Technician Instructor, Beaver Dam Campus. **This is a new, grant-funded position.** The primary teaching responsibility will vary within the Gas Utility Construction and Service Technician Technical Diploma Program. This position was posted internally/externally. After screening and interviewing Stephen Logan was selected and his start date is August 21, 2017.

Stephen earned his Bachelor of Arts degree in Business Management from Concordia University. Stephen was employed with Alliant Energy for 38 years, most recently as a Natural Gas Inspector.

It is recommended that the Moraine Park Technical College District Board offer a contract to Stephen Logan, and further that he be placed in Salary Grade F2 on the Faculty salary schedule.

Adult Basic Education Instructor – Welding Boot Camp Project, Fond du Lac Campus. **This is a new, grant-funded position.** The primary teaching responsibilities will be teaching students who are working towards earning an HSED while in the Welding Boot Camp Program. This position was posted internally/externally. After screening and interviewing, Beth Redeker was selected and her start date is August 21, 2017.

Beth earned her Bachelor Degree in Political Science and Spanish from Cardinal Stritch University and her Master of Arts degree in Secondary Education from the University of Missouri-St. Louis. Beth was most recently employed for Moraine Park Technical College for a year as an adjunct Adult Basic Education Instructor.

It is recommended that the Moraine Park Technical College District Board offer a contract to Beth Redeker, and further that she be placed in Salary Grade F1 on the Faculty salary schedule.

CNC/Tool and Die Technologies Instructor, West Bend Campus. This full-time position was formerly held by Dan Griffin. The primary teaching responsibility will be in the CNC/Tool and Die Technologies Technical Diploma and in the Tool and Die Technologies Apprenticeship; however, class assignments and locations may vary from term to term. This position was posted internally/externally. After screening and interviewing, Joseph Thurin was selected and his start date is August 21, 2017.

Joseph earned his Associate's degree in Tool and Die Design from Moraine Park Technical College. Joseph was most recently employed at Behrens Tool and Die for 15 years as a Mold Maker.

It is recommended that the Moraine Park Technical College District Board offer a contract to Joseph Thurin, and further that he be placed in Salary Grade F2 on the Faculty salary schedule.

IV. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Management/Instructional Staff (Continued)

Nursing Instructor, West Bend Campus. This full-time position was created when Mary Krieger submitted her resignation. The primary teaching responsibility will be classroom and clinical instruction in the Nursing Program; however, class assignments and locations may vary from term to term. After screening and interviewing, Jamie Zwicky was selected and her start date is August 21, 2017.

Jamie earned her Bachelor of Science degree in Nursing from the University of Wisconsin Milwaukee-Parkside and her Master's degree in Nursing from Concordia University. Jamie was most recently employed at Orbis Education for one year as a Nursing Instructor.

It is recommended that the Moraine Park Technical College District Board offer a contract to Jamie Zwicky, and further that she be placed in Salary Grade F3 on the Faculty salary schedule.

Early Childhood Education Instructor, West Bend Campus. This full-time position was created when Lisa Hager submitted her resignation. The primary teaching responsibility of this position will be in the Early Childhood Education Program. After screening and interviewing, Rebekah Benedum was selected and her start date is August 21, 2017.

Rebekah earned her Bachelor of Science in Elementary Education from Maranatha Baptist University and her Master of Education-Curriculum and Instruction Early Childhood from Concordia University. Rebekah was most recently employed at Northeast Michigan Community Service Agency for two years as the Regional Manager of the Head Start program.

It is recommended that the Moraine Park Technical College District Board offer a contract to Rebekah Benedum, and further that she be placed in Salary Grade F1 on the Faculty salary schedule.

Electricity Apprentice Instructor, Fond du Lac Campus. This full-time position was created when Michael Melaney submitted his resignation. The primary teaching responsibility will be in the Associated Builders and Contractors Electrical Apprenticeship Program, with possible additional courses in Electrical Theory taught to students in the Electrical Power Distribution Program. This position was posted internally/externally. Interviews were held August 2, 2017.

Student Services Grants Coordinator, Fond du Lac Campus. This part-time position was created when Anne Millane submitted her retirement. This position manages grants for the Student Services Unit to include grant writing, monitoring and assisting with budget allocations/decisions, data collection/reporting and monitoring progress of grant activities/outcomes. After screening and interviewing, Julie Mayrose was selected and her start date was August 7, 2017.

IV. CONSENT ITEMS

A. Employment (Continued)

Recruitment – Management/Instructional Staff (Continued)

Julie earned her Bachelor of Arts degree in Sociology from Roanoke College, her Master of Arts degree in Counseling from Oakland University and her Doctor of Education degree in Higher Education Administration from Drake University. Julie was most recently employed at Sun Creations Group for 17 years as a Managing Partner/Educational Consultant.

It is recommended that the Moraine Park Technical College District Board offer a contract to Julie Mayrose, and further that she be placed in Band D2 on the Management salary schedule.

