

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

*May 15, 2019
5:00 p.m.*

Moraine Park Technical College
235 North National Avenue, Fond du Lac, WI 54935
World Link Conference Center, Room A-112

AGENDA

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I. ROLL CALL – 5:00 p.m.	
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 <i>NOTE: The District Board will conduct a public hearing on the 2019-20 District budget at 5:05 p.m. Following the public budget hearing, the Board will reconvene to conduct their regular monthly business.</i>	
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VII. CORRESPONDENCE AND REPORTS	
A. Foundation and Promise Campaign Update	Report
B. Enterprise Resource Planning (ERP) Project Update	Report
C. President's Report	Report
1) Meetings Attended/to Attend	
2) Legislative Update	
3) WTCS Update	
4) College Activities Update	
D. District Boards Association Reports/Upcoming Events	
1) Upcoming Events	47
<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>	
VIII. CLOSED SESSION	
A. Approval to convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (regarding various personnel matters including evaluation of the College President).	48
IX. 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 Daily 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:

_____ Laubenstein
_____ Schwab
_____ Zeratsky
_____ Prill
_____ Almeida
_____ Jung
_____ Fields
_____ Lloyd
_____ Staral

II. PUBLIC BUDGET HEARING, 2019-20 BUDGET – 5:05 P.M.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board recess for the purpose of conducting a public hearing on the 2019-20 District budget, in keeping with Wis. Stat. sec. 65.90, and convene a public hearing to review and seek comment on the District's proposed 2019-20 budget, in keeping with Wis. Stat. sec. 65.90.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board's public hearing on the 2019-20 budget be closed, and that the Board reconvene for the purpose of completing its regular monthly business.

IV. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the April 17, 2019 meeting minutes as presented.

V. CONSENT ITEMS

The following information is being presented in accordance with District Board Policies BP 3.2 – Human Relationships, BP 3.3 – Compensation and Benefits, and BP 4.6 – Workforce Development.

A. Employment

Resignations/Terminations

Timothy Hanrahan, Security Officer, submitted his resignation effective May 16, 2019. Timothy has been with the College since August 2015.

Janet Bauer, Medical Assistant Instructor, submitted her resignation effective May 21, 2019. Janet has been with the College since December 2008.

Christine Hanson, Security Officer, submitted her resignation effective May 16, 2019. Christine has been with the College since August 2015.

Michael Smith, TRIO Manager, submitted his resignation effective April 22, 2019. Michael had been with the College since February 2013.

Recruitment – Support Professionals

Learning Resource Center Clerk, Fond du Lac Campus. This full-time vacancy was created when Greta Juknialis submitted her resignation. This position will perform a variety of technical services for the libraries district-wide while providing library services at the Fond du Lac Campus. This position was posted internally/externally. After screening and interviewing, Julie Olson was selected and her start date was May 6, 2019.

Philanthropy Specialist, Fond du Lac Campus. This full-time vacancy was created when Joan Brezinsky changed positions. This position is responsible for building lifelong relationships with donor partners. This position was posted internally/externally. After screening and interviewing, Nancy Hintz was selected and her start date was May 2, 2019.

Buildings and Grounds Maintenance Worker, Fond du Lac Campus. This full-time vacancy was created when Jeff Nemitz submitted his resignation. This position performs a variety of cleaning, maintenance and repair functions in and around the school facilities. This position was posted internally/externally. After screening and interviewing, Josh Carey was selected and his start date was April 15, 2019.

Recruiter, West Bend Campus. **This new, full-time position is funded in the 2019-20 budget.** This position will provide outreach, recruitment, enrollment and initial retention of students through direct contact and assistance from application to registration. This position was posted internally with a closing date of May 10, 2019.

V. CONSENT ITEMS

A. Employment (continued)

Recruitment – Support Professionals (continued)

Student Involvement Specialist, West Bend Campus. This full-time vacancy was created when Melanie Buckingham submitted her resignation. This position will plan, coordinate and lead student activities within student life to enhance student retention and engagement for the assigned campus. This position was posted internally/externally. Interviews were last held May 6, 2019.

Maintenance Mechanic, Fond du Lac Campus. This full-time vacancy was created when Thomas Olinski submitted his resignation. This is a skilled work requiring the capability of performing at the journeyman level in several of the building trades skills. This position was posted internally/externally. Interviews were last held May 6, 2019.

Software Asset Aide, Fond du Lac Campus. This part-time vacancy was created when Jon Dielentheis submitted his resignation. 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 last held March 12, 2019.

Recruitment – Management/Instructional Staff

Contract Training Operations Manager, Fond du Lac Campus. This full-time vacancy was created when Sandy Justman submitted her retirement. This position is responsible for the day-to-day operations supporting the coordination and delivery of customized training offerings for business and industry clients throughout the district. This position was posted internally/externally. After screening and interviewing, Brandon Zellner was selected and his start date is May 20, 2019.

Brandon received his Bachelor's degree in Interdisciplinary Studies from the University of Alaska-Fairbanks and his Master of Business Administration from Lakeland University. Brandon was most recently employed with Orian Energy Systems, Inc. as a Project Manager.

It is recommended that the Moraine Park Technical College District Board offer a contract to Brandon Zellner and further that he be placed in Salary grade D2 on the Management salary schedule.

Director of Marketing and Communications, Fond du Lac Campus. This full-time vacancy was created when Patty Lehn submitted her resignation. This position will advance the College's strategic priorities through design, development and execution of a comprehensive marketing and communications plan. This position was posted internally/externally. Interviews were last held May 6, 2019.

V. CONSENT ITEMS

A. Employment (continued)

Recruitment – Management/Instructional Staff (continued)

Software Developer Instructor, Fond du Lac Campus. This full-time vacancy was created when Ryan Gens submitted his resignation. The primary teaching responsibility will vary within the Software Developer Associate degree program, and includes courses such as C#, JavaScript, SQL, Web Scripting, ASP.Net, and Systems Analysis. This position was posted internally/externally. Interviews were last held May 10, 2019.

