



# MORAINE PARK TECHNICAL COLLEGE

## DISTRICT BOARD MEETING

**Wednesday, April 21, 2021**

**Moraine Park Technical College**

**700 Gould Street, Beaver Dam, WI 53916**

**Room K201/202**

**Skype Listening Option: 920.924.3400 | ID: 1290250**

### Upcoming Events

TITLE	DATE	TIME	LOCATION
WTCS Ambassador Recognition Event	Thursday, April 22	7:00 p.m.	Virtual Event
WTCS State Board Meeting	Tuesday, May 18	8:00 a.m. – 12:30 p.m.	Virtual Event
District Board Meeting	Wednesday, May 19	5:00 p.m.	Fond du Lac Campus
Commencement	Saturday, May 22	10:00 a.m.	Radisson, Fond du Lac

### 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](mailto:jjelinek@morainepark.edu).*

imagine what's **next**

# MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

April 21, 2021 - 5:15 p.m.

Moraine Park Technical College  
700 Gould Street, Beaver Dam, WI 53916  
Room K201/202

Skype Listening Option: 920.924.3400 | ID: 1290250

## AGENDA

	<u>Page</u>
<b>I. ROLL CALL – 5:15 p.m.</b>	
A. Meeting Announcement.....(Bur Zeratsky – Board Chair).....	3
<b>II. PUBLIC COMMENTS</b> .....	3
<b>III. COMMUNITY REPORTS</b>	
A. Business and Community Leader Connection.....(Angelia Foster – Beaver Dam Community Hospital).....	3
<b>IV. APPROVAL OF MINUTES</b> .....(Bur Zeratsky – Board Chair).....	4
<b>V. CONSENT ITEMS</b> .....(Bonnie Baerwald – President)	
A. Talent Management – Employment.....	7
B. Financial Management – Accounting/Investments.....	10
C. Economic Development Contracting.....	11
<b>VI. ACTION ITEMS</b>	
A. Approval of Retirements.....(Carrie Kasubaski – VP, Finance & Administration).....	14
B. Approval of Faculty Contract Renewals.....(Carrie Kasubaski – VP, Finance & Administration).....	15
C. Approval of Bid – IT & Science Lab Remodel – West Bend Campus.....	
.....(Carrie Kasubaski – VP, Finance & Administration).....	17
D. Approval of Bid – B108 Faculty Suite & B121 Classroom Remodel – Fond du Lac Campus.....	
.....(Carrie Kasubaski – VP, Finance & Administration).....	19
E. Approval of Resolution Authorizing the Issuance of \$2,000,000 General Obligation Promissory Notes, Series 2020-21B.....(Carrie Kasubaski – VP, Finance & Administration).....	21
F. Approval of Resolution for Audit Services.....(Carrie Kasubaski – VP, Finance & Administration).....	26
G. Approval of 2021-22 Economic and Workforce Development and Community Training Contracting Rates.....(JoAnn Hall – Dean of EWD).....	27
<b>VII. CORRESPONDENCE AND REPORTS</b>	
A. Department of Corrections Partnership.....(Mary Davies – Associate Dean of EWD)	
.....(Jason Lederhaus – Education Director, Taycheedah).....	<b>Report</b>
B. President’s Report.....(Bonnie Baerwald – President).....	<b>Report</b>
1. Meetings Attended/to Attend	
2. Legislative Update	
3. WTCS Update	
4. College Activities Update	
C. District Boards Association Reports/Upcoming Events	
1. Upcoming Events.....(Bonnie Baerwald – President).....	32
<b>VIII. ADJOURNMENT</b> .....(Bur Zeratsky – Board Chair).....	33

## I. ROLL CALL – 5:15 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:

\_\_\_\_\_ Hopp  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Schlieve  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Almeida  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Zeratsky

---

## II. PUBLIC COMMENTS

---

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

---

## III. COMMUNITY REPORTS

---

Angelia Foster, Chief Administrative Officer of Beaver Dam Community Hospital, will provide a presentation to the board..

## IV. APPROVAL OF MINUTES

---

### SUGGESTED MOTION:

***I move that the Moraine Park Technical College District Board approve the March 17, 2021 meeting minutes as presented.***

### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES March 17, 2021

#### ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:25 p.m., March 17, 2021, in Room A-112 of the Moraine Park Technical College, 235 N. National Avenue, Fond du Lac, Wisconsin, Chairperson Bur Zeratsky presiding. Board members present at the meeting were Mike Schwab, Candy Fields, Bob Lloyd, Vernon Jung, Tom Hopp, Rob Johnson and Kathy Schlieve. Board member Renee Almeida was excused.

#### 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 Quality and Advanced Manufacturing Technology Instructor was introduced. Information only; no Board action required.

#### APPROVAL OF MINUTES

MOTION Jung, second Fields, that the Moraine Park Technical College District Board approve the February 17, 2021 meeting minutes as presented. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

#### CONSENT ITEMS – MONTHLY BUSINESS

MOTION Jung, second Lloyd, 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 February be approved and payments are authorized, ordered, and confirmed. February receipts total \$31,190,915.95. February disbursements total -\$5,468,622.75. Roll call vote: Schwab, yes; Schlieve, yes; Hopp, yes; Almeida, excused; Johnson, yes; Jung, yes; Lloyd, yes; Fields, yes; and Zeratsky, yes. Motion CARRIED.

