



MORAINE PARK TECHNICAL COLLEGE

DISTRICT BOARD MEETING

Wednesday, August 17, 2022

Moraine Park Technical College

2151 N. Main Street, West Bend, WI 53090

Auditorium, Room T-101

Virtual meeting option via Microsoft Teams

Ph: (414) 662-4790 | Conference ID: 226 913 2#

Upcoming Meetings

TITLE	DATE	TIME	LOCATION
Truck Driving Completion Ceremony	August 25	3:00 pm	West Bend Campus
WTCS State Board Meeting	September 13-14	4:30 pm/8:30 am	Fox Valley Technical College
District Board Meeting	September 21	5:00 pm	Fond du Lac Campus
DBA Fall Meeting	October 6-8	All Day	Chippewa Valley Technical College
ACCT Leadership Congress	October 26-29	All Day	New York City, NY

VISION

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

MISSION

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

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Please contact the President's Office at 920-929-2127 or email jjelinek@morainepark.edu.*

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I. OPTIONAL WEST BEND CAMPUS TOUR – 3:45 p.m.

An optional tour of the West Bend Campus will be provided.

II. ROLL CALL – 5:00 p.m.

A. Meeting Announcement

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

Roll call:

_____ Schwab
_____ Johnson
_____ Treichel
_____ Guerrero
_____ Jung
_____ Hintz
_____ Hill
_____ Zeratsky
_____ Hopp

III. PUBLIC COMMENTS

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

IV. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the July 11, 2022 meeting minutes as presented.

MORaine PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES July 11, 2022

ATTENDANCE

The annual organizational meeting of the Moraine Park Technical College District Board was called to order at 5:00 p.m., July 11, 2022, in Room A-112 of Moraine Park Technical College, 235 North National Avenue, Fond du Lac, Wisconsin, Chairperson Mike Schwab presiding. Board members present at the meeting were Vernon Jung, Steve Hill, Rob Johnson, Tom Hopp, Sara Hintz, Kate Treichel, and Diane Guerrero. Board member Bur Zeratsky 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.

ADMINISTRATION OF THE OATH OF OFFICE

The Oath of Office was administered to the following Board members: Vernon Jung, Tom Hopp, Sara Hintz, Kate Treichel, and Diane Guerrero.

ELECTION OF BOARD OFFICERS – 2022-23

Vernon Jung nominated Tom Hopp as Board Chairperson. MOTION Jung, second Johnson, that nominations be closed and a unanimous ballot be cast for Tom Hopp as Board Chairperson. Vote: Ayes: 8; Opposed: 0; Motion CARRIED.

Mike Schwab nominated Bur Zeratsky as Board Vice Chairperson. MOTION Jung, second Hopp, that nominations be closed and a unanimous ballot be cast for Bur Zeratsky as Board Vice Chairperson. Vote: Ayes: 8; Opposed: 0; Motion CARRIED.

Tom Hopp nominated Rob Johnson as Board Treasurer. MOTION Jung, second Johnson, that nominations be closed and a unanimous ballot be cast for Rob Johnson as Board Treasurer. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

Tom Hopp nominated Mike Schwab as Board Secretary. MOTION Johnson, second Hopp, that nominations be closed and a unanimous ballot be cast for Mike Schwab as Board Secretary. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

IV. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES July 11, 2022 (continued)

APPOINTMENT OF FINANCE COMMITTEE

MOTION Jung, second Hopp, that all members of the Moraine Park Technical College District Board will serve on the Finance Committee for the 2022-23 year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

APPOINTMENT OF REPRESENTATIVES TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM DISTRICT BOARDS ASSOCIATION

MOTION Johnson, second Hopp, that Steve Hill, Mike Schwab, Sara Hintz, and Kate Treichel be appointed as the Moraine Park representatives to the External Partnerships Committee of the Wisconsin Technical College District Boards Association. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

MOTION Hopp, second Jung, that Rob Johnson, Tom Hopp, Sara Hintz, and Bur Zeratsky be appointed as the Moraine Park representatives to the Internal Best Practices Committee of the Wisconsin Technical College District Boards Association. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

MOTION Hopp, second Hintz, that Rob Johnson and Bur Zeratsky be appointed as the Moraine Park representatives to the Bylaws, Policies and Procedures Committee of the Wisconsin Technical College District Boards Association. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

MOTION Johnson, second Hopp, that Mike Schwab (primary) and Vernon Jung (alternate) be appointed as the Moraine Park representative(s) to the Awards Committee of the Wisconsin Technical College District Boards Association. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

APPOINTMENT OF DISTRICT BOARD MEMBER TO THE MORAINES PARK FOUNDATION BOARD

MOTION Hopp, second Jung, that Rob Johnson be appointed as the Moraine Park Technical College District Board representative to the Moraine Park Foundation Board. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

APPROVAL OF MINUTES

MOTION Hill, second Schwab, that the Moraine Park Technical College District Board approve the June 15, 2022 meeting minutes as presented. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

IV. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES July 11, 2022 (continued)

APPROVAL OF 2022-23 DISTRICT BOARD MEETING DATES AND LOCATIONS

MOTION Johnson, second Hill, that the Moraine Park Technical College District Board approve the schedule of 2022-23 meeting dates and locations as presented:

Wednesday, August 17, 2022 – West Bend
Wednesday, September 21, 2022 – Fond du Lac
Wednesday, October 19, 2022 – Fond du Lac
Wednesday, November 16, 2022 – Beaver Dam
Wednesday, December 21, 2022 – Fond du Lac
Wednesday, January 18, 2023 – Fond du Lac
Wednesday, February 15, 2023 – Fond du Lac
Wednesday, March 15, 2023 – West Bend
Wednesday, April 19, 2023 – Fond du Lac
Wednesday, May 17, 2023 – Fond du Lac
Wednesday, June 21, 2023 – Beaver Dam
Monday, July 10, 2023 – Fond du Lac (organizational meeting)

Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

PUBLIC HEARING, INTENT RESOLUTION

MOTION Schwab, second Jung, that the Moraine Park Technical College District Board recess for the purpose of conducting a public hearing on the Intent Resolution adopted on June 15, 2022, in keeping with Wis. Stat. sec. 67.05(6m), and convene a public hearing to review and seek comment on the District's proposed Intent Resolution, in keeping with Wis. Stat. sec. 67.05(6m). Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

A public hearing was held to review and seek comment on the District's proposed Intent Resolution, in keeping with Wis. Stat. sec. 67.05(6m). Following a presentation on the intent resolution, the public hearing was opened for public participation.

No comments from the public were received, and no action was taken during this public hearing.

