



MORAINE PARK TECHNICAL COLLEGE

DISTRICT BOARD MEETING

Wednesday, October 21, 2020
Moraine Park Technical College
235 North National Avenue, Fond du Lac, WI 54935
World Link Conference Center, Room A-112
Skype Option: 920.924.3400 | ID: 7797827

Upcoming Meetings

TITLE	DATE	TIME	LOCATION
DBA Fall Meeting	Friday, Oct. 23, 2020	8:00 – 12:00	Virtual Event
WTCS Student Ambassador Awards	Monday, Nov. 2, 2020	4:30 pm	Virtual Event
District Board Workshop	Wednesday, Nov. 4, 2020	4:30 – 7:30 pm	Radisson, Fond du Lac
WTCS State Board Meeting	Wednesday, Nov. 11, 2020	8:00 – 12:30	Virtual Event
District Board Meeting	Wednesday, Nov. 18, 2020	5:00 pm	Fond du Lac Campus

VISION

Your home for **lifelong learning** to achieve lifelong dreams.

MISSION

Growing minds, businesses and communities through **innovative learning experiences.**

*This publication will be made available in an accessible alternative format upon request.
 Please contact the President's Office at 920-929-2127 or email jjelinek@morainepark.edu.*

MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

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AGENDA

	<u>Page</u>
I. Optional Tour of O-Wing Cybersecurity Addition – 4:00 p.m.	Tour
II. ROLL CALL – 5:00 p.m.	
A. Meeting Announcement(Bur Zeratsky – Board Chair).....	3
III. PUBLIC COMMENTS	3
IV. INTRODUCTIONS	3
V. COMMUNITY REPORTS	
A. Business and Community Leader Connection(Cedar Community).....	3
VI. APPROVAL OF MINUTES(Bur Zeratsky – Board Chair).....	4
VII. CONSENT ITEMS(Bonnie Baerwald – President)	
A. Talent Management – Employment	7
B. Financial Management – Accounting/Investments	10
C. Economic Development Contracting	12
VIII. ACTION ITEMS	
A. Approval of Retirements(Bonnie Baerwald – President).....	14
B. Approval of Resolution – State Code of Ethics(Bonnie Baerwald – President).....	15
C. Approval of Budget Adjustments – 2019-20 Budget(Carrie Kasubaski – VP, Finance & Administration).....	16
D. Approval of Budget Adjustments – 2020-21 Budget(Carrie Kasubaski – VP, Finance & Administration).....	19
E. Approval of Resolution – Certification of Tax Levy(Carrie Kasubaski – VP, Finance & Administration).....	22
IX. CORRESPONDENCE AND REPORTS	
A. Fall Enrollment Update(Jim Barrett – VP, Student Services).....	Report
B. President’s Report(Bonnie Baerwald – President).....	Report
1. Meetings Attended/to Attend	
2. Legislative Update	
3. WTCS Update	
4. College Activities Update	
C. District Boards Association Reports/Upcoming Events	
1. Board of Directors & Committee Reports.....	Report
2. Upcoming Events.....(Bonnie Baerwald – President).....	24
X. CLOSED SESSION	
A. Approval to convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, and conducting other public business because competitive and bargaining reasons require a closed session (regarding the current software and professional services contract with Campus Management Corporation).....	25
XI. ADJOURNMENT(Bur Zeratsky – Board Chair).....	26

II. 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:

_____ Schwab
_____ Hopp
_____ Johnson
_____ Schlieve
_____ Almeida
_____ Jung
_____ Fields
_____ Lloyd
_____ Zeratsky

III. PUBLIC COMMENTS

The public has been provided the opportunity to comment to the board. Any public comments received will be shared at this time.

IV. INTRODUCTIONS

The new IT Cybersecurity Instructor will be introduced to the board.

V. COMMUNITY REPORTS

Nicole Pretre, Vice President of Development, and Sarah Malchow, Director of Philanthropy from Cedar Community in West Bend will provide a presentation to the board.

VI. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the September 16, 2020 meeting minutes as presented.

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES September 16, 2020

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was held at 5:00 p.m., September 16, 2020, in Room A-112 of the Moraine Park Technical College, 235 North National Avenue, Fond du Lac, Wisconsin, Chairperson Bur Zeratsky presiding. Board members present at the meeting were Renee Almeida, Mike Schwab, Bob Lloyd, Vernon Jung, Candy Fields, and Rob Johnson. Board members absent were Tom Hopp and Kathy Schlieve.