## IV. APPROVAL OF MINUTES

---

### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES March 17, 2021 (continued)

#### APPROVAL OF NEW PROGRAM PROPOSAL:

##### DIAGNOSTIC MEDICAL SONOGRAPHY ASSOCIATE OF APPLIED SCIENCE DEGREE (10-562-2)

MOTION Hopp, second Schwab, that the Moraine Park Technical College District Board approve the Program Proposal for the Diagnostic Medical Sonography Associate of Applied Science Degree Program, and authorize staff to submit the proposal to the Wisconsin Technical College System Board for approval and to continue with the Program Implementation phase of the Program Development Process, effective for the 2022-2023 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

#### APPROVAL OF NEW PROGRAM PROPOSAL:

##### CARDIOVASCULAR TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE DEGREE (10-521-1)

MOTION Lloyd, second Fields, that the Moraine Park Technical College District Board approve the Program Proposal for the Cardiovascular Technology Associate of Applied Science Degree Program, and authorize staff to submit the proposal to the Wisconsin Technical College System Board for approval and to continue with the Program Implementation phase of the Program Development Process, effective for the 2022-2023 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

#### APPROVAL OF PROGRAM SUSPENSION: INTRODUCTION TO WELDING CERTIFICATE

MOTION Schwab, second Jung, that the Moraine Park Technical College District Board approve the suspension of the Introduction to Welding Certificate (61-442-6) effective at the end of the 2020-2021 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

#### APPROVAL OF PROGRAM SUSPENSION: ADVANCED OFFICE SUITE CERTIFICATE

MOTION Fields, second Schlieve, that the Moraine Park Technical College District Board approve the suspension of the Advanced Office Suite Certificate (97-103-3) effective at the end of the 2020-2021 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

#### APPROVAL OF APPRENTICESHIP PROGRAM SUSPENSIONS:

##### PLUMBING APPRENTICESHIP, STEAMFITTING APPRENTICESHIP, STEAMFITTING SERVICE APPRENTICESHIP, TOOL MAKER APPRENTICESHIP, CONSTRUCTION ELECTRICIAN (JATC)

##### APPRENTICESHIP, AND ELECTRICAL LINEMAN APPRENTICESHIP

MOTION Hopp, second Jung, that the Moraine Park Technical College District Board approve the suspension of the Plumbing Apprenticeship (50-427-5), Steamfitting Apprenticeship (50-435-2), Steamfitting Service Apprenticeship (50-435-4), Tool Maker Apprenticeship (50-439-1), Construction Electrician (JATC) Apprenticeship (50-413-2), and Electrical Lineman Apprenticeship (50-413-6) effective at the end of 2020-2021 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

## IV. APPROVAL OF MINUTES

---

### MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES March 17, 2021 (continued)

#### APPROVAL OF PROGRAM SUSPENSIONS:

#### FARM MANAGEMENT TECHNICAL DIPLOMA, MEDICATION ASSISTANT TECHNICAL DIPLOMA, AUTO COLLISION REPAIR & REFINISH TECHNICIAN TECHNICAL DIPLOMA, AND FOOD SERVICE PRODUCTION TECHNICAL DIPLOMA

MOTION Lloyd, second Schwab, that the Moraine Park Technical College District Board approve the suspension of the Farm Management Technical Diploma (30-090-2), the Medication Assistant Technical Diploma (30-510-5) the Auto Collision Repair & Refinish Technician Technical Diploma (31-405-1) and the Food Service Production Technical Diploma (31-303-2) effective at the end of 2020-2021 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

#### ACADEMIC PROGRAM HIGHLIGHT – HEALTH INFORMATION TECHNOLOGY

The Associate Dean of Health and guest Health Information Technology instructor provided an overview of the Health Information Technology Program, highlighting enrollment and completion data, faculty members, student demographics, career opportunities, and the impacts of the COVID-19 pandemic on the program and profession. Information only; no Board action required.

#### PRESIDENT'S REPORT

President Baerwald shared highlights of meetings recently attended, including recent Capital Expansion Visioning Project Team meetings which focused on research and data gathering, Envision Greater Fond du Lac board meeting which focused on apprenticeships, and NEW ERA board meeting which focused on strategic planning for the upcoming year. Legislative update included recent district legislator meetings, activities surrounding legislation which requests changes in Wis. Stat. sec. 36.31, upcoming meeting with Congressmen Grothman and Fitzgerald on March 31, and planning related to federal relief funds. WTCS update included recent Incarcerated Individuals Task Force meeting which included progress on a new agreement with the Department of Corrections, WTCS Board meeting which included approval of tuition increase and waiver of online course fees, and President's Association meeting which focused on budget and federal relief funds, as well as diversity, equity and inclusion. College activities update noted COVID-19 vaccinations for higher education staff are now underway, kickoff of the fall semester marketing and communication campaign, recent College Council strategic planning session, recently held fall campus conversations sessions, and planning for the upcoming spring commencement ceremony. Information only; no Board action required.

#### WISCONSIN TECHNICAL COLLEGE

#### DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

A summary of upcoming meetings and events was shared. A reminder was given that the spring board workshop is planned for April 12 and confirmed a 4:00 pm start time. Anyone wishing to register for upcoming events or request agenda topics for the upcoming spring workshop should contact the President's Office. Information only; no Board action required.

#### ADJOURNMENT

MOTION Fields, second Hopp, that the Moraine Park Technical College District Board meeting be adjourned. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

The Board meeting was adjourned at 6:41 p.m. following the completion of the open session.

## V. 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**

Robert Possin, Housekeeper, submitted his retirement effective March 19, 2021. Robert had been with the College since December 8, 2014.

Renaë O’Loughlin, Housekeeper, submitted her retirement effective May 28, 2021. Renaë has been with the College since October 13, 2014.

Sherry Caves, Switchboard Operator/Student Support Representative, submitted her resignation effective March 25, 2021. Sherry had been with the College since September 6, 2016.

Steve Henderleiter, Welding Instructor, submitted his resignation effective March 29, 2021. Steve had been with the College since January 15, 2013.

Julie Meyer, Security Officer, submitted her resignation effective March 26, 2021. Julie had been with the College since August 10, 2015.

#### **Recruitment – Support Professionals**

Financial Aid Specialist, Fond du Lac Campus. This full-time vacancy was created when Eileen Serwe submitted her retirement. This position performs specialized work in the Financial Aid office. After screening and interviewing, Elizabeth Mitchell was selected and transferred into this position effective April 19, 2021.

Maintenance Mechanic, Fond du Lac Campus. This full-time vacancy was created when Joe Dion submitted his retirement. This position’s duties will require the capability of performing at the journeyman level in several building trades. Work is independently performed. Duties require the use of considerable initiative and judgment in determining the nature of repairs needed and in developing appropriate work methods and procedures throughout the District. After screening and interviewing, Thomas Greicar was selected and his start date was April 19, 2021.

Housekeeper, West Bend Campus. This part-time vacancy was created when Janith Jaeger submitted her resignation. The Housekeeper performs custodial duties and heavy-duty cleaning.

