



MORAINE PARK TECHNICAL COLLEGE

DISTRICT BOARD MEETING

Wednesday, December 15, 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: 515 397 953#

Upcoming Meetings

TITLE	DATE	TIME	LOCATION
CNC/Welding Boot Camp Completion Ceremony	December 17	3:00-4:00	Fond du Lac Campus
Nursing Pin Ceremonies	December 17	4:30 – FDL; 5:00 – BD; 6:00 - WB	
WTCS State Board Meeting	January 18	9:00 – 12:00	Madison
District Board Meeting	January 19	5:00	West Bend Campus
DBA Winter Meeting	January 27-29	All Day	The Osthoff, Elkhart lake

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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
_____ 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. APPROVAL OF MINUTES

A. November 17, 2021 District Board Meeting Minutes

SUGGESTED MOTION:

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

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:15 p.m., November 17, 2021, in Room A-112 of the Moraine Park Technical College, 235 North National Avenue, Fond du Lac, Wisconsin, Chairperson Mike Schwab presiding. Board members present at the meeting were Bur Zeratsky, Steve Hill, Rob Johnson, Vernon Jung, Tom Hopp, and Kathy Schlieve. Board member Candy Fields 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.

INTRODUCTIONS

The new Benefits and Comp Coordinator, new Compensation Analyst, and new EWD Business Representative were introduced. Information only; no Board action required.

DISTRICT BOARDS ASSOCIATION REPORTS

Layla Merrifield, Executive Director of the Wisconsin Technical College District Boards Association (DBA), provided an update on the organization and its activities, highlighting current legislative proposals of interest to the Technical Colleges. A brief overview of the college-related funding contained in the Build Back Better Act was provided. It was shared that the DBA's physical office location will be changing as of January 1, 2022. Information only; no Board action required.

APPROVAL OF MINUTES

MOTION Hopp, second Zeratsky, that the Moraine Park Technical College District Board approve the October 20, 2021 meeting minutes and November 4, 2021 workshop minutes as presented. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Jung, second Zeratsky, 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;

III. APPROVAL OF MINUTES

A. November 17, 2021 District Board Meeting Minutes

CONSENT ITEMS – MONTHLY BUSINESS (continued)

and that the bills for the month of October be approved and payments are authorized, ordered, and confirmed. October receipts total \$3,626,251.41. October disbursements total -\$7,230,981.19. Roll call vote: Schlieve, yes; Hopp, yes; Johnson, yes; Jung, yes; Hill, yes; Fields, excused; Zeratsky, yes; and Schwab, yes. Motion CARRIED.

APPROVAL OF PROGRAM PROPOSAL – FIRE PROTECTION TECHNICIAN ASSOCIATE OF APPLIED SCIENCE

MOTION Johnson, second Schlieve, that the Moraine Park Technical College District Board approve the Program Proposal for the Fire Protection Technician Associate of Applied Science Degree 10-503-2, 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: Schlieve, yes; Hopp, yes; Johnson, yes; Jung, yes; Hill, yes; Fields, excused; Zeratsky, yes; and Schwab, yes. Motion CARRIED.

RESOLUTION TO APPROVE NAMING RIGHTS AGREEMENT

MOTION Schlieve, second Johnson, that the Moraine Park Technical College District Board approve the naming agreement as presented. Roll call vote: Schlieve, yes; Hopp, yes; Johnson, yes; Jung, yes; Hill, yes; Fields, excused; Zeratsky, yes; and Schwab, yes. Motion CARRIED.

ECONOMIC AND WORKFORCE DEVELOPMENT REPORT

The Dean of Economic and Workforce Development presented the 2020-21 Economic and Workforce Development Annual Report. An overview of services provided, financial results, industries served, key accomplishments, and strategic activities planned for 2021-22 were included in the presentation. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald shared that Mercury Marine has agreed to designate a commitment to the proposed Fond du Lac Automation, Innovation and Robotics (AIR) Center project. An update on meetings recently attended was provided, highlighting ongoing meetings with Fond du Lac school district, recent meeting with the Treffert Center exploring partnership and integration opportunities with their upcoming occupation of the previous District Office building, recent Envision Greater Fond du Lac meetings which have focused on strategic planning and budget, attendance at a recent ribbon cutting event in the City of Beaver Dam, and progress of the proposed West Bend AIR Center and related fundraising. WTCS update included recent State Board meeting which included approval of Liberal Arts degree offerings, Truck Driving Technical Diploma, and 2021-24 Facilities Master Plan, recent meeting of the Incarcerated Individuals Task Force which focused on ongoing efforts with Second Chance Pell and development of success dashboard, and recent President's Association meeting which focused on the marketing consortium.