BI Developer, Fond du Lac Campus. This full-time position was created due to the ending of the Ellucian Managed Services contract. This position designs and develops business intelligence objects, packages, processes and reports. This position was posted internally/externally until February 27, 2017. Interviews were last held on May 10, 2017 and May 16, 2017. This position has been put on hold.

Application Developer, Fond du Lac Campus. This full-time position was created due to the ending of the Ellucian Managed Services contract. This position designs and develops user interfaces to internet/intranet applications. This position analyzes and improves complex system logic and works with Systems Analysts and functional staff to determine user requirements and system solutions. This position was posted internally/externally until filled. Interviews were held on March 28, 2017. The College has decided to partner with TEK Systems effective April 17, 2017 on a contract-to-hire basis for this position.

ERP Developer, Fond du Lac Campus. This full-time position was created due to the ending of the Ellucian Managed Services contract. This position will work with the Senior ERP Developer to design and develop user interfaces to ERP applications. This position will work with Systems Analysts and functional staff to determine requirements and solutions. This position was posted internally/externally until filled. Interviews were held on March 23, 2017. The College has decided to partner with TEK Systems effective April 3, 2017 on a contract-to-hire basis for this position.

ERP Developer, Fond du Lac Campus. This full-time position was created due to the ending of the Ellucian Managed Services contract. This position uses budget dollars allocated for a Senior ERP Developer position that will not be filled. This position will work with the Senior ERP Developer to design and develop user interfaces to ERP applications. This position will work with Systems Analysts and functional staff to determine requirements and solutions. This position was posted internally/externally until filled. Interviews were held March 29, 2017. The College has decided to partner with TEK Systems effective April 17, 2017 on a contract-to-hire basis for this position.

IV. CONSENT ITEMS

B. Financial Management – Accounting/Investments

Receipt and bill listings for the month of July are attached. Following are selected receipts or disbursements with explanations.

RECEIPTS: None

DISBURSEMENTS:

<u>Number</u>	<u>Description</u>
A0222497	Cisco Catalyst Switches
A0222501	DNM 4500 Precision Machine
A0222529	Cisco Catalyst FlexStack Plus Stack Module
A0222663	Liebert eXM UPS System
A0222690	Kyocera Ecosys Printer
P-card	Max Fire Box Educational Package
P-card	34 Dell OptiPlex 7050 Computer Workstations
P-card	18 Dell 22 Monitors
P-card	Room T205 furniture and racking
P-card	OB/C Section Mock Kit
P-card	110V Hydraulic tube and pipe bender
P-card	2 Laptop charging cart
P-card	3 Glock 22/Rifle Recoil Kits
P-card	220V Rotary Draw Bender Programmer
P-card	3 Life/Form KERi Manikin
P-card	Celluma PRO LED Panel
P-card	Dell Precision T5810 Computer workstation
P-card	2 PowerEdge R730
P-card	2 Presentation matrix switches
P-card	4 Shure Handheld Wireless Microphone systems
P-card	Nasal Cannula System
P-card	Stainless Steel Instrument table
P-card	35 Dell Latitude 7480 Computer workstations
P-card	Grill Broiler combination
P-card	Grill Broiler combination
P-card	Polyjet 3D printer
P-card	IVC/VGA/Analog technologies and Video Wall
P-card	26 Panasonic projectors
P-card	Meat Slicer
P-card	Natural Gas Range/griddle and convection oven
P-card	Resusci Junior Manikin with Skillguide
P-card	Airway Trainer

IV. CONSENT ITEMS

B. Financial Management – Accounting/Investments (Continued)

Through August 7, the District received no additional payments since the last meeting. Tax levy payments collected to date total \$12,107,625.36 or 74.6% of the total levied. Last year's collection through August 8, 2016 were \$11,892,410.02 or 73.5% of the total levied. A summary of this year's collection is as follows:

<u>County</u>	<u>Total Levied</u>	<u>Total Collected</u>	<u>Percent Collected</u>
Calumet	\$193,293.95	\$141,273.94	73.1%
Columbia	\$3,626.99	\$2,459.26	67.8%
Dodge	\$3,035,472.32	\$2,200,574.39	72.5%
Fond du Lac	\$4,592,632.39	\$3,400,036.53	74.0%
Green Lake	\$1,461,724.18	\$996,275.39	68.2%
Marquette	\$20,862.48	\$14,676.23	70.4%
Sheboygan	\$5,482.30	\$4,138.13	75.5%
Washington	\$6,682,230.73	\$5,189,737.25	77.6%
Waushara	\$145,434.53	\$101,215.54	69.6%
Winnebago	<u>\$79,743.13</u>	<u>\$57,238.70</u>	71.8%
	<u>\$16,220,503.00</u>	<u>\$12,107,625.36</u>	<u>74.6%</u>

OTHER:

The interest rate National Exchange Bank and Trust remains at 1.375% for July 2017.