MOTION Jung, second Johnson, that the Moraine Park Technical College District Board's public hearing on the Intent Resolution be closed, and that the Board reconvene for the purpose of completing its regular monthly business. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

IV. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES July 11, 2022 (continued)

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

and that the bills for the month of June be approved and payments are authorized, ordered, and confirmed. June receipts total \$1,046,561.31. June disbursements total -\$5,699,203.99. Roll call vote: Treichel, yes; Schwab, yes; Guerrero, yes; Johnson, yes; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, excused; and Hopp, yes. Motion CARRIED.

APPROVAL OF THREE-YEAR FACILITIES PLAN

MOTION Schwab, second Treichel, that the Moraine Park Technical College District Board approve the 2022-25 Three-Year Facilities Plan and, further, that the Plan be submitted to the Wisconsin Technical College System Board for their acceptance. Roll call vote: Treichel, yes; Schwab, yes; Guerrero, yes; Johnson, yes; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, excused; and Hopp, yes. Motion CARRIED.

STUDENT LIFE/COMMENCEMENT

The Vice President of Student Services shared a brief summary of student life activities that took place in the 2021-22 academic year including the Spring 2022 Commencement Ceremony and a short video with statistical engagement highlights. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald shared the finalized 2022-23 Board reporting matrix and goals documents. The Board Policy Manual was reviewed, and no changes were suggested. It was noted the finalized 2022-23 Board Policy Manual will be brought forward for formal approval at the August 17, 2022 meeting. Highlights of meetings recently attended included recent NEW ERA Meeting which focused on strategic planning, upcoming scheduled meetings and tours of Green Lake County area communities for potential partnership opportunities, recent meeting with Fond du Lac superintendent Dr. Fleig and invitation to tour their ACE Academy to discuss career pathway opportunities, and discussions with management at the UW-Oshkosh Fond du Lac Campus and possible sports team partnership opportunities. Legislative update included a recent tour of the Kettle Moraine Correctional Institute (KMCI) with Secretary Kevin Carr and Secretary Amy Pechacek, and noted non-receipt of the Wisconsin Innovation Grant. WTCS update included noting of new marketing consortium director Jim Jalek, and communication with Department of Safety and Professional Services (DSPS) regarding the new certification process for nursing graduates and related concerns. College activities update included recently completed orientations for new board members, and ongoing campaign efforts for the AIR Center and upcoming referendum. Information only; no Board action required.

IV. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES July 11, 2022 (continued)

WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION REPORTS/ UPCOMING EVENTS

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

ADJOURNMENT

MOTION Schwab, second Jung, Moraine Park Technical College District Board meeting be adjourned.
Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

The Board meeting was adjourned at 6:32 p.m..

V. 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. Human Resources – Employment

Resignations/Terminations

Heidi Martin, Nursing Instructor, submitted her resignation effective May 24, 2022. Heidi had been with the College since August 2007.

Austin Schwoch, Housekeeper, submitted his resignation effective July 13, 2022. Austin had been with the College since September 2019.

Economic & Workforce Development Community Coordinator position, held by Laura Schelter, was eliminated effective August 5, 2022. Laura had been employed by the College since June 2011.

Instructional Support Specialist position, held by Brant Kraemer, was eliminated effective August 5, 2022. Brant had been employed by the College since November 2020.

Instructional Technology Web Specialist position, held by Christopher Hofer, was eliminated effective August 5, 2022. Christopher had been employed by the College since January 2001.

Shannon Zupke, Administrative Assistant-General Studies, submitted her resignation effective August 4, 2022. Shannon had been with the College since August 2011.

Melissa Rodriguez, Nursing Instructor, submitted her resignation effective September 4, 2022. Melissa has been with the College since January 2008.

Recruitment – Support Employees

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. After screening and interviewing, Dawn Malone was selected and started August 8, 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. Interviews were last held July 14, 2022.

Housekeeper, Fond du Lac Campus. This full-time vacancy was created when Barb McKenna submitted her resignation. The Housekeeper performs custodial duties and heavy-duty cleaning. Interviews were last held July 14, 2022.

Housekeeper, Beaver Dam Campus. This full-time vacancy was created when Austin Schwoch submitted his resignation. The Housekeeper performs custodial duties and heavy-duty cleaning. Interviews were last held August 2, 2022.

V. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Support Employees (continued)

EWD Contract Specialist, Fond du Lac Campus. This position was created due to a restructure of the team. This position will coordinate the process for the delivery of contract training and workshops throughout the District. Travel and some irregular hours are required, to include evenings and weekends. Interviews were last held August 10, 2022.

Disability Resources Specialist, West Bend Campus. This full-time vacancy was created when Amy Wiedmeyer accepted another position at the College. This position provides a variety of support services to students with disabilities throughout the District.

English Language Learning Program Specialist, West Bend Campus. This full-time position was created when Anthony Rodriguez accepted another position at the College and the current full-time English Language Learning Program Specialist was restructured into two English Language Learning Program Specialist positions. This position provides community outreach, recruitment, retention, orientation and transition services for English Language Learning students and Adult Basic Education students.

English Language Learning Program Specialist, Beaver Dam Campus. This full-time position was created when Anthony Rodriguez accepted another position at the College and the current full-time English Language Learning Program Specialist was restructured into two English Language Learning Program Specialist positions. This position provides community outreach, recruitment, retention, orientation and transition services for English Language Learning students and Adult Basic Education students.

Administrative Assistant-General Studies, Fond du Lac Campus. This full-time vacancy was created when Shannon Zupke submitted her resignation. This position will provide administrative support and technical assistance to the Dean of General Studies and related work teams.

Recruitment – Management/Instructional Employees

(4) Instructional Designer, Fond du Lac Campus. These full-time positions were created due to a restructure of the team. This position is accountable for the effective use of processes and the development and/or improvement of procedures of the Teaching and Learning major process of the Teaching and Learning Primary System subject to the constraints imposed by the Teaching and Learning Innovation Manager, MPTC District Board policy, State Board rules, law and professional ethical behavior. After screening and interviewing, Luke Konkol, Corine McCarthy, and Amy Wiedmeyer were selected and started August 8, 2022.

Luke earned his Master of Science degree in Anthropology from the University of Wisconsin-Milwaukee. Luke was most recently the Teaching, Learning and Technology Consultant and Instructional Designer at the University of Wisconsin-Green Bay.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to Luke Konkol and further that he be placed in EI on the Management salary schedule.

V. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Management/Instructional Employees (continued)

Corine earned her Master of Science degree in Plant and Environmental Science from Clemson University. Corine was most recently the Instructional Designer at Moraine Park Technical College.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to Corine McCarthy and further that she be placed in EI on the Management salary schedule.

Amy earned her Master of Science degree in Education Leadership Post-Secondary Technical Adult Education from the University of Wisconsin-Oshkosh. Amy was most recently the Disability Resources Specialist at Moraine Park Technical College.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to Amy Wiedmeyer and further that she be placed in EI on the Management salary schedule.