III. APPROVAL OF MINUTES

B. November 17, 2021 District Board Meeting Minutes

PRESIDENT'S REPORT (continued)

College activities update included recent Capital Expansion Visioning project team meetings with more details to come at the January board meeting, Foundation board meeting which approved the 2020-21 financial statements and naming rights agreement and included selection of new board officers, completion of Fall 2021 Campus Conversations sessions, involvement as keynote speaker for a recent CESA 6 event, successful National Apprenticeship Week event held at the West Bend Campus, visit to conduct audit of "student experience" from Ruffalo Noel Levitz, recently held retiree event, and upcoming completion of new E-Wing Executive Suite with a brief tour planned prior to the February board meeting. Information only; no Board action required.

WISCONSIN TECHNICAL COLLEGE

DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

A summary of upcoming meetings and events was shared. Anyone wishing to register for upcoming events should contact the President's Office. Information only; no Board action required.

ADJOURNMENT

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

The Board meeting was adjourned at 6:23 p.m.

IV. 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

Celestine Beaster, Housekeeper, submitted her resignation effective November 15, 2021. Celestine had been with the College since July 15, 2019.

William Schroeder, Grants Specialist, submitted his resignation effective November 29, 2021. William had been with the College since August 13, 2014.

Keith Knutson, Academic Advisor-Student Support Services/TRIO, submitted his resignation effective December 3, 2021. Keith had been with the College since October 27, 2020.

Kelly Shafaie, Associate Dean of Nursing, submitted her resignation effective January 3, 2022. Kelly has been with the College since January 12, 2011.

Armin Rashvand, Associate Dean of Manufacturing, submitted his resignation effective January 4, 2022. Armin has been with the College since July 6, 2020.

Linda Bau, Medical Laboratory Technician Instructor, submitted her retirement effective May 24, 2022. Linda has been with the College since August 17, 2004.

Laurie Barz, Economic & Workforce Development Community Coordinator, submitted her retirement effective August 4, 2022. Laurie has been with the College since July 31, 2006.

Recruitment – Support Employees

Administrative Assistant-Adult Education, Fond du Lac Campus. This full-time vacancy was created when Ann Faul submitted her retirement. This position will provide administrative support and technical assistance for the Associate Dean of Adult Education and ELL and work teams. After screening and interviewing, Jamie Russell was selected and started November 29, 2021.

Multicultural Student Support and Programming 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. Interviews were last held November 10, 2021. Angela Reyes was selected and will start January 3, 2022.

Administrative Aide-Financial Aid, Beaver Dam Campus. This full-time vacancy was created when Kim Dickinson submitted her retirement. This position provides administrative support and technical assistance for the Financial Aid Office functions. Interviews were last held December 3, 2021.

IV. CONSENT ITEMS

A. Talent Management – Employment

Recruitment – Support Employees (continued)

Program Inventory Aide, Fond du Lac Campus. This full-time position was created when the Parts Store Clerk and Administrative Aide-Health and Human Services positions were eliminated. This position will provide administrative and inventory support and technical assistance to the Automotive and Health and Human Service program faculty, management and administrative support. Interviews were last held December 2, 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. Interviews were last held November 29, 2021.

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. Interviews were last held December 3, 2021.

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

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 November 11, 2021.

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. Interviews were last held November 22, 2021.

