



# MORaine PARK TECHNICAL COLLEGE

## DISTRICT BOARD MEETING

**Wednesday, May 18, 2022**

**Moraine Park Technical College**

**235 N. National Ave., Fond du Lac, WI 54935**

**Virtual meeting option via Microsoft Teams**

**Ph: (414) 662-4790 | Conference ID: 555 747 945#**

### Upcoming Meetings

TITLE	DATE	TIME	LOCATION
Commencement Ceremony	Saturday, May 21	10:00 am	Fond du Lac High School
Truck Driving Cohort 2 Completion Ceremony	Thursday, May 26	3:00 pm	West Bend Campus
GED/HSED Graduation Ceremony	Thursday, May 26	6:00 pm	Fond du Lac Campus
District Board Meeting	Wednesday, June 15	5:00 pm	Fond du Lac Campus

### VISION

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

### MISSION

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

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

# MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

May 18, 2022 - 5:00 p.m.

Moraine Park Technical College  
235 N. National Ave., Fond du Lac, WI 54935  
World Link Conference Center, Room A-112  
Virtual meeting option via Microsoft Teams  
Ph: (414) 662-4790 | Conference ID: 555 747 945#

## AGENDA

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## I. ROLL CALL – 5:00 p.m.

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### 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  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Schwab

## II. PUBLIC BUDGET HEARING – 5:00 p.m.

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It is the Board's intent to recess for the purpose of conducting a public hearing on the 2022-23 District budget, in keeping with Wis. Stat. sec. 65.90, and convene a public hearing to review and seek comment on the District's proposed 2022-23 budget, in keeping with Wis. Stat. sec. 65.90.

### **SUGGESTED MOTION:**

*I move that the Moraine Park Technical College District Board recess for the purpose of conducting a public hearing on the 2022-23 District budget, in keeping with Wis. Stat. sec. 65.90, and convene a public hearing to review and seek comment on the District's proposed 2022-23 budget, in keeping with Wis. Stat. sec. 65.90.*

### **SUGGESTED MOTION:**

*I move that the Moraine Park Technical College District Board's public hearing on the 2022-23 budget be closed, and that the Board reconvene for the purpose of completing its regular monthly business.*

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## III. INTRODUCTIONS

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The new Associate Dean of Manufacturing, and new Administrative Assistant, Health and Human Services will each be introduced to the board.

## IV. APPROVAL OF MINUTES

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### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board approve the April 13, 2022 workshop minutes and the April 20, 2022 meeting minutes as presented.***

### **MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD WORKSHOP MINUTES April 13, 2022**

#### ATTENDANCE

The Moraine Park Technical College District Board held a workshop, beginning at 4:00 p.m., on April 13, 2022, at West Bend Mutual Insurance Company, 1900 S 18th Ave., West Bend, Wisconsin, Chairperson Mike Schwab presiding. Board members present at the workshop were Rob Johnson, Bur Zeratsky, Steve Hill, Tom Hopp, and Vernon Jung.

#### 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.

#### WORKSHOP

The Board discussed the following topic areas: Board and College Processes and Strategic Planning. Discussion only; no Board action required.

#### ADJOURNMENT

MOTION Johnson, second Jung, to adjourn. Vote: Ayes: 6; Opposed: 0. Motion CARRIED.

The Board workshop was adjourned at 7:00 p.m. following the completion of the open workshop session.

## IV. APPROVAL OF MINUTES

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### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES April 20, 2022

#### ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:15 p.m., April 20, 2022, in Room A-112 of Moraine Park Technical College, 235 N. National Avenue, Fond du Lac, Wisconsin, Vice Chairperson Tom Hopp presiding. Board members present at the meeting were Bur Zeratsky, Vernon Jung, Steve Hill, and Rob Johnson. Board member Mike Schwab 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 EWD Welding Instructor, and new Adult Education/ELL Instructor were introduced. Information only; no board action required.

Board member Mike Schwab arrived at this point in the agenda.

#### APPROVAL OF MINUTES

MOTION Johnson, second Schwab, that the Moraine Park Technical College District Board approve the March 16, 2022 meeting minutes as presented. Vote: Ayes: 6; Opposed: 0. Motion CARRIED.

#### CONSENT ITEMS – MONTHLY BUSINESS

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

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

and that the bills for the month of March be approved and payments are authorized, ordered, and confirmed. March receipts total \$1,529,392.60. March disbursements total -\$11,018,473.10. Roll call vote: Zeratsky, yes; Johnson, yes; Jung, yes; Hill, yes; Schwab, yes; and Hopp, yes. Motion CARRIED.

## IV. APPROVAL OF MINUTES

### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES April 20, 2022 (continued)

#### APPROVAL OF RETIREMENTS

MOTION Schwab, second Johnson, that the Moraine Park Technical College District Board accept the retirements of Dee Schmitz and Ann Torgersen:

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.

