



MORAINE PARK TECHNICAL COLLEGE

DISTRICT BOARD MEETING

Wednesday, October 20, 2021

Moraine Park Technical College

235 N. National Avenue, Fond du Lac, WI 54935

World Link Conference Center, Room A-112

Virtual meeting option via Microsoft Teams

Ph: (414) 662-4790 | Conference ID: 378 453 994#

Upcoming Meetings

TITLE	DATE	TIME	LOCATION
DBA Fall Meeting & Legal Issues Seminar	October 28-29	8:30 – 4:00	Virtual Event
Fall District Board Workshop	November 4	4:00 – 7:00	Fond du Lac – Radisson
WTCS State Board Meeting	November 9-10	8:30 – 12:00	SWTC, Fennimore
District Board Meeting	November 17	5:00	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.*

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I. ROLL CALL – 5:00 p.m.

A. Meeting Announcement

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

Roll call:

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

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. INTRODUCTIONS

The new Math Instructor, Medical Assistant/Medical Office Instructor, Respiratory Care Practitioner Instructor, and EWD Business Representative will be introduced.

IV. COMMUNITY REPORTS

Ann Hansen, Director of HR at Tenneco, will provide a presentation to the board.

V. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the September 15, 2021 meeting minutes as presented.

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES September 15, 2021

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:05 p.m., September 15, 2021, in Room 1100 of Moraine Park Technical College's Ripon Regional Center, 850 Tiger Drive, Ripon, Wisconsin, Chairperson Mike Schwab presiding. Board members present at the meeting were Renee Almeida, Bur Zeratsky, Steve Hill, Vernon Jung, Tom Hopp, Candy Fields, and Kathy Schlieve. Board member Rob Johnson 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 were received.

APPROVAL OF MINUTES

MOTION Fields, second Schlieve, that the Moraine Park Technical College District Board approve the August 18, 2021 meeting minutes as presented. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Jung, second Schlieve, 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 \$11,328,648.04. August disbursements total -\$5,116,337.19. Roll call vote: Zeratsky, yes; Schlieve, yes; Hopp, yes; Almeida, yes; Johnson, excused; Jung, yes; Hill, yes; Fields, yes; and Schwab, yes. Motion CARRIED.

APPROVAL OF LEASE – AGNESIAN HEALTHCARE, INC. (TREFFERT CENTER)

MOTION Zeratsky, second Hopp, that the Moraine Park Technical College District Board enter into a lease agreement with Agnesian Healthcare, Inc., substantially as described above, for a five-year period beginning from the date of execution. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

V. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES September 15, 2021 (continued)

APPROVAL OF CONCEPT REVIEW PROGRAM PROPOSAL – ASSOCIATE OF ARTS AND ASSOCIATE OF SCIENCE

MOTION Hopp, second Schlieve, that the Moraine Park Technical College District Board approve the Concept Review Program Proposal for Associate of Arts and Associate of Science degree programs, 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. Roll call vote: Zeratsky, yes; Schlieve, yes; Hopp, yes; Almeida, yes; Johnson, excused; Jung, yes; Hill, yes; Fields, yes; and Schwab, yes. Motion CARRIED.

ACADEMIC PROGRAM HIGHLIGHT – SMALL BUSINESS ENTREPRENEURSHIP

The Associate Dean of Business and IT, the Business Management Instructor, and a recent MPTC Graduate provided a highlighted summary of the Small Business Entrepreneurship program. Information only; no Board action required.

RIPON COMMUNITY UPDATE

The Economic and Workforce Development Community Coordinator provided an update on the MPTC Ripon Regional Center and community highlighting recent area news, program opportunities, regional enrollments, and accomplishments over the past year. Information only; no Board action required.

FALL ENROLLMENT UPDATE

The Vice President of Student Services provided an update on fall enrollments, citing projected estimates, current trends and areas of concern. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald provided highlights of meetings recently attended, including meetings with Dr. Fleig from Fond du Lac High School focusing on potential partnerships, recent meeting with Mercury Marine leadership regarding proposed AIR Center and feasibility study results, continuing Kriekamp Trucking partnership meetings, and shared progress on the Capital Expansion Visioning project and related subcommittees. Legislative update included noting President Biden's vaccine and testing mandate for businesses, and interest from Senator Baldwin's office to discuss financial earmark requests. WTCS Update included recent state board meeting which approved Moraine Park's Truck Driving program concept and Diagnostic Medical Stenography program, and it was noted that Moraine Park will be hosting the state board in September of 2023. College activities update included the official start of the fall semester, loss of healthcare enrollments due to vaccine mandates from partnered clinical sites, continuing progress on updated policies and procedures, and recommendation from HLC for Department of Corrections locations for formal site approval. Information only; no Board action required.

V. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES September 15, 2021 (continued)

WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

It was noted that the upcoming fall District Boards Association meeting planned for October 27-30 is being converted to a virtual format with more information forthcoming within the next week. A summary of other 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.

CLOSED SESSION

MOTION Zeratsky, second Fields, that the Moraine Park Technical College District Board convene into closed session pursuant to Wis. Stat. sec. 19.85(1)(g) for the purpose of conferring with legal counsel for the College who is rendering oral or written advice concerning strategy to be adopted with respect to litigation in which the College is or is likely to become involved (during the closed session, the Board will discuss pending complaints filed with and against the College). Roll call vote: Zeratsky, yes; Schlieve, yes; Hopp, yes; Almeida, yes; Johnson, excused; Jung, yes; Hill, yes; Fields, yes; and Schwab, yes. Motion CARRIED.

ADJOURNMENT

MOTION Zeratsky, 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 6:53 p.m. following the completion of the closed session.

VI. CONSENT ITEMS

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

A. Talent Management – Employment

Resignations/Terminations

Nicholas Marchant, Buildings and Grounds Maintenance Technician, submitted his resignation effective October 8, 2021. Nicholas had been with the College since June 2020.

Todd Bartelt, Radiography Instructor, submitted his retirement effective May 24, 2022. Todd has been with the College since October 2003.

Donna Freund, Payroll Manager, submitted her retirement effective June 30, 2022. Donna has been with the College since June 1992.

Recruitment – Support Employees

Financial Aid Imaging Aide, Fond du Lac Campus. This part-time vacancy was created when Christine Wagner submitted her resignation. This position will provide administrative support to Financial Aid staff, process financial aid documents received, capture electronic images, prepare material for scanning, and verify electronic image files. After screening and interviewing, Angela Blamey was selected and started September 22, 2021.

Student Support Lead, Fond du Lac Campus. This full-time vacancy was created when Mary Sesing submitted her retirement. This position will perform specialized work in the Student Services Center and serve as the primary content expert, staff training resource and contact point for non-program students. After screening and interviewing, April Schwartz was selected and started October 18, 2021.

Recruitment and Admissions Engagement Specialist, Fond du Lac campus. This full-time vacancy was created when April Schwartz changed positions at the College. This position will provide direct contact with prospective and admitted students in line with established communication strategies, department processing and student engagement efforts.

Buildings and Grounds Maintenance Technician, Fond du Lac campus. This full-time vacancy was created when Nick Marchant submitted his resignation. This position's duties involve work requiring the capability of performing a skilled level in several of the building trades. Work is often independently performed, but may involve leading other buildings and grounds staff while assisting Maintenance Mechanics on projects as necessary.

Multicultural Student Support and Engagement Specialist, West Bend Campus. This full-time vacancy was created when Kevin Rodriguez changed positions at the College. This position develops effective strategies for student engagement and academic success, and provides programming and one on one coaching to increase inclusion, belonging and retention of all multicultural student populations on all three campuses. Interviews were last held September 21, 2021.

VI. CONSENT ITEMS

A. Talent Management – Employment

Recruitment – Support Employees (continued)

eLearning Instructional Designer (2 positions), Fond du Lac campus. These new, full-time positions support the College's efforts to improve teaching and learning by assuring quality standards are upheld in the design, development, delivery, revision, and documentation of curriculum. Interviews were last held October 4, 2021.

Housekeeper, Fond du Lac Campus. This full-time vacancy was created when Alicia Rodriguez submitted her resignation. The Housekeeper performs custodial duties and heavy-duty cleaning. Interviews were last held September 27, 2021.

Housekeeper, Fond du Lac Campus. This full-time vacancy was created when Michael Gruber submitted his resignation. The Housekeeper performs custodial duties and heavy-duty cleaning.

Housekeeper, West Bend Campus. This full-time vacancy was created when two part-time positions were eliminated. The Housekeeper performs custodial duties and heavy-duty cleaning.

Recruitment – Management/Instructional Employees

Auxiliary Services Manager, Fond du Lac Campus. This is a new full-time position. This position is responsible for the formation or adjustment of processes of the Auxiliary Services major process of the Financial Services Support System subject to the constraints imposed by the Vice President – Finance and Administration, MPTC District Board policy, State Board rules, law, and professional ethical behavior. After screening and interviewing, Aaron Bladorn was selected and will start on October 25, 2021.

Aaron earned his Bachelor's degree in Journalism and Mass Communication from the University of Wisconsin-Milwaukee. Aaron was most recently the Multi-Unit Store Manager for Follett Higher Ed Group.