Academic Advisor-Student Support Services/TRIO, West Bend Campus. This full-time vacancy was created when Keith Knutson submitted his resignation. This position is responsible for recruiting and advising eligible TRIO Student Support Services (SSS) program students while providing required program services and referrals to appropriate support resources to ensure student motivation, academic success, retention, and graduation in accordance with applicable federal regulations governing SSS TRIO Programs. Interviews were last held December 14, 2021.

Grants Specialist, West Bend campus. This full-time vacancy was created when William Schroeder submitted his resignation. This position provides technical assistance and administrative support to the Grants Team and the Dean of the West Bend Campus.

IV. CONSENT ITEMS

A. Talent Management – Employment

Recruitment – Management/Instructional Employees

Economic & Workforce Development Quality and Advanced Manufacturing Technology Instructor, Fond du Lac Campus. This is a new full-time position. The teaching responsibility will be in Quality and Advanced Manufacturing courses, as well as a variety of manufacturing related topics offered at various locations in the MPTC district. 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. After screening and interviewing, Joshua Geschke was selected and started November 29, 2021.

Joshua earned his Bachelor of Science degree in Management with an Industrial Concentration from the University of Wisconsin-Stout. Joshua was most recently the Economic & Workforce Development CNC Instructor at the College.

It is recommended that the Moraine Park Technical College District Board issue a 2021-22 contract to Joshua Geschke and further that he be placed in F1 on the Faculty salary schedule.

Grant Accountant, Fond du Lac Campus. This full-time position was created by the American Rescue Plan Act Grant. This position is responsible for the coordination, formation or adjustment of processes of the Accounting, Finance and Procurement major processes of the Financial Services Support System and the Resource Development major process of the College Leadership Support System subject to the constraints imposed by the Director of Finance, MPTC District Board policy, State Board rules, generally accepted accounting principles, the law and professional ethical behavior. After screening and interviewing, Nicole Kubichka was selected and will start January 3, 2022.

Nicole received her Bachelor of Science degree in Accounting from the University of Wisconsin Oshkosh. Nicole was most recently the Director of Finance for the Boys & Girls Club of Oshkosh.

It is recommended that the Moraine Park Technical College District Board issue a 2021-22 contract to Nicole Kubichka and further that she be placed in E1 on the Management salary schedule.

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. After screening and interviewing, Subash Potula was selected and will start February 1, 2022.

Subhash received his Bachelor of Science degree in Mechanical Engineering from JNT University and his Master of Science degree in Mechanical Engineering from Wayne State University. Subhash was most recently the Lead IT Data Analyst at Prologis, Inc.

It is recommended that the Moraine Park Technical College District Board issue a 2021-22 contract to Subhash Potula and further that he be placed in C2 on the Management salary schedule.

IV. CONSENT ITEMS

A. Talent Management – Employment

Recruitment – Management/Instructional Employees (continued)

Economic & Workforce Development CNC Instructor, Fond du Lac Campus. This full-time vacancy was created when Joshua Geschke changed roles within the College. The primary teaching responsibility for this position will be for classes in the CNC area including metrology, GD&T, blue print reading, machining fundamentals and operator training.

(2) Economic & Workforce Development Truck Driving Instructors, West Bend Campus. These full-time positions will be responsible for teaching in the Truck Driving Technical Diploma program including courses in the classroom, on the driving range and on the road.

Adult Education/ELL Instructor, Fond du Lac Campus. This full-time vacancy was created when David Block submitted his retirement. This position is responsible for the delivery of instruction, as outlined by the supervisor, the College Employee Handbook, District Board policies, State Board rules, laws and professional and ethical standards. The faculty member in this position will advance the College's mission and vision by incorporating and practicing the College's core values and engaging in activities that promote holistic student success. This includes developing a relevant and innovative curriculum, designing and implementing effective learning strategies and environments, delivering instruction of high quality, assessing student learning, and participating in college activities. The faculty member in this position will also ensure a meaningful, caring and supportive environment for students to learn, making a positive difference for students, employees and the greater Moraine Park community. Interviews were last held December 2, 2021.

Associate Dean of Business & IT, Fond du Lac Campus. This full-time vacancy was created when Bobbi Fields changed positions at the College. This position is responsible for the Teaching and Learning and Instructional Operations major processes of the Teaching and Learning Primary System, for the instructional programs of assignment, subject to the constraints imposed by the Dean, District Board policy, State Board rules, laws, and professional ethical behavior. Interviews were last held December 6, 2021.