Diagnostic Medical Sonography Instructor, Beaver Dam Campus. This is a new, full-time position. During the first year of employment, the program director will be able to be a leader in designing the local curriculum and program delivery modes, expanding our local clinical partnerships, making connections and expanding our advisory board, and overall designing the program for success. After screening and interviewing, Ivy Williams was selected and started August 15, 2022.

Ivy earned her Bachelor of Science degree in Diagnostic Medical Sonography from Bellin College. Ivy was most recently a General/Vascular/Cardiac Sonographer at Mercy Medical Center.

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

Electricity Instructor, West Bend Campus. This full-time vacancy was created when Gus Boyle-Gustavus changed positions at the College. 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. This position will teach the evening cohort of electricity students. After screening and interviewing, David Schwobe was selected and started August 15, 2022.

David earned his Master of Science degree in Career and Technical Education from the University of Wisconsin-Stout. David was most recently the Industrial Electrical Apprenticeship Instructor at Lakeshore Technical College.

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

V. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Management/Instructional Employees (continued)

Leadership Development Instructor, Fond du Lac Campus. This full-time vacancy was created when Mary Vogel-Rauscher submitted her retirement. The primary teaching responsibility for this position will be for Leadership and Organizational Development classes, however, class assignments and locations may vary from term to term. This position reports to the Associate Dean of Business and IT. This instructor may be asked to teach at various sites within the Moraine Park District, online and may be required to teach on evenings and weekends. After screening and interviewing, Cynthia Collins was selected and started August 15, 2022.

Cynthia earned her Master's degree in Educational Technology from Marian University. Cynthia was the Business Technology & Software Application Instructor at Moraine Park Technical College.

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

Associate Dean of Customized Training, Fond du Lac Campus. This full-time position was created due to a restructure of the team. This position is responsible for the operation of the Facilitate Teaching and Learning major process of the Teaching and Learning Primary System, for the instructional programs of assignment, subject to the constraints imposed by the Dean of Economic and Workforce Development, District Board policy, State Board rules, laws, and professional ethical behavior. After screening and interviewing, Mindie Boynton was selected and started August 8, 2022.

Mindie earned her Bachelor of Business Administration degree from the University of Wisconsin-Milwaukee. Mindie was most recently the Economic and Workforce Development Business Representative for Moraine Park Technical College.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to Mindie Boynton and further that she be placed in C2 on the Management salary schedule.

Nursing Instructor, Beaver Dam Campus. This full-time vacancy was created when Heidi Martin 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. This position reports to the Associate Dean of Health. After screening and interviewing, Sarah Bergemann was selected and started August 15, 2022.

Sarah earned her Master of Science in Nursing from Grand Canyon University. Sarah was most recently a Registered Nurse and Case Manager at Theda Care.

It is recommended that Moraine Park Technical College issue a 2022-23 contract to Sarah Bergemann and further she be placed in F3 on the Faculty salary schedule.

V. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Management/Instructional Employees (continued)

Disability Resources Manager, Fond du Lac Campus. This new, full-time position 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. This 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 and employees, representing diverse identities, communities and experiences. Interviews were last held August 10, 2022.

Senior Applications Developer, Fond du Lac Campus. This full-time vacancy was created when Matthew Mutz submitted his resignation. 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.

Business Analyst, Fond du Lac Campus. This full-time vacancy was created when Lauren Hooper submitted her resignation. This position is accountable and responsible for the formation and adjustment of processes of the Enterprise Applications of the College and is subject to the constraints imposed by the Solution Delivery Manager, MPTC District Board policy, Wisconsin Technical College System reporting requirements and professional ethical behavior. Interviews were last held August 1, 2022.

Applications Developer, Fond du Lac Campus. This full-time vacancy was created when Ross Atkinson accepted another position at the College. 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.

Assistant Advising Manager, Fond du Lac, Beaver Dam or West Bend Campus. This is a new, full-time position. This position will be responsible for the Promise and Promising Futures Program, supervise Advisors and coordinate Careers processes in Advising. Interviews were last held August 8, 2022.

Electromechanical Technology Instructor, Fond du Lac Campus. This full-time vacancy was created when Craig Habeck submitted his resignation. The primary teaching responsibility will be in the Electromechanical Technology 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. This position reports to the Associate Dean of Manufacturing. Interviews were last held August 9, 2022.

V. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Management/Instructional Employees (continued)

EWD Welding Instructor, Fond du Lac Campus. This full-time vacancy was created when Daniel Zoschke accepted another position at the College. The primary teaching responsibility for this position will be 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. This position reports to the Associate Dean of Economic and Workforce Development. Interviews were last held August 3, 2022.

Business Technology & Software Application Instructor, Fond du Lac Campus. This full-time vacancy was created when Cynthia Collins accepted another position at the College. The primary teaching responsibilities for this position will be for classes in the Administrative Coordinator and Software areas. This instructor will teach at various sites within the Moraine Park District to include campus, center and business locations. Teaching assignment includes day and evening courses. Instruction will include online, hybrid, and face-to-face deliveries including online instruction for incarcerated populations. This position reports to the Associate Dean of Business and IT.

Business Development Manager, Fond du Lac Campus. This full-time vacancy was created when Mindie Boynton accepted another position at the College. This position is accountable and responsible for the formation or adjustment of processes of the Planning Learning Opportunities major process of the Teaching and Learning Primary System, subject to the constraints imposed by the Dean of Economic and Workforce Development, MPTC District Board policy, State Board rules, law and professional ethical behavior. Interviews were last held August 11, 2022.

Nursing Instructor, Fond du Lac Campus. This full-time vacancy was created when Melissa Rodriguez 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. This position reports to the Associate Dean of Health.

Promotion/Demotion/Transfer

Economic and Workforce Development-CNC Instructor, Fond du Lac Campus. This full-time position was created when Joshua Geschke accepted another position at 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. 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. Jeffrey Ternes was transferred into this position July 1, 2022.

V. CONSENT ITEMS

B. Financial Services – Accounting/Investments

Receipts and Disbursements Report as of July 31, 2022 including the Disbursement Detail for disbursements \$2,500 or greater