Vote: Ayes: 6; Opposed: 0. Motion CARRIED.

#### APPROVAL OF FACULTY CONTRACT RENEWALS

MOTION Johnson, second Zeratsky, that the Moraine Park Technical College District Board extend contracts for faculty, as listed, for the 2022-2023 school year. Roll call vote: Zeratsky, yes; Schwab, yes; Johnson, yes; Jung, yes; Hill, yes; and Hopp, yes. Motion CARRIED.

Aaron Paul	Chad Bratz	Heather Evenson	Joshua Geschke
Alyssa Hallgren	Charles Miller	Heidi Martin	Julie Dilling
Amy Harmsen	Christopher Dean	Iolanda Oliva	Julie Lepianka
Amy Jacobson	Christopher Kleman	James Begotka	Karrie Bruegman-May
Amy Olsen	Craig Habeck	James Daniels	Kathy Mueller
Amy Tyznik	Craig Schwanz	James Gyorfy	Katie Look
Andrea Dobogai	Craig Seidel	James Hokenson	Kelly Schoeller
Andrew Baus	Cynthia Collins	James Olson	Kelvin Schlagel
Andrew Luby	Daniel Pahlow	James Simmers	Kenneth Jacobs
Andrew Novak	Daniel Zoschke	Jamie Zwicky	Kerry DeGroot
Angela Henschel	Danielle Jacques	Jeanette Boyle-Gustavus	Kevin Niedfeldt
Angela Schmidt	Danyel Giacomini	Jeffery Gruss	Kim Olson
Anja Dreps	David Mulder	Jeffrey Quackenboss	Kimberly Mueller
Anne Deacy	Deborah Schuh	Jeffrey Ruedinger	Laura Letourneau
Anne Paradies	Dena Willmann	Jeffrey Stueber	Margaret Grunst
Annette Meihack	Dominic Garofalo	Jeffrey Ternes	Margaret Laubenstein
April Alexander	Dwane Klostermann	Jennifer Herrmann	Margaret May
April Herrera	Eileen Bouchard	Jennifer Lang	Mark Rymer
Ashley Gilson	Elizabeth McLean	Jeremy Maurer	Mark Wamsley
Bobbi Mand	Elizabeth Yoon	Jo Ann Giese-Kent	Marla Stilwill
Bree Hodgen	Emily Hayes	Joan Barfield	Mary Vogl-Rauscher
Brian Blankenheim	Erika Herriges	Joan Falter	Matthew Kelly
Brittney Roberts	Esteban Mendoza	Jodie Dolinar	Melissa Ewoldt
Bruce Forcica	Herrera	Jonathan Fleischmann	Melissa Rodriguez
Carrie Kutz	Francesco Corrente	Joseph Desiderio	Michele Mengert
Casey Truse	Gloria Madison	Joseph Thurin	Nancy Esposito
Cathryn Bosch	Grace Rommelfanger	Joshua Cohn	Nicole Repp-Butzke

## IV. APPROVAL OF MINUTES

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### MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES April 20, 2022 (continued)

#### APPROVAL OF FACULTY CONTRACT RENEWALS (continued)

Pamela Jacob	Ronald Campopiano	Shawn McAfee	Teresa Harn
Paul Jensen	Roy Krueger	Stanley Weiss	Thomas Roehl
Rachel Weber	Ryan Henschel	Stephanie Murre	Thomas Ward
Rebecca Leichtfuss	Ryan Paruch	Wolf	Thomas Zimdahl
Rebecca Mullane	Ryan St John	Stephanie Scott	Tiffany Laabs
Rebekah Benedum	Sarah Ninmer	Stephen Logan	Tirza Shulman
Robert Heyrman (12/2022)	Scott Schnettler	Susie Stanley	Troy Niemuth
	Shannon Huberty	Tammy Freund	Wendy Christianson

#### APPROVAL OF PROJECT – AMERICAN WITH DISABILITIES ACT (ADA)

##### REVIEW ACTION ITEMS – DISTRICT-WIDE

MOTION Schwab, second Zeratsky, that the Moraine Park Technical College District Board authorize the President be proceed with this project as outlined. Roll call vote: Zeratsky, yes; Schwab, yes; Johnson, yes; Jung, yes; Hill, yes; and, Hopp yes. Motion CARRIED.

#### APPROVAL OF BID – O-WING LOWER LEVEL RESTROOM & ENTRANCE REMODEL – FDL CAMPUS

MOTION Jung, second Johnson, that the Moraine Park Technical College District Board accept the following bid alternatives for the O-Wing Lower Level Restroom & Entrance Remodeling project to Capelle Brothers & Dietrich Construction in the amount of \$293,930; and, further, that the President be authorized to proceed with this project. Roll call vote: Zeratsky, yes; Schwab, yes; Johnson, yes; Jung, yes; Hill, yes; and, Hopp yes. Motion CARRIED.