Housekeeping Supervisor, West Bend Campus. This full-time vacancy was created when Ray VanDerlinden submitted his resignation. This position is accountable for the effective use of processes and the development and/or improvement of procedures of the Facility Maintenance and Risk Management major processes of the Facilities Support System subject to the constraints imposed by the Director of Facilities, MPTC District Board policy, State Board rules, law, and professional ethical behavior.

IV. CONSENT ITEMS

A. Talent Management – Employment

Recruitment – Management/Instructional Employees (continued)

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 December 8, 2021.

EWD Water Quality Instructor, Fond du Lac campus. This full-time vacancy 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.

IV. CONSENT ITEMS

B. Financial Management – Accounting/Investments

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

RECEIPTS: None.

DISBURSEMENTS:

<u>Number</u>	<u>Description</u>
A0240063	Robotic Welding Trainer
A0240084	John Deere Snowblower attachment
A0240107	CNC Lathe and accessories
A0240183	Composite cables
A0240209	Cisco Catalyst 9200 Network and accessories
A0240228	2 Mitsubishi Sinkers Electrical Discharge Machines
P-card	4 Microsoft HoloLens
P-card	15 Dell Latitude 3520 laptops and accessories

TAX LEVY RECEIVABLE

The total levy by county is listed below; no payments are expected until January, 2022.

<u>County</u>	<u>Total Levied</u>	<u>Total Collected</u>	<u>Percent Collected</u>
Calumet	\$203,003.97	\$0.00	0%
Columbia	3,303.54	\$0.00	0%
Dodge	3,149,998.23	\$0.00	0%
Fond du Lac	4,640,827.19	\$0.00	0%
Green Lake	1,369,914.25	\$0.00	0%
Marquette	18,799.44	\$0.00	0%
Sheboygan	5,489.31	\$0.00	0%
Washington	7,260,089.93	\$0.00	0%
Waushara	146,220.84	\$0.00	0%
Winnebago	<u>78,839.30</u>	<u>\$0.00</u>	<u>0%</u>
	<u>\$16,876,486.00</u>	<u>\$0.00</u>	<u>0%</u>