MEETING NOTICE

Notice of the meeting was sent to the District's official newspapers (the Beaver Dam Daily Citizen, the West Bend Daily News, and the Fond du Lac Reporter) as well as to other media in compliance with Wis. Stat. sec. 19.81 through 19.98.

PUBLIC COMMENTS

The public was provided with an opportunity to comment to the Board. No comments from the public were received.

INTRODUCTIONS

The new Associate Director for Diversity and Inclusion was introduced. Information only; no Board action required.

APPROVAL OF MINUTES

MOTION Fields, second Lloyd, that the Moraine Park Technical College District Board approve the August 19, 2020 meeting minutes as presented. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Jung, second Schwab, that the Moraine Park Technical College District Board approve the following presidential parameter consent items as presented:

1. Talent Management – Employment;
2. Financial Management – Accounting/Investments;
3. Economic Development Contracting;

and that the bills for the month of August be approved and payments are authorized, ordered, and confirmed. August receipts total \$11,769,361.41. August disbursements total -\$4,599,475.58. Roll call vote: Schwab, yes; Schlieve, excused; Hopp, excused; Almeida, yes; Johnson, yes; Jung, yes; Lloyd, yes; Fields, yes; and Zeratsky, yes. Motion CARRIED.

VI. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES September 16, 2020 (continued)

ACADEMIC PROGRAM HIGHLIGHT – IT WEB DEVELOPER

The Associate Dean of Business and IT and a Web Developer Instructor presented an overview of the College's IT Web Developer and Mobile Applications Programs, highlighting enrollment trends, remote learning platforms and examples of student work. Information only; no Board action required.

ACCREDITATION UPDATE

The Dean of General Studies and Accreditation Liaison Officer provided an update on Higher Learning Commission (HLC) accreditation related activities and progress, highlighting the communication plan, organization process and various related committee structures. Information only; no Board action required.

STUDENT ENGAGEMENT UPDATE

The Vice President of Student Services presented an update on student engagement activities, highlighting the TRIO/EDGE program offerings, diversity relations activities and opportunities, and the online student life portal. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald provided an overview of meetings recently attended, highlighting a recent meeting of the Envision Greater Fond du Lac Board and continuing efforts to move the Lakeside Park project forward. Legislative update included WTCS State Board approval of three position papers to be forwarded to the Governor's office relating to financing for fire certification software implementation, statutory language regarding liberal arts transfer and new dollars to assist with serving part-time and special population students, and annual reporting requirements. WTCS update included an overview of the State Board meeting and President's Association meeting held earlier in the day, highlighting the approval of the WAT Grants and Apprenticeship guidelines for 2021, continued collection of data for the 5 year strategic plan, rollout of a new "Working as One" lecture series about diversity & inclusion, and procurement changes. It was noted the state office is currently exploring alternative options to meet with legislators due to the cancellation of the annual legislative summit. College activities update included a recent COVID re-opening plan change communication, and ongoing discussions with a potential District Office (DO) tenant, noting that Fond du Lac County will be vacating the DO at the end of September. It was also shared that we recently presented Agnesian with the 2020 Community Partnership Award, noting their immense efforts with volunteer opportunities for students. Information only; no Board action required.

WISCONSIN TECHNICAL COLLEGE

DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

Board member Jung provided an update on the recently attended District Boards Association Annual Planning meeting. A summary of upcoming meetings and events was shared. Anyone wishing to register for upcoming events should contact the President's Office. Information only; no Board action required.

VI. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES September 16, 2020 (continued)

CLOSED SESSION

MOTION Schwab, second Jung, that the Moraine Park Technical College District Board convene into closed session pursuant to Wis. Stat. sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, and conducting other public business because competitive and bargaining reasons require a closed session (regarding the current software and professional services contract with Campus Management Corporation) . Roll call vote: Jung, yes; Fields, yes; Almeida, yes; Lloyd, yes; Schlieve, excused; Schwab, yes; Johnson, yes; Hopp, excused; and Zeratsky, yes. Motion CARRIED.

ADJOURNMENT

MOTION Jung, second Lloyd, that the Moraine Park Technical College District Board meeting be adjourned. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

The Board meeting was adjourned at 7:05 p.m. following the completion of the closed session.

VII. CONSENT ITEMS

A. Talent Management – Employment

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.

Resignations/Terminations

Sarah Nett, Talent Acquisition Specialist, submitted her resignation effective September 7, 2020. Sarah had been with the College since February 2017.

Wendy Herrmann, Careers Instructor, submitted her resignation effective October 15, 2020. Wendy had been with the College since April 2014.

Elle Moore, Research Specialist, has submitted her resignation effective October 23, 2020. Elle has been with the College since February 2020.