Recruiter, Fond du Lac Campus. This full-time vacancy was created when Elizabeth Mitchell changed positions at the College. This position provides outreach, recruitment, enrollment and initial retention of students through direct contact and assistance from application to registration.

## V. CONSENT ITEMS

---

### A. Talent Management – Employment (continued)

#### **Recruitment – Support Professionals (continued)**

Administrative Aide-Economic and Workforce Development, Fond du Lac Campus. This full-time vacancy was created when Linda Harmsen submitted her retirement. This position provides administrative support and technical assistance to the Economic and Workforce Development (EWD) program faculty, management and administrative support. Interviews were last held April 15, 2021.

Research Specialist, Fond du Lac Campus. This full-time vacancy was created when Jennifer Sabel changed positions at the College. This position provides technical research support and coordination of research activities for the Institutional Effectiveness team. Interviews were last held April 9, 2021.

Student Health Requirement Representative, West Bend Campus. This full-time vacancy was created when Laura Glass submitted her resignation. This position oversees and coordinates processing of all health requirements for Health and Human Service (HHS) programs, and provides administrative assistance and technical support to the Associate Deans of HHS programs. Interviews were last held April 12, 2021.

Administrative Assistant - Campus Dean, Beaver Dam Campus. This full-time vacancy was created when Jonne Braun submitted her resignation. This position provides administrative support and technical assistance to the Beaver Dam Campus Dean. This includes providing support to managers and staff in the Curriculum and K-12 work teams. In addition, this position provides support to campus faculty and staff, and external guests and visitors as well as to general campus operations. Interviews were last held April 6, 2021.

Housekeeper, Fond du Lac Campus. This full-time position was created when two part-time positions were eliminated. The Housekeeper performs custodial duties and heavy-duty cleaning. Interviews were last held April 7, 2021.

Assistive and Media Technology Specialist, Fond du Lac Campus. This full-time vacancy was created by a Perkins Student Success grant and Wisconsin Technical College System Completion grant. This position's duties will provide technical assistance, training and resource information to students with approved accommodations, faculty, and staff. Interviews were last held April 14, 2021.

#### **Recruitment – Management/Instructional Staff**

Welding Instructor, Jackson Campus. This full-time vacancy was created when Steve Henderleiter submitted his resignation. The primary teaching responsibility for this position will be for classes in the Welding area including various welding processes, welding blueprint reading, and fabrication.

Economic and Workforce Development Water Quality Instructor, Fond du Lac Campus. This full-time vacancy was created when Jason Ellis submitted his resignation. The teaching responsibility will be in Water Quality and the Wisconsin Water and Operator Certification courses offered at various locations across the state. Interviews will be held April 23, 2021.



## VI. CONSENT ITEMS

---

### B. Talent Management – Employment (continued)

#### **Recruitment – Management/Instructional Staff (continued)**

Respiratory Therapy Instructor, Fond du Lac Campus. This full-time vacancy was created when Jacqueline Schoener submitted her retirement. This position will be in the Respiratory Care program, however, class assignments and locations may vary from term to term. Interviews will be held April 21, 2021.

Nursing Instructor, Fond du Lac Campus. This full-time vacancy was created when Barbara Brown submitted her retirement. The primary teaching responsibility will be classroom and clinical instruction in the Nursing Program, however, class assignments and locations may vary from term to term. Interviews will be held May 19, 2021.

Electrical Power Distribution Instructor, Beaver Dam Campus. This full-time vacancy was created when Mark Thronson submitted his resignation. The primary teaching responsibility will be Electrical Power Distribution; however, class assignments and locations may vary from term to term.

Business Analyst, Fond du Lac Campus. This new full-time position was created with the elimination of the HRIS Analyst position in Human Resources during the reorganization. This position is accountable and responsible for the formation or adjustment of processes of the Enterprise Systems major process of the Information Technology Support System subject to the constraints imposed by the Director of Enterprise Systems, MPTC District Board policy, State Board rules, law and professional ethical behavior. In addition, this position is accountable and responsible for the development and/or improvement of procedures which support the Network Services and the Application Development and Web Services major processes of the Information Technology Support System. Interviews were last held April 6, 2021.

Director of Institutional Effectiveness and Planning, Fond du Lac Campus. This full-time vacancy was created when Bojan Ljubenko submitted his resignation. This position is responsible for the operation of the Institutional Research Major Process of the Primary Learning System subject to the constraints imposed by the Dean of the West Bend Campus, MPTC District Board policy, State Board rules, law and professional ethical behavior. In addition, this position is accountable and responsible for the formation or adjustment of processes of the Institutional Planning and Effectiveness and Quality Improvement Major Processes of the College Leadership Support System. Interviews were last held April 2, 2021.

## V. CONSENT ITEMS

### B. Financial Management – Accounting/Investments

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

RECEIPTS: None.

DISBURSEMENTS:

<u>Number</u>	<u>Description</u>
A0237850	3 Foundation Donor boards
A0237858	Furniture for Upper O-Wing remodel
A0237890	Printer accessory for Upper O-Wing remodel
A0237991	10 Epson Document Cameras
A0238019	Access control equipment
A0238161	Wall graphics
Pcard	7 Dell Latitude 3510 laptops

#### TAX LEVY RECEIVABLE

Through April 12, the District received tax levy payments totaling \$13,268,619.23 or 74.3% of the total levied. Last year’s collection through April 4, 2020 was \$12,584,322.80 or 72.4% 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	\$213,316.48	\$151,988.98	71.3%
Columbia	3,563.68	2,292.18	64.3%
Dodge	3,316,222.25	2,415,425.60	72.9%
Fond du Lac	4,960,414.93	3,696,012.08	74.5%
Green Lake	1,460,508.88	1,010,002.97	69.2%
Marquette	20,234.92	14,643.22	72.4%
Sheboygan	5,876.55	4,415.78	75.4%
Washington	7,636,588.99	5,802,337.16	76.0%
Waushara	152,834.25	111,218.28	72.8%
Winnebago	84,969.07	60,282.98	71.0%
	<u>\$17,854,530.00</u>	<u>\$13,268,619.23</u>	<u>74.3%</u>

#### OTHER

The interest rate at National Exchange Bank and Trust interest rate remains at .375% for March, 2021.