C. Economic Development Contracting

EWD Board Report August 2017										
Recipient	Title	Course	Revenue	Direct Cost	Net	Enrolled	FTE	Manager LN	Contract	
ARW Iron and Metal	Supervision III	4719646410631	\$ 5,114.44	\$ 2,452.72	\$ 2,661.72	6	0.12	Holmes	C:000000000272727	
ARW Iron and Metal	10% Grant Administration	10951	\$ 511.44	-	\$ 511.44	0	0	Holmes	C:000000000272728	
Agnesian Healthcare	Leading Successful Project Teams	4719642510633	\$ 5,732.00	\$ 3,227.17	\$ 2,504.83	16	0.21	Holmes	C:000000000272657	
Agnesian Healthcare	10% Grant Administration	10953	\$ 373.20	-	\$ 373.20	0	0	Holmes	C:000000000272658	
Agnesian Healthcare	Excel Level 2 and 3 Customized Assessment Testing	47101431910760	\$ 1,963.00	\$ 1,024.83	\$ 928.17	14	0.09	Holmes	C:000000000274227	
Alliance Laundry Systems	Site Sigma Green Belt Certification	1062515032194	\$ 11,700.00	\$ 107.18	\$ 7,769.47	3	0.3	Holmes	C:00000000026023	
Animsart LLC	Site Sigma Green Belt Project	1062515132197	-	-	-	3	0.1	Holmes	C:00000000026023	
Animsart LLC	10% Grant Administration	10878	\$ 1,170.00	-	\$ 1,170.00	0	0	Holmes	C:00000000026026	
Animsart LLC	Excel Level 2 and 3 Customized	47103431910701	\$ 1,627.00	\$ 871.15	\$ 755.85	13	0.07	Holmes	C:00000000027388	
Bank American Medical Products	Site Sigma Green Belt Certification	1062515032196	\$ 7,800.00	\$ 7,623.36	\$ 5,176.44	2	0.33	Ge lings	C:00000000026024	
Bank American Medical Products	Site Sigma Green Belt Project	1062515132197	-	-	-	2	0.07	Ge lings	C:00000000026024	
Bank American Medical Products	10% Grant Administration	10880	\$ 780.00	-	\$ 780.00	0	0	Ge lings	C:00000000026024	
Bradley Corp	Site Sigma Green Belt Certification	1062515032196	\$ 3,900.00	\$ 1,311.78	\$ 2,588.22	1	0.17	Ge lings	C:00000000026024	
Bradley Corp	Site Sigma Green Belt Project	1062515132197	-	-	-	1	0.03	Ge lings	C:00000000026024	
Bradley Corp	10% Grant Administration	10881	\$ 390.00	-	\$ 390.00	0	0	Ge lings	C:00000000026029	
Bradley Corp	Supervision III	4719646432316	\$ 6,249.22	\$ 3,110.68	\$ 3,138.54	18	0.36	Ge lings	C:00000000026907	
Bradley Corp	Supervision III	4719646432317	\$ 6,470.33	\$ 3,331.59	\$ 3,138.74	25	0.5	Ge lings	C:00000000026907	
Bradley Corp	10% Grant Administration	10936	\$ 1,271.94	-	\$ 1,271.94	0	0	Ge lings	C:00000000026908	
Bradley Corp	Project Management	47196470310627	\$ 2,135.59	\$ 540.86	\$ 1,594.73	15	0.1	Ge lings	C:00000000027187	
Bradley Corp	10% Grant Administration	10950	\$ 213.56	-	\$ 213.56	0	0	Ge lings	C:00000000027188	
Blanch Stone Corp	Sustaining Loan	47623441910763	\$ 123.00	\$ 240.48	\$ (115.48)	1	0	Ge lings	C:00000000027469	
City of Fond Du Lac	Hearstaver First Aid	4753144510736	\$ 280.00	\$ 171.74	\$ 108.26	20	0.03	Holmes	C:00000000027448	
City of Fond Du Lac	Hearstaver First Aid	4753144510737	\$ 274.00	\$ 165.74	\$ 108.26	18	0.03	Holmes	C:00000000027448	
Department of Natural Resources	DMR-Operations Training	10797	\$ 50,000.00	-	\$ 50,000.00	0	0	Hall	C:00000000024747	
Education To Go	Ed2Go Administration	10958	\$ 2,576.73	\$ 30.92	\$ 2,545.81	0	0	Brennel	C:00000000027408	
Gleason Reel Corp	Excel Level 1 2010 Facourse	4710345610652	\$ 1,776.00	\$ 737.63	\$ 1,038.37	14	0.09	Holmes	C:00000000027247	
Gleason Reel Corp	10% Grant Administration	10952	\$ 177.60	-	\$ 177.60	0	0	Holmes	C:00000000027248	
Grande Cheese	Site Sigma Green Belt Certification	1062515032196	\$ 19,500.00	\$ 6,659.89	\$ 12,840.11	5	0.83	Ge lings	C:00000000026024	
Grande Cheese	Site Sigma Green Belt Project	1062515132197	-	-	-	5	0.17	Ge lings	C:00000000026024	
Grande Cheese	10% Grant Administration	10882	\$ 1,950.00	-	\$ 1,950.00	0	0	Ge lings	C:00000000026030	
Grande Cheese	Archiving Change for Managers	4719645310654	\$ 5,850.07	\$ 3,589.70	\$ 2,260.37	10	0.1	Ge lings	C:00000000027269	
Grande Cheese	10% Grant Administration	10954	\$ 585.00	-	\$ 585.00	0	0	Ge lings	C:00000000027270	
John Deere HiKoon Works	Hearstaver First Aid/CPR/AED	4753146510702	\$ 393.50	\$ 198.26	\$ 195.24	8	0.03	Ge lings	C:00000000027389	
John Deere HiKoon Works	Hearstaver First Aid/CPR/AED	4753146510703	\$ 406.50	\$ 215.26	\$ 191.24	13	0.04	Ge lings	C:00000000027389	
John Deere HiKoon Works	Hearstaver First Aid/CPR/AED	4753146510704	\$ 403.50	\$ 210.26	\$ 193.24	12	0.04	Ge lings	C:00000000027389	
John Deere HiKoon Works	Hearstaver First Aid/CPR/AED	4753146510705	\$ 406.50	\$ 213.26	\$ 193.24	13	0.04	Ge lings	C:00000000027389	
Koren Test Products Corp	Site Sigma Green Belt Certification	1062515032194	\$ 3,900.00	\$ 1,300.17	\$ 2,599.83	1	0.17	Holmes	C:00000000026023	
Koren Test Products Corp	Site Sigma Green Belt Project	1062515132195	-	-	-	1	0.03	Holmes	C:00000000026023	
Koren Test Products Corp	10% Grant Administration	10879	\$ 390.00	-	\$ 390.00	0	0	Holmes	C:00000000026027	
Koren Test Products Corp	Influential Leadership	4719644132484	\$ 7,547.78	\$ 5,507.37	\$ 2,040.41	12	0.2	Holmes	C:00000000026787	
Koren Test Products Corp	Building Positive Relationships	4719644132485	\$ 880.32	\$ 750.24	\$ 130.08	12	0.04	Holmes	C:00000000026787	
Koren Test Products Corp	10% Grant Administration	10919	\$ 842.81	-	\$ 842.81	0	0	Holmes	C:00000000026788	
Lakeborne Technical College	Laminating Dough	4710340110638	\$ 3,268.00	\$ 1,009.18	\$ 2,258.82	5	0.07	Holmes	C:00000000027307	
Mayville Engineering Co Inc	Blueprint Reading	4762344210685	\$ 3,168.00	\$ 1,017.76	\$ 2,150.24	15	0.2	Ge lings	C:00000000027347	