Ralph Schlass, Housekeeper, has submitted his retirement effective December 17, 2020. Ralph has been with the College since December 2010.

Donna Spannbauer, Financial Aid Specialist, has submitted her retirement effective January 4, 2021. Donna has been with the College since January 2005.

Sue Bentz, Learning Resource Center Technician, has submitted her retirement effective January 4, 2021. Sue has been with the College since March 2000.

Bruce Hahn, Document Production Specialist, has submitted his retirement effective January 4, 2021. Bruce has been with the College since January 1994.

Recruitment – Support Professionals

Disability Resource Specialist, Beaver Dam Campus. This full-time vacancy was created when Deb Falk submitted her retirement. The Disability Resource Specialist provides a variety of support services to students with disabilities throughout the District. Interviews were held September 21, 2020. After screening and interviewing, Lisa Bell was selected and her start date will be October 20, 2020.

Student Support Representative, Fond du Lac Campus. This full-time vacancy was created when Kathleen Jacobs submitted her retirement. This position provides admissions, registration, records and financial aid support and customer service to visitors and students in person, via telephone and/or by utilizing chat messaging. Interviews were held September 10, 23 and 24, 2020. After screening and interviewing, Madison Schweitzer was selected and her start date will be October 19, 2020.

Housekeeper, Beaver Dam Campus. This full-time vacancy was created when Kyle Kuhl submitted his resignation. This position performs custodial duties and heavy-duty cleaning. Interviews were held September 2, 2020. After screening and interviewing, Daniel Schabel was selected and his start date was September 28, 2020.

VII. CONSENT ITEMS

A. Talent Management – Employment

Recruitment – Support Professionals (continued)

Administrative Aide-Health and Human Services, Fond du Lac, Campus. This full-time vacancy was created when Chris Frederick submitted her retirement. This position's duties involve providing administrative and inventory support and technical assistance to the Health and Human Services program faculty, management and administrative support. Interviews were last held September 30, 2020.

Design Specialist, Fond du Lac Campus. This full-time vacancy was created when Jean Dodge submitted her retirement. This position's duties involve creating innovative and original design concepts, and manage projects that support the College's marketing plan and branding initiatives. This position also performs graphic design functions that support the College's marketing plan. Interviews were last held October 8, 2020.

Buildings and Grounds Maintenance Worker, Fond du Lac Campus. This full-time vacancy was created when Nick Marchant changed positions. This position performs a variety of light maintenance, shipping and receiving, landscaping, repair and cleaning functions in and around the College facilities and grounds. This position was posted internally with a closing date of September 6, 2020. Interviews were last held September 25, 2020.

Buildings and Grounds Maintenance Worker, Fond du Lac Campus. This full-time vacancy was created when Heath Preston submitted his resignation. This position performs a variety of light maintenance, shipping and receiving, landscaping, repair and cleaning functions in and around the College facilities and grounds. This position was posted internally with a closing date of September 6, 2020. Interviews were last held September 25, 2020.

Academic Advisor – Student Support Services/TRIO, Fond du Lac Campus. This part-time vacancy was created when Nicole Grumley submitted her resignation. This position is responsible for recruiting and advising eligible TRIO Student Support Services (SSS) program students while providing required program services and referrals to appropriate support resources to ensure student motivation, academic success, retention, and graduation in accordance with applicable federal regulations governing SSS TRIO Programs. Interviews were last held September 30, 2020.

Simulation and Instructional Technology Specialist, Beaver Dam Campus. This new, full-time position is funded in the 2020-21 budget. This position will assist in the management, coordination, oversight and maintenance of simulation learning while working in collaboration with instructional staff. Interviews were last held October 5, 2020.

Instructional Support Specialist, Fond du Lac Campus. This full-time vacancy was created when Cathy Werner changed positions. This position provides administrative, and instructional technology support to faculty in alignment with the goals and objectives of the Curriculum Department. Interviews were last held October 1, 2020.

VII. CONSENT ITEMS

A. Talent Management – Employment

Recruitment – Support Professionals (continued)

Administrative Aide – Diversity and Inclusion, Fond du Lac Campus. This part time position was created as part of a restructure of another position. This position provides administrative and technical support to the Diversity and Inclusion department in Student Services. Interviews were last held September 17, 2020.

Recruitment – Management/Instructional Staff

Economic and Workforce Development Welding Instructor, Fond du Lac Campus. This full-time vacancy was created when Andrew Luby changed positions. The primary teaching responsibility for this position will be various welding processes and blueprint reading. Interviews were last held September 30, 2020.