It is recommended that Moraine Park Technical College District Board issue a 2021-22 contract to Aaron Bladorn and further that he be placed in DI on the Management salary schedule

Human Resources Manager-Total Rewards, Fond du Lac Campus. This full-time vacancy was created when Greg Kilgas accepted another position within the College. This position is accountable and responsible for the formation or adjustment of the processes of the Talent Retention and the Talent major processes of the Talent System subject to the constraints imposed by the Associate Director of Human Resources, MPTC District Board policy, State Board rules, law and professional ethical behavior. Interviews were last held October 7, 2021.

VI. CONSENT ITEMS

A. Talent Management – Employment

Recruitment – Management/Instructional Employees (continued)

Database Administrator, Fond du Lac campus. This full-time position is responsible for the operation 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. Interviews were last held September 1, 2021.

EWD Welding Instructor, Fond du Lac Campus. This full-time vacancy was created when Matthew Virtanen submitted his resignation. This position is responsible for classes in the Welding area, including various welding processes, blueprint reading, short-term training for boot camps students, incarcerated individuals and industry clients. This instructor may be asked to teach at various sites within the Moraine Park District to include campus, center and business locations, area prisons and may be required to teach on days, evenings and weekends. Interviews were last held September 16, 2021.

EWD Water Quality Instructor, Fond du Lac campus. This full-time position was created when Ryan St. John transferred to Water Quality Instructor. The teaching responsibility will be in Water Quality and the Wisconsin Water and Operator Certification courses offered at various locations across the state. Interviews were last held July 29, 2021.

VI. 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>
A0239374	Floor mats
A0239409	B-wing capital project furniture
A0239433	Mop disk scrubber, Eco Flex scrubber and floor machine
A0239440	Access control equipment and installation
A0239472	HPI G2 Desktop and accessories
A0239476	672 Virtual Data Center Workstations and maintenance
A0239480	20 Dell Precision 3640 Desktop computers and accessories
A0239545	Ventilator
A0239700	John Deere utility tractor
A0239728	2 Cisco Catalyst routers and accessories
A0239733	Access Control equipment and installation
P-card	76 Dell Latitude 5520 laptops and accessories

VI. CONSENT ITEMS

B. Financial Management – Accounting/Investments

TAX LEVY RECEIVABLE

Through September 3 all 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	\$213,316.48	\$213,316.48	100%
Columbia	3,563.68	3,563.68	100%
Dodge	3,316,222.25	3,316,222.25	100%
Fond du Lac	4,960,414.93	4,960,414.93	100%
Green Lake	1,460,508.88	1,460,508.88	100%
Marquette	20,234.92	20,234.92	100%
Sheboygan	5,876.55	5,876.55	100%
Washington	7,636,588.99	7,636,588.99	100%
Waushara	152,834.25	152,834.25	100%
Winnebago	<u>84,969.07</u>	<u>84,969.07</u>	<u>100%</u>
	<u>\$17,854,530.00</u>	<u>\$17,854,530.00</u>	<u>100%</u>

OTHER

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

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 2020-21 began on September 13. The 2020-21 financial statements and corresponding reports will be presented at the December board meeting.