OTHER

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

IV. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - December 2021									
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE
Amsted Automotive	Supervision 101	2681	41556	\$ 5,063.96	\$ 506.40	\$ 1,991.24	\$ 3,072.72	4	0.08
Arrowhead Conveyor	Supervision 101	2558	41444	\$ 5,817.06	\$ 581.71	\$ 2,240.82	\$ 3,576.24	6	0.12
Busse/SJI Corporation	Supervision 101	2558	41416	\$ 5,261.93	\$ 526.19	\$ 2,283.29	\$ 2,978.64	7	0.14
Centro, Inc.	Heartsaver First Aid/CPR/AED-Adult	2649	41906	\$ 986.00	-	\$ 481.61	\$ 504.39	8	0.04
Department of Corrections	Taycheedah Welding Trailer #7 - Welding Theory and Safety	2561	10228	\$ 6,870.24	-	\$ 2,948.04	\$ 3,922.20	8	0.27
Department of Corrections	Taycheedah Welding Trailer #7 -Welding Print Reading	2561	10230	\$ 13,740.48	-	\$ 5,252.90	\$ 8,487.58	8	0.53
Department of Corrections	Taycheedah Welding Trailer #7 -Gas Metal Arc Welding 1 (GMAW)	2561	10229	\$ 18,770.00	-	\$ 8,853.06	\$ 9,916.94	8	0.53
Department of Corrections	Taycheedah Welding Trailer #7 -Team Building/Problem Solving	2561	10231	\$ 10,305.36	-	\$ 3,342.06	\$ 6,963.30	8	0.8
Department of Corrections	Taycheedah Welding Trailer #7 -Gas Tungsten Arc Welding 1	2561	21221	\$ 13,740.48	-	\$ 4,759.20	\$ 8,981.28	8	0.53
Grande Cheese	Managing Performance of Others Series	2764	41642	\$ 950.00	\$ 95.00	\$ 503.28	\$ 446.72	1	0.02
Hartford Union High School	Nursing Assistant	2406	21232	\$ 2,541.77	-	\$ 4,436.91	\$ (1,895.14)	7	0.47
Horicon Bank	Train the Trainer	2770	41663	\$ 1,198.00	\$ 119.80	\$ 422.12	\$ 775.88	2	0.03
J. F. Ahern Co.	LMS Rental and Support - Year 2	2653	T1558	\$ 7,895.00	-	\$ 540.95	\$ 7,354.05	0	0
John Deere Horicon Works	100% Cancellation Fee	2767	T1560	\$ 14,400.00	-	\$ 666.72	\$ 13,733.28	0	0
Kewaskum High School	Computer Aided Mfg. - Part B	2535	21495	\$ 2,473.50	-	\$ 835.43	\$ 1,638.07	17	0.57
Kondex Corporation	Blueprint Reading - 16hr	2570	41608	\$ 3,804.68	\$ 380.47	\$ 2,006.92	\$ 1,797.76	11	0.15
Mercury Marine	CliftonStrengths Team Assessment - Virtual	2731	41735	\$ 1,154.76	-	\$ 665.43	\$ 489.33	24	0.08
Mercury Marine	CliftonStrengths Team Assessment - In person	2731	41734	\$ 1,114.78	-	\$ 625.45	\$ 489.33	17	0.06
Mercury Marine	CliftonStrengths Team Assessment - Group	2731	41736	\$ 281.25	-	\$ 61.89	\$ 219.36	41	0.07
Mercury Marine	MerCruiser/Outboard Training	2604	41764	\$ 211,645.00	-	\$ -	\$ 211,645.00	7	0.11
Mercury Marine	CNC Machining Fundamentals	2565	41586	\$ 19,646.43	\$ 1,964.64	\$ 10,798.13	\$ 8,848.30	10	0.67
Mercury Marine	NIMS Review/Cert Testing	2565	41606	\$ 1,580.00	\$ 158.00	\$ 1,245.40	\$ 334.60	10	0.03
Mercury Marine	Mercury Leadership Development (MLD)	2640	41526	\$ 7,706.41	\$ 787.05	\$ 2,155.87	\$ 5,550.54	12	0.24
Metalcraft of Mayville, Inc.	Blueprint Reading - 12hr	2759	41693	\$ 3,106.02	\$ 310.60	\$ 1,594.66	\$ 1,511.36	14	0.14
Michels Corporation	Train the Trainer	2766	41663	\$ 599.00	\$ 59.90	\$ 211.07	\$ 387.93	1	0.01
Mid-States Aluminum Corp	Blueprint Reading - 16hr	2757	41697	\$ 3,553.01	\$ 355.30	\$ 1,755.25	\$ 1,797.76	7	0.09
Sadoff Iron & Metal Company	Managing Performance of Others Series	2763	41642	\$ 1,900.00	\$ 190.00	\$ 1,046.59	\$ 853.41	2	0.03
Sadoff Iron & Metal Company	Train the Trainer	2765	41663	\$ 1,198.00	\$ 119.80	\$ 422.12	\$ 775.88	2	0.03
Steel Craft Corporation	Blueprint Reading-12 Hr Advanced	2652	41658	\$ 2,657.04	\$ 265.70	\$ 1,217.36	\$ 1,439.68	12	0.12
Waupun Fire Department	Emergency Medical First Responder	2464	40545	\$ 13,333.00	-	\$ 4,893.20	\$ 8,439.80	8	0.44
			TOTAL	\$ 383,293.16	\$ 6,420.56	\$ 68,256.97	\$ 315,036.19	270	6.4

IV. 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 November be approved and payments are authorized, ordered, and confirmed.

Roll call vote:

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

V. 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>
Laurie Barz	EWD Community Coordinator	August 4, 2022	July 31, 2006
Linda Bau	Medical Lab Technician Instructor	May 24, 2022	August 17, 2004

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the retirements of Laurie Barz and Linda Bau:

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.