Maryville Engineering Co Inc	10% Grant Administration	10956	\$ 316.80	\$ --	\$ 316.80	0	0	Gr Bngs	C:00000000027348
Mercury Marine	Core Skills - Mercury	4739641110629	\$ 1,210.00	\$ 489.40	\$ 720.60	16	0.08	Hall	C:00000000027207
Mercury Marine	Core Skills - Mercury (Team A)	4739641110629	\$ 350.00	\$ 104.96	\$ 245.04	8	0.01	Hall	C:00000000027207
Mercury Marine	Core Skills - Mercury (Team B)	4739641110630	\$ 350.00	\$ 104.96	\$ 245.04	8	0.01	Hall	C:00000000027207
Mercury Marine	Core Skills - Mercury	4739641110698	\$ 1,250.00	\$ 514.28	\$ 735.72	20	0.1	Hall	C:00000000027387
Mercury Marine	Core Skills - Mercury (Team A)	4739641110699	\$ 350.00	\$ 104.96	\$ 245.04	10	0.02	Hall	C:00000000027387
Mercury Marine	Core Skills - Mercury (Team B)	4739641110700	\$ 350.00	\$ 104.96	\$ 245.04	10	0.02	Hall	C:00000000027387
RegalWare Inc	Accuplacer and Assessment Testing	10961	\$ 758.00	\$ 469.35	\$ 288.65	0	0	Gr Bngs	C:00000000027449
US Navy	Stu Sigma Green Belt Certification	1062515132198	\$ 3,900.00	\$ 535.35	\$ 3,364.65	1	0.17	Justman	C:00000000026025
US Navy	Stu Sigma Green Belt Project	1062515132199	\$ --	\$ --	\$ --	1	0.03	Justman	C:00000000026025
TOTAL:		\$ 171,495.63	\$ 46,495.13	\$ 125,000.50	358	5.2			

IV. CONSENT ITEMS

SUGGESTED MOTION – PRESIDENTIAL PARAMETERS, CONSENT ITEMS

I move that the Moraine Park Technical College District Board approve the following presidential parameter consent items as presented:

- 1. Employment;***
- 2. Financial Management – Accounting/Investments;***
- 3. Economic Development Contracting; and***

that the bills for the month of July be approved and payments are authorized, ordered, and confirmed.