#### ACADEMIC PROGRAM HIGHLIGHT – EARLY CHILDHOOD

The Associate Dean of Human Services, Program Instructor, presented a summary overview of the Early Childhood Education Program. Items highlighted included programmatic statistics, career pathways grant details, and curriculum updates and improvements. A current program student shared her personal experience being enrolled in the program and appreciation for flexibility enhancements. Information only; no Board action required.

#### MPTC PENETRATION TESTING SUMMARY

The Chief Information Officer presented a summary of findings from recently completed penetration security testing performed at the College. Recommendations of actions to address some of the noted vulnerabilities were shared. Information only; no Board action required.



## IV. APPROVAL OF MINUTES

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### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES April 20, 2022 (continued)

#### PRESIDENT'S REPORT

President Baerwald provided highlights of meetings recently attended, including attendance at a recently held Diversity Conference at Lakeshore Technical College, continued planning for July 2022 Beaver Dam Diversity Conference, and recent NEW ERA Meeting which focused on transfer agreements. Legislative update included recent meeting with Fond du Lac legislators with anticipation for significant turnover in the next year, and earmark requests submitted to Congressman Fitzgerald and Senator Baldwin with no response anticipated until late 2022. WTCS Update included approval of AA and AS degrees with initial agreements with Lakeland College, UW-Oshkosh and UW-Green Bay. College activities update included EWD Business Award recipients as follows:

- Employer of the Year – WI Department of Corrections
- Excellence in Partnership – J.F. Ahern
- New Partner of the Year – Whisker
- Innovation Award – Fond du Lac Boys and Girls Club

Other college activities highlighted included recently completed Spring Campus Conversations, AIR Center Campaign visits ongoing with notice to all donors that the campaign has been extended to February 2023, attendance at Fond du Lac Youth Leadership event, recently held TRIO Student Celebration, and submission for the Wisconsin Innovation Grant with response anticipated in Summer 2023. It was shared that the recently held Truck Driving Completion Ceremony graduated 12 students from the pilot cohort and generated significant media coverage. 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 Johnson, second Jung, that the Moraine Park Technical College District Board meeting be adjourned. Vote: Ayes: 6; Opposed: 0. Motion CARRIED.

The Board meeting was adjourned at 6:28 p.m.

## V. CONSENT ITEMS

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### A. Human Resources – 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**

Evan Collien, Housekeeper, ended employment with the College effective April 11, 2022. Evan had been with the College since October, 2021.

Rebecca Schmidt, Instructional Designer, submitted her resignation with the College effective April 29, 2022. Rebecca had been with the College since November, 2020.

Lauren Hooper, Business Analyst, submitted her resignation effective May 13, 2022. Lauren had been with the College since November, 2018.

Kimberly Mueller, Nursing Instructor, submitted her resignation effective May 24, 2022. Kimberly has been with the College since August, 2016.

Anne Kallas, Academic Advisor-Nursing, submitted her retirement effective August 5, 2022. Anne has been with the College since October, 2000.

Matthew Mutz, Sr. Applications Developer, submitted his resignation effective June 30, 2022. Matthew has been with the College since November, 2017.

#### **Recruitment – Support Employees**

Academic Information Systems Specialist, Fond du Lac Campus This full-time vacancy was created when Lisa Dougherty submitted her retirement. The Academic Information Systems Specialist is responsible for the formation or adjustment of processes of the Enterprise Systems major process of the Information Technology Support System and coordination of the Teaching and Learning capital equipment budget and related processes subject to the constraints imposed by the Associate Vice President of Academics, the Vice President of Teaching and Learning, MPTC District Board policy, State Board rules, law, and professional ethical behavior. This position is also accountable and responsible for the effective use of processes and the development and/or improvement of procedures of the Instructional Operations, Instructional Technology and Innovation and the Institutional Research major processes of the Teaching and Learning Primary System. After screening and interviewing, Rachel Benike was selected and started May 2, 2022.

Housekeeper, West Bend Campus. This full-time vacancy was created when Ericka Marchese submitted her resignation. The Housekeeper performs custodial duties and heavy-duty cleaning. After screening and interviewing, Jose Rios was selected and his start date is TBD.

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.

## V. CONSENT ITEMS

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### A. Human Resources – Employment (continued)

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

Housekeeper, Fond du Lac Campus. This full-time vacancy was created when Clint Bartlett accepted another position within the College. The Housekeeper performs custodial duties and heavy-duty cleaning. Interviews were last held April 7, 2022.

Housekeeper, Fond du Lac Campus. This full-time vacancy was created when Evan Collien ended employment with the College. The Housekeeper performs custodial duties and heavy-duty cleaning.