## V. CONSENT ITEMS

### C. Economic Development Contracting

<b>EWD Board Report - April 2021</b>								
<b>Recipient</b>	<b>Title</b>	<b>Contract</b>	<b>Revenue</b>	<b>Direct Cost</b>	<b>Net</b>	<b>Enrolled</b>	<b>FTE</b>	<b>Manager</b>
A & W Iron & Metal, Inc.	Managing Perf of Others Makeup	2446	\$ 740.00	\$ 278.60	\$ 461.40	1	0	Mindie Boynton
Bonduelle USA Inc.	ARC Flash Training NFPA 70E	2389	\$ 800.00	\$ 185.65	\$ 614.35	11	0.04	Mindie Boynton
Bonduelle USA Inc.	OSHA 10-1910 General Industry	2281	\$ 1,950.32	\$ 705.83	\$ 1,244.49	11	0.09	Mindie Boynton
Bonduelle USA Inc.	Leadership 101	2457	\$ 4,125.00	\$ 1,496.50	\$ 2,628.50	5	0.1	Mindie Boynton
Breuer Metal-Craftsmen Inc	Structural Welding Cert-10 Hrs	2431	\$ 2,000.00	\$ 522.92	\$ 1,477.08	1	0.01	Beau Gellings
Breuer Metal-Craftsmen Inc	Structural Welding Cert-6 Hrs	2431	\$ 1,200.00	\$ 313.75	\$ 886.25	1	0.01	Beau Gellings
Centro, Inc.	Welding - GTAW	2305	\$ 9,111.85	\$ 4,817.89	\$ 4,293.96	8	0.21	Mindie Boynton
Commerce State Bank	Leadership 101	2459	\$ 825.00	\$ 299.29	\$ 525.71	1	0.02	Mindie Boynton
Fond du Lac County	Supervision 101	2326	\$ 5,168.34	\$ 1,482.25	\$ 3,686.09	14	0.28	Mindie Boynton
Fortifi Bank	Team Building/Problm Solving Fundamentals	2197	\$ 675.00	\$ 237.27	\$ 437.73	9	0.03	Mindie Boynton
Fortifi Bank	Supervision & Leadership Fundamentals	2197	\$ 675.00	\$ 237.27	\$ 437.73	9	0.03	Mindie Boynton
Fortifi Bank	Developing Positive Work Relationships	2197	\$ 675.00	\$ 237.27	\$ 437.73	5	0.02	Mindie Boynton
Fortifi Bank	Conducting Effective Meetings	2197	\$ 675.00	\$ 237.27	\$ 437.73	9	0.03	Mindie Boynton
Hartford Union High School	Nursing Assistant	2327	\$ 2,957.04	\$ 4,509.17	\$ (1,552.13)	7	0.47	Mindie Boynton
Horicon Bank	Managing Performance of Others	2371	\$ 4,108.60	\$ 1,501.60	\$ 2,607.00	5	0.08	Mindie Boynton
Horicon Bank	Train the Trainer	2403	\$ 1,198.00	\$ 506.18	\$ 691.82	2	0.03	Mindie Boynton
J. F. Ahern Co.	Practical Project Planning	2198	\$ 3,200.00	\$ 697.57	\$ 2,502.43	13	0.17	Mindie Boynton
J. F. Ahern Co.	Decision Making	2198	\$ 800.00	\$ 174.39	\$ 625.61	13	0.04	Mindie Boynton
J. F. Ahern Co.	Communicating Clearly	2198	\$ 1,300.00	\$ 283.39	\$ 1,016.61	13	0.09	Mindie Boynton
J. F. Ahern Co.	Influential Communication	2198	\$ 1,800.00	\$ 392.38	\$ 1,407.62	13	0.11	Mindie Boynton
J. F. Ahern Co.	Adaptability and Positivity	2198	\$ 1,000.00	\$ 217.99	\$ 782.01	13	0.07	Mindie Boynton

## V. CONSENT ITEMS

### C. Economic Development Contracting (continued)

<b>EWD Board Report - April 2021</b>								
<b>Recipient</b>	<b>Title</b>	<b>Contract</b>	<b>Revenue</b>	<b>Direct Cost</b>	<b>Net</b>	<b>Enrolled</b>	<b>FTE</b>	<b>Manager</b>
J. F. Ahern Co.	Problem Solving	2198	\$ 3,200.00	\$ 697.57	\$ 2,502.43	13	0.17	Mindie Boynton
J. F. Ahern Co.	Communicating Detail	2198	\$ 1,600.00	\$ 348.79	\$ 1,251.21	13	0.09	Mindie Boynton
Mercury Marine	Intro to Engine Fundamentals	2337	\$ 3,600.00	\$ 1,307.20	\$ 2,292.80	11	0.15	JoAnn Hall
Mercury Marine	CNC Machining Fundamentals	2239	\$ 20,271.80	\$ 10,717.85	\$ 9,553.95	10	0.67	JoAnn Hall
Mercury Marine	NIMS Review	2239	\$ 1,330.00	\$ 169.14	\$ 1,160.86	10	0.02	JoAnn Hall
MSI Express, Inc	Assessment Testing	2477	\$ 598.00	\$ 314.02	\$ 283.98	4	0	Beau Gellings
R B Royal Industries, Inc.	Leadership 101	2460	\$ 3,300.00	\$ 102.36	\$ 3,197.64	4	0.08	Mindie Boynton
Sadoff Iron & Metal Company	Leadership 101	2458	\$ 825.00	\$ 299.30	\$ 525.70	1	0.02	Mindie Boynton
Sadoff Iron & Metal Company	Train the Trainer	2404	\$ 1,198.00	\$ 506.18	\$ 691.82	2	0.03	Mindie Boynton
Seneca Foods Corporation	Microsoft Excel Level 3	2433	\$ 1,531.25	\$ 526.37	\$ 1,004.88	7	0.05	Mindie Boynton
Seneca Foods Corporation	Welding - GMAW/GTAW	2347	\$ 14,101.31	\$ 6,877.87	\$ 7,223.44	8	0.37	Mindie Boynton
Seneca Foods Corporation	Microsoft Excel Level 2	2433	\$ 1,531.25	\$ 526.37	\$ 1,004.88	8	0.05	Mindie Boynton
Seneca Foods Corporation	Heartsaver First Aid/CPR/AED-Adult	2450	\$ 710.00	\$ 344.06	\$ 365.94	5	0.03	Mindie Boynton
Seneca Foods Corporation	Mobile Air Refrigernt Handling	2369	\$ 2,250.00	\$ 821.03	\$ 1,428.97	13	0.11	Mindie Boynton
Seneca Foods Corporation	Leading Others Series	2372	\$ 4,195.84	\$ 1,777.64	\$ 2,418.20	9	0.15	Mindie Boynton
Seneca Foods Corporation	Welding - GMAW/GTAW	2347	\$ 14,101.30	\$ 6,924.90	\$ 7,176.40	8	0.37	Mindie Boynton
Steiner Electric, Inc.	Heartsaver First Aid/CPR/AED-Adult	2421	\$ 1,046.00	\$ 553.23	\$ 492.77	13	0.07	Beau Gellings
Steiner Electric, Inc.	Heartsaver First Aid/CPR/AED-Adult	2421	\$ 744.00	\$ 326.23	\$ 417.77	7	0.04	Beau Gellings
Steiner Electric, Inc.	Heartsaver First Aid/CPR/AED-Adult	2421	\$ 1,063.00	\$ 570.23	\$ 492.77	14	0.07	Beau Gellings
Tenneco Powertrain	Train the Trainer	2422	\$ 599.00	\$ 253.08	\$ 345.92	1	0.01	Mindie Boynton
		<b>TOTAL</b>	<b>\$ 122,779.90</b>	<b>\$ 53,297.85</b>	<b>\$ 69,482.05</b>	<b>325</b>	<b>4.48</b>	