Monthly Investment Report as of July 31, 2022

Monthly Comparative Statement of Revenues and Expenses as of July 31, 2022

TAX LEVY RECEIVABLE

Through August 8, the District received tax levy payments totaling \$13,005,191.16 or 77.1% of the total levied. Last year's collection through August 10, 2021 was \$13,062,851.34 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>	<u>73.7%</u>
	<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 - August 2022										
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE	
American Bank of Beaver Dam	Critical Elements Cust Service	00002685	42324	\$ 2,906.26	\$ 290.63	\$ 1,165.78	\$ 1,740.48	14	0.16	
American Bank of Beaver Dam	Critical Elements Cust Service	00002685	42326	\$ 2,868.31	\$ 286.83	\$ 1,153.57	\$ 1,714.74	9	0.11	
American Bank of Beaver Dam	Critical Elements Cust Service	00002685	42325	\$ 2,883.49	\$ 288.35	\$ 1,143.01	\$ 1,740.48	11	0.13	
American Bank of Beaver Dam	Managing Customer Service	00002758	42542	\$ 1,416.74	\$ 141.67	\$ 546.50	\$ 870.24	6	0.04	
Amsted Automotive	Influential Leadership Series	00002954	42552	\$ 4,506.88	\$ 450.69	\$ 1,617.32	\$ 2,889.56	4	0.07	
Apache Stainless Equipment Corp.	Supervision 101	00002998	42491	\$ 825.00	\$ 82.50	\$ 207.87	\$ 617.13	1	0.02	
Apache Stainless Equipment Corp.	Welding Boot Camp Spring 2022 - Team Building/Problem Solving	00002968	31611	\$ 194.58		\$ 530.91	\$ (336.33)	1	0.1	
Apache Stainless Equipment Corp.	Welding Boot Camp Spring 2022 - Gas Tungsten Arc Welding 1	00002968	31521	\$ 209.00		\$ 1,421.66	\$ (1,212.66)	2	0.13	
Apache Stainless Equipment Corp.	Welding Boot Camp Spring 2022 - Gas Metal Arc Welding 1 (GMAW)	00002968	31520	\$ 8,943.57		\$ 1,790.46	\$ 7,153.11	2	0.13	
Apache Stainless Equipment Corp.	Welding Boot Camp Spring 2022 - Welding Theory and Safety	00002968	31515	\$ -		\$ 346.48	\$ (346.48)	1	0.03	
Apache Stainless Equipment Corp.	Welding Boot Camp Spring 2022 - Welding Internship	00002968	31593	\$ 4.08		\$ 220.62	\$ (216.54)	1	0.07	
Apache Stainless Equipment Corp.	Welding Boot Camp Spring 2022 - Occupational Math 1	00002968	31517	\$ 90.96		\$ 718.77	\$ (627.81)	1	0.07	
Apache Stainless Equipment Corp.	Welding Boot Camp Spring 2022 - Welding Print Reading	00002968	31519	\$ 279.99		\$ 1,665.88	\$ (1,385.89)	2	0.13	
Badger Liquor	Supervision 101	00002911	42491	\$ 825.00	\$ 82.50	\$ 207.87	\$ 617.13	1	0.02	
Boyd Corporation	GD&T - 24hr	00002897	42479	\$ 5,572.62	\$ 557.26	\$ 2,875.98	\$ 2,696.64	6	0.12	
Bradley Corporation	Statistical Analysis	00002884	42596	\$ 2,510.84	\$ 251.08	\$ 917.27	\$ 1,593.57	11	0.09	
Broan-NuTone LLC	Communicating as a Manager	00002943	42546	\$ 924.48	\$ 92.45	\$ 358.16	\$ 566.32	8	0.03	
Broan-NuTone LLC	Organizational Trust	00002943	42545	\$ 915.12	\$ 91.51	\$ 350.89	\$ 564.23	7	0.02	
Broan-NuTone LLC	Communicating as a Manager	00002943	42544	\$ 927.54	\$ 92.75	\$ 361.22	\$ 566.32	9	0.03	
Broan-NuTone LLC	Organizational Trust	00002943	42543	\$ 923.76	\$ 92.38	\$ 359.53	\$ 564.23	11	0.04	
Centro, Inc.	Electrical Theory AC Circuits	00002816	42597	\$ 2,400.00	\$ 240.00	\$ 739.45	\$ 1,660.55	3	0.03	
Centro, Inc.	Supervision 101	00002922	42441	\$ 5,098.15	\$ 509.82	\$ 2,246.65	\$ 2,851.50	5	0.1	
Comar LLC	Supervision 101	00002993	42491	\$ 1,650.00	\$ 165.00	\$ 415.73	\$ 1,234.27	2	0.04	
Dielectric Manufacturing	CNC Boot Camp Spring 2022 - Team Building/Problem Solving	00002931	31610	\$ 272.36		\$ 898.92	\$ (626.56)	1	0.1	
Dielectric Manufacturing	CNC Boot Camp Spring 2022 - Basic Programming	00002931	31522	\$ 18,453.26		\$ 3,942.46	\$ 14,510.80	2	0.2	
Dielectric Manufacturing	CNC Boot Camp Spring 2022 - Occupational Math 1	00002931	31587	\$ 151.63		\$ 1,407.27	\$ (1,255.64)	2	0.13	
Dielectric Manufacturing	CNC Boot Camp Spring 2022 - CNC Internship	00002931	31592	\$ 8.16		\$ 378.66	\$ (370.50)	2	0.13	
Dielectric Manufacturing	CNC Boot Camp Spring 2022 - Turning Center Operation	00002931	31590	\$ -		\$ 2,052.00	\$ (2,052.00)	2	0.13	
Dielectric Manufacturing	CNC Boot Camp Spring 2022 - CNC Machining Center Operation	00002931	31588	\$ -		\$ 2,052.00	\$ (2,052.00)	2	0.13	
Dielectric Manufacturing	CNC Boot Camp Spring 2022 - 2D CAD Mold/Die Print Reading	00002931	31627	\$ 336.84		\$ 2,388.84	\$ (2,052.00)	2	0.13	
Education To Go (Ed2Go)	Ed2Go-Administration	00003138	T1605	\$ 4,565.00		\$ 36.35	\$ 4,528.65	0	0	
EK Machine Co.	Welding Boot Camp Spring 2022 - Gas Metal Arc Welding 1 (GMAW)	00002967	31520	\$ 4,471.79		\$ 895.24	\$ 3,576.55	1	0.07	
EK Machine Co.	Welding Boot Camp Spring 2022 - Gas Tungsten Arc Welding 1	00002967	31521	\$ 104.50		\$ 710.83	\$ (606.33)	1	0.07	
EK Machine Co.	Welding Boot Camp Spring 2022 - Welding Print Reading	00002967	31519	\$ 140.00		\$ 832.95	\$ (692.95)	1	0.07	
EK Machine Co.	Welding Boot Camp Spring 2022 - Welding Theory and Safety	00002967	31515	\$ -		\$ 346.48	\$ (346.48)	1	0.03	
EK Machine Co.	Welding Boot Camp Spring 2022 - Team Building/Problem Solving	00002967	31611	\$ 194.58		\$ 530.91	\$ (336.33)	1	0.1	
EK Machine Co.	Welding Boot Camp Spring 2022 - Welding Internship	00002967	31593	\$ 4.08		\$ 220.62	\$ (216.54)	1	0.07	
Fortifi Bank	Employee Engagement	00002797	42394	\$ 602.38	\$ 61.50	\$ 246.53	\$ 355.85	2	0.01	
Fortifi Bank	Employee Engagement	00002797	42358	\$ 610.71	\$ 61.08	\$ 254.86	\$ 355.85	9	0.03	
Fortifi Bank	Employee Engagement	00002797	42355	\$ 613.09	\$ 61.31	\$ 257.24	\$ 355.85	11	0.04	
Fortifi Bank	Influence and Persuasion	00002797	42360	\$ 1,260.84	\$ 126.08	\$ 584.14	\$ 676.70	13	0.07	
Fortifi Bank	100% Cancellation Fee	00002955	T1603	\$ 648.60		\$ 199.31	\$ 449.29	0	0	
Fortifi Bank	STRAT	00002662	41414	\$ 12,000.00		\$ 7,527.68	\$ 4,472.32	2	0.13	

V. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - August 2022									
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE
FZE Manufacturing Solutions, LLC.	Supervision 101	00002983	42491	\$ 825.00	\$ 82.50	\$ 207.87	\$ 617.13	1	0.02
FZE Manufacturing Solutions, LLC.	CNC Boot Camp Spring 2022 - CNC Machining Center Operation	00002929	31588	\$ -		\$ 1,026.00	\$ (1,026.00)	1	0.07
FZE Manufacturing Solutions, LLC.	CNC Boot Camp Spring 2022 - Basic Programming	00002929	31522	\$ 9,226.61		\$ 1,971.21	\$ 7,255.40	1	0.1
FZE Manufacturing Solutions, LLC.	CNC Boot Camp Spring 2022 - Occupational Math 1	00002929	31587	\$ 75.81		\$ 703.62	\$ (627.81)	1	0.07
FZE Manufacturing Solutions, LLC.	CNC Boot Camp Spring 2022 - Turning Center Operation	00002929	31590	\$ -		\$ 1,026.00	\$ (1,026.00)	1	0.07
FZE Manufacturing Solutions, LLC.	CNC Boot Camp Spring 2022 - Team Building/Problem Solving	00002929	31610	\$ 272.37		\$ 898.95	\$ (626.58)	1	0.1
FZE Manufacturing Solutions, LLC.	CNC Boot Camp Spring 2022 - CNC Internship	00002929	31592	\$ 4.08		\$ 189.33	\$ (185.25)	1	0.07
FZE Manufacturing Solutions, LLC.	CNC Boot Camp Spring 2022 - 2D CAD Mold/Die Print Reading	00002929	31627	\$ 168.42		\$ 1,194.42	\$ (1,026.00)	1	0.07
Gleason Reel Corporation	Supervision 101	00002999	42491	\$ 1,650.00	\$ 165.00	\$ 415.73	\$ 1,234.27	2	0.04
John Deere	Confined Space	00002760	42255	\$ 938.91	\$ 93.89	\$ 908.65	\$ 30.26	10	0.03
John Deere	Confined Space	00002760	42267	\$ 935.02	\$ 93.50	\$ 890.61	\$ 44.41	9	0.03
John Deere	Lockout Tagout	00002761	42277	\$ 481.13	\$ 48.11	\$ 458.93	\$ 22.20	8	0.01
John Deere	Lockout Tagout	00002761	42259	\$ 473.35	\$ 47.34	\$ 451.15	\$ 22.20	6	0.01
John Deere	Lockout Tagout	00002838	42290	\$ 461.67		\$ 439.47	\$ 22.20	3	0.01
John Deere	Fall Protection	00002762	42281	\$ 465.56		\$ 443.36	\$ 22.20	4	0.01
John Deere	Fall Protection	00002762	42284	\$ 453.89		\$ 431.69	\$ 22.20	1	0
John Deere	Fall Protection	00002762	42263	\$ 465.56		\$ 443.36	\$ 22.20	4	0.01
John Deere	Fall Protection	00002762	42269	\$ 492.80		\$ 470.60	\$ 22.20	11	0.02
John Deere	Fall Protection	00002762	42266	\$ 485.02		\$ 462.82	\$ 22.20	9	0.02
John Deere	Fall Protection	00002762	42278	\$ 488.94		\$ 466.74	\$ 22.20	10	0.02
John Deere	Confined Space	00002760	42261	\$ 942.80	\$ 94.28	\$ 898.39	\$ 44.41	11	0.04
John Deere	Lockout Tagout	00002761	42286	\$ 457.78	\$ 45.78	\$ 435.58	\$ 22.20	2	0
John Deere	Confined Space	00002760	42276	\$ 931.13	\$ 93.11	\$ 886.72	\$ 44.41	8	0.03
John Deere	Lockout Tagout	00002761	42287	\$ 461.67	\$ 46.17	\$ 439.47	\$ 22.20	3	0.01
John Deere	Lockout Tagout	00002761	42271	\$ 492.80	\$ 49.28	\$ 470.60	\$ 22.20	11	0.02
John Deere	Lockout Tagout	00002761	42256	\$ 488.91	\$ 48.89	\$ 466.71	\$ 22.20	10	0.02
John Deere	Lockout Tagout	00002761	42262	\$ 492.80	\$ 49.28	\$ 470.60	\$ 22.20	11	0.02
John Deere	Confined Space	00002760	42279	\$ 938.91	\$ 93.89	\$ 894.50	\$ 44.41	10	0.03
John Deere	Lockout Tagout	00002761	42280	\$ 485.02	\$ 48.50	\$ 462.82	\$ 22.20	9	0.02
John Deere	Confined Space	00002760	42270	\$ 942.80	\$ 94.28	\$ 898.39	\$ 44.41	11	0.04
John Deere	Confined Space	00002760	42285	\$ 907.78	\$ 90.78	\$ 863.37	\$ 44.41	2	0.01
John Deere	Confined Space	00002760	42264	\$ 915.56	\$ 91.56	\$ 871.15	\$ 44.41	4	0.01
John Deere	Fall Protection	00002762	42257	\$ 485.02		\$ 462.82	\$ 22.20	9	0.02
John Deere	Confined Space	00002760	42282	\$ 903.89	\$ 90.39	\$ 859.48	\$ 44.41	1	0
John Deere	Lockout Tagout	00002761	42268	\$ 485.02	\$ 48.50	\$ 462.82	\$ 22.20	9	0.02
John Deere	Lockout Tagout	00002761	42283	\$ 453.89	\$ 45.39	\$ 431.69	\$ 22.20	1	0
John Deere	Lockout Tagout	00002761	42265	\$ 465.56	\$ 46.56	\$ 443.36	\$ 22.20	4	0.01
John Deere	Confined Space	00002760	42258	\$ 923.35	\$ 92.34	\$ 878.94	\$ 44.41	6	0.02
John Deere	Confined Space	00002760	42289	\$ 911.67	\$ 91.17	\$ 867.26	\$ 44.41	3	0.01
John Deere	100% Cancellation Fee	00003114	T1604	\$ 1,350.00		\$ 1,283.27	\$ 66.73	0	0
John Deere	Lockout Tagout	00002761	42292	\$ 488.91	\$ 48.89	\$ 466.71	\$ 22.20	10	0.02
John Deere	Lockout Tagout	00002761	42291	\$ 465.56	\$ 46.56	\$ 443.36	\$ 22.20	4	0.01
John Deere	Lockout Tagout	00002761	42288	\$ 485.02	\$ 48.50	\$ 462.82	\$ 22.20	9	0.02
John Deere	Fall Protection	00002762	42260	\$ 492.80		\$ 470.60	\$ 22.20	11	0.02
John Deere	Fall Protection	00002762	42254	\$ 488.91		\$ 466.71	\$ 22.20	10	0.02
John Deere	Fall Protection	00002762	42275	\$ 481.13		\$ 458.93	\$ 22.20	8	0.01
John Deere	Fall Protection	00002762	42272	\$ 450.00		\$ 447.26	\$ 2.74	5	0.01

V. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - August 2022									
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE
KMC Stampings	GD&T - 24hr	00002778	42480	\$ 7,153.45	\$ 715.35	\$ 3,004.75	\$ 4,148.70	7	0.14
KMC Stampings	Influential Leadership Series	00002780	42584	\$ 4,916.61	\$ 491.66	\$ 2,095.46	\$ 2,821.15	5	0.08
Kondex Corporation	STRAT	00002614	41414	\$ 6,000.00		\$ 3,809.17	\$ 2,190.83	1	0.07
Kraft Heinz Company	Supervision 101	00002781	42348	\$ 6,880.71	\$ 688.07	\$ 3,337.07	\$ 3,543.64	16	0.32
Kraft Heinz Company	Supervision 101	00002781	42347	\$ 6,221.11	\$ 622.11	\$ 2,677.47	\$ 3,543.64	11	0.22
Kraft Heinz Company	Industrial Machine Maintenance	00002823	42246	\$ 9,068.80	\$ 906.88	\$ 2,884.67	\$ 6,184.13	9	0.27
Kraft Heinz Company	Interpreting Engineer Drawing	00002823	42245	\$ 900.00	\$ 90.00	\$ 350.56	\$ 549.44	8	0.03
Kraft Heinz Company	Basic Hydraulics/Pneumatics	00002823	31524	\$ 8,617.76	\$ 861.78	\$ 3,577.76	\$ 5,040.00	8	0.27
Kreilkamp Trucking	CDL Cohort #3 - CDL Theory 1	00003069	31665	\$ 12,697.62		\$ 4,374.78	\$ 8,322.84	16	0.53
Kreilkamp Trucking	CDL Cohort #3 - CDL Theory 2	00003069	31666	\$ 21,406.32		\$ 7,293.98	\$ 14,112.34	16	1.07
Kreilkamp Trucking	CDL Cohort #3 - Class A CDL Driving 2	00002888	10153	\$ 32,111.04		\$ 26,975.78	\$ 5,135.26	16	1.6
Kreilkamp Trucking	CDL Cohort #3 - Class A CDL Driving 1	00002888	10152	\$ 32,109.48		\$ 7,884.90	\$ 24,224.58	16	1.6
Learning Resources Network Inc (UGotClass) (LERN)	UGotClass	00003139	71606	\$ 198.00		\$ 36.35	\$ 161.65	0	0
Mercury Marine	Mercury Marine - MerCruiser/Outboard	00002604	41804	\$ 211,645.00		\$ 186,190.26	\$ 25,454.74	804	15.2
Mercury Marine	CNC Machining Fundamentals	00002970	42511	\$ 19,103.73	\$ 1,910.37	\$ 8,033.41	\$ 11,070.32	10	0.67
Mercury Marine	NIMS Review/Cert Testing	00002970	42512	\$ 1,470.00	\$ 147.00	\$ 1,135.40	\$ 334.60	10	0.03
MetalCraft of Mayville, Inc.	Welding Boot Camp Spring 2022 - Team Building/Problem Solving	00002965	31611	\$ 389.16		\$ 1,061.82	\$ (672.66)	2	0.2
MetalCraft of Mayville, Inc.	Welding Boot Camp Spring 2022 - Welding Theory and Safety	00002965	31515	\$ -		\$ 692.95	\$ (692.95)	2	0.07
MetalCraft of Mayville, Inc.	Welding Boot Camp Spring 2022 - Gas Tungsten Arc Welding 1	00002965	31521	\$ 209.00		\$ 1,421.66	\$ (1,212.66)	2	0.13
MetalCraft of Mayville, Inc.	Welding Boot Camp Spring 2022 - Welding Internship	00002965	31593	\$ 8.16		\$ 441.26	\$ (433.10)	2	0.13
MetalCraft of Mayville, Inc.	Welding Boot Camp Spring 2022 - Occupational Math 1	00002965	31517	\$ 90.96		\$ 718.77	\$ (627.81)	1	0.07
MetalCraft of Mayville, Inc.	Welding Boot Camp Spring 2022 - Welding Print Reading	00002965	31519	\$ 140.00		\$ 832.95	\$ (692.95)	1	0.07
MetalCraft of Mayville, Inc.	Welding Boot Camp Spring 2022 - Gas Metal Arc Welding 1 (GMAW)	00002965	31520	\$ 8,741.28		\$ 895.23	\$ 7,846.05	1	0.07
Mid-States Aluminum Corporation	CNC Boot Camp Spring 2022 - Turning Center Operation	00002928	31590	\$ -		\$ 1,026.00	\$ (1,026.00)	1	0.07
Mid-States Aluminum Corporation	CNC Boot Camp Spring 2022 - CNC Machining Center Operation	00002928	31588	\$ -		\$ 1,026.00	\$ (1,026.00)	1	0.07
Mid-States Aluminum Corporation	CNC Boot Camp Spring 2022 - 2D CAD Mold/Die Print Reading	00002928	31627	\$ 168.42		\$ 1,194.42	\$ (1,026.00)	1	0.07
Mid-States Aluminum Corporation	CNC Boot Camp Spring 2022 - Occupational Math 1	00002928	31587	\$ -		\$ 627.81	\$ (627.81)	1	0.07
Mid-States Aluminum Corporation	CNC Boot Camp Spring 2022 - Team Building/Problem Solving	00002928	31610	\$ 116.63		\$ 743.21	\$ (626.58)	1	0.1
Mid-States Aluminum Corporation	CNC Boot Camp Spring 2022 - CNC Internship	00002928	31592	\$ -		\$ 185.25	\$ (185.25)	1	0.07
Mid-States Aluminum Corporation	CNC Boot Camp Spring 2022 - Basic Programming	00002928	31522	\$ 9,226.61		\$ 1,971.21	\$ 7,255.40	1	0.1
Mid-States Aluminum Corporation	Basic Mill - Mastercam	00002590	42607	\$ 3,575.00	\$ 357.50	\$ 1,777.24	\$ 1,797.76	5	0.07
National Exchange Bank & Trust	Microsoft Excel Series	00003074	42667	\$ 450.00		\$ 111.63	\$ 338.37	1	0.02
National Exchange Bank & Trust	STRAT	00002616	41414	\$ 6,000.00		\$ 3,751.70	\$ 2,248.30	1	0.07
Prairie Rivet	Supervision 101	00002997	42491	\$ 825.00	\$ 82.50	\$ 207.87	\$ 617.13	1	0.02
R B Royal Industries, Inc.	Welding Boot Camp Spring 2022 - Welding Print Reading	00002969	31519	\$ 279.99		\$ 1,665.88	\$ (1,385.89)	2	0.13
R B Royal Industries, Inc.	Welding Boot Camp Spring 2022 - Gas Tungsten Arc Welding 1	00002969	31521	\$ 209.00		\$ 1,421.66	\$ (1,212.66)	2	0.13
R B Royal Industries, Inc.	Welding Boot Camp Spring 2022 - Welding Theory and Safety	00002969	31515	\$ -		\$ 692.95	\$ (692.95)	2	0.07
R B Royal Industries, Inc.	Welding Boot Camp Spring 2022 - Gas Metal Arc Welding 1 (GMAW)	00002969	31520	\$ 8,943.57		\$ 1,790.46	\$ 7,153.11	2	0.13
R B Royal Industries, Inc.	Welding Boot Camp Spring 2022 - Occupational Math 1	00002969	31517	\$ 181.92		\$ 1,437.55	\$ (1,255.63)	2	0.13
R B Royal Industries, Inc.	Welding Boot Camp Spring 2022 - Welding Internship	00002969	31593	\$ 4.08		\$ 437.18	\$ (433.10)	2	0.13
R B Royal Industries, Inc.	Welding Boot Camp Spring 2022 - Team Building/Problem Solving	00002969	31611	\$ 389.16		\$ 1,061.82	\$ (672.66)	2	0.2
Regal Ware	Supervision 101	00002913	42491	\$ 1,650.00	\$ 165.00	\$ 415.73	\$ 1,234.27	2	0.04
Sadoff Iron & Metal Company	Microsoft Excel Level 2	00003072	42665	\$ 159.00		\$ 69.93	\$ 89.07	1	0.01
Sadoff Iron & Metal Company	Supervision 101	00002982	42491	\$ 825.00	\$ 82.50	\$ 207.87	\$ 617.13	1	0.02
Sadoff Iron & Metal Company	Microsoft Excel Level 3	00003073	42666	\$ 159.00		\$ 69.92	\$ 89.08	1	0.01
Sadoff Iron & Metal Company	STRAT	00002617	41414	\$ 6,000.00		\$ 3,747.40	\$ 2,252.60	1	0.07

V. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - August 2022									
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE
Seneca Foods Corporation	Basic Pneumatics/Hydraulics	00002822	42414	\$ 4,098.25	\$ 409.83	\$ 2,028.25	\$ 2,070.00	7	0.11
Seneca Foods Corporation	Intro to Ind Controls & PLC	00002822	42415	\$ 3,612.16	\$ 361.22	\$ 1,542.16	\$ 2,070.00	7	0.11
Seneca Foods Corporation	Blueprint Reading - 12hr Basic	00002822	42413	\$ 2,754.10	\$ 275.41	\$ 1,374.10	\$ 1,380.00	7	0.07
Serigraph, Inc.	Frontline Supervisor Ldrshp	00002964	42554	\$ 5,932.98	\$ 593.30	\$ 2,483.38	\$ 3,449.60	18	0.36
Specialty Cheese Company, Inc	Spanish-English - Speak/Listen	00002736	41632	\$ 3,375.00	\$ 337.50	\$ 904.68	\$ 2,470.32	18	0.18
Specialty Cheese Company, Inc	Spanish-English - Speak/Listen	00002736	41633	\$ 3,375.00	\$ 337.50	\$ 904.68	\$ 2,470.32	14	0.14
Spring Valley USA	STRAT	00002613	41414	\$ 6,000.00		\$ 3,746.32	\$ 2,253.68	1	0.07
Tenneco Powertrain	Supervision 101	00003006	42491	\$ 825.00	\$ 82.50	\$ 207.81	\$ 617.19	1	0.02
Wabash National	Welding Boot Camp Spring 2022 - Welding Theory and Safety	00002966	31515	\$ -		\$ 346.48	\$ (346.48)	1	0.03
Wabash National	STRAT	00002615	41414	\$ 2,500.00		\$ 1,327.23	\$ 1,172.77	1	0.07
Wabash National	Welding Boot Camp Spring 2022 - Welding Internship	00002966	31593	\$ -		\$ 216.54	\$ (216.54)	1	0.07
Wabash National	Welding Boot Camp Spring 2022 - Gas Tungsten Arc Welding 1	00002966	31521	\$ 104.50		\$ 710.83	\$ (606.33)	1	0.07
Wabash National	Welding Boot Camp Spring 2022 - Gas Metal Arc Welding 1 (GMAW)	00002966	31520	\$ 4,471.79		\$ 895.24	\$ 3,576.55	1	0.07
Wabash National	Welding Boot Camp Spring 2022 - Welding Print Reading	00002966	31519	\$ 140.00		\$ 832.95	\$ (692.95)	1	0.07
Wabash National	Welding Boot Camp Spring 2022 - Occupational Math 1	00002966	31517	\$ 90.96		\$ 718.77	\$ (627.81)	1	0.07
Wabash National	Welding Boot Camp Spring 2022 - Team Building/Problem Solving	00002966	31611	\$ 194.58		\$ 530.91	\$ (336.33)	1	0.1
Weasler Engineering, Inc.	CNC Boot Camp Spring 2022 - Turning Center Operation	00002930	31590	\$ -		\$ 1,026.00	\$ (1,026.00)	1	0.07
Weasler Engineering, Inc.	CNC Boot Camp Spring 2022 - Basic Programming	00002930	31522	\$ 9,226.61		\$ 1,971.21	\$ 7,255.40	1	0.1
Weasler Engineering, Inc.	CNC Boot Camp Spring 2022 - CNC Internship	00002930	31592	\$ 4.08		\$ 189.33	\$ (185.25)	1	0.07
Weasler Engineering, Inc.	CNC Boot Camp Spring 2022 - Occupational Math 1	00002930	31587	\$ 75.81		\$ 703.62	\$ (627.81)	1	0.07
Weasler Engineering, Inc.	CNC Boot Camp Spring 2022 - 2D CAD Mold/Die Print Reading	00002930	31627	\$ 168.43		\$ 1,194.43	\$ (1,026.00)	1	0.07
Weasler Engineering, Inc.	CNC Boot Camp Spring 2022 - Team Building/Problem Solving	00002930	31610	\$ 272.37		\$ 898.95	\$ (626.58)	1	0.1
Weasler Engineering, Inc.	CNC Boot Camp Spring 2022 - CNC Machining Center Operation	00002930	31588	\$ -		\$ 1,026.00	\$ (1,026.00)	1	0.07
TOTAL				\$ 603,929.21	\$ 15,477.81	\$ 398,736.68	\$ 205,192.53	1528	31.3

V. CONSENT ITEMS

SUGGESTED MOTION:

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

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

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

Roll call vote:

- _____ Treichel
- _____ Hopp
- _____ Guerrero
- _____ Johnson
- _____ Zeratsky
- _____ Jung
- _____ Hill
- _____ Hintz
- _____ Schwab

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

The following information is being presented in compliance with Board Policy 1.8 – Policy Development, Review and Modification. This policy states that Board Policies shall be reviewed and adopted by a majority of the Board in accordance with a policy review schedule to be conducted during regular Board meetings.