VI. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - October 2021									
Recipient	Title	Contract	Course Section Number	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE
Advocap	Bloodborne Pathogens-OSHA	00002598	41160	\$ 130.00		\$ 77.36	\$ 52.64	60	0.1
Badger Liquor	Resilience: How to Keep Going When the Going gets Tough	00002650	41297	\$ 169.00		\$ 148.48	\$ 20.52	1	0
Bradley Corporation	Project Management Essentials	00002427	40901	\$ 4,312.40	\$ 431.24	\$ 1,539.01	\$ 2,773.39	16	0.21
Centro, Inc.	Leadership Development-Tier 2	00002354	40514	\$ 6,511.93	\$ 651.19	\$ 2,756.18	\$ 3,755.75	7	0.19
Centro, Inc.	Intro to Mechanical Drives 2	00002402	40989	\$ 3,604.16	\$ 360.42	\$ 1,364.16	\$ 2,240.00	3	0.04
Department of Natural Resources	Well Water System Sanitary Survey	00002548	40785	\$ 1,249.31		\$ 350.00	\$ 899.31	3	0.01
Department of Natural Resources	Well Water System Sanitary Survey	00002548	40789	\$ 1,249.31		\$ 350.00	\$ 899.31	4	0.01
Department of Natural Resources	Pumps: Centrifugal/Positive Displacement	00002548	40776	\$ 1,249.31		\$ 222.90	\$ 1,026.41	3	0.01
Department of Natural Resources	Sampling, Monitoring Procedures and Requirements	00002548	40745	\$ 1,249.31		\$ 350.00	\$ 899.31	3	0.01
Department of Natural Resources	Well Water System Sanitary Survey	00002548	40746	\$ 1,249.31		\$ 350.00	\$ 899.31	4	0.01
Department of Natural Resources	Pumps: Centrifugal/Positive Displacement	00002548	40771	\$ 1,249.31		\$ 222.90	\$ 1,026.41	3	0.01
Department of Natural Resources	Sampling, Monitoring Procedures and Requirements	00002548	40779	\$ 1,249.31		\$ 350.00	\$ 899.31	3	0.01
Department of Natural Resources	Sampling, Monitoring Procedures and Requirements	00002548	40782	\$ 1,249.31		\$ 350.00	\$ 899.31	4	0.01
Department of Natural Resources	Basic Water Works Mathematics	00002548	40788	\$ 1,249.31		\$ 130.79	\$ 1,118.52	10	0.03
Department of Natural Resources	Basic Water Works Mathematics	00002548	40781	\$ 1,249.31		\$ 222.90	\$ 1,026.41	2	0.01
Department of Natural Resources	Pumps: Centrifugal/Positive Displacement	00002548	40784	\$ 1,249.31		\$ 222.90	\$ 1,026.41	6	0.02
Department of Natural Resources	Lead/Copper Sampling/Monitorng	00002548	40786	\$ 1,249.31		\$ 222.90	\$ 1,026.41	4	0.01
Fond du Lac County	Self Defense & De-Escalation	00002538	41015	\$ 800.00		\$ 196.48	\$ 603.52	16	0.05
Fond du Lac County	Self Defense & De-Escalation	00002538	41014	\$ 800.00		\$ 196.48	\$ 603.52	14	0.05
Grande Cheese Company	Welding - GMAW/GTAW	00002501	40827	\$ 14,876.91	\$ 1,487.69	\$ 5,327.55	\$ 9,549.36	2	0.12
John Deere Horicon Works	Fanuc Robotics & Vision System	00002396	10139	\$ 17,391.69	\$ 1,739.17	\$ 4,438.40	\$ 12,953.29	9	0.9
John Deere Horicon Works	AC/DC Machinery-Motor Controls	00002452	40656	\$ 23,415.15	\$ 2,341.52	\$ 8,907.97	\$ 14,507.18	11	0.99

VI. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - October 2021									
Recipient	Title	Contract	Course Section Number	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE
KMC Stampings	GD&T - 24hr	00002552	40863	\$ 7,812.98	\$ 781.30	\$ 3,670.64	\$ 4,142.34	11	0.22
KMC Stampings	Blueprint Reading - 16hr	00002519	40606	\$ 3,864.02	\$ 386.40	\$ 1,538.36	\$ 2,325.66	11	0.15
KMC Stampings	Blueprint Reading - 16hr	00002519	40608	\$ 3,544.90	\$ 354.49	\$ 1,219.24	\$ 2,325.66	4	0.05
KMC Stampings	Blueprint Reading - 16hr	00002519	40607	\$ 3,681.66	\$ 368.17	\$ 1,356.00	\$ 2,325.66	7	0.09
Kondex Corporation	CNC Operator Training	00002455	40615	\$ 7,245.28	\$ 724.53	\$ 3,151.20	\$ 4,094.08	8	0.24
Kondex Corporation	Metrology	00002612	41043	\$ 897.00	\$ 89.70	\$ 704.96	\$ 192.04	3	0.02
Kraft Heinz	Machining Fundamentals	00002363	40648	\$ 8,915.32	\$ 891.53	\$ 3,809.32	\$ 5,106.00	7	0.21
Kraft Heinz	Electrical Concepts	00002363	40651	\$ 1,800.00	\$ 180.00	\$ 511.30	\$ 1,288.70	4	0.03
Lakeland Care - FDL	Emotional Intelligence	00002355	40752	\$ 351.56	\$ 35.16	\$ 98.87	\$ 252.69	11	0.02
Lakeland Care - FDL	Emotional Intelligence	00002355	40754	\$ 351.56	\$ 35.16	\$ 98.87	\$ 252.69	19	0.03
Lakeland Care - FDL	Servant Leadership	00002355	40759	\$ 562.50	\$ 56.25	\$ 77.36	\$ 485.14	53	0.09
Lakeland Care - FDL	Emotional Intelligence	00002355	40753	\$ 351.56	\$ 35.16	\$ 98.87	\$ 252.69	8	0.01
Lakeland Care - FDL	Emotional Intelligence	00002355	40755	\$ 351.56	\$ 35.16	\$ 77.36	\$ 274.20	4	0.01
MSI Express, Inc	Assessment Testing	00002631	T1540	\$ 472.00		\$ 151.93	\$ 320.07	1	0
PanelTEK LLC	Heartsavr First Aid/CPR/AED-Adult	00002596	41013	\$ 752.00		\$ 361.06	\$ 390.94	6	0.03
RB Royal Industries Inc.	GD&T - 24hr	00002532	40773	\$ 6,824.80	\$ 682.48	\$ 3,506.67	\$ 3,318.13	10	0.2
Specialty Cheese, Inc	Positive Attitude	00002516	40612	\$ 606.30	\$ 60.63	\$ 272.12	\$ 334.18	7	0.02
Specialty Cheese, Inc	Adapt to Change	00002516	40613	\$ 605.04	\$ 60.50	\$ 270.86	\$ 334.18	4	0.01
Specialty Cheese, Inc	Work Cooperatively	00002516	40611	\$ 602.52	\$ 60.25	\$ 268.34	\$ 334.18	2	0.01
Specialty Cheese, Inc	Listen Effectively	00002516	40609	\$ 606.30	\$ 60.63	\$ 265.37	\$ 340.93	7	0.02
Specialty Cheese, Inc	Communicate Clearly	00002516	40610	\$ 600.00	\$ 60.00	\$ 237.27	\$ 362.73	8	0.03
	TOTAL			\$ 137,801.82	\$ 984.49	\$ 50,043.33	\$ 87,758.49	383	4.29