Associate Dean of Human Services, Fond du Lac Campus. This full-time vacancy was created when Barb Jascor changed positions. This position will assist the Academic Dean in overseeing academic initiatives, instructional budgets, special projects, grants and student/personnel issues. This position was posted internally/externally. Interviews were last held April 22, 2019.

Gas Utility Construction and Service Technician Instructor, Beaver Dam Campus. This full-time vacancy was created when Stephen Logan submitted his resignation. The primary teaching responsibility will be to deliver curriculum in both classroom and lab (outdoor) settings as Gas Utility Technician Instructor. This position was posted internally/externally. Interviews were last held May 3, 2019.

V. CONSENT ITEMS

B. Financial Management – Accounting/Investments

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

RECEIPTS: None.

DISBURSEMENTS:

<u>Number</u>	<u>Description</u>
!0009991	Campus Insight Conference expenses
A0229861	RadPro Mobile Digital X-ray machine
A0229890	Facilities work required for new washer/dryer
A0229905	Plumbing facilities work required for new washer/dryer
A0229935	Multifunctional Printer and related software for E-wing
A0229946	ERP related expenses
A0229952	ERP Consultant time and travel expenses
A0229989	Blinds for the West Bend cafeteria
A0230013	License plate fees for new scooters
A0230029	ERP Consultant time and travel expenses
A0230113	ERP Consultant time and travel expenses
P-card	5 OptiPlex 7060 Small Form desktop PC
P-card	2 Dell Latitude 7480 laptops
P-card	iPad Pro and accessories
P-card	20 Portable On-Lap IPS Monitors
P-card	2 Logitech SmartDock Base for Video Conferencing
P-card	2 Owl Labs Meeting Video Conferencing devices
P-card	5 Dell 22 inch monitors
P-card	2 OptiPlex 3060 Micro Form desktop PC
P-card	6 Logitech SmartDock Base bundle video conferencing
P-card	EagleEye Camera video conferencing device
P-card	RealPresence Codec, cameras and accessories
P-card	6 Da-Lite HDTV screens, projectors and accessories

V. CONSENT ITEMS

B. Financial Management – Accounting/Investments

TAX LEVY RECEIVABLE

Through May 6, the District received tax levy payments totaling \$12,662,313.93 or 74.7% of the total levied. Last year's collection through May 6, 2018 was \$12,610,821.90 or 75.4% 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	\$197,830.97	\$145,414.86	73.5%
Columbia	3,560.96	\$2,371.93	66.6%
Dodge	3,114,265.57	\$2,269,481.33	72.9%
Fond du Lac	4,757,100.30	\$3,521,119.31	74.0%
Green Lake	1,448,524.47	\$987,695.57	68.2%
Marquette	20,619.33	\$14,531.86	70.5%
Sheboygan	5,841.45	\$4,214.55	72.2%
Washington	7,175,936.60	\$5,555,552.29	77.4%
Waushara	145,960.40	\$102,692.15	70.4%
Winnebago	<u>81,694.95</u>	<u>\$59,240.08</u>	72.5%
	<u>\$16,951,335.00</u>	<u>\$12,662,313.93</u>	<u>74.7%</u>

OTHER

The interest rate National Exchange Bank and Trust remains at 2.625% for April, 2019.

V. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - May 2019										
Recipient	Title	Course	Revenue	Direct Cost	Net	Enrolled	FTE	Manager LN	Contract	
A&W Iron and Metal	Spanish for the Work	4714140932091	\$ 1,681.84	\$ 528.78	\$ 1,153.06	7	0.05	Boytton	C0000000031659	
Alliance Laundry Systems	Assessment Testing	T1279	\$ 316.50	\$ 113.43	\$ 203.07	0	0	Gellings	C0000000032107	
Alliance Laundry Systems	Assessment Testing	T1284	\$ 374.75	\$ 191.98	\$ 182.77	0	0	Gellings	C0000000032247	
Del Monte Foods	La the Safety Training	474444032438	\$ 675.00	\$ 234.72	\$ 440.28	12	0.04	Boytton	C0000000032169	
Fox Valley Savings Bank	Executive Leadership Training	4719640932313	\$ 2,831.97	\$ 919.65	\$ 1,912.32	13	0.13	Boytton	C0000000031848	
Germantown Mutual Insurance Company	Teaming Up for Seamless Service	4719645132335	\$ 1,848.36	\$ 1,226.86	\$ 621.50	15	0.05	Boytton	C0000000032007	
Germantown Mutual Insurance Company	Teaming Up for Seamless Service	4719645132336	\$ 1,848.36	\$ 1,226.86	\$ 621.50	14	0.05	Boytton	C0000000032007	
Germantown Mutual Insurance Company	Teaming Up for Seamless Service	4719645132337	\$ 1,848.36	\$ 1,226.86	\$ 621.50	15	0.05	Boytton	C0000000032007	
Germantown Mutual Insurance Company	10% Grant Administration Fee	T1269	\$ 554.51	\$ -	\$ 554.51	0	0	Boytton	C0000000032008	
Horicon Bank	Managing Performance of Others	4719646432288	\$ 6,200.00	\$ 5,668.24	\$ 531.76	9	0.15	Boytton	C0000000031827	
Horicon Bank	10% Grant Administration Fee	T1254	\$ 620.00	\$ -	\$ 620.00	0	0	Boytton	C0000000031828	
John Deere Horicon Works	OSHA 10-1910 General Industry	4744942132361	\$ 2,575.50	\$ 1,183.81	\$ 1,391.69	15	0.13	Gellings	C0000000032014	
John Deere Horicon Works	Heartsaver First Aid/CPR/AED	4753146532456	\$ 699.00	\$ 457.10	\$ 241.90	7	0.04	Justman	C0000000032227	
John Deere Horicon Works	Heartsaver First Aid/CPR/AED	4753146532457	\$ 699.00	\$ 457.10	\$ 241.90	7	0.04	Justman	C0000000032227	
Kickhaefer Manufacturing Company	Basic Shop Math	4780440032250	\$ 1,937.92	\$ 791.76	\$ 1,146.16	10	0.07	Gellings	C0000000031729	
Kickhaefer Manufacturing Company	Basic Shop Math	4780440032251	\$ 1,936.72	\$ 790.56	\$ 1,146.16	9	0.06	Gellings	C0000000031729	
Kickhaefer Manufacturing Company	10% Grant Administration Fee	T1247	\$ 387.46	\$ -	\$ 387.46	0	0	Gellings	C0000000031730	
Mercury Marine	CNC Machining - Level 2	4744441532325	\$ 20,514.48	\$ 10,773.68	\$ 9,740.80	10	0.67	Hall	C0000000032011	
Mercury Marine	10% Grant Administration Fee	T1270	\$ 2,051.45	\$ -	\$ 2,051.45	0	0	Hall	C0000000032011	
Metalcraft of Mayville	G & M Code Programming	476234282440	\$ 8,165.00	\$ 3,294.60	\$ 4,870.40	12	0.4	Gellings	C0000000031250	
Metalcraft of Mayville	10% Grant Administration Fee	T1202	\$ 816.50	\$ -	\$ 816.50	0	0	Gellings	C0000000031251	
National Rivet	Assessment Testing	T1277	\$ 330.75	\$ 147.98	\$ 182.77	0	0	Gellings	C0000000032087	
National Rivet	Assessment Testing	T1278	\$ 284.00	\$ 121.54	\$ 162.46	0	0	Gellings	C0000000032088	
ORBIS Corporation	Shop Practices	4742040232305	\$ 1,231.40	\$ 397.60	\$ 833.80	5	0.03	Gellings	C0000000031867	
ORBIS Corporation	10% Grant Administration Fee	T1257	\$ 123.14	\$ -	\$ 123.14	0	0	Gellings	C0000000031887	
ORBIS Corporation	Shop Practices	4742040232396	\$ 1,237.40	\$ 395.35	\$ 842.05	5	0.03	Gellings	C0000000032067	
ORBIS Corporation	10% Grant Administration Fee	T1275	\$ 123.74	\$ -	\$ 123.74	0	0	Gellings	C0000000032068	
PACE Industries	Blueprint Reading - 16hr	4762341231924	\$ 4,577.86	\$ 1,896.90	\$ 2,680.96	14	0.19	Gellings	C0000000031528	
PACE Industries	Blueprint Reading - 16hr	4762341231925	\$ 4,615.89	\$ 2,122.29	\$ 2,493.60	10	0.13	Gellings	C0000000031528	
PACE Industries	10% Grant Administration Fee	T1219	\$ 919.38	\$ -	\$ 919.38	0	0	Gellings	C0000000031529	
PanelTEK LLC	Heartsaver First Aid/CPR/AED	4753146532458	\$ 579.00	\$ 341.44	\$ 237.56	7	0.04	Justman	C0000000032228	
Seneca Foods Corp/Ripon	Listen Effectively	4719641131983	\$ 754.88	\$ 297.74	\$ 457.14	12	0.04	Boytton	C0000000031608	
Seneca Foods Corp/Ripon	Work Cooperatively in Teams	4719641131984	\$ 748.80	\$ 311.96	\$ 436.84	10	0.03	Boytton	C0000000031608	
Seneca Foods Corp/Ripon	Maintain Safe Work Environment	4719641131985	\$ 775.10	\$ 317.96	\$ 457.14	13	0.04	Boytton	C0000000031608	
Seneca Foods Corp/Ripon	Adapt to Change	4719641131987	\$ 759.36	\$ 302.22	\$ 457.14	11	0.04	Boytton	C0000000031608	
Seneca Foods Corp/Ripon	Positive Attitude	4719641132066	\$ 752.96	\$ 295.82	\$ 457.14	8	0.03	Boytton	C0000000031608	
Seneca Foods Corp/Ripon	10% Grant Administration Fee	T1228	\$ 379.11	\$ -	\$ 379.11	0	0	Boytton	C0000000031609	
Seneca Foods Corp/Ripon	Industrial Maintenance	1046210132034	\$ 6,206.73	\$ 4,052.43	\$ 2,154.30	9	0.3	Boytton	C0000000031627	
Seneca Foods Corp/Ripon	Basic Blueprint/Schematics	1046210232035	\$ 3,600.00	\$ 1,385.70	\$ 2,214.30	9	0.3	Boytton	C0000000031627	
Seneca Foods Corp/Ripon	Basic Hydraulics/Pneumatics	1062010832036	\$ 7,200.00	\$ 3,476.19	\$ 3,723.81	9	0.3	Boytton	C0000000031627	
Seneca Foods Corp/Ripon	10% Grant Administration Fee	T1232	\$ 1,700.67	\$ -	\$ 1,700.67	0	0	Boytton	C0000000031628	
Seneca Foods Corp/Ripon	Supervision 101	4719646432315	\$ 5,248.13	\$ 2,553.53	\$ 2,694.60	9	0.18	Boytton	C0000000031927	
Seneca Foods Corp/Ripon	10% Grant Administration Fee	T1259	\$ 524.81	\$ -	\$ 524.81	0	0	Boytton	C0000000031928	
Seneca Foods Corp/Ripon	Machine Maintenance	4744440332316	\$ 1,614.82	\$ 640.74	\$ 974.08	10	0.07	Boytton	C0000000031995	
Seneca Foods Corp/Ripon	Machine Maintenance	4744440332317	\$ 1,614.82	\$ 640.74	\$ 974.08	10	0.07	Boytton	C0000000031995	
Seneca Foods Corp/Ripon	10% Grant Administration Fee	T1268	\$ 322.96	\$ -	\$ 322.96	0	0	Boytton	C0000000031996	
Seneca Foods Corp/Ripon	Heartsaver First Aid/CPR/AED	4753146532431	\$ 562.00	\$ 325.51	\$ 236.49	6	0.03	Justman	C0000000032130	
Steiner Electric Inc	Heartsaver First Aid/CPR/AED	4753146532405	\$ 818.00	\$ 497.32	\$ 320.68	14	0.07	Justman	C0000000032129	
Steiner Electric Inc	Heartsaver First Aid/CPR/AED	4753146532406	\$ 749.00	\$ 448.32	\$ 300.68	17	0.09	Justman	C0000000032129	
X-Cel Tooling Incorporated	Metrology	4762343032302	\$ 1,614.00	\$ 613.04	\$ 1,000.96	7	0.05	Gellings	C0000000031849	
X-Cel Tooling Incorporated	10% Grant Administration Fee	T1256	\$ 161.40	\$ -	\$ 161.40	0	0	Gellings	C0000000031850	
X-Cel Tooling Incorporated	Blueprint Reading - 16hr	4762341232334	\$ 3,442.58	\$ 1,440.66	\$ 2,001.92	6	0.08	Gellings	C0000000032012	
X-Cel Tooling Incorporated	10% Grant Administration Fee	T1271	\$ 344.26	\$ -	\$ 344.26	0	0	Gellings	C0000000032013	
TOTAL:			\$ 112,499.63	\$ 52,108.97	\$ 60,390.66	356	4.07			