Roll call vote:

_____ Fields
_____ Prill
_____ Krueger
_____ Zeratsky
_____ Laubenstein
_____ Jung
_____ Lloyd
_____ Miller
_____ Staral

V. ACTION ITEMS

A. Resolution to Approve Board Policies

The District Board and District Administration recognize that the existing board policy governance manual is outdated and relatively complex and burdensome to administer. As such, the Board desires to create a new policy governance manual that clearly defines the roles and responsibilities for the Board and the President in a simplified format. Specifically, a new manual will be created that enables the Board to be efficient and effective with a focus on strategic leadership, but follows the basic concepts of a policy governance model to include a section on: governance process, board/staff relationship, executive limitations, and ends.

During 2017-18, the President will draft and discuss new board policies at each monthly board meeting. These drafts will be presented and discussed prior to submission for approval at subsequent meetings. The following board policies were reviewed and discussed at the July 2017 meeting and District staff are seeking approval of the same at this time:

- BP 1.4 – Board Member’s Role
- BP 1.5 – Board Officers and Roles
- BP 1.6 – Board Agenda and Meetings

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve board policies BP 1.4 – Board Member’s Role; BP 1.5 – Board Officers and Roles; and, BP 1.6 – Board Agenda and Meetings, and authorize the effective date for these policies to begin with the fiscal year beginning July 1, 2018.

Moraine Park Technical College

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Board Member's Role
Policy Number	BP 1.4
Policy Owner	Board Chairperson
Adopted	
Reviewed	
Revised	

The Board of Trustees of Moraine Park Technical College functions as a collective body. The success of the Board depends on each individual Board member exercising responsibility through positive actions in the following areas:

- Being effective at Board meetings through appropriate preparation, regular attendance, and active participation in Board discussions and willingness to volunteer for committees or officer assignments.
- Understanding and supporting the Board governance concept and Board policies.
- Being knowledgeable concerning the College means for accomplishing its ends, such as organization, budget, accreditation, facilities, instructional programs, student services, and key processes.
- Being knowledgeable concerning the organization of the Wisconsin Technical College System and applicable state statutes.
- Being familiar with major district, state, and national issues affecting the College.
- Engaging in Board and self-development activities designed to promote Board effectiveness through attendance at state, regional, and national Board association meetings and by utilizing resources available in the College.
- Attending College events.
- Representing the College to the community in a positive image.
- Being active in legislative advocacy.
- Regularly attending Board meetings, workshops, and retreats to participate in and understand consensus building, stakeholder representation, in-depth College knowledge, and goal setting.

Moraine Park Technical College

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Board Officers and Roles
Policy Number	BP 1.5
Policy Owner	Board Chairperson
Adopted	
Reviewed	
Revised	

The officers of the District Board shall be the Chairperson, Vice Chairperson, Secretary, and Treasurer.

- The officers shall be elected at the annual organizational meeting of the Board on the second Monday in July.
- If a vacancy occurs in any of the District Board officer positions after the annual organizational meeting, the District Board shall elect an officer to fill the vacancy at a subsequent Board meeting.

Chairperson's Role

The Chairperson is elected by the Board of Trustees. As the elected leader of the Board, the Chairperson shall maintain the integrity of the Board's process and represent the Board to outside parties. The Chairperson is the only Board member authorized to speak for the Board (beyond simply reporting Board decisions), other than in rare and specifically authorized instances.

- No person may serve as chairperson for more than two successive annual terms. (Wis. Stats. sec. 38.08(3), as amended)
- The Chairperson shall ensure the Board and individual Board members act consistently with the Board's own rules and policies and those legitimately imposed upon the Board from outside the College.
 - The Chairperson shall preside at Board meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership.
 - Discussion at the Board meetings will be on those issues which, according to Board policy, belong to the Board to decide, not the President.
 - Deliberation will be fair, open, and thorough, but also efficient, timely, orderly, and to the point.
 - The Chairperson will attempt to arrive at a consensus by the Board members on Board decisions. The Chairperson will stimulate discussion among the Board members.
- The Chairperson sets the agenda with input from board members and the President.
- The Chairperson is authorized to use any reasonable interpretation of the provisions in Governance and Board-Staff Relationship policies in carrying out the role of Chairperson.
- The Chairperson has no authority to make decisions regarding implementation of the Ends and Executive Limitations policies. Such implementation is reserved for the President.