VII. CONSENT ITEMS

B. Financial Management – Accounting/Investments

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

RECEIPTS: None.

DISBURSEMENTS:

<u>Number</u>	<u>Description</u>
A0235950	Horizontal Directional Drill
A0235952	O-Wing addition signage
A0235955	Electricity programmable controller
A0235957	Fluid Power Learning System
A0235960	Advance Rider Floor Scrubber
A0235986	Onyx Pro 3D printer
A0235991	Beaver Dam Health and Human Services Remodel furniture
A0235999	4 vSAN Ready Node IT infrastructure
A0236014	Power service for relocation of CNC machines
A0236015	8 Kinetix Servo Drives
A0236016	Anatomage table
A0236019	2020 Ford F350 XL Truck
A0236027	Beaver Dam Health and Human Services Remodel furniture
A0236034	2 Mechanical Drives Learning systems and installation
A0236038	2020 Dodge Grand Caravan SE
A0236083	62 Exterior Digital Matrix Processors and accessories
A0236347	62 Exterior Digital Matrix Processors and accessories
A0236365	Beaver Dam Health and Human Services Equipment installation
A0236388	2 Haas CNC Lathe machines
A0236389	6 SimCapture Node Pros and accessories
P-card	Monitor/Defibrillator with accessories
P-card	4 Cosmetology porcelain wall mount bowls
P-card	9 Whiteboard Screens

V. CONSENT ITEMS

B. Financial Management – Accounting/Investments (continued)

TAX LEVY RECEIVABLE

Through September 8 all 130 municipalities have submitted the tax levy payments. 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	\$203,691.70	\$203,691.70	100%
Columbia	3,541.97	3,541.97	100%
Dodge	3,237,723.52	3,237,723.52	100%
Fond du Lac	4,822,930.85	4,822,930.85	100%
Green Lake	1,457,256.80	1,457,256.80	100%
Marquette	20,564.68	20,564.68	100%
Sheboygan	5,881.73	5,881.73	100%
Washington	7,394,479.44	7,394,479.44	100%
Waushara	150,680.69	150,680.69	100%
Winnebago	<u>83,081.62</u>	<u>83,081.62</u>	<u>100%</u>
	<u>\$17,379,833.00</u>	<u>\$17,379,833.00</u>	<u>100%</u>

OTHER

The interest rate at National Exchange Bank and Trust remains at .375% for September 2020.

Annually, as required in Administrative Rule TCS 6.05(2)(h), the District will review all procurements of \$50,000 or less of similar goods, supplies, and services for the previous year to determine if a more competitive process should be used in succeeding years. This report will be used to evaluate continuous improvement, and to strengthen cost-saving opportunities for the District. Mr. Timothy Keenan, Purchasing Manager, will present this annual procurement report as a consent item for formal Board approval.

Final audit fieldwork for 2019-20 began on September 28. The 2019-20 financial statements and corresponding reports will be presented at the December board meeting.