Administrative Aide-Diversity & Equitable Services, Fond du Lac Campus. This full-time vacancy was created when Katrina Dudzinski changed positions at the College. This position will provide administrative assistance and technical support to the Diversity and Inclusion, Disability Resources and Counseling Services work teams. Interviews were last held April 26, 2022.

Recruiter, Beaver Dam Campus. This full-time vacancy was created when Erin Wierenga submitted her resignation. This position will provide outreach, recruitment, enrollment and initial retention of students through direct contact and assistance from application to registration. Interviews were last held April 28, 2022.

Accounting Assistant, Fond du Lac Campus. This part-time vacancy was created when Dee Schmitz submitted her retirement. This position is responsible for reconciling bank checking accounts and investment accounts and performing other accounting related activities for the College.

Administrative Assistant-General Education, Fond du Lac Campus. This full-time vacancy was created when Rachel Benike accepted another position at the College. This position will provide administrative support and technical assistance to the General Education work teams.

Student Support Services Aide, Fond du Lac campus. This part-time vacancy was created when Michelle Caldwell-Haywood submitted her resignation. This position will provide administrative and technical support to the Student Support Services areas.

#### **Recruitment – Management/Instructional Employees**

Applications Developer, Fond du Lac Campus. This is a new full-time position. This position is accountable and responsible for the formation or adjustment of processes of the Application Development major process of the Information Technology Unit subject to the constraints imposed by the Application Development Manager, MPTC District Board policy, State Board rules, law and professional ethical behavior. After screening and interviewing, Jonathan Branski was selected and started May 16, 2022.

Jonathan earned his Associate Degree in Web & Digital Media Design from Waukesha County Technical College. Jonathan was most recently with TEKsystems and contracted as an Applications Developer at Moraine Park Technical College.

## V. CONSENT ITEMS

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### A. Human Resources – Employment (continued)

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

It is recommended that Moraine Park Technical College District Board issue a 2021-22 contract to Jonathan Branski and further that he be placed in D2 on the Management salary schedule.

Respiratory Therapy Instructor, Fond du Lac Campus. This full-time vacancy was created when Jodi Jaeger submitted her resignation. This position will be in the Respiratory Care program; however, class assignments and locations may vary from term to term. This position reports to the Associate Dean of Health. This instructor may be asked to teach at various sites within the Moraine Park District, perform practicum site visitations, and may be required to teach on evenings and weekends. After screening and interviewing, James Coutley was selected and will start August 15, 2022.

James earned his Bachelor Degree in Respiratory Therapy from Cardinal Stritch. James was most recently the Senior Respiratory Care Practitioner at Froedtert Hospital and a Clinical Instructor at Milwaukee Area Technical College.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to James Coutley and further that he be placed in F2 on the Faculty salary schedule.

Substance Abuse Counseling Instructor, Fond du Lac Campus. This full-time vacancy was created when Jerry Van Kirk submitted his retirement. The primary teaching responsibility for this position will be for classes in the Substance Use Disorders Counseling program, however, class assignments and locations may vary from term to term. This position reports to the Associate Dean of Human Services. After screening and interviewing, Sara Rhode was selected and her start date in July is TBD.

Sara earned her Master of Social Work degree from the University of Wisconsin-Oshkosh. Sara was most recently employed at Green Lake County as Lead Therapist and also is an adjunct instructor at Fox Valley Technical College.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to Sara Rhode and further that she be placed in F2 on the Faculty salary schedule.

Nursing Instructor, Beaver Dam Campus. This full-time vacancy was created when Kimberly Mueller submitted her resignation. 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. This instructor may be asked to teach at various sites within the Moraine Park District to include campus, center and business locations, and may be required to teach on evenings and weekends.

## V. CONSENT ITEMS

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### A. Human Resources – Employment (continued)

#### Recruitment – Management/Instructional Employees (continued)

Medical Laboratory Technician Instructor, Fond du Lac Campus. This full-time vacancy was created when Linda Bau submitted her 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. Interviews will be held May 20, 2022.

Enterprise Applications Administrator, Fond du Lac Campus. This full-time vacancy was repurposed when Charles Breithaupt submitted his retirement. This position is accountable 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.

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. Interviews were last held on April 12, 2022.

Welding Instructor, Jackson Campus. This full-time vacancy was created when Benjamin Limbaugh 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. Interviews were last held March 18, 2022.

Welding Instructor, Beaver Dam campus. This full-time vacancy was created when Andrew Luby transferred to another campus. The primary teaching responsibility for this position will be for classes in the Welding area, including various welding processes, welding blueprint reading, and fabrication.

Systems & Security Engineer, Fond du Lac Campus. This full-time vacancy was created when Benjamin Stefan submitted his resignation. This position is responsible for the formation or adjustment of processes of the Network Services major process of the Information Technology Support System subject to the constraints imposed by the Manager of Data Security & Systems Engineering, Director of Network Services, MPTC District Board policy, State Board rules, law and professional ethical behavior. Interviews were last held May 9, 2022.