**V. 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;***
- 3. Economic Development Contracting; and***

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

Roll call vote:

- \_\_\_\_\_ Johnson
- \_\_\_\_\_ Jung
- \_\_\_\_\_ Almeida
- \_\_\_\_\_ Lloyd
- \_\_\_\_\_ Schlieve
- \_\_\_\_\_ Schwab
- \_\_\_\_\_ Fields
- \_\_\_\_\_ Hopp
- \_\_\_\_\_ Zeratsky

## VI. ACTION ITEMS

---

### A. Approval of Retirements

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

<b><u>Employee</u></b>	<b><u>Title</u></b>	<b><u>Effective Date</u></b>	<b><u>Date Hired</u></b>
Renae O'Loughlin	Housekeeper	May 28, 2021	October 13, 2014
Robert Possin	Housekeeper	March 19, 2021	December 8, 2014

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board accept the retirements of Renae O'Loughlin and Robert Possin:***

***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.***

## VI. ACTION ITEMS

---

### B. Approval of Faculty Contract Renewals

In accordance with Wisconsin Statute 118.22 – Renewal of Teacher Contracts, on or before May 15 of the school year during which a teacher holds a contract, the Board by which the teacher is employed, at the direction of the Board, shall give the teacher written notice of renewal or refusal to renew his/her contract for the ensuing school year. If no such notice is given on or before May 15, the contract then in force shall continue for the ensuing school year.

A teacher who receives a notice of renewal of a contract for the ensuing school year, or a teacher who does not receive a notice of renewal or refusal to renew his/her contract for the ensuing school year on or before May 15, shall accept or reject, in writing, such contract no later than the following June 15.

Faculty with 2020-21 regular contracts are listed on the following pages. It is recommended that these individuals be issued new contracts for the 2021-22 contract year.

Moraine Park hiring standards for faculty include educational and occupational experience requirements in compliance with Faculty Quality Assurance System, Higher Learning Commission and state and federal licensing/accreditation standards. Seventeen of the faculty to be issued new contracts do not currently meet the educational standards for their program; therefore, their 2021-22 contract will contain a clause confirming their obligation to meet those standards in a timely manner

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board extend contracts for faculty, as listed, for the 2021-22 school year.***

Roll call vote:

\_\_\_\_\_ Fields  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Almeida  
\_\_\_\_\_ Hopp  
\_\_\_\_\_ Schlieve  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Zeratsky

## VI. ACTION ITEMS

### B. Approval of Faculty Contract Renewals (continued)

Joan Barfield	Lisa Ferguson	Laura Letourneau	Melissa Rodriguez
Todd Bartelt	Timothy Flaherty	Stephan Logan	Thomas Roehl
Linda Bau	Bruce Forcica	Katie Look	Rhonda Roehrig
Andrew Baus	Tammy Freund	Andrew Luby	Grace Rommelfanger
James Begotka	Dominic Garofalo	Gloria Madison	Mark Rymer
Rebekah Benedum	Joshua Geschke	Bobbi Mand	Kelvin Schlagel
Brain Blankenheim	Danyel Giacomini	Heidi Martin	Angela Schmidt
David Block	Jo Ann Giese-Kent	Brianna Matheson	Mark Schmidt
Cathryn Bosch	Matthew Goff	Jeremy Maurer	Scott Schnettler
Eileen Bouchard	Margaret Grunst	Margaret May	Kelly Schoeller
Jeanette Boyle-Gustavus	Jeffrey Gruss	Shawn McAfee	Deborah Schuh
Karrie Bruegman-May	James Gyorfy	Elizabeth McLean	Craig Schwanz
Ronald Campopiano	Craig Habeck	Annette Meihack	Stephanie Scott
Sarah Chojnacki	Alyssa Hallgren	Edward Meltz, <i>December</i>	Craig Seidel
Wendy Christianson	Amy Harmsen	<i>17, 2021</i>	Tirza Shulman
Larry Clark	Teresa Harn	Michele Mengert	Joseph Sibilski
Joshua Cohn	Emily Hayes	Timothy Moy	James Simmers
Cynthia Collins	Angela Henschel	Kathy Mueller	Susie Stanley
Danielle Cook	April Herrera	Kimberly Mueller	Jeffrey Stueber
Tina Cordell	Erika Herriges	David Mulder	Nichol Supri
Francesco Corrente	Robert Heyrman	Rebecca Mullane	Jeffrey Ternes
James Daniels	Bree Hodgen	Stephanie Murre Wolf	Joseph Thurin
Kerry DeGroot	James Hokenson	Kevin Niedfeldt	Casey Truse
Marla DeYoung	Shannon Huberty	Troy Niemuth	Amy Tyznik
Anne Deacy	Pamela Jacob	Sarah Nimmer	Jerome VanKirk
Christopher Dean	Kenneth Jacobs	Andrew Novak	Matthew Virtanen
Joseph Desiderio	Danielle Jacques	Iolanda Oliva	Mary Vogl-Rauscher
Julie Dilling	Paul Jensen	Amy Olsen	Mark Wamsley
Andrea Dobogai	Matthew Kelly	James Olson	Thomas Ward
Jodie Dolinar	Christopher Kleman	Kim Olson	Rachel Weber
Anja Dreps	Dwane Klostermann	Daniel Pahlow	Dena Willmann
Jennifer Elliott	Roy Krueger	Anne Paradies	Elizabeth Yoon
Thomas Endejan	Carrie Kutz	Ryan Paruch	Thomas Zimdahl
Nancy Esposito	Tiffany Laabs	Aaron Paul	Daniel Zoschke
Heather Evenson	Margaret Laubenstein	Jeffrey Quackenboss	Jamie Zwicky
Melissa Ewoldt	Rebecca Leichtfuss	Anthony Reese	
Joan Falter	Julie Lepianka	Nicole Repp-Butzke	