VII. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report							
October 2020							
Recipient	Title	Contract	Revenue	Direct Cost	Net	Enrolled	FTE
A & W Iron & Metal, Inc.	Heartsaver First Aid/CPR/AED-Adult	2230	\$668.00	\$359.40	\$308.60	4	0.02
A & W Iron & Metal, Inc.	Heartsaver First Aid/CPR/AED-Adult	2230	\$685.00	\$376.40	\$308.60	5	0.03
Arimon Technologies Inc.	ISO Internal Auditor Training	2216	\$5,980.00	\$2,488.13	\$3,491.87	4	0.08
Bradley Corporation	Project Management Fundamentals	2022	\$980.00	\$174.39	\$805.61	11	0.04
Centro, Inc.	Project Management	2184	\$1,800.00	\$532.38	\$1,267.62	15	0.13
Department of Natural Resources	Basic Water Works Mathematics	2128	\$1,249.31	\$130.79	\$1,118.52	7	0.02
Department of Natural Resources	Basic Water Works Mathematics	2128	\$1,249.31	\$130.79	\$1,118.52	3	0.01
Department of Natural Resources	Pumps:Centrifugal/Positive Displacement	2128	\$1,249.31	\$130.79	\$1,118.52	9	0.03
Department of Natural Resources	Pumps:Centrifugal/Positive Displacement	2128	\$1,249.31	\$130.79	\$1,118.52	5	0.02
Department of Natural Resources	Well Disinfection	2128	\$1,249.31	\$350.00	\$899.31	12	0.04
Department of Natural Resources	Bacteria Sampling/Microbiology	2128	\$1,249.31	\$350.00	\$899.31	2	0.01
Department of Natural Resources	Bacteria Sampling/Microbiology	2128	\$1,249.31	\$350.00	\$899.31	6	0.02
Department of Natural Resources	Bacteria Sampling/Microbiology	2128	\$1,249.31	\$350.00	\$899.31	7	0.02
Department of Natural Resources	Basic Water Works Mathematics	2128	\$1,249.31	\$130.79	\$1,118.52	4	0.01
Department of Natural Resources	Basic Water Works Mathematics	2128	\$1,249.31	\$130.79	\$1,118.52	8	0.03
Department of Natural Resources	Pumps:Centrifugal/Positive Displacement	2128	\$1,249.31	\$130.79	\$1,118.52	3	0.01
Department of Natural Resources	Well Disinfection	2128	\$1,249.31	\$350.00	\$899.31	4	0.01
Department of Natural Resources	Pumps:Centrifugal/Positive Displacement	2128	\$1,249.31	\$130.79	\$1,118.52	12	0.04
Department of Natural Resources	Sampling/Monitoring Procedures	2128	\$1,249.31	\$350.00	\$899.31	10	0.03
Department of Natural Resources	Basic Water Works Mathematics	2128	\$1,249.31	\$130.79	\$1,118.52	4	0.01
Envision Greater Fond du Lac	Diversity Game - Youth Leadership FDL	2218	\$375.00	\$116.72	\$258.28	0	0
Envision Greater Fond du Lac	Team Building Leader Retreat	2129	\$3,300.00	\$1,732.64	\$1,567.36	18	0.03
Grande Cheese Company	Welding - GTAW	2134	\$16,693.68	\$6,468.27	\$10,225.41	6	0.38
Grande Cheese Company	Microsoft Excel Level 3	2292	\$159.00	\$49.05	\$109.95	1	0.01
Menasha Packaging Company	Supervision 101	2120	\$5,800.59	\$2,997.22	\$2,803.37	13	0.26
Menasha Packaging Company	Supervision 101	2120	\$5,475.00	\$2,709.27	\$2,765.73	9	0.18
Mercury Marine	GD&T - 24hr	2075	\$6,647.04	\$3,876.72	\$2,770.32	13	0.26
		TOTAL:	\$67,302.96	\$25,157.70	\$42,145.26	195	1.73

VII. CONSENT ITEMS

SUGGESTED MOTION:

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

- 1. Talent Management – Employment;***
- 2. Financial Management – Accounting/Investments, including the annual procurement report;***
- 3. Economic Development Contracting; and***

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

Roll call vote:

_____ Schwab
_____ Schlieve
_____ Hopp
_____ Almeida
_____ Johnson
_____ Jung
_____ Lloyd
_____ Fields
_____ Zeratsky

VIII. ACTION ITEMS

A. Approval of Retirements

The following employees have informed the College that they will be retiring from the Moraine Park District:

<u>Employee</u>	<u>Title</u>	<u>Effective Date</u>	<u>Date Hired</u>
Ralph Schlass	Housekeeper	December 17, 2020	December 13, 2010
Donna Spannbauer	Financial Aid Specialist	January 4, 2021	January 4, 2005
Susan Bentz	Learning Resource Center Technician	January 4, 2021	March 14, 2000
Bruce Hahn	Document Production Specialist	January 4, 2021	January 31, 1994

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the retirements of Ralph Schlass, Donna Spannbauer, Susan Bentz, and Bruce Hahn:

These employees have proven to be very dedicated, cooperative, and hard- working employees of Moraine Park Technical College. The Board hereby accepts their retirements and expresses sincere appreciation for their many contributions and years of service. The Board also wishes to express its appreciation on behalf of the citizens of the Moraine Park District.

VIII. ACTION ITEMS

B. Approval of Resolution – State Code of Ethics

Wisconsin's Code of Ethics for Public Officials and Employees applies to anyone holding a position "designated as assistant, associate or deputy district director of a technical college." At the November 20, 2019 meeting, the Moraine Park Technical College District Board adopted a resolution designating certain staff positions which are subject to the State Code of Ethics. The State of Wisconsin Ethics Commission is again requesting that the Board review prior designations and confirm or change these designations as appropriate. Therefore, the following resolution is presented for your consideration.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board adopt the following resolution which designates the positions at Moraine Park which are subject to the Wisconsin State Code of Ethics:

WHEREAS, technical college district board members, presidents, and other key administrative staff of technical college districts are subject to the State Code of Ethics.