V. 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 April be approved and payments are authorized, ordered, and confirmed.

Roll call vote:

_____ Schwab
_____ Laubenstein
_____ Zeratsky
_____ Almeida
_____ Prill
_____ Jung
_____ Lloyd
_____ Fields
_____ Staral

VI. ACTION ITEMS

A. Approval of Bid – Parking Lot Paving, Beaver Dam Campus

The District proposes to resurface and repair School Street and K5 Parking Lot on the Beaver Dam campus in accordance with Moraine Park's 2018-21 Three Year Amended Facilities Plan. This project originally was projected to resurface the maintenance courtyard at the Fond du Lac Campus. Due to the severe conditions of School Street and the rear parking lot at Beaver Dam, it was determined to reallocate the funds to the Beaver Dam campus. Moraine Park Technical College standard specifications for parking lots will be followed for the project. The resurfacing and repairs to the parking lot will alleviate future spot repairs as well as establish accessible, safe surfaces for students and guests to traverse.

Class II bid notices were placed in District newspapers to make contractors aware of the project, and bids were opened on April 18, 2019.

The proposed work is scheduled to begin in May 2019, with completion by August 2019. The total budget for this project is \$200,000. The cost breakdown is as follows:

Direct Contractor Construction Costs:	\$190,000
Contingency:	<u>10,000</u>
Budget Total:	\$200,000

There were four responses, it is recommended that the following bid be accepted:

Northeast Asphalt, Inc.	Base Bid:	\$106,810
	Parking Lot Line Painting (Alternate):	<u>1,500</u>
	Project Total:	\$108,310

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the following low bid for the Parking Lot Paving project at the Beaver Dam Campus: Contract No. 1 to Northeast Asphalt, Inc. in the amount of \$108,310; and, further, that the President be authorized to proceed with this project totaling \$108,310.

VI. ACTION ITEMS

A. Approval of Bid – Parking Lot Paving, Beaver Dam Campus (continued)

bid recording sheet

2019-0033 Parking Lot Paving - BD

Moraine Park Technical College

Bid Due Date 4/18/19 @ 10:00am CST Location: A112

CONTRACTOR	Bid Security	Acknowledge Addendums	BASE BID	Alt #1	Alt #2	Alt #3	Alt #4	Alt #5	TOTAL
Poblocki Paving Co			\$143,005.24	\$ 750.00					\$143,755.24
Tri-County Paving			\$124,552.29	\$1,750.00					\$126,302.29
Northeast Asphalt			\$106,809.55	\$1,500.00					\$108,309.55
PLM Paving			\$116,309.30	\$ 975.00					\$117,284.30

Notes:

Northeast Asphalt selected with Alt#1 @ \$108,309.55

VI. ACTION ITEMS

B. Approval of Bid – Parking Lot Lighting Upgrades Beaver Dam & West Bend Campuses

The District proposes to upgrade all the parking lot lights on the Beaver Dam and West Bend campuses in accordance with Moraine Park's 2018-21 Three Year Facilities Plan. The LED upgrade will assist in better lighting for students and visitors as well as create a cost savings in energy for the District. MPTC standard specifications for parking lot LED lighting will be followed for the project based on the same improvements made on the Fond du Lac Campus in a 2017-18 Capital Project. The parking lot lighting upgrade will establish accessible, safe pathways for students and guests to traverse.

Class II bid notices were placed in District newspapers to make contractors aware of the project, and bids were opened on April 25, 2019.

The proposed work is scheduled to begin in May 2019, with completion by July 2019. The total budget for this project is \$200,000. The cost breakdown is as follows:

Direct Contractor Construction Costs:	\$175,000
A&E Fees:	16,000
Contingency:	<u>9,000</u>
Budget Total:	\$200,000

There were three responses, it is recommended that the following responsible bid be accepted:

RM Electric	Base Bid:	\$118,950
Alternates #1 & 3	Accepted:	<u>58,725</u>
	Project Total:	\$177,675

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the following low bid for the Parking Lot Lighting Upgrades, Beaver Dam & West Bend Campuses project: Contract No. 1 to RM Electric in the amount of \$177,675; and, further, that the President be authorized to proceed with this project totaling \$177,675.