## VI. ACTION ITEMS

### C. Approval of Bid – IT & Science Lab Remodel – West Bend Campus

As proposed in the 2020-23 Master Facilities Plan, MPTC plans to remodel the IT area and Science Lab and classroom at the West Bend Campus. The District proposes to renovate space to create a student data center and isolation lab needed to start the Cyber Security program at the West Bend campus. In addition the science lab and classroom will be updated along with the creation of a new Anatomage lab similar to the recent Beaver Dam project.

Class II bid notices were placed in District newspapers to make contractors aware of the project, and bids were opened on March 24, 2021. Six bids were received.

The proposed work is scheduled to begin in May 2021, with completion scheduled for August 2021. The total budget for this project is \$550,000. The cost breakdown is as follows:

Construction Costs:	\$501,105
Contingency:	2,995
Architectural Fees:	<u>45,900</u>
Total:	\$550,000

There were 6 bids submitted with Cardinal Construction being the lowest responsible bid. It is recommended that the following bid be accepted:

Cardinal Construction:	
Base Bid:	\$501,105
Alternates (1-4):	<u>0</u> (None Accepted)
Bid Total:	\$501,105

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board accept the following lowest responsible bid for the IT & Science Lab Remodel project, awarding the contract to Cardinal Construction in the amount of \$501,105; and, further, that the President be authorized to proceed with this project.***

Roll call vote:

\_\_\_\_\_ Schwab  
\_\_\_\_\_ Schlieve  
\_\_\_\_\_ Hopp  
\_\_\_\_\_ Almeida  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Zeratsky

## VI. ACTION ITEMS

### C. Approval of Bid – IT & Science Lab Remodel – West Bend Campus (continued)

**bid recording sheet**

West Bend Campus - IT & Science Lab Remodel  
Moraine Park Technical College

Bid Due Date: 3/24/21 @ 2:00pm CST in room C-131

Bid Opening: 3/24/21 @ 2:05pm CST in room A-112

CONTRACTOR	Bid Security	Acknowledge Addendums	BASE BID	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Alternate #6	TOTAL
Mike Koenig Construction	Y	Y	\$ 557,650.00	\$ 104,565.00	\$ 3,095.00	\$ 6,140.00	\$ 79,835.00			\$ 751,285.00
Capelle Bros & Diedrich	Y	Y	\$ 517,720.00	\$ 113,260.00	\$ 10,900.00	\$ 5,980.00	\$ 83,200.00			\$ 731,060.00
Cardinal Construction	Y	Y	\$ 501,105.00	\$ 124,494.00	\$ 6,916.00	\$ 7,247.00	\$ 87,225.00			\$ 726,987.00
JH Hassinger	Y	Y	\$ 465,000.00	\$ -	\$ -	\$ -	\$ -			\$ 465,000.00
Commonwealth Construction	Y	Y	\$ 656,197.00	\$ 118,420.00	\$ 7,825.00	\$ 2,185.00	\$ 80,673.00			\$ 865,300.00
Milbach Construction Services	Y	Y	\$ 545,865.00	\$ 109,805.00	\$ 4,240.00	\$ 3,065.00	\$ 115,560.00			\$ 778,535.00

## VI. ACTION ITEMS

### D. Approval of Bid – B108 Faculty Suite & B121 Classroom Remodel – Fond du Lac Campus

As proposed in the 2020-23 Master Facilities Plan, MPTC plans to remodel the B108 Faculty suite and B121 classroom at the Fond du Lac Campus. The District proposes the renovation of the instructor's suite to an open-concept format in-line with the new college standards. The B121 classroom will not be included in this project. We will look for another opportunity to address this classroom in a future project.

Class II bid notices were placed in District newspapers to make contractors aware of the project, and bids were opened on March 31, 2021. Four bids were received.

The proposed work is scheduled to begin in May 2021, with completion scheduled for August 2021. The total budget for this project is \$200,000. The cost breakdown is as follows:

Construction Costs:	\$179,830
Contingency:	10,000
Architectural Fees:	<u>10,170</u>
Total:	\$200,000

There were 4 bids submitted with Capelle Bros. & Diedrich, Inc. being the lowest responsible bid. It is recommended that the following bid be accepted:

Capelle Bros. & Diedrich, Inc.:	
Base Bid:	\$179,830
Alternates (B1-B5):	<u>0</u> (None Accepted)
Bid Total:	\$179,830

#### SUGGESTED MOTION:

***I move that the Moraine Park Technical College District Board accept the following lowest responsible bid for the B108 Faculty Suite and B121 Classroom Remodel project, awarding the contract to Capelle Bros. & Diedrich Inc. in the amount of \$179,830; and, further, that the President be authorized to proceed with this project.***

Roll call:

\_\_\_\_\_ Hopp  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Schlieve  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Almeida  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Zeratsky