- The Chairperson is responsible for the Board/President relationship and shall communicate and interact with the President. However, since the President is responsible to the entire Board, the Chairperson has no authority to unilaterally supervise or direct the President.
- The Chairperson or designee shall sign on behalf of the entire Board, all documents needing such authorization.
- The Chairperson shall ensure the other Board members are informed of current and pending Board issues and processes.
- The Chairperson is empowered to chair Board meetings in accordance with the *Robert's Rules of Order, Revised*, unless suspended or waived.
- Subject to Board approval, the Chairperson shall prosecute all necessary legal actions in the name of the District for the recovery of damages and forfeitures or to obtain injunctive relief.
- The Chairperson shall appoint members of committees established by the Board as well as outside organizations including the Foundation, as appropriate.
- The Chairperson shall ensure compliance with all required duties imposed by law, including but not limited to:
 - The Chairperson, or designee, shall communicate with the public as required by law with respect to providing public notice of all meetings of the College Board of Trustees. The Chairperson may delegate the function of providing notice, but may not delegate the responsibility.
 - The Chairperson may delegate responsibility for the orientation of new Board members and for providing them with mentors.

Vice Chairperson's Role

The Vice Chairperson is elected by the Board of Trustees.

- The Vice Chairperson shall have all of the authority and duties of the Chairperson in the absence of the Chairperson.
- The Vice Chairperson shall have such other authority and duties as the Board may from time to time determine and direct.

Secretary's Role

The Secretary is elected by the Board of Trustees.

- Unless otherwise specified by law, the Secretary is designated as the official custodian of all records of the District. The Secretary may delegate the day-to-day maintenance of the custody of the records to the President of the College, but may not delegate the responsibility.
- The Secretary shall maintain a record and the official minutes of all meetings of the Board.
- Where a function is assigned to the clerk of a governmental unit, and the District is designated as one of such governmental units, such function shall be performed by the Secretary.
- On or before the first Monday in March, or within thirty (30) days of the date on which a vacancy on the Board occurs, the Secretary shall notify each member of the Appointment Committee, each governing body having a member on the Appointment Committee and the Board of the vacancy or of terms of office which will expire during the year.
- Annually, by October 31 of each year, or within ten (10) days after receipt of the equalized valuations from the Department of Revenue, whichever is later, the Secretary shall file with the

clerk of each city, village, and town, any part of which is located in the District, a certified statement showing the amount of the levy and the proportionate amount of the tax to be spread upon the tax rolls for collection in each city, village, and town.

- In the absence of both the Chairperson and the Vice Chairperson, the Secretary shall call the District Board meeting to order and shall serve as Chairperson while the Board elects a Chairperson Pro Tempore.

Treasurer's Role

The Treasurer is elected by the Board of Trustees.

- The Treasurer shall be the official custodian of all monies received by the District and shall be accountable for such funds. The Treasurer may delegate the day-to-day maintenance of the custody of the funds to the President of the College, but may not delegate the responsibility. All expenditures exceeding \$2,500 shall be approved by the Board (Wis. Stat. sec. 38.12(2), as amended).
- The Treasurer shall serve as the chair of the Finance Committee.
- The Board may, by resolution, authorize other persons' signatures or the use of a facsimile or digital signature.
- The Board shall authorize the signature of payroll, accounts payable, grants, refunds, and other accounts at its annual organizational meeting in July. The use of a facsimile or digital signature does not relieve the Board or the Treasurer from any liability to which the Board or the Treasurer is otherwise subject, including the unauthorized use of the facsimile or digital signature of the Treasurer.

Moraine Park Technical College

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Board Agenda and Meetings
Policy Number	BP 1.6
Policy Owner	Board Chairperson
Adopted	
Reviewed	
Revised	

Notification

District Board meetings are public meetings and open to the public in accordance with Chapter 19, Wis. Stats.

Every public notice of a Board meeting shall set forth the time, date, place and subject matter of the meeting, including that intended for consideration at a contemplated closed session per Wis. Stat. sec. 19.84(2), as amended.

Agenda

The Board shall assume and exercise responsibility for oversight of Board planning and agenda setting. Accordingly, each member of the Board shall have an opportunity to identify issues to be considered on the Board agenda. The Chairperson shall work with the President to prepare and disseminate the agenda.

- The College Vision, Mission, Value Statements, and Strategic Priorities will be reviewed annually.
- Subjects for major policy issues to be discussed and acted upon by the Board will be developed on an annual basis.
- The Board will conduct an annual organizational meeting on the second Monday of July for the purpose of administering the Oath of Office to newly elected Board Members and for the election of Board Officers. (Wis. Stat. sec. 38.08(3), as amended)

Meetings

The regular meetings of the District Board shall be held monthly, subject to change by call of the Chairperson with the approval of the District Board. Proper notification of all Board meetings shall be given to the public and the news media as required by the Wisconsin Open Meetings Law. Based upon Wisconsin Statutes, all regular and special meetings of the Board shall be open to the public, with the exception of closed sessions.

Unless suspended or waived, the rules of parliamentary procedure according to the current edition of *Robert's Rules of Order, Revised* shall govern those proceedings to which they are applicable. Unless

otherwise specifically provided by statute, no secret ballot may be utilized to determine any election of other decision of a governmental body except the election of the officers of such body in any meeting.