THEREFORE, BE IT RESOLVED that, for purposes of Wisconsin's Code of Ethics for Public Officials and Employees, Sections 19.41 through 19.59, Stats., the Moraine Park Technical College District Board designates the following positions and indicates its intention that the current occupants of these positions and their successors be subject to the Wisconsin Ethics Code:

<u>Position</u>	<u>Occupant</u>
President	Bonnie Baerwald
Vice President – Academic Affairs	James Eden
Vice President – Finance and Administration	Carrie Kasubaski
Vice President – Student Services	James Barrett
Chief Information Officer	Jerry Richards

Roll call vote:

_____ Johnson
_____ Fields
_____ Schwab
_____ Jung
_____ Schlieve
_____ Hopp
_____ Almeida
_____ Lloyd
_____ Zeratsky

VIII. ACTION ITEMS

C. Approval of Budget Adjustments – 2019-20 Budget

The following information is being presented for the purpose of District Board monitoring of their Executive Expectations Policy, #BP 3.4, Budgeting.

Chapter TCS 7.05(7) of the Wisconsin Administrative Code requires that modifications to the District budget after adoption shall be by fund type or function within a fund type and shall be in accordance with s.65.90 of the State statutes.

Following are both fund type and function modifications which require Board action as any costs in excess of the budgeted amounts will be excluded from operational costs for State aid computations.

A net increase to the 2019-20 budget in the amount of \$1,478,080 is recommended based on the level of activity. The budget changes are summarized as follows:

General Fund	\$ 452,314
Special Revenue (Aidable) Fund	82,000
Internal Service Funds	<u>943,766</u>
	\$1,478,080

Function transfers in the amount identified are technically required to establish budget appropriations to the level of expenditures by function.

None of these adjustments require additional local support. The operational mill rate for 2019-20 remains at .42170, and the debt service mill rate remains at .19524. In total, the mill rate remains at .61694.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2019-20 District budget:

Roll call vote:

_____ Hopp
_____ Schlieve
_____ Lloyd
_____ Johnson
_____ Schwab
_____ Jung
_____ Almeida
_____ Fields
_____ Zeratsky

VIII. ACTION ITEMS

C. Approval of Budget Adjustments – 2019-20 Budget (continued)

WHEREAS, any modification to an adopted budget by fund type or function is required by State Statute 65.90(5)(a) to be approved by a technical college district board by at least two-thirds vote of the full district board; and

WHEREAS, the Moraine Park Technical College District finds it appropriate to make such modifications to its 2019-20 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2019-20 budgetary revisions:

To increase resources in the General Fund for:

- ... Transfers from Designated for Operations from \$0 to \$237,314
- ... Other Federal from \$0 to \$215,000

To increase expenditure appropriations/uses in the General Fund for:

- ... General Institutional from \$8,932,165 to \$10,632,165
- ... Internal Transfers to Internal Service Fund from \$0 to \$1,500,000

To decrease expenditure appropriations/uses in the General Fund for:

- ... Instruction from \$25,280,606 to \$24,080,606
- ... Instruction Resources from \$2,334,491 to \$2,034,491
- ... Student Services from \$6,627,065 to \$6,027,065
- ... Physical Plant from \$3,792,429 to \$3,642,429
- ... Transfers to Reserves Designated for Operations from \$497,686 to \$0

To increase resources in the Special Revenue (Aidable) Fund for:

- ... Other Federal from \$0 to \$82,000

To increase expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:

- ... Instructional Resources from \$0 to \$5,000
- ... General Institutional from \$80,055 to \$100,000
- ... Physical Plant from \$0 to \$90,000

To decrease expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:

- ... Instruction from \$2,106,465 to \$2,073,520

To increase expenditure appropriations/uses in the Special Revenue (Nonaidable) Fund for:

- ... Instructional from \$0 to \$20,000
- ... General Institutional from \$0 to \$10,000

To decrease expenditure appropriations/uses in the Special Revenue (Nonaidable) Fund for:

- ... Student Services from \$9,510,600 to \$9,480,600

VIII. ACTION ITEMS

C. Approval of Budget Adjustments – 2019-20 Budget (continued)

To increase expenditure appropriations/uses in the Capital Projects Fund for:

- ... Instruction from \$1,069,048 to \$1,279,048
- ... Instruction Resources from \$1,091,717 to \$1,101,717
- ... Student Services from \$0 to \$15,000
- ... Physical Plant from \$3,766,826 to \$4,276,826

To decrease expenditure appropriations/uses in the Capital Projects Fund for:

- ... General Institutional from \$3,034,727 to \$2,289,727

To increase resources in the Internal Service Fund for:

- ... Interfund Transfers from \$50,000 to \$1,500,000

To increase expenditures/uses in the Internal Service Fund for:

- ... Student Services from \$0 to \$5,000
- ... Retained Earnings from \$0 to \$943,766

To decrease resources in the Internal Service Fund for:

- ... Retained Earnings from \$506,234 to \$0

To decrease expenditures/uses in the Internal Service Fund for:

- ... Auxiliary Services from \$1,168,877 to \$1,163,877

BE IT FURTHER RESOLVED that the Administration be directed to place this resolution as a Class I Legal Notice in the designated District newspapers as required by Section 65.90(5)(a) of the Wisconsin Statutes.