VI. ACTION ITEMS

**B. Approval of Bid – Parking Lot Lighting Upgrades
 Beaver Dam & West Bend Campuses (continued)**

bid recording sheet

2019-0034 Site Lighting Improvements at BD & WB

Moraine Park Technical College

Bid Due Date 4/25/19 @ 10:00am CST Location: C131

CONTRACTOR	Bid Security	Acknowledge Addendums	BASE BID	Alt #1	Alt #2	Alt #3	Alt #4	Alt #5	TOTAL
LMS Energy			\$ 37,950.00	\$ 7,350.00	\$14,290.00	\$ -			\$ 59,590.00
Adleman Electric			\$142,469.30	\$71,920.00	\$ 1,154.00	\$ 2,400.00			\$217,943.30
RM Electric			\$118,950.00	\$57,475.00	\$ 300.00	\$ 1,250.00			\$177,975.00

Notes:

RM Electric selected responsible low-bid

Alternates 1 & 3 accepted @ \$177,675.00

VI. ACTION ITEMS

C. Approval of Bid – Remodel – West Bend Campus

The District proposes an interior remodel of underutilized space and classrooms on the West Bend Campus in accordance with amended Moraine Park's 2018-21 Three-Year Facilities Plan. The remodel will touch over eight areas throughout the campus. The remodel will include: completion of an additional exam room for the Medical Assistant Program, two new general classrooms, two new Internet Video Conferencing (IVC) classrooms, one new computer lab, and renovation of three instructor's suites that will realign instructors by program. In addition to the focus on creating more classroom space, an original set of restrooms will be updated.

Class II bid notices were placed in District newspapers to make contractors aware of the project, and bids were opened on May 2, 2019.

The proposed work is scheduled to begin in May 2019, with completion scheduled for August 2019. The total budget for this project is \$1,200,000. The cost breakdown is as follows:

Construction Costs:	\$1,030,400
Contingency:	60,000
Architectural Fees:	<u>109,600</u>
Total:	\$1,200,000

There were four bid submissions with Mike Koenig Construction with the lowest responsible bid. It is recommended that the following bid be accepted:

Mike Koenig Construction:	Base Bid:	\$552,230
	Alternates 1-4:	<u>240,095</u>
	Bid Total:	\$792,325

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the following low bid for the West Bend Remodeling project, which was approved by the WTCS board on February 20, 2019: Contract No. 1 to Mike Koenig Construction in the amount of \$792,325; and, further, that the President be authorized to proceed with this project totaling \$792,325.

VI. ACTION ITEMS

C. Approval of Bid – Remodel – West Bend Campus (continued)

bid recording sheet

WB Interior Remodel

Moraine Park Technical College

Bid Due Date: 5/2/19 @ 2:00pm CST in room C-131

Bid Opening: 5/2/19 @ 2:05pm CST in room B-111

CONTRACTOR	Bid Security	Acknowledge Addendums	BASE BID	Alt #1	Alt #2	Alt #3	Alt #4	Alt #5	TOTAL
J.H. Hassinger	yes	yes	\$ 592,821.00	\$ 51,000.00	\$ 19,500.00	\$ 101,114.00	\$ 52,000.00	\$ 39,000.00	\$ 855,435.00
Altius	yes	yes	\$ 535,690.00	\$ 54,200.00	\$ 19,300.00	\$ 111,000.00	\$ 66,000.00	\$ 51,400.00	\$ 837,590.00
M.K. Construction	yes	yes	\$ 552,230.00	\$ 50,265.00	\$ 19,850.00	\$ 81,290.00	\$ 51,660.00	\$ 37,030.00	\$ 792,325.00
Beeler Construction	yes	yes	\$ 544,710.00	\$ 49,770.00	\$ 17,110.00	\$ 88,750.00	\$ 75,990.00	\$ 37,400.00	\$ 813,730.00

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B

The District Board, at the March 20 meeting, adopted Resolution 19-02 authorizing the issuance and setting the sale of general obligation promissory notes. The District intends to issue \$1,255,000 of General Obligation Promissory Notes under the resolution to include in the amount of \$550,000 for the public purpose of financing two parking lot resurfacing projects and lighting upgrades, and \$705,000 for the public purpose of financing the acquisition of movable equipment. Bids for this note sale are being accepted on May 15, 2019, and will be presented at the May 15 District Board meeting for review and approval.

Additional materials in the form as necessary, and legal documents required to execute the sale, will be available that evening. Mr. John St. Peter, as the Board's attorney, is working with the legal counsel of Quarles and Brady to prepare all relevant documents.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board adopt the following resolution approving the award of bid and authorizing the sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B.

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

WHEREAS, on March 20, 2019, the District Board of the Moraine Park Technical College District, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of General Obligation Promissory Notes, Series 2018-19B (the "Notes") in the amount of \$550,000 for the public purpose of financing capital projects consisting of building remodeling and improvement and site improvement projects and in the amount of \$705,000 for the public purpose of financing the acquisition of movable equipment (collectively, the "Project");

WHEREAS, the District caused Notices to Electors to be published in the Beaver Dam Daily Citizen on March 25, 2019, the Fond du Lac Reporter on March 26, 2019 and the West Bend Daily News on March 27, 2019 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes with respect to the Project;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition has expired;

WHEREAS, the District has directed Robert W. Baird & Co. Incorporated ("Baird") to take the steps necessary to sell the Notes;

WHEREAS, Baird, in consultation with the officials of the District, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on May 15, 2019;

WHEREAS, the Secretary (in consultation with Baird) caused notice of the sale of the Notes to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Notes for public sale;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the District. Baird has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1. Ratification of the Official Notice of Sale and Offering Materials. The District Board hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Notice of Sale and any other offering materials prepared and circulated by Baird are hereby ratified and approved in all respects. All actions taken by officers of the District and Baird in connection with the preparation and distribution of the Official Notice of Sale and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of ONE MILLION TWO HUNDRED FIFTY-FIVE THOUSAND DOLLARS (\$1,255,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, is hereby accepted. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be retained by the District Treasurer and applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2018-19B"; shall be issued in the aggregate principal amount of \$1,255,000; shall be dated June 6, 2019; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2019. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on April 1, 2027 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2026 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the District shall direct.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2019 through 2028 for payments due in the years 2019 through 2029 in the amounts set forth on the Schedule. The amount of tax levied in the year 2019 shall be the total amount of debt service due on the Notes in the years 2019 and 2020; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal of or interest on the Notes in the year 2019.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

(D) Appropriation. The District hereby appropriates from taxes levied in anticipation of the issuance of the Notes, proceeds of the Notes or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Notes coming due in 2019 as set forth on the Schedule.