An opportunity for public input, called Public Comments, shall be available at each Board meeting. Unless requested by the Board Chairperson from the audience, regarding a specific agenda topic, public comments or dialogue are not allowed during other portions of the Board meeting and/or discussion. Public comment periods are not considered to be public hearings or a forum for public debate. Certain ground rules will be followed regarding the public comment at Board meetings. These ground rules are meant to protect all citizens so that the work of the Board serves everyone, not only those able to attend the meeting:

- The Board Chair will determine the total amount of time devoted to public comment at any given meeting and may establish a maximum number of individuals heard or maximum number of minutes provided to each citizen.
- Prior to the start of the meeting, individuals who wish to address the Board must sign in with the Board Assistant and provide any requested information.
- Only individuals signed in to offer public comment will be invited by the Board Chair to do so and will be required to identify themselves prior to their commentary.
- Individuals should not expect to engage in dialogue or discussion with members of the Board on any matters raised during the public comment period as Board members have no obligation to respond to statements made.
- Individuals recognized to speak by the Board Chair may not engage in debate or dialogue with any other person at the meeting.
- Comments shall be respectful and courteous. Comments which do not conform to those requirements including those that are personal, threatening, attack others, are obscene or insulting, or are properly subject to closed sessions such as those relating to personnel matters, will not be allowed. Offenders may be required to leave the meeting.

Closed Sessions

The District Board may also meet in Closed Session in accordance with Wis. Stat. sec. 19.85(1), as amended. Closed Sessions can be before, after, or anytime during a regular meeting provided proper legal notice is given.

Closed sessions are called by the Chairperson and approved by a majority of the Board for discussion pertaining to areas provided in Wisconsin Statutes. When final action is taken in proper closed session, the resolution and result of vote must be made available for public inspection.

Quorum

A quorum for the transaction of business shall consist of a majority of the members of the District Board, but a smaller number may adjourn a meeting. (Wis. Stat. sec. 15.07(4), as amended)

Board members should be aware of and avoid walking quorums. A walking quorum is a series of meetings, telephone conferences, electronic communication, or some other means of communication by a number of Board members who come into an agreement regarding College business that collectively would constitute a quorum. Features such as 'reply all' and 'forward' may provide the information instantly to the number of Board members to be considered a quorum and thus violating

Open Meetings Law. To avoid unintentionally creating a walking quorum, Board members should refrain from engaging in substantive discussion or coming to agreement on a uniform course of action among separate groups of members.

Minutes

The President, under the direction of the Secretary of the Board, shall keep, or cause to be kept by the assistant to the Board, complete records of all actions (motions and resolutions) of the Board meetings through the minutes.

The minutes of a meeting shall be sent to the members of the Board before the meeting at which they are to be approved. Corrections in the minutes may be made at the meeting at which they are to be approved.

Board Records

The President shall maintain a permanent record of the minutes of all Board meetings and shall provide each Board member with copies of the minutes, agenda, current budget information, policies adopted by the Board, and any other reference information.

V. ACTION ITEMS

B. Approval of Resolution Designating Investment Advisory Services

In September 2012, the District approved National Exchange Bank & Trust (NEBAT) to be named as the public depository and to provide banking services including investment services for the five-year period beginning September 1, 2012, with two, one-year optional extensions. Investment options have been limited only to certificates of deposit so therefore the District has decided to forgo the optional extensions. The District has submitted separate requests for proposals for public depository/banking services and investment services with the goal of finding additional investment opportunities. A resolution was approved in June to continue with NEBAT for public depository/banking services only.

In June 2017, an Investment Advisory Services Request for Proposal was sent to several financial and investment institutions within the District. Six proposals were received and opened on June 14. Representatives from the District read the proposals and completed a composite point evaluation based on experience, qualifications, ability to meet the scope of services requested, historical performance yields and fee structure. District staff conducted oral interviews with representatives from three institutions on June 29.

Based on the analysis, reference checks and oral interview presentations, the District recommends that PFM Asset Management LLC be selected as the investment advisor for operational funds of the District for a five-year period beginning September 1, 2017, for an initial five-year contract plus two, one-year optional extensions.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the proposal as prepared by PFM Asset Management LLC to be named as the investment advisor and to provide investing services to the District for the five-year period beginning September 1, 2017, with two, one-year optional extensions.

Roll call vote:

_____ Lloyd
_____ Krueger
_____ Laubenstein
_____ Fields
_____ Jung
_____ Miller
_____ Prill
_____ Zeratsky
_____ Staral

V. ACTION ITEMS

C. **Approval of Resolution Authorizing the Issuance of \$3,450,000 General Obligation Promissory Notes, Series 2017-18A**

Included in the 2017-18 budget, as adopted by the District Board on June 21, 2017, was a plan to issue a series of promissory notes to finance various capital projects and equipment needs of the District. A calendar was drafted for each of the individual projects, and a finance plan for the fiscal year was created. This particular issue is meant to finance \$1,450,000 for the Energy Education Center addition and \$2,000,000 for movable equipment.