K-12 Partnership Coordinator, Fond du Lac Campus. This full-time vacancy was created when Courtney Gaynor submitted her resignation. This position facilitates collaboration between MPTC, secondary schools, CESA, technical colleges and the Wisconsin Technical College System (WTCS) to advance dual enrollment, Start College Now, articulation agreements and contract opportunities. This position also facilitates teacher-to-teacher efforts and faculty and staff development. Interviews were last held May 3, 2022.

## V. CONSENT ITEMS

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### A. Human Resources – Employment (continued)

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

Disability Resources Manager, Fond du Lac Campus. This new, full-time vacancy was created due to a restructure in Student Services. This position is accountable for the formation and/or adjustment of processes of the Student Development and Success, and Diversity, Accessibility and Inclusion major processes of the Student Services Support System subject to the constraints imposed by the Vice President – Student Services, MPTC District Board policy, State Board rules, law, and professional ethical behavior. The position requires a commitment to and experience with diversity, equity, and inclusion, cultural competency, and ability to relate to and to communicate effectively with students, staff, and faculty, representing diverse identities, communities and experiences. Interviews will be held May 18, 2022.

#### **Promotion/Demotion/Transfer**

Director-Diversity, Accessibility and Support Services, Fond du Lac Campus. This full-time vacancy was created due to a restructure in Student Services. This position is responsible for the operation of the Student Development and Success and Diversity, Accessibility and Inclusion major processes of the Student Services Support System subject to the constraints imposed by the Vice President – Student Services, MPTC District Board policy, State Board rules, law, and professional ethical behavior. In addition, this position is accountable for the formation and/or adjustment of processes of the Resource Development major process of the College Leadership Support System. Leslie Laster was promoted into this position and will start May 30, 2022.

Welding Instructor, Fond du Lac Campus. This full-time vacancy was created when Larry Clark submitted his retirement. The primary teaching responsibility for this position will be for classes in the Welding area, including various welding processes, welding blueprint reading, and fabrication. Andrew Luby, Welding Instructor, will transfer to the Fond du Lac campus effective July 1, 2022.

Electricity Instructor, Fond du Lac Campus. This full-time vacancy was created from the Electricity Program Expansion & Pipeline to the Apprenticeship grant. The primary teaching responsibility will be in the Electricity program; however, class assignments and locations may vary from term to term. This instructor may be asked to teach at various sites within the Moraine Park District to include campus, center and business locations. Jeanette Boyle-Gustavus, Electricity Instructor, will transfer to the Fond du Lac campus effective July 1, 2022.

## V. CONSENT ITEMS

### B. Financial Services – Accounting/Investments

Receipts and Disbursements Report as of April 30, 2022 including the Disbursement Detail for disbursements \$2,500 or greater

Monthly Investment Report as of April 30, 2022

Monthly Comparative Statement of Revenues and Expenses as of April 30, 2022

#### TAX LEVY RECEIVABLE

Through May 7, the District received tax levy payments totaling \$13,599,085.03 or 76.2% of the total levied. Last year's collection through May 11, 2020 was \$13,062,021.30 or 75.2% 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	\$203,003.97	\$155,117.17	76.4%
Columbia	3,303.54	2,328.61	70.5%
Dodge	3,149,998.23	2,356,013.16	74.8%
Fond du Lac	4,640,827.19	3,567,508.30	76.9%
Green Lake	1,369,914.25	993,236.54	72.5%
Marquette	18,799.44	13,900.69	73.9%
Sheboygan	5,489.31	4,247.25	77.4%
Washington	7,260,089.93	5,746,155.84	79.2%
Waushara	146,220.84	108,548.35	74.2%
Winnebago	<u>78,839.30</u>	<u>58,135.25</u>	73.7%
	<u>\$16,876,486.00</u>	<u>\$13,005,191.16</u>	<u>77.1%</u>