VIII. ACTION ITEMS

D. Approval of Budget Adjustments – 2020-21 Budget

The following information is being presented for the purpose of District Board monitoring of their Executive Expectations Policy, #BP 3.4, Budgeting.

Chapter TCS 7.05(7) of the Wisconsin Administrative Code requires that modifications to the District budget after adoption shall be by fund type or function within a fund type and shall be in accordance with s.65.90 of the State statutes.

Following are both fund type and function modifications which require Board action as any costs in excess of the budgeted amounts will be excluded from operational costs for State aid computations.

A net decrease to the 2020-21 budget in the amount of \$1,400,737 is recommended based on a review of financial resources available and an analysis of budget appropriations prior to certifying the 2020-21 property tax levy. The budget adjustment, detailed by fund, is as follows:

General Fund	\$ (2,048,865)
Special Revenue Fund	648,128
Total	\$ (1,400,737)

A net decrease in the amount of \$2,048,865 in the General Fund is recommended based on an analysis of resources available, full-time enrollments (FTE) projections, state aid allocations, and to recognize appropriation modifications for personnel and current expense. A net increase in the amount of \$648,128 is recommended based on analysis of grant activity.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2020-21 District budget:

Roll call vote:

_____ Almeida
_____ Hopp
_____ Jung
_____ Johnson
_____ Fields
_____ Schlieve
_____ Lloyd
_____ Schwab
_____ Zeratsky

VIII. ACTION ITEMS

D. Approval of Budget Adjustments – 2020-21 Budget (continued)

WHEREAS, any modification to an adopted budget by fund type or function is required by State Statute 65.90(5)(a) to be approved by a technical college district board by at least two-thirds vote of the full district board; and

WHEREAS, the Moraine Park Technical College District finds it appropriate to make such modifications to its 2020-21 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2020-21 budgetary revisions:

To increase anticipated resources in the General Fund for:

- ... Tax Levy from \$11,714,337 to \$11,890,765
- ... Transfers from Designated for Operations from \$0 to \$728,319

To increase expenditure appropriations and uses in the General Fund for:

- ... Physical Plant from \$3,778,296 to \$3,816,344

To decrease anticipated resources in the General Fund for:

- ... State Aid from \$25,237,561 to \$24,332,770
- ... Program Fees from \$7,608,161 to \$6,393,941
- ... Material Fees from \$397,765 to \$263,164
- ... Institutional Revenue from \$3,895,532 to \$3,195,532

To decrease expenditure appropriations and uses in the General Fund for:

- ... Instruction from \$25,644,637 to \$24,680,820
- ... Instruction Resources from \$2,250,489 to \$2,000,321
- ... Student Services from \$6,922,522 to \$6,532,453
- ... General Institutional from \$11,321,043 to \$10,838,184

To increase anticipated resources in the Special Revenue Fund for:

- ... State Aid from \$1,410,489 to \$1,532,689
- ... Institutional Revenue from \$455,740 to \$456,985
- ... Federal Revenue from \$1,080,938 to \$1,166,299
- ... Transfers from Reserves and Designated Fund Balances from \$0 to \$90,485
- ... Other Sources from \$0 to \$374,467

To increase expenditure appropriations and uses in the Special Revenue Fund for:

- ... Instruction from \$2,132,397 to \$2,519,874
- ... Student Services from \$1,160,442 to \$1,311,093
- ... Physical Plant from \$0 to \$110,000

VIII. ACTION ITEMS

D. Approval of Budget Adjustments – 2020-21 Budget (continued)

To decrease anticipated resources in the Special Revenue Fund for:
... Tax Levy from \$425,630 to 400,000

BE IT FURTHER RESOLVED that the Administration be directed to place this resolution as a Class I Legal Notice in the designated District newspapers as required by Section 65.90(5)(a) of the Wisconsin Statutes.