VI. 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:

- _____ Schlieve
- _____ Hopp
- _____ Almeida
- _____ Johnson
- _____ Zeratsky
- _____ Jung
- _____ Hill
- _____ Fields
- _____ Schwab

VII. 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>
Donna Freund	Payroll Manager	June 30, 2022	June 29, 1992
Todd Bartelt	Radiography Instructor	May 24, 2022	October 20, 2003

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the retirements of Donna Freund and Todd Bartelt:

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.

VII. 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 October 21, 2020 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:

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

VII. ACTION ITEMS

C. 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 increase to the 2020-21 budget in the amount of \$1,853,727 is recommended based on the level of activity. The budget changes are summarized as follows:

General Fund	\$ 1,871,681
Special Revenue (Aidable) Fund	40,042
Special Revenue (Nonaidable) Fund	10,000
Capital Projects Funds	(1,130,000)
Debt Service Fund	900,000
Enterprise Funds	162,004
<u>Internal Service Funds</u>	<u>-</u>
	\$ 1,853,727

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 2020-21 remains at .41879, and the debt service mill rate remains at .18644. In total, the mill rate remains at .60523.

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:

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

VII. ACTION ITEMS

C. 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 resources in the General Fund for:
... State Aid from \$24,332,770 to \$24,982,770
... Program Fees from \$6,393,941 to \$6,993,941
... Federal Revenue from \$20,000 to \$1,370,000

To increase expenditure appropriations/uses in the General Fund for:
... General Institutional from \$10,838,184 to \$11,338,184
... Physical Plant from \$3,816,344 to \$4,166,344
... Internal Transfers to Internal Service Fund from \$0 to \$500,000
... Internal Transfers to Capital Projects Fund from \$0 to \$1,000,000
... Transfers to Reserves Designated for Operations from \$0 to \$371,681

To decrease resources in the General Fund for:
... Transfers from Reserves Designated for Operations from \$728,319 to \$0

To decrease expenditure appropriations/uses in the General Fund for:
... Instruction from \$24,680,820 to \$24,380,820
... Instruction Resources from \$2,000,321 to \$1,800,321
... Student Services from \$6,532,453 to \$6,182,453

To increase resources in the Special Revenue (Aidable) Fund for:
... Transfers from Reserves Designated for Operations from \$90,485 to \$130,527

To increase expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:
... Instruction Resources from \$0 to \$10,000
... General Institutional from \$79,958 to \$110,000

To increase resources in the Special Revenue (Nonaidable) Fund for:
... Transfers from Reserves Designated for Operations from \$0 to \$10,000

To increase expenditure appropriations/uses in the Special Revenue (Nonaidable) Fund for:
... General Institutional from \$0 to \$10,000

To increase resources in the Capital Projects Fund for:
... Federal Revenue from \$0 to \$770,000
... Internal Transfers from \$0 to \$1,000,000

VII. ACTION ITEMS

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

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

- ... Instruction from \$2,016,974 to \$2,126,974
- ... Instruction Resources from \$541,800 to \$1,210,000
- ... Student Services from \$0 to \$80,000
- ... Physical Plant from \$4,050,000 to \$4,300,000
- ... Transfers to Reserves for Equipment from \$0 to \$161,800

To decrease resources in the Capital Projects Fund for:

- ... Transfers from Reserves for Capital Projects from \$1,700,000 to \$0
- ... Transfers from Reserves for Equipment from \$1,200,000 to \$0

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

- ... General Institutional from \$3,569,101 to \$1,169,101

To increase resources in the Debt Service Fund for:

- ... Transfers from Reserves from \$0 to \$900,000

To increase expenditure appropriations/uses in the Debt Service Fund for:

- ... Physical Plant from \$5,498,956 to \$6,450,000

To decrease expenditure appropriations/uses in the Debt Service Fund for:

- ... Transfers to Reserves from \$51,044 to \$0

To increase resources in the Enterprise Fund for:

- ... Federal Revenue from \$0 to \$300,000

To increase expenditures/uses in the Enterprise Fund for:

- ... Auxiliary Services from \$323,496 to \$373,496
- ... Transfers to Retained Earnings from \$0 to \$112,004

To decrease resources in the Enterprise Fund for:

- ... Transfers from Retained Earnings from \$137,996 to \$0

To increase resources in the Internal Service Fund for:

- ... Interfund Transfers from \$0 to \$500,000

To decrease resources in the Internal Service Fund for:

- ... Transfers from Retained Earnings from \$570,170 to \$70,170

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.

VII. ACTION ITEMS

D. Approval of Budget Adjustments – 2021-22 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 2021-22 budget in the amount of \$158,210 is recommended based on a review of financial resources available and an analysis of budget appropriations prior to certifying the 2021-22 property tax levy. The budget adjustment, detailed by fund, is as follows:

General Fund	\$ 186,310
Special Revenue Fund	400,737
Capital Projects Fund	(856,289)
Enterprise Fund	111,032
	<hr/>
	\$ (158,210)

A net increase in the amount of \$186,310 in the General Fund is recommended based on an analysis of resources available, state aid allocations, and to recognize appropriation modifications for personnel and current expense. A net increase in the amount of \$400,737 in the Special Revenue Fund is recommended based on analysis of grant activity. A net decrease in the amount of \$856,289 in the Capital Projects Fund is recommended based on analysis of grant activity. A net increase in the amount of \$111,032 in the Enterprise Fund is recommended based on analysis of modifications for personnel expense.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2021-22 District budget:

Roll call vote:

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

VII. ACTION ITEMS

D. Approval of Budget Adjustments – 2021-22 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 2021-22 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2021-22 budgetary revisions:

To increase anticipated resources in the General Fund for:

... State Aid from \$24,946,145 to \$26,779,044

... Federal Revenue from \$10,000 to \$168,300

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

... Student Services from \$6,660,996 to \$6,669,640

... General Institutional from \$11,554,732 to \$11,826,816

To decrease anticipated resources in the General Fund for:

... Tax Levy from \$12,354,858 to \$10,895,979

... Transfers from Designated for Operations from \$404,261 to \$58,251

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

... Instruction from \$25,168,983 to \$25,113,686

... Instruction Resources from \$2,036,867 to \$2,031,324

... Physical Plant from \$3,901,927 to \$3,868,349

To increase anticipated resources in the Special Revenue Fund for:

... Tax Levy from \$250,000 to 300,000

... State Aid from \$1,101,083 to \$1,435,634

... Institutional Revenue from \$308,000 to \$464,798

... Transfers from Reserves and Designated Fund Balances from \$29,604 to \$97,498

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

... Instruction from \$1,682,824 to \$2,092,748

... Instruction Resources from \$0 to \$128,283

... General Institutional from \$79,725 to \$263,628

VII. ACTION ITEMS

D. Approval of Budget Adjustments – 2021-22 Budget (continued)

To decrease anticipated resources in the Special Revenue Fund for:

... Federal Revenue from \$2,021,119 to \$1,812,613

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

... Student Services from \$1,947,257 to \$1,625,884

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

... Instruction from \$1,245,740 to \$1,427,067

... Instruction Resources from \$1,127,352 to \$1,406,760

... General Institutional from \$2,179,934 to \$2,215,050

To decrease anticipated resources in the Capital Projects Fund for:

... Federal Revenue from \$2,312,254 to \$1,735,965

... Transfers from Reserves and Designated Fund Balances from \$750,000 to \$470,000

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

... Student Services from \$1,236,849 to \$0

... Physical Plant from \$5,057,141 to \$4,941,850

To increase anticipated resources in the Enterprise Fund for:

... Transfers from Reserves and Designated Fund Balances from \$140,950 to \$251,982

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

... Auxiliary Services from \$317,950 to \$428,982

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.

VII. 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 2021-22 on June 16, 2021, 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, 2021. 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 \$16,876,486. 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 2021-22 budget year:

Roll call vote:

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

VII. 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 2021-22 on June 16, 2021, at its regular meeting; and

WHEREAS, the Moraine Park Technical College District Board reviewed the 2021-22 budget on October 20, 2021, 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 2021-22 budget represents a decrease of 5.477848%, or a \$978,044 reduction over the 2020-21 tax levy;

WHEREAS, the tax levy represents an operational mill rate on equalized value of .35887 and a debt service mill rate of .17822 for a total mill rate of .53709.