## V. CONSENT ITEMS

### C. Economic Development Contracting

EWD Board Report - May 2022									
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE
A & W Iron & Metal, Inc.	Leading Others Series	00002879	42353	\$ 1,300.00	\$ 130.00	\$ 343.54	\$ 956.46	1	0.02
Conagra Brands	Intro to Welding - GTAW (Group B)	00002779	42466	\$ 4,087.49	\$ 408.75	\$ 1,250.15	\$ 2,837.34	2	0.03
Conagra Brands	Intro to Welding - GTAW (Group A)	00002779	42465	\$ 4,087.50	\$ 408.75	\$ 1,250.16	\$ 2,837.34	2	0.03
Horicon Bank	Influential Leadership Series	00002877	42349	\$ 1,300.00	\$ 130.00	\$ 743.57	\$ 556.43	1	0.02
JF Ahern Co.	Business Etiquette	00002727	42231	\$ 912.39	\$ 90.00	\$ 468.25	\$ 444.14	13	0.04
JF Ahern Co.	Adaptability and Positivity	00002727	42235	\$ 1,125.00	\$ 112.50	\$ 322.99	\$ 802.01	12	0.06
JF Ahern Co.	Problem Solving	00002727	42236	\$ 1,800.00	\$ 180.00	\$ 383.79	\$ 1,416.21	12	0.08
JF Ahern Co.	Decision Making	00002727	42237	\$ 900.00	\$ 90.00	\$ 174.39	\$ 725.61	12	0.04
JF Ahern Co.	Team Work and Collaboration	00002727	42232	\$ 900.00	\$ 90.00	\$ 174.39	\$ 725.61	13	0.04
JF Ahern Co.	Communicate Clearly	00002727	42233	\$ 1,800.00	\$ 180.00	\$ 445.04	\$ 1,354.96	12	0.08
JF Ahern Co.	Influential Communication	00002727	42234	\$ 1,800.00	\$ 180.00	\$ 401.29	\$ 1,398.71	12	0.08
Kondex Corporation	Leading Others Series	00002878	42353	\$ 3,900.00	\$ 390.00	\$ 1,121.20	\$ 2,778.80	3	0.06
Kraft Heinz Company	Navigating Difficult Conversations (Group A)	00002782	42400	\$ 868.85	\$ 86.89	\$ 468.85	\$ 400.00	8	0.03
Kraft Heinz Company	Navigating Difficult Conversations (Group B)	00002782	42401	\$ 902.30	\$ 90.23	\$ 502.30	\$ 400.00	15	0.05
Mercury Marine	Intro to Engine Fundamentals	00002720	42396	\$ 3,600.00	\$ 360.00	\$ 1,360.00	\$ 2,240.00	10	0.13
Mercury Marine	GD&T - 24hr	00002738	42402	\$ 7,389.12	\$ 738.91	\$ 3,714.72	\$ 3,674.40	14	0.28
Mid-States Aluminum Corporation	Blueprint Reading - 16 hr	00002585	42397	\$ 3,808.16	\$ 380.82	\$ 2,010.40	\$ 1,797.76	12	0.16
Regal Ware	Influential Leadership Series	00002886	42349	\$ 1,300.00	\$ 130.00	\$ 743.56	\$ 556.44	1	0.02
Rowley Tool and Die LLC	Influential Leadership Series	00002876	42349	\$ 1,300.00	\$ 130.00	\$ 743.56	\$ 556.44	1	0.02
Rowley Tool and Die LLC	Leading Others Series	00002880	42353	\$ 1,300.00	\$ 130.00	\$ 373.71	\$ 926.29	1	0.02
Seneca Foods Corporation - Clyman	Mill and Lathe - Level 2	00002668	42406	\$ 3,048.27	\$ 304.83	\$ 2,149.39	\$ 898.88	6	0.04
Seneca Foods Corporation - Cambria West	Mill and Lathe - Level 2	00002670	42405	\$ 2,973.86	\$ 297.39	\$ 2,074.98	\$ 898.88	8	0.05
Seneca Foods Corporation	Programmable Logic Controllers 2	00002677	42410	\$ 5,600.00	\$ 560.00	\$ 1,789.56	\$ 3,810.44	8	0.19
Seneca Foods Corporation - Oakfield	Mill and Lathe - Level 2	00002674	42404	\$ 3,065.14	\$ 306.51	\$ 2,166.26	\$ 898.88	10	0.07
<b>TOTAL</b>				<b>\$ 59,068.08</b>	<b>\$ 5,905.58</b>	<b>\$ 25,176.05</b>	<b>\$ 33,892.03</b>	<b>189</b>	<b>1.64</b>



**V. CONSENT ITEMS**

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**SUGGESTED MOTION:**

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

- 1. Human Resources – Employment;***
- 2. Financial Services – Accounting/Investments;***
- 3. Economic Development Contracting; and***

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

Roll call vote:

- \_\_\_\_\_ Johnson
- \_\_\_\_\_ Hopp
- \_\_\_\_\_ Jung
- \_\_\_\_\_ Hill
- \_\_\_\_\_ Zeratsky
- \_\_\_\_\_ Schwab

## VI. ACTION ITEMS

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### A. Approval of Retirement

The following employee has 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>
Anne Kallas	Academic Advisor-Nursing	August 5, 2022	October 17, 2000

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board accept the retirement of Anne Kallas:***

***This employee has proven to be a very dedicated, cooperative and hard-working employee of Moraine Park Technical College. The Board hereby accepts her retirement and expresses sincere appreciation for her 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 2022-23 Management Contract Renewals and Compensation

It is recommended that the following management personnel receive employment contracts for Fiscal Year 2022-23:

Aaron Bladorn	Gregory Kilgas	Kathleen Rechner	Michael Schreiber
Abby Pluim	Gregory Reed	Kelli Karpinski	Michele Adams
Adrian Wille	Hans Baierl	Kim Schwamn	Michelle Stark
Amanda Potts	Heather Clark	Krista Mallas	Mindie Boynton
Amy Clark	Holly Steiner	Kristen Theisen	Nicole Kubichka
Anders Bjork	Jacki Warner	Kristina Haensgen	Paola Sankey
Anne Lemke (02/2023)	Jaclyn Jelinek	Kristine Buchanan	Peter Rettler
Barbara Jascor	Jacquelyn Warnecke	Lane Holte	Peter Snyder
Bart Putzer	James Barrett	Larry Plamann	Randall Leigh
Benjamin Hill	James Eden	Latisha Spence-Brookens	Ross Atkinson
Benjamin McKenzie	James Huycke	Laura Schelter (08/2022)	Roy Marquez
Benjamin Pickart	James Neumann	Laura Waurio	Sally Ruback
Beth Mendoza	Jason Loomans	Laurence McCain	Scott Lieburn
Bobbi Fields	Jennifer Hendryx	Leanne Laszewski Doyle (08/2022)	Scott Troedel
Bonnie Baerwald	Jennifer Sabel	Leslie Laster	Stephen Horvath
Brenda Raad	Jenny Manning	Lila Buytendorp	Steve Heilmeier
Brian Stout	Jill Jaber	Lisa Pollard	Subhash Potula
Carrie Kasubaski	JoAnn Hall	Lucas Schmidt	Susan Wiese
Christy Blessing	John Faeh	Luke Dietzler	Tara Wendt
Courtney Doman	Jonathan Branski	Lynn Marquardt	Theresa Wuest
Dana Bourland	Joshua Wakefield	Mallory Gauerke	Timothy Keenan
Deborah Clarke	Julie Mayrose	Mary Davies	Triena Bodart
Erik Swenson	Julie Waldvogel-Leitner	Melissa Braesch	
Fredrick Rice	Julienne Pieper	Michael Phillips	
Gerald Richards	Karli Resch		

#### SUGGESTED MOTION:

***I move that the Moraine Park Technical College District Board issue contracts for management staff as listed for the 2022-23 year, and that the Moraine Park Technical College District Board approve a 3.0% salary increase for management staff for fiscal year 2022-23.***

Roll call vote:

\_\_\_\_\_ Johnson  
\_\_\_\_\_ Hopp  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Schwab

## VI. ACTION ITEMS

### C. Approval of Project – Fond du Lac 231 Bldg. Fire Sprinkler System

The District proposes to install a Fire Sprinkler System in the 231 N National Bldg. (Formally the District Office) in accordance with Moraine Park's 2021-24 Three-Year Facilities Plan. As part of the new partnership with SSM Health/Treffert Center, the District will assist in installing a new Fire Sprinkler System to bring the building up to Fire Code and overall better protect our asset. SSM Health/Treffert Center will be remodeling the building for their needs to create a new Treffert Studio.

Class II bid notices were placed in District newspapers to make contractors aware of the project, and only one bid was opened on May 4, 2022.

The proposed work is scheduled to begin in June of 2022, with completion scheduled for August 2022. The total budget for this project is \$200,000.

Construction Costs:	\$ 190,126
Contingency (5%):	9,874
Total:	\$ 200,000

It is recommended that the following bid be accepted:

JF Ahern:	
Base Bid:	\$ 179,037
Alternate #1:	11,089
Bid Total:	\$ 190,126

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College Board accept the following lowest responsible bid for the Fond du Lac 231 Bldg. Fire Sprinkler System project and award the contract to JF Ahern in the amount of \$190,126; and, further, that the President be authorized to proceed with this project.***

Roll call vote:

_____	Hill
_____	Zeratsky
_____	Jung
_____	Johnson
_____	Hopp
_____	Schwab

## VI. ACTION ITEMS

### C. Approval of Project – Fond du Lac 231 Bldg. Fire Sprinkler System

**bid recording sheet**

**DO FIRE SPRINKLER SYSTEM RFP 2022-0022**

**Moraine Park Technical College**

Bid Due Date: 5/4/22 @ 1:30pm CST submitted via DemandStar

CONTRACTOR	Bid Security	Acknowledge Addendums	BASE BID	Alternate #1	Alternate #2	Alternate #3	Alternate #4	Alternate #5	Alternate #6	TOTAL
AHERN		x	\$179,037.00	\$11,089.00						\$190,126.00
<p><b>Notes:</b> No public attendees Staff Attendees: Tim Keenan, Roy Marquez</p>										

## VI. ACTION ITEMS

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### D. Approval of 2022-23 Economic and Workforce Development and Community Training Contracting Rates

The following information is being presented for the purpose of District Board monitoring of their ENDS Policy, BP 4.6 - Economic Development.