VIII. ACTION ITEMS

E. Approval of Resolution – Certification of Tax Levy

The following information is being presented for the purpose of District Board monitoring of their Executive Expectations Policy, #BP 3.4, Budgeting.

The Moraine Park Technical College District Board adopted the budget for fiscal year 2020-21 on June 17, 2020, in accordance with Wisconsin Statutes. This budget includes the operational plan of the District as prepared by the Board and staff. Educational services will be provided to approximately 12,000 students.

The certification of the tax levy, by Statute, must be acted upon by the District Board by October 31, 2020. In addition, operational levy is capped at the District's net new construction growth rate as certified by the Wisconsin Department of Revenue. This total is then adjusted by the Property Tax Relief Aid, Personal Property Aid and the Real Property Tax Refund credit allowed. The total may be further adjusted by no more than .5% of the prior year's net new construction growth rate. Total levy dollars are calculated at \$17,854,530. Following is a resolution for your approval.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the following resolution to certify the tax levy for the Moraine Park Technical College District for the 2020-21 budget year:

Roll call vote:

_____ Schlieve
_____ Schwab
_____ Almeida
_____ Johnson
_____ Hopp
_____ Fields
_____ Lloyd
_____ Jung
_____ Zeratsky

VIII. ACTION ITEMS

E. Approval of Resolution – Certification of Tax Levy (continued)

WHEREAS, the Moraine Park Technical College District Board adopted the budget for fiscal year 2020-21 on June 17, 2020, at its regular meeting; and

WHEREAS, the Moraine Park Technical College District Board reviewed the 2020-21 budget on October 21, 2020, in accordance with Chapter TCS 7.05(6) of the Wisconsin Administrative Code; and

WHEREAS, this review resulted in a modification of the budget based on a thorough analysis of resources available, a review of revenue projections and current expense and debt service appropriations, a complete revision of the personnel budget, and a change to the tax levy allocations as proposed in the budget document; and

WHEREAS, the tax levy required to support the 2020-21 budget represents a 2.731309%, or a \$474,697 increase over the 2019-20 tax levy;

WHEREAS, the tax levy represents an operational mill rate on equalized value of .41879 and a debt service mill rate of .18644 for a total mill rate of .60523.

WHEREAS, the operational tax levy increase of 1.43428% is equivalent to the net new construction rate as determined by the Wisconsin Department of Revenue.

NOW, THEREFORE, BE IT RESOLVED, that the Moraine Park Technical College District Board authorizes a tax levy of seventeen million, eight hundred fifty-four thousand, five hundred thirty dollars (\$17,854,530) on the full value of the taxable property of the District for the purpose of operating and maintaining the schools of the District, payment of indebtedness, acquiring equipment, and making capital improvements for the year beginning July 1, 2020.

BE IT FURTHER RESOLVED, that the Moraine Park Technical College District Board pursuant to Section 38.16(1) of the Wisconsin Statutes authorizes that the aforementioned amount of levy be spread proportionately on the tax rolls for collection in each city, village, and town within the District, and that the respective clerks be informed of this action.

IX. CORRESPONDENCE AND REPORTS

A. Fall Enrollment Update

A brief update report on Fall Enrollments will be shared.

B. President's Report

President Baerwald will provide a summary update of recently attended meetings and other college activities.

C. 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. DBA Fall Meeting, Friday, Oct. 23, 2020, 8:00 – 12:00, Virtual Event
2. WTCS Student Ambassador Awards, Monday, Nov. 2, 2020, 4:30 pm, Virtual Event
3. District Board Workshop, Wednesday, Nov. 4, 2020, 4:30 – 7:30 pm, Radisson, Fond du Lac
4. WTCS State Board Meeting, Wednesday, Nov. 11, 2020, 8:00 – 12:30, Virtual Event
5. District Board Meeting, Wednesday, Nov. 18, 2020, 5:00 pm, Fond du Lac Campus

X. CLOSED SESSION

A. Approval to Convene into Closed Session

It is the Board's intent to convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, and conducting other public business because competitive and bargaining reasons require a closed session (regarding the current software and professional services contract with Campus Management Corporation).

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board convene into closed session pursuant to Wis. Stat. sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, and conducting other public business because competitive and bargaining reasons require a closed session (regarding the current software and professional services contract with Campus Management Corporation).

Roll call vote:

_____ Jung
_____ Fields
_____ Almeida
_____ Lloyd
_____ Schlieve
_____ Schwab
_____ Johnson
_____ Hopp
_____ Zeratsky

XI. ADJOURNMENT

SUGGESTED MOTION:

I move that this meeting of the Moraine Park Technical College District Board be adjourned.