## VI. ACTION ITEMS

### D. Approval of Bid – B108 Faculty Suite & B121 Classroom Remodel – Fond du Lac Campus (continued)

**bid recording sheet**

Fond du Lac Campus - E&B Wing Remodel  
Moraine Park Technical College

Bid Due Date: 3/31/21 @ 2:00pm CST in room C-131

Bid Opening: 3/31/21 @ 2:05pm CST in room A-112

CONTRACTOR	Bid Security	Acknowledge Addendums	BASE BID E-WING	BASE BID B-WING	BASE BID HVAC	Alternate #B1	Alternate #B2	Alternate #B3	Alternate #B4	Alternate #B5	Alternate #E1	Alternate #E2
Mike Koenig Construction	Y	Y	\$ 1,239,895.00	\$ 174,460.00	\$ 65,525.00	\$ 41,000.00	\$ 18,730.00	\$ 8,940.00	\$ 9,790.00	\$ 39,860.00	\$ 127,460.00	\$ 19,865.00
Zeise	Y	Y	\$ 1,225,522.00	\$ 167,761.00	\$ 64,946.00	\$ 47,850.00	\$ 19,700.00	\$ 12,300.00	\$ 9,400.00	\$ 42,200.00	\$ 131,900.00	\$ 24,000.00
Cardinal Construction	Y	Y	\$ 1,233,100.00	\$ 148,070.00	\$ 62,980.00	\$ 44,873.00	\$ 7,590.00	\$ 4,521.00	\$ 9,650.00	\$ 38,408.00	\$ 129,049.00	\$ 27,430.00
Capelle Bros & Diedrich	Y	Y	\$ 1,102,880.00	\$ 179,830.00	\$ 68,850.00	\$ 49,300.00	\$ 11,300.00	\$ 11,100.00	\$ 10,060.00	\$ 46,540.00	\$ 138,010.00	\$ 19,015.00

CONTRACTOR	Alternate #E3	Alternate #E4	Alternate #E5	Alternate #EH1	Alternate #EH2	TOTAL	Total E Remodel	Total B Remodel	Total HVAC
Mike Koenig Construction	\$ 11,740.00	\$ 7,320.00	\$ 9,065.00	\$ 9,255.00	\$ 9,040.00	\$ 1,791,945.00	\$ 1,415,345.00	\$ 292,780.00	\$ 83,820.00
Zeise	\$ 9,700.00	\$ 6,900.00	\$ 11,900.00	\$ 8,885.00	\$ 8,700.00	\$ 1,791,664.00	\$ 1,409,922.00	\$ 299,211.00	\$ 82,531.00
Cardinal Construction	\$ 14,306.00	\$ 7,280.00	\$ 15,127.00	\$ 9,150.00	\$ 8,950.00	\$ 1,760,484.00	\$ 1,426,292.00	\$ 253,112.00	\$ 81,080.00
Capelle Bros & Diedrich	\$ 23,100.00	\$ 7,400.00	\$ 15,280.00	\$ 9,600.00	\$ 9,380.00	\$ 1,701,645.00	\$ 1,305,685.00	\$ 308,130.00	\$ 87,830.00

## VII. ACTION ITEMS

---

### E. Approval of Resolution Authorizing the Issuance of \$2,000,000 General Obligation Promissory Notes, Series 2020-21B, of Moraine Park Technical College District, Wisconsin

Included in the 2020-21 budget, as adopted by the District Board on June 17, 2020 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 \$200,000 for a faculty suite remodel on the Fond du Lac campus, \$550,000 for an Information Technology and Science lab remodels on the West Bend campus, and \$1,250,000 for the public purpose of financing the acquisition of movable equipment.

We have reviewed the process with our financial consultant, and bond counsel has prepared the appropriate legal resolution. The timeframe for this issue includes the acceptance of bids on Wednesday, May 19, 2021, 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 \$2,000,000 General Obligation Promissory Notes, Series 2020-21B for the public purpose of financing building remodeling and acquisition of movable equipment.***

Roll call:

\_\_\_\_\_ Schlieve  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Hopp  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Almeida  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Zeratsky

## VI. ACTION ITEMS

---

### **E. Approval of Resolution Authorizing the Issuance of \$2,000,000 General Obligation Promissory Notes, Series 2020-21B, of Moraine Park Technical College District, Wisconsin (continued)**

WHEREAS, Moraine Park Technical College District, Wisconsin ("District") is presently in need of \$750,000 for the public purpose of financing building remodeling and improvement projects and \$1,250,000 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 \$750,000 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 \$1,250,000 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 \$2,000,000 and designated "General Obligation Promissory Notes, Series 2020-21B" (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 the Notes 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 May 19, 2021 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 \$2,000,000 General Obligation Promissory Notes, Series 2020-21B, 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 21st day of April, 2021.

---

Chairperson

Attest:

---

Secretary

## VI. ACTION ITEMS

---

### **E. Approval of Resolution Authorizing the Issuance of \$2,000,000 General Obligation Promissory Notes, Series 2020-21B, 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 April 21, 2021, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$750,000 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, or in the alternative, by contacting Carrie Kasubaski at the District by email at the following address: [ckasubaski1@morainepark.edu](mailto:ckasubaski1@morainepark.edu).

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 April 21, 2021.

BY ORDER OF THE DISTRICT BOARD

District Secretary



## VI. ACTION ITEMS

---

### **E. Approval of Resolution Authorizing the Issuance of \$2,000,000 General Obligation Promissory Notes, Series 2020-21B, 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 April 21, 2021, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,250,000 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, or in the alternative, by contacting Carrie Kasubaski at the District by email at the following address: [ckasubaski1@morainepark.edu](mailto:ckasubaski1@morainepark.edu).

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 April 21, 2021.

BY ORDER OF THE DISTRICT BOARD

District Secretary

## VI. ACTION ITEMS

---

### F. Approval of Resolution for Audit Services

In November 2020, a Joint Audit Request for Proposal was prepared by eight technical colleges; Moraine Park (MPTC), Fox Valley (FVTC), Lakeshore (LTC), MidState (MSTC), Madison, Gateway (GTC), Milwaukee (MATC), Southwest (SWTC), Waukesha (WCTC) and the Wisconsin Technical College Employee Benefits Consortium (WTCEBC). The request was sent to several independent audit firms. Six proposals were received for MPTC. Representatives from each college read the proposals and completed a composite summary point evaluation based on qualifications of the firm, relevant experience, responsiveness to the request for proposal and cost. On February 18, the representatives met to interview their finalists.