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 2022-2023 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, 2022 through May 31, 2023.

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board approve the 2022-2023 Economic and Workforce Development and Community Training contracting rates as presented.***

Roll call:

\_\_\_\_\_ Jung  
\_\_\_\_\_ Hopp  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Schwab

## VI. ACTION ITEMS

### D. Approval of 2022-23 Economic and Workforce Development and Community Training Contracting Rates (continued)

#### Proposed Changes from 2021-22 to 2022-23 Rates

Category		2021-2022 Rate	2022-2023 Rate	Approx. % Change	Rationale
Instructional Rate	In District Rates – hourly	Base \$185 Tier 1 \$200 Tier 2 \$225	Base \$195 Tier 1 \$215 Tier 2 \$230	5.4% 7.5% 2.2%	Margin recovery
Instructional Rate	Out of District Rates -hourly	Base \$210 Tier 1 \$220 Tier 2 \$245	Base \$220 Tier 1 \$235 Tier 2 \$250	4.76% 6.8% 2%	Margin recovery
Instructional Rate	Out of State Rates -hourly	Base \$225 Tier 1 \$235 Tier 2 \$260	Base \$230 Tier 1 \$250 Tier 2 \$265	2.2% 6.4% 1.9%	Margin recovery
Special Rates	Instructional Classroom or Lab Aid	\$40 per hour	\$50 per hour	25%	Cost recovery
Special Rates	Instructional Classroom Assistant (adjunct)	\$55 per hour	\$65 per hour	18%	Cost recovery
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	\$125 per person, per track		Ease of maintenance and pricing
Special Rates	Bloodborne Pathogens	\$130 per hour	\$135 per hour	3.8%	Cost recovery
Special Rates	CPR/First Aid	\$130 per hour	\$135 per hour	3.8%	Cost recovery
Special Rates	Defibrillators/AED	\$130 per hour	\$135 per hour	3.8%	Cost recovery
Special Rates	Special Care Procedures	\$130 per hour	\$135 per hour	3.8%	Cost recovery
High School	Indirect Fee (4)	37.99%	39.77%		Updated rate per WTCS

## VI. ACTION ITEMS

### D. Approval of 2022-23 Economic and Workforce Development and Community Training Contracting Rates (continued)

**Moraine Park Technical College**  
**Proposed Contract Rates**  
**Effective June 1, 2022 through May 31, 2023**

<b>Customized Instruction &amp; Technical Assistance Rates per Hour</b>		
In-District	Base Rate:	\$195
	Tier 1:	\$215
	Tier 2:	\$230
Out-of-District	Base Rate:	\$220
	Tier 1:	\$235
	Tier 2:	\$250
Out-of-State	Base Rate:	\$230
	Tier 1:	\$250
	Tier 2:	\$265

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

### D. Approval of 2022-23 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	\$50 per hour
Instructional Classroom Assistant (adjunct)	\$65 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	\$125 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	\$135 per hour
CPR/First Aid	\$135 per hour
Defibrillation/AED	\$135 per hour
Emergency Care Procedures	\$135 per hour
Fire Extinguisher	\$145 per hour
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

### D. Approval of 2022-23 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 39.77% 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
2021-2022	\$185 - \$225	0%
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

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### A. Capital Expansion Visioning Project Update

Rob DeMeuse from School Perceptions will provide a summary update of the Capital Expansion Visioning Project and the results of the recently sent community survey.

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### B. President's Report

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

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### C. District Boards Association Reports/Upcoming Events

Board members may provide a brief summary of attendance at the recent District Boards Association Spring Meeting at this time.

*Note: A majority of Board members may be attending the meetings/conferences at the dates/places, and for the purposes noted below. This notice is being provided to comply with Wisconsin Open Meetings Law.*

1. Commencement Ceremony, Saturday, May 21, 10:00 am, Fond du Lac High School
2. Truck Driving Cohort 2 Completion Ceremony, Thursday, May 26, 3:00 pm, West Bend Campus
3. GED/HSED Graduation Ceremony, Thursday, May 26, 6:00 pm, Fond du Lac Campus
4. District Board Meeting, Wednesday, June 15, 5:00 pm, Fond du Lac Campus

**VIII. CLOSED SESSION**

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**A. Approval to Convene into Closed Session**

It is the Board’s intent to convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (regarding various personnel matters including evaluation of the College President).

**SUGGESTED MOTION:**

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

Roll call vote:

- \_\_\_\_\_ Jung
- \_\_\_\_\_ Hopp
- \_\_\_\_\_ Johnson
- \_\_\_\_\_ Hill
- \_\_\_\_\_ Zeratsky
- \_\_\_\_\_ Schwab

## IX. ADJOURNMENT

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### **SUGGESTED MOTION:**

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