V. ACTION ITEMS

B. Acceptance of 2020-21 District Comprehensive Annual Financial Report

The following information is presented for the purpose of District Board monitoring of their Board/Staff Relationship Policy, #BP 2.3, Monitoring College Effectiveness.

The 2020-21 financial records and related data have been subjected to audit by the firm of CLA (CliftonLarsenAllen LLP). The District's Comprehensive Annual Financial Report, excluding the single audit, was distributed to the Board, and representatives of CLA presented the financial statements at the December 15 Finance Committee meeting. Due to the timing of audit guidance on the Higher Education Emergency Relief Funds (HEERF), the single audit has been excluded from the annual report and will be brought forth for acceptance at a future date.

Copies of the audited financial report must be submitted to the Wisconsin Technical College System Board within six months of the year end or by December 31.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the 2020-21 District Comprehensive Annual Financial Report as previously presented by representatives of CLA, and that copies of the final report be submitted to the Wisconsin Technical College System Board.

V. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$2,250,000 General Obligation Promissory Notes, Series 2021-22B, of Moraine Park Technical College District, Wisconsin

Included in the 2021-22 budget, as adopted by the District Board on June 16, 2021 was a plan to issue a series of promissory notes to finance various capital projects and equipment needs of the District. A calendar was drafted for each of the individual projects, and a finance plan for the fiscal year was created. This particular issue is meant to finance \$1,500,000 for remodel of the Fond du Lac campus lower O-wing and \$750,000 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, January 19, 2022, 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 \$2,250,000 General Obligation Promissory Notes, Series 2021-22B for the public purpose of financing building remodeling and acquisition of movable equipment.

Roll call vote:

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

V. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$2,250,000 General Obligation Promissory Notes, Series 2021-22B, of Moraine Park Technical College District, Wisconsin

WHEREAS, Moraine Park Technical College District, Wisconsin ("District") is presently in need of \$1,500,000 for the public purpose of financing building remodeling and improvement projects and \$750,000 for the public purpose of financing the acquisition of movable equipment; and

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

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$1,500,000 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 \$750,000 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 \$2,250,000 and designated "General Obligation Promissory Notes, Series 2021-22B" (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 the Notes. The Notes shall be offered for public sale. At its January 19, 2022 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.

V. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$2,250,000 General Obligation Promissory Notes, Series 2021-22B, of Moraine Park Technical College District, Wisconsin

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

Adopted this 15th day of December, 2021.

Chairperson

Attest:

Secretary

V. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$2,250,000 General Obligation Promissory Notes, Series 2021-22B, of Moraine Park Technical College District, Wisconsin

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 December 15, 2021, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,500,000 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.

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 December 15, 2021.

BY ORDER OF THE DISTRICT BOARD

District Secretary

V. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$2,250,000 General Obligation Promissory Notes, Series 2021-22B, of Moraine Park Technical College District, Wisconsin

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 December 15, 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 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.

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 December 15, 2021.

BY ORDER OF THE DISTRICT BOARD

District Secretary

VI. CORRESPONDENCE AND REPORTS

A. Program Review and Demand Report

The Vice President of Academic Affairs and the Director of Institutional Effectiveness will present an update report on Program Review and Demand.

B. President's Report

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

C. District Boards Association Reports/Upcoming Events

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. CNC/Welding Boot Camp Completion Ceremony, December 17, 3:00-4:00, Fond du Lac Campus
2. Nursing Pin Ceremonies, December 17, All Campuses:
 - Fond du Lac Campus – 4:30 pm, Room O103/104
 - Beaver Dam Campus – 5:00 pm, Room K501
 - West Bend Campus – 6:00 pm, Cafeteria
3. College Closed – Holiday Break – December 23-31
4. WTCS State Board Meeting, January 18, 9:00 am – 12:00 pm, Madison
5. District Board Meeting, January 19, 5:00 pm, West Bend Campus
6. DBA Winter Meeting, January 27-29, The Osthoff Resort – Elkhart Lake or Virtual

VII. ADJOURNMENT

SUGGESTED MOTION:

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