VI. ACTION ITEMS

D. **Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)**

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2018-19B" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed or for the payment of the principal of and the interest on the Notes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The District hereby authorizes the Chairperson and Secretary or other appropriate officers of the District to enter a Fiscal Agency Agreement between the District and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Secretary or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded May 15, 2019.

Mike Staral
Chairperson

ATTEST:

Lowell J. Prill
Secretary

(SEAL)

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

EXHIBIT A

Official Notice of Sale

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT B

Bid Tabulation

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT C

Winning Bid

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT D-1

Pricing Summary

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.

(See Attached)

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

[EXHIBIT MRP

Mandatory Redemption Provision

The Notes due on April 1, _____, _____ and _____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on April 1, _____

Redemption Date	Amount
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on April 1, _____

Redemption Date	Amount
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on April 1, _____

Redemption Date	Amount
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on April 1, _____

Redemption Date	Amount
_____	\$ _____
_____	_____
_____	_____ (maturity)]

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

EXHIBIT E

(Form of Note)

REGISTERED NO. R-____ UNITED STATES OF AMERICA
STATE OF WISCONSIN
MORaine PARK TECHNICAL COLLEGE DISTRICT
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2018-19B DOLLARS \$_____

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
April 1, _____ June 6, 2019 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, the Moraine Park Technical College District, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2019 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$1,255,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purposes of financing capital projects consisting of building remodeling and improvement and site improvement projects (\$550,000) and the acquisition of movable equipment (\$705,000), as authorized by resolutions adopted on March 20, 2019 and May 15, 2019. Said resolutions are recorded in the official minutes of the District Board for said dates.

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

The Notes maturing on April 1, 2027 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2026 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Notes maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution awarding the sale of the Notes, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the District Board as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Moraine Park Technical College District, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

MORaine PARK TECHNICAL COLLEGE
DISTRICT, WISCONSIN

By: _____
Mike Staral
Chairperson

(SEAL)

By: _____
Lowell J. Prill
Secretary

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolutions of the Moraine Park Technical College District, Wisconsin.

ASSOCIATED TRUST COMPANY,
NATIONAL ASSOCIATION,
GREEN BAY, WISCONSIN

By _____
Authorized Signatory

VI. ACTION ITEMS

D. Approval of Resolution Awarding the Sale of \$1,255,000 General Obligation Promissory Notes, Series 2018-19B (continued)

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

VI. ACTION ITEMS

E. Approval of Resolution Authorizing the Issuance of \$1,260,000 General Obligation Promissory Notes, Series 2018-19C, of Moraine Park Technical College District, Wisconsin

Included in the 2018-19 budget, as adopted by the District Board on June 20, 2018 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 \$1,200,000 for the remodel at the West Bend campus and \$60,000 for movable equipment for the remodel.

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, June 19, 2019, 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 \$1,260,000 General Obligation Promissory Notes, Series 2018-19C, in the amount of \$1,200,00 for the public purpose of financing the improvement projects and \$60,000 for the public purpose of financing the acquisition of movable equipment.

VI. ACTION ITEMS

E. Approval of Resolution Authorizing the Issuance of \$1,260,000 General Obligation Promissory Notes, Series 2018-19C, of Moraine Park Technical College District, Wisconsin (continued)

WHEREAS, Moraine Park Technical College District, Wisconsin ("District") is presently in need of \$1,200,000 for the public purpose of financing building remodeling and improvement projects and \$60,000 for the public purpose of financing the acquisition of movable equipment; and

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 \$1,200,000 for the public purpose of financing building remodeling and improvement projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$60,000 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 \$1,260,000 and designated "General Obligation Promissory Notes, Series 2018-19C" (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 the resolutions authorizing Notes to finance building remodeling and improvement projects and the acquisition of movable equipment 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 June 19, 2019 meeting or a subsequent 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.

VI. ACTION ITEMS

E. Approval of Resolution Authorizing the Issuance of \$1,260,000 General Obligation Promissory Notes, Series 2018-19C, of Moraine Park Technical College District, Wisconsin (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 15th day of May, 2019.

Chairperson

Attest:

Secretary

VI. ACTION ITEMS

E. Approval of Resolution Authorizing the Issuance of \$1,260,000 General Obligation Promissory Notes, Series 2018-19C, of Moraine Park Technical College District, Wisconsin (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 May 15, 2019, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,200,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing building remodeling and improvement projects.

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 May 15, 2019.

BY ORDER OF THE DISTRICT BOARD

District Secretary

VI. ACTION ITEMS

E. Approval of Resolution Authorizing the Issuance of \$1,260,000 General Obligation Promissory Notes, Series 2018-19C, of Moraine Park Technical College District, Wisconsin (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 May 15, 2019, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$60,000 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 May 15, 2019.