WHEREAS, the operational tax levy decrease of 8.725901% is a result of the increase in State Aid as passed in the 2021-23 State Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Moraine Park Technical College District Board authorizes a tax levy of sixteen million, eight hundred seventy-six thousand, four hundred eighty-six dollars (\$16,876,486) 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, 2021.

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.

VII. ACTION ITEMS

F. Approval of Bid – O-Wing Lower, Fond du Lac Campus

As proposed in the 2021-24 Master Facilities Plan, MPTC plans to remodel the lower level of the O-Wing at the Fond du Lac campus. This remodel will complete the required laboratory space for the Business and Information Technology programs that include a new digital multimedia lab, integrated media design lab, and a green screen lab. In addition, a new conferencing center will be constructed within the remaining lower level. This will allow the District to conduct larger internal events such as smaller commencement ceremonies, convocation and State-called conferences. There will also be the welcomed opportunity to hold community business partner trainings and related events. The conferencing center will have an approximate capacity of 500, with a divisible by three large event area that can be configured in many ways, two breakout rooms, a reception area, a catering preparation room, storage room, and a new set of restrooms to service the guests.

Class II bid notices were placed in District newspapers to make contractors aware of the project, and bids were opened on September 23, 2021. Six bids were received but all were above the approved budget allowance for the remodel. The District requested the Best and Final Offers (BAFO) from all bidders, which were opened September 29, 2021 with positive results from those responding contractors.

The proposed work is scheduled to begin in January 2022, with completion scheduled for July 2022. The total budget for this project is \$1,500,000. The cost breakdown is as follows:

Construction Costs:	\$1,611,623
Alternates 1-3 (Not Accepted):	<u>0</u>
Total:	\$1,611,623

There were six bid submissions and four BAFO bids received. It is recommended that the following bid be accepted:

Capelle Brothers & Dietrich Construction:	
Original Base Bid:	\$1,784,300
BAFO Base Bid:	1,775,273
BAFO Accepted Alternates (1-3, 8 & 11):	<u>(163,650)</u>
Bid Total:	\$1,611,623

Both bond counsel at Quarles & Brady and Board counsel John St. Peter confirmed the legality of using reserves to cover the excess over the \$1,500,000 statutory borrowing limit.

VII. ACTION ITEMS

F. Approval of Bid – O-Wing Lower, Fond du Lac Campus (continued)

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the following low bid for the O-Wing Lower project to Capelle Brothers & Dietrich Construction in the amount of \$1,611,623; and, further, that the President be authorized to proceed with this project.

Roll call vote:

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

VII. ACTION ITEMS

F. Approval of Bid – O-Wing Lower, Fond du Lac Campus (continued)

Bid Recording Sheet

Fond du Lac Campus - O Wing Lower Level
Moraine Park Technical College

Bid Due Date: 9/23/21 @ 2:00pm CST in room C-131

Bid Opening: 9/23/21 @ 2:05pm CST in room B-111

CONTRACTOR	Bid Security	Acknowledge Addendums	BASE BID	Alternate #1 Renovate mens, womens, unisex and existing corridor finishes.	Alternate #2 Provide new exterior storefront & entrance doors with all necessary hardware.	Alternate #3 Rework of existing mechanical equipment in Penthouse.	TOTAL
Milbach Construction	yes	yes	\$ 1,989,387.00	\$ 99,351.00	\$ 90,307.00	\$ 48,131.00	\$ 2,227,176.00
Mike Koenig Construction	yes	yes	\$ 1,917,500.00	\$ 84,250.00	\$ 64,200.00	\$ 41,695.00	\$ 2,107,645.00
Cardinal Construction	yes	yes	\$ 1,844,000.00	\$ 107,000.00	\$ 88,000.00	\$ 50,000.00	\$ 2,089,000.00
Capelle Bros & Dietrich Construction	yes	yes	\$ 1,784,300.00	\$ 111,480.00	\$ 61,740.00	\$ 41,670.00	\$ 1,999,190.00
Ziese Construction	yes	yes	\$ 1,836,202.00	\$ 93,500.00	\$ 61,500.00	\$ 52,500.00	\$ 2,043,702.00
Burkhart Construction	yes	yes	\$ 1,794,400.00	\$ 107,100.00	\$ 62,100.00	\$ 46,900.00	\$ 2,010,500.00