After completion of the virtual oral interview session and discussion with firm representatives, it is recommended that the District select the firm of CliftonLarsonAllen LLP (CLA) to perform the audit of the District financial records and the Moraine Park Foundation, Inc. for the fiscal years ending June 30, 2021, 2022, 2023, 2024 and 2025, at a maximum fee of \$161,800.

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board approve the proposal as prepared by CLA, to provide auditing services for the fiscal years ending June 30, 2021 through 2025, in accordance with the specifications contained in the Request for Proposal.***

Roll call:

\_\_\_\_\_ Jung  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Hopp  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Schlieve  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Almeida  
\_\_\_\_\_ Zeratsky

## VI. ACTION ITEMS

---

### G. Approval of 2021-22 Economic and Workforce Development and Community Training Contracting Rates

The following information is being presented for the purpose of District Board monitoring of their Governance Process Policy BP3.5 titled Financial Condition.

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 2021-2022 economic development contract rates are attached. Changes from 2021-2022 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, 2021 through May 31, 2022.

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board approve the 2021-2022 Economic and Workforce Development and Community Training contracting rates as presented.***

Roll call:

\_\_\_\_\_ Hopp  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Schlieve  
\_\_\_\_\_ Lloyd  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Almeida  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Fields  
\_\_\_\_\_ Zeratsky

## VI. ACTION ITEMS

### G. Approval of 2021-22 Economic and Workforce Development and Community Training Contracting Rates (continued)

#### Proposed Changes from 2020-21 to 2021-22 Rates

Category		2020-2021 Rate	2021-2022 Rate	Approx. % Change	Rationale
Special Rates	Instructional Classroom Helper RENAME Instructional Classroom Lab Aid And Curriculum Development RENAME Training Project Development				Clarification
Special Rates	Instructional Classroom Assistant (adjunct)		\$40 per hour		Clarification of role; cost recovery only
Special Rates	Second Instructor Rate		\$125 per hour		Standardization of rate
Special Rates	Online/Blended Learning Platform (MPTC LMS)	\$10 per person	Remove		Adjust to updated college pricing policy
Special Rates	MPTC Learning Library per academic year, renew July 1		July – December \$150 per person, per track; January – June \$100 per person, per track		New product availability
Special Rates	STRAT	\$6,000 per person	\$2,500 per person per segment; \$6,000 per person for the series		Product redesign
Special Rates	STRAT – out of district delivery	\$7,000 per person	Remove		Change to product offering
Special Rates	Bloodborne Pathogens	\$125 per hour	\$130 per hour	4%	Cost recovery
Special Rates	CPR/First Aid	\$125 per hour	\$130 per hour	4%	Cost recovery
Special Rates	Debrillator/AED	\$125 per hour	\$130 per hour	4%	Cost recovery
Special Rates	Special Care Procedures	\$125 per hour	\$130 per hour	4%	Cost recovery
Special Rates	Fire Extinguisher	\$140 per hour	\$145 per hour	3.6%	Cost recovery
Special Rates	Nursing Assistant	\$7,750 per course	Remove		Product no longer required
Special Rates	Skills Assessment	\$115 per hour on campus, \$130 per hour off campus	\$120 per hour on campus, \$140 per hour off campus	4%	Cost recovery
High School	LMS fee (3)	\$10 per student	Remove		Adjust to updated college pricing policy
High School	Indirect Fee (4)	36.95%	37.99%		Updated rate per WTCS

## VI. ACTION ITEMS

### G. Approval of 2021-22 Economic and Workforce Development and Community Training Contracting Rates (continued)

**Moraine Park Technical College**  
**Proposed Contract Rates**  
**Effective June 1, 2021 through May 31, 2022**

**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 2021-22 Economic and Workforce Development and Community Training Contracting Rates (continued)

#### Special Rates

Mobile Computer Lab Set Up/Tear Down	\$30 per person flat fee
Off-site lab and mobile equipment set up/tear down	\$35 per hour
Instructional Classroom Lab Aid	\$40 per hour
Instructional Classroom Assistant (adjunct)	\$55 per hour
Second Instructor Rate	\$125 per hour
WAT Grant Administrative Fee	10% of Total Project
Training Program Development	Base Rate
Organizational Development Assessment and Consultation	\$250 per hour
Individual Coaching	
Executive Coaching	\$250 per hour
Career and Performance Coaching	Tier I
Online/Blended Learning Platform – 3rd party	Provider fee
MPTC Learning Library per academic year, renew July 1	
July – December starting access date	\$150 per person, per track
January – June starting access date	\$100 per person, per track
MPTC Learning Management System Rental Fee	Negotiated per project
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	\$2,500 per person per segment, \$6,000 per person for the series
Bloodborne Pathogens	\$130 per hour
CPR/First Aid	\$130 per hour
Defibrillation/AED	\$130 per hour
Emergency Care Procedures	\$130 per hour
Fire Extinguisher	\$145 per hour
	Plus replacement of fuel/material
Skills Test Assessment	Minimum 2 hour charge; \$120 per hour on campus, \$140 per hour off campus
Application fee (as required) per student	Per college pricing

## VI. ACTION ITEMS

### G. Approval of 2021-22 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 and material fees 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 school district will pay tuition plus 10% in addition to material fees per student. Student expenses for books will be charged separately.
3. Students stacked in existing MPTC classes that meet existing minimums to run are charged tuition and material fees. 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 37.99% 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
2020-2021	\$185 - \$225	0%
2019-2020	\$185 - \$225	0%
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%

## VII. CORRESPONDENCE AND REPORTS

---

### A. Department of Corrections Partnership

A brief highlight of the Department of Corrections Partnership will be shared.

---

### B. President's Report

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

---

### C. I. 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. WTCS Ambassador Recognition Event - Thursday, April 22, 7:00 p.m., Virtual Event
2. WTCS State Board Meeting - Tuesday, May 18, 8:00 a.m. – 12:30 p.m., Virtual Event
3. District Board Meeting - Wednesday, May 19, 5:00 p.m., Fond du Lac Campus
4. Commencement - Saturday, May 22, 10:00 a.m., Radisson, Fond du Lac



## VIII. ADJOURNMENT

---

### **SUGGESTED MOTION:**

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