BY ORDER OF THE DISTRICT BOARD

District Secretary

VI. ACTION ITEMS

F. Approval of 2019-20 Management Contract Renewals and Compensation

It is recommended that the following management personnel receive employment contracts for 2019-20:

Michele Adams	Mallory Gauerke	Bojan Ljubenko	Lucas Schmidt
Marcia Arndt	Beau Gellings	Jason Loomans	Dee Schmitz
Ross Atkinson	JoAnn Hall	Eric Ludwig	Jennifer Schoonover
Hans Baierl	Todd Hayes	Jenny Manning	Lori Schrage
James Barrett	Steve Heilmeier	Lynn Marquardt	Michael Schreiber
Laurie Barz	JoAnne Henken	Roy Marquez	Kim Schwamn
Bonita Bauer	Wendy Herrmann	Julie Mayrose	Kelly Shafaie
Anders Bjork	Benjamin Hill	Benjamin McKenzie	Laurice Snyder
Christy Blessing	Lane Holte	Beth Mendoza	Peter Snyder
Triena Bodart	Lauren Hooper	Matthew Mutz	Michelle Stark
Dana Bourland	Stephen Horvath	James Neumann	Benjamin Stefan
Mindie Boynton	James Huycke	Michael Phillips	Holly Steiner
Erwin Breithaupt	Jill Jaber	Benjamin Pickart	Paula Stettbacher
Kathleen Broske	Jacqueline Jarvis	Julienne Pieper	Scott Troedel
Lila Buytendorp	Barbara Jascor	Larry Plamann	Judy Urben
Amy Clark	Jaclyn Jelinek	Abby Pluim	Raymond
Mary Davies	Carrie Kasubaski	Lisa Pollard	VanDerlinden
Luke Dietzler	Timothy Keenan	Bart Putzer	Joshua Wakefield
Lisa Dougherty	Gregory Kilgas	Brenda Raad	Julie Waldvogel-Leitner
James Eden	Nicole Kohlmann	Peter Rettler	Jacquelyn Warnecke
Nathan Evrard	Ashley LeCount	Fredrick Rice	Tara Wendt
John Faeh	Randall Leigh	Gerald Richards	Brandon Zellner
Bobbi Fields	Anne Lemke	Sally Ruback	
Donna Freund	Scott Lieburn	Laura Schelter	

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board issue contracts for management staff as listed for the 2019-20 year, and that the Moraine Park Technical College District Board approve a 2.75% salary increase for management staff for fiscal year 2019-20.

Roll call vote:

_____ Fields
_____ Jung
_____ Almeida
_____ Schwab
_____ Prill
_____ Zeratsky
_____ Lloyd
_____ Laubenstein
_____ Staral

VI. ACTION ITEMS

G. Approval of 2019-2020 Economic and Workforce Development and Community Training Contracting Rates

The following information is being presented for the purpose of District Board monitoring of their Desired Outcomes Policy, #1TFT0200, Educate for Employment – Economic Development and Community Outreach Contracting.

District Board policy permits the College to enter into contracts to provide educational services to public and private educational institutions, federal and state agencies, local governmental bodies, and industries and businesses. These training efforts link the College's resources, including instructional/technical expertise and equipment, to District enterprises. As a result, innovative partnerships with business, industry and other agencies are encouraged.

The contracts developed are designed to recover direct costs and a percentage of indirect costs associated with the training and services provided. Contracts for services must be reviewed and approved by the Moraine Park Technical District Board; therefore, the rates associated with this type of contracting are reviewed annually.

The proposed 2019-2020 economic development contract rates are attached. Changes from 2019-2020 have been proposed for consideration below. Comparisons to the other 15 colleges were included in the analysis. Recommended changes are in line with those of the majority of WTCS colleges across the state.

The proposed contracting rates were developed by the Economic and Workforce Development Business Representatives and Management. If approved, these rates will become effective June 1, 2019 through May 31, 2020.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the 2019-2020 Economic and Workforce Development and Community Training contracting rates as presented.

VI. ACTION ITEMS

G. Approval of 2019-2020 Economic and Workforce Development and Community Training Contracting Rates (continued)

Proposed Changes from 2018-2019 to 2019-2020 rates

Category		2017-2018 Rate	2019-2020 Rate	Approx. % Change	Rationale
Special Rates	Bloodborne Pathogens	\$115.00	\$120.00	4.3%	Cost recovery
Special Rates	CPR/First Aid	\$115.00	\$120.00	4.3%	Cost recovery
Special Rates	Debrillator/AED	\$112.00	\$120.00	4.3%	Cost recovery
Special Rates	Special Care Procedures	\$115.00	\$120.00	4.3%	Cost recovery
Special Rates	Burn Trailer	\$154.00	Delete		Remove based on recommendation from Dean
Special Rates	Health Care off-site lab set up RENAME as Off- site lab set up	\$35.00	\$35.00		Create consistency for other applications
Special Rates	CPR Helper RENAME as Instructional Classroom Helper	\$30.00	\$30.00		Create consistency for other applications
High School	On campus indirect rate in item 4	37.85%	37.62%		Modify to updated 2019-20 rates
High School	Item 2, change IVC to IVC or Online when using an MPTC instructor				Adjust for new delivery modalities

VI. ACTION ITEMS

G. Approval of 2019-2020 Economic and Workforce Development and Community Training Contracting Rates (continued)

Moraine Park Technical College
Proposed Contract Rates
Effective June 1, 2019 through May 31, 2020

Customized Instruction & Technical Assistance
Rates per Hour

In-District	Base Rate:	\$185
	Tier 1:	\$200
	Tier 2:	\$225
Out-of-District	Base Rate:	\$210
	Tier 1:	\$220
	Tier 2:	\$245
Out-of-State	Base Rate:	\$225
	Tier 1:	\$235
	Tier 2:	\$260

All training of 2 hours or less per day will be charged a 25% surcharge in addition to the customized training rate utilized.

Cancellation and Reschedule policy:

If a training agreement is cancelled or rescheduled after it has been signed, it may be subject to the following charges:

- Curriculum and/or instructional preparation cost incurred
- All costs for ordered materials/textbooks, including any associated restocking fees
- If cancelled within five (5) business days of the scheduled training, a fee of 100% of the contract price will be assessed.
- Companies will be allowed one reschedule within ten (10) business days of training per year at no charge. Reschedules in excess of one per academic year will be assessed a fee of 25% of the contract price.

Mileage will be charged for out-of-district and out-of-state contracts based upon approved MPTC reimbursement rates from the instructor's base campus location.