We have reviewed the process with our financial consultant, and bond counsel has prepared the appropriate legal resolution. The timeframe for this issue includes the acceptance of bids on Wednesday, September 20, 2017, with presentation to the Board that evening.

Bond counsel has prepared the following resolution for Board action. Mr. John St. Peter, as the Board's attorney, is working with the legal counsel of Quarles & Brady to prepare all relevant documents.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board adopt the following resolution authorizing the issuance and setting the sale of \$3,450,000 General Obligation Promissory Notes, Series 2017-18A, in the amount of \$1,450,000 for the public purpose of financing the addition at the Beaver Dam campus, and \$2,000,000 for the public purpose of financing the acquisition of movable equipment.

Roll call vote:

_____ Zeratsky
_____ Krueger
_____ Miller
_____ Jung
_____ Fields
_____ Lloyd
_____ Prill
_____ Laubenstein
_____ Staral

WHEREAS, Moraine Park Technical College District, Wisconsin ("District") is presently in need of \$1,450,000 for the public purpose of financing the construction of building additions or enlargements at the Beaver Dam campus and \$2,000,000 for the public purpose of financing the acquisition of movable equipment; and

V. ACTION ITEMS

C. **Approval of Resolution Authorizing the Issuance of \$3,450,000 General Obligation Promissory Notes, Series 2017-18A (Continued)**

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purposes through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$1,450,000 for the public purpose of financing the construction of building additions or enlargements at the Beaver Dam campus; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$2,000,000 for the public purpose of financing the acquisition of movable equipment; and be it further

RESOLVED, THAT:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in an aggregate principal amount not to exceed \$3,450,000 and designated "General Obligation Promissory Notes, Series 2017-18A" (the "Notes"), the proceeds of which shall be used for the purposes specified above in amounts not to exceed those set forth above.

Section 2. Notice to Electors. The District Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of these resolutions to be given to the electors of the District by publishing notices thereof in the Fond du Lac Reporter, Beaver Dam Daily Citizen and The Daily News, the official District newspapers published and having general circulation in the District, which newspapers are found and determined to be likely to give notice to the electors, such notices to be in substantially the forms set forth on Exhibits A and B hereto.

Section 3. Sale of Notes. The Notes shall be offered for public sale. At its September 20, 2017 meeting, the District Board shall consider such bids for the Notes as may have been received and take action thereon.

Section 4. Official Notice of Sale. The District Secretary shall cause an Official Notice of Sale for the Notes to be prepared and forwarded to prospective bidders.

V. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$3,450,000 General Obligation Promissory Notes, Series 2017-18A (Continued)

Section 5. Official Statement. The District Secretary shall cause an Official Statement to be prepared by the District's financial advisor, Robert W. Baird & Co. Incorporated. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted this 16th day of August, 2017.

Chairperson

Attest:

Secretary

V. ACTION ITEMS

C. **Approval of Resolution Authorizing the Issuance of \$3,450,000 General Obligation Promissory Notes, Series 2017-18A (Continued)**

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Moraine Park Technical
College District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on August 16, 2017, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,450,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing the construction of building additions or enlargements at the Beaver Dam campus.

A copy of said resolution is on file in the District Office, 235 North National Avenue, Fond du Lac, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

Dated August 16, 2017.

BY ORDER OF THE DISTRICT BOARD

District Secretary

V. ACTION ITEMS

C. **Approval of Resolution Authorizing the Issuance of \$3,450,000 General Obligation Promissory Notes, Series 2017-18A (Continued)**

EXHIBIT B

NOTICE

TO THE ELECTORS OF:

Moraine Park Technical
College District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on August 16, 2017, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$2,000,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing the acquisition of movable equipment.

A copy of said resolution is on file in the District Office, 235 North National Avenue, Fond du Lac, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)5., Wis. Stats., requesting a referendum thereon at a special election.

Dated August 16, 2017.

BY ORDER OF THE DISTRICT BOARD

District Secretary

VI. CORRESPONDENCE AND REPORTS

D. District Boards Association Reports/Upcoming Events

Note: A majority of Board members may be attending the meetings/conferences at the dates/places, and for the purposes noted below. This notice is being provided to comply with Wisconsin Open Meetings Law.

1. Convocation, August 21, 8:15 a.m. to 12 noon, Holiday Inn, Fond du Lac
2. CNA Boot Camp Completion Ceremony, 2 p.m., August 23, West Bend Campus
3. ACCT Leadership Congress, September 25-28, The Cosmopolitan, Las Vegas, NV
4. District Boards Association Fall Meeting and Legal Issues Seminar, November 2-4, Marriott-Milwaukee West, Waukesha