VII. ACTION ITEMS

F. Approval of Bid – O-Wing Lower, Fond du Lac Campus (continued)

BAFO Bid Recording Sheet

Fond du Lac Campus - O Wing Lower Level
Moraine Park Technical College

Bid Due Date: 9/29/21 @ 2:00pm CST Email or in C131

Bid Opening: N/A

CONTRACTOR	Bid Security	Acknowledge Addendums	Original Base BID	BAFO Base	BAFO Voluntary Alternate Deduction Total	Alternate #1 Renovate mens, womens, unisex and existing corridor finishes.	Alternate #2 Provide new exterior storefront & entrance doors with all necessary hardware.	Alternate #3 Rework of existing mechanical equipment in Penthouse.	BAFO TOTAL
MK Construction	yes	yes	\$ 1,917,500.00	\$ 1,815,900.00	\$ (92,890.00)	\$ 84,250.00	\$ 64,200.00	\$ 41,695.00	\$ 1,723,010.00
Capelle	yes	yes	\$ 1,784,300.00	\$ 1,775,273.00	\$ (191,850.00)	\$ 111,480.00	\$ 61,740.00	\$ 41,670.00	\$ 1,583,423.00
Zeise	yes	yes	\$ 1,836,202.00	\$ 1,836,202.00	No Alt Offered	\$ 93,500.00	\$ 61,500.00	\$ 52,500.00	\$ 1,836,202.00
Cardinal	yes	yes	\$ 1,844,000.00	No Response	N/A	\$ 107,000.00	\$ 88,000.00	\$ 50,000.00	N/A
Burkhart	yes	yes	\$ 1,794,400.00	\$ 1,778,900.00	\$ (47,355.00)	\$ 107,100.00	\$ 62,100.00	\$ 46,900.00	\$ 1,731,545.00
Milbach	Yes	Yes	\$ 1,989,387.00	No Response	N/A	\$ 99,351.00	\$ 90,307.00	\$ 48,131.00	N/A
									\$ -

VII. ACTION ITEMS

G. Approval of Program Suspension

I. Medical Billing Specialist Certificate (61-160-3)

Rationale

This Career Pathway was approved with the initial rationale to provide those students with introductory skills in medical billing.

In collaboration with the advisory committee, it was determined the introductory skills required in medical billing need to be more specific, and not as general as the courses within this credential. Academic program managers, in conjunction with the advisory committee for the program area, worked to develop credentials that meet the needs of the industry. Academic program managers and advisory committee agree MPTC resources would be more appropriately allocated by removing the courses associated with this certificate. Competencies required within the Medical Office cluster from these courses will be transferred to other courses and repetitive competencies will be removed. Students will continue to receive the general concepts in technical diploma and associate degree courses associated with this certificate.

This credential is currently being offered, and students enrolled will have an opportunity to complete their outstanding courses prior to discontinuing.

It is proposed that Medical Billing Specialist Certificate (61-106-3) be suspended at the end of the 2021-2022 academic year.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the suspension of the Medical Billing Specialist Certificate (61-106-3) effective at the end of 2021-2022 academic year.

Roll call vote:

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

VII. ACTION ITEMS

H. Adoption of Resolution of Appreciation – Renee Almeida

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board adopt the following resolution commending Renee Almeida for her dedication and service to the Moraine Park Technical College District:

WHEREAS, Renee Almeida has served as a Moraine Park Technical College District Board member since February 2019; and

WHEREAS, she has represented the District as an Employee Member; and

WHEREAS, during her term of office she was a very active Board member, attending national, state and local events; and member of several committees of the District Boards Association; most recently as member of the Internal Best Practices Committee; and

WHEREAS, she has promoted technical and adult education in order to meet the educational and training needs of the District's citizens.

NOW, THEREFORE BE IT RESOLVED, that the Moraine Park Technical College District Board expresses its sincere appreciation to Renee Almeida; and

BE IT FURTHER RESOLVED, that on behalf of the citizens of the District, the Board and the College's staff wish to express their gratitude to Renee Almeida for her many years of loyal service, leadership, and friendship.

VIII. CORRESPONDENCE AND REPORTS

A. President's Report

President Baerwald will provide a summary update of recently attended meetings and other college activities, as well as review the 2021-22 Board Participation Matrix.

B. District Boards Association

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. DBA Fall Meeting and Legal Issues Seminar –October 28-29 – Virtual Event
2. Scholarship Donor and Retiree Event – Thursday, November 4, 1:00 – 4:00 pm, Virtual Event via Microsoft Teams
3. Fall District Board Workshop – Thursday, November 4, 4:00 – 7:00 pm – Radisson, Fond du Lac
4. WTCS State Board Meeting – Tuesday-Wednesday, November 9-10, Southwest WI Technical College, Fennimore
5. District Board Meeting – Wednesday, November 17, 5:00 pm – Fond du Lac Campus

IX. ADJOURNMENT

SUGGESTED MOTION:

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