*Note: All rates assume one instructor per session. Any variation of this will be quoted separately.

VI. ACTION ITEMS

G. Approval of 2019-2020 Economic and Workforce Development and Community Training Contracting Rates (continued)

Special Rates

Mobile Computer Lab Tear Down/Set Up	\$25 per person flat fee
Off-site lab set up/tear down	\$35 per hour fee
Instructional Classroom Helper	\$30.00 per hour
WAT Grant Administrative Fee	10% of Total Project
Curriculum Development	Base Rate
Organizational Development Assessment/Consultation	\$250 per hour
Individual Coaching –	
• Executive Coaching	\$250 per hour
• Career and Performance Coaching	Tier 1
Online/Blended Learning Platform – 3 rd party	Provider fee
Online/Blended Learning Platform (MPTC LMS)	\$45 per person
Six Sigma –	
• Six Sigma Green Belt	\$3,900 per person
• Six Sigma Black Belt	\$1,900 per person
• Blended Green Belt	\$3,900 per person
STRAT	\$6,000 per person
STRAT – out of district delivery	\$7,000 per person
Bloodborne Pathogens	\$120.00 per hour
CPR/First Aid	\$120.00 per hour
Defibrillation/AED	\$120.00 per hour
Emergency Care Procedures	\$120.00 per hour
	\$115.00 per hour on campus
	\$130 per hour off campus
Skills Test Assessment	Minimum 2 hour fee
Fire Extinguisher*	\$135.00 per hour
*Plus replacement of fuel/material	
Nursing Assistant (Maximum of 10 students per course)	\$7,100 per course plus books/materials/testing fees, and application fee per person
Application fee (as required) per student	Per college pricing

VI. ACTION ITEMS

G. **Approval of 2019-2020 Economic and Workforce Development and Community Training Contracting Rates (continued)**

High School Credit Course Pricing

Classes offered in contract with the high schools will follow the following criteria:

1. All classes will be charged at standard rates, as defined above, unless funded by the high school general fund budget. If the high school general fund budget is utilized, discounted rates as outlined below in items 2 – 4 will apply.
2. Classes held at the high school (including IVC or online) with an MPTC instructor are charged tuition per student, if all direct costs (salary/fringe), material fees and 10% indirect are covered. If those costs are not covered, the class will be cancelled or the balance will be paid by the school district. Student expenses for books will be charged separately.
3. Students stacked in existing MPTC classes that meet existing minimums to run are charged tuition, material fees plus a \$45 student fee for Learning Management System provider fees where applicable. Student expenses for books will be charged separately.
4. High school classes held on MPTC campuses with an MPTC instructor are charged tuition if all direct costs (salary/fringe), material fees and 37.62% indirect are covered. If those costs are not covered the class will be cancelled or the balance will be paid by the school district. Student expenses for books will be charged separately.

Modification of Rate

Exceptions to this rate schedule must be approved by the Vice President of Academics or the Dean of Economic and Workforce Development. This may include reductions in cost recovery or increases for special project or program pricing.

History of MPTC (In-District) Contract Rates

Year	In-District Rates	Approx. % of Change
2018-2019	\$185 - \$225	5.71%
2017-2018	\$175 - \$225	0%
2016-2017	\$175 - \$225	6% - 0%
2015-2016	\$165 - \$225	0% - 4.08%
2014-2015	\$165 - \$220	3.1%
2013-2014	\$160 - \$220	0%
2012-2013	\$160 - \$220	0% - 2.33%
2011-2012	\$160 - \$215	1.27% - 3.37%
2010-2011	\$158 - \$208	1.9%
2009-2010	\$155	3.3%

VI. ACTION ITEMS

H. **Approval of Resolution Creating a Memorandum of Understanding and Operating Agreement Between Moraine Park Technical College and the Moraine Park Foundation**

Since 1976, the Moraine Park Technical College Foundation has been soliciting, receiving, managing, and disbursing funds, equipment and other resources for the benefit of the College and its students. Although the College knows the Foundation exists to provide support for the College, both parties desire to formalize their relationship to clearly define their respective roles in advocating for support.

The close association between the College and the Foundation make it prudent and beneficial for both parties to have a clear statement of their relationship regarding their responsibilities, authority, and obligations. As such, the Foundation's Board has formally approved both a memorandum of understanding (MOU) and operating agreement between both parties. The MOU defines an annual management fee payable to the College by the Foundation which ranges from \$6,000 - \$10,000 per year during an initial five-year period. The operating agreement defines the purpose of the relationship as well as the commitments from both organizations. Both documents will commence on July 1, 2019 and end June 30, 2024 and will annually renew unless either party terminates.

Both documents were reviewed by legal counsel and District staff recommend approval.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the Moraine Park Foundation/Moraine Park Technical College Memorandum of Understanding and Operating Agreement as presented.

VII. 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. Commencement, May 18, 10:00am, Fond du Lac High School
2. GED/HSED Graduation, May 30, 6:45 pm, Fond du Lac Campus
3. Spring 2019 Combined CNC & Welding Boot Camp Completion Ceremony, June 12, 3:00 p.m. Fond du Lac Campus – Room A-109 (Cafeteria)
4. June Board Meeting, June 19, 5:00pm, Fond du Lac Campus
5. July Board Organizational Meeting, Monday, July 8, 5:00 pm, Fond du Lac Campus
6. Wisconsin Technical College System Board Meeting, July 9-10, Green Bay (NWTC)
7. District Boards Association Summer Meeting, July 18-20, Rice Lake (WITC)

VIII. CLOSED SESSION

A. Approval to Convene into Closed Session

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (regarding various personnel matters including evaluation of the College President).

Roll call vote:

_____ Zeratsky
_____ Fields
_____ Laubenstein
_____ Lloyd
_____ Almeida
_____ Prill
_____ Schwab
_____ Jung
_____ Staral