At the July 11, 2022 Board meeting, the Board reviewed all policies within the Governance Process and Board/Staff Relationship sections manual including policies BP 1.1 through BP 2.3. The Board had no suggested edits to the policies.

It is recommended that the aforementioned policies be documented as reviewed accordingly.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board document Board Policies 1.1 through 2.3 as reviewed and approved without any edits for the 2022-23 fiscal year.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Governance Commitment
Policy Number	BP 1.1
Policy Owner	Board Chairperson
Adopted	July 10, 2017
Reviewed	February 20, 2019; July 11, 2022
Revised	

The Board of Trustees of Moraine Park Technical College will always act in the best interest of the College and the community as a whole. The Board seeks to fulfill its stewardship role on behalf of the residents of the Moraine Park Technical College District.

In its governance, the Board is committed to the College's core values as stated in the Value Statements, Vision, Mission, Strategic Priorities and Statements listed in the Ends Board Policies. These values will guide development of Board policies and all governance practices of the Board.

The Board will govern Moraine Park Technical College in accordance with its established policies, directives from the Wisconsin Technical College System, and the constitutions and laws of the United States of America and the State of Wisconsin.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Governing Philosophy
Policy Number	BP 1.2
Policy Owner	Board Chairperson
Adopted	July 10, 2017
Reviewed	February 20, 2019; July 11, 2022
Revised	

The Board of Trustees of Moraine Park Technical College has the authority and accompanying responsibility for the effective governance of the College. The Board carries out this responsibility through the commitment to fundamental philosophical beliefs about their roles and leadership and how those are embodied by the actions of the trustees, the College President, and the faculty and staff that comprise the broader College District.

The Board embraces a governance view that is strategic, future-oriented, proactive, positive, ambitious, transparent and deliberative. This governing philosophy encourages diversity in viewpoints, reinforces the centrality of Board policy-making and empowers the President with clear direction.

More specifically, the Board will:

- Operate in all ways mindful to its trusteeship and stewardship obligations to the citizens of its District.
- Take action only in official Board meetings called, scheduled and conducted according to statutory requirements.
- Ensure the continuity of its governance capability through individual training, development and the orientation of new members in the Board’s governance process.
- Lead and inspire the organization through the careful establishment of the broadest organizational policies reflecting the District’s values. The Board’s major focus will be on the intended long-term impact of the College on the District stakeholders.
- Accept collective responsibility for excellence in governance. The Board will use the expertise of individual trustees to enhance the work of the Board as a body, rather than to substitute their individual judgments for those of the Board as a whole.
- Monitor and discuss the Board’s process and performance regularly for continuous improvement. Annual self-monitoring will include comparison of Board activity and discipline to policies in the Governance Process and Board-Staff Relationship categories and any Board goals that may be established annually.
- Seek balanced input from various sources including staff, students, alumni, employers and other community members on Board policies. The Board will initiate timely linkages with stakeholder groups as needed.
- Make decisions, to the extent possible, on a consensus basis.
- The Board maintains active membership in local, state and national associations and affiliations that the Board deems appropriate to the mission of the College:
 - Wisconsin Technical College District Boards Association (DBA)
 - Association of Community College Trustees (ACCT)

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Board Responsibility
Policy Number	BP 1.3
Policy Owner	Board Chairperson
Adopted	July 10, 2017
Reviewed	February 20, 2019; July 11, 2022
Revised	

The Board of Trustees of Moraine Park Technical College functions as a collective body to promote a positive image for the College while representing the community in determining and assuring appropriate organizational performance. Board responsibilities are distinguished from staff responsibilities by the following:

- Serving as the official governance link between the College and the community stakeholders and maintaining a positive image when representing the College to the public.
- Employing and supervising the College President.
- Selecting and retaining the services of District legal counsel, the public financial depository institution and financial auditor.
- Enacting written governing policies which address:
 - GOVERNANCE PROCESS: Specification of how the Board conceives, carries out and monitors its own tasks.
 - BOARD-STAFF RELATIONSHIP: How authority and accountability is delegated to the President and its proper use monitored.
 - EXECUTIVE EXPECTATIONS: Expectations of executive authority which establish legal, prudent and ethical behavior for executing activities and decisions.
 - ENDS: College services, impacts, benefits, outcomes, recipients and their relative worth. Ends include College vision, mission, purpose and strategic priorities.
- Monitoring College effectiveness in meeting Board policies on Ends.
- Assessing President’s performance through a formal review prior to July 1 each year with respect to achievement of Board policies on Ends and Executive Limitations, responsibilities to the President’s job description, and the President’s annual goals and objectives as established by the Board in consultation with the President.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Board Member's Role
Policy Number	BP 1.4
Policy Owner	Board Chairperson
Adopted	August 16, 2017
Reviewed	February 20, 2019; July 11, 2022
Revised	

The Board of Trustees of Moraine Park Technical College functions as a collective body. The success of the Board depends on each individual Board member exercising responsibility through positive actions in the following areas:

- Being effective at Board meetings through appropriate preparation, regular attendance, and active participation in Board discussions and willingness to volunteer for committees or officer assignments.
- Understanding and supporting the Board governance concept and Board policies.
- Being knowledgeable concerning the College means for accomplishing its ends, such as organization, budget, accreditation, facilities, instructional programs, student services, and key processes.
- Being knowledgeable concerning the organization of the Wisconsin Technical College System and applicable state statutes.
- Being familiar with major district, state, and national issues affecting the College.
- Engaging in Board and self-development activities designed to promote Board effectiveness through attendance at state, regional, and national Board association meetings and by utilizing resources available in the College.
- Attending College events.
- Representing the College to the community in a positive image.
- Being active in legislative advocacy.
- Regularly attending Board meetings, workshops, and retreats to participate in and understand consensus building, stakeholder representation, in-depth College knowledge, and goal setting.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Board Officers and Roles
Policy Number	BP 1.5
Policy Owner	Board Chairperson
Adopted	August 16, 2017
Reviewed	February 20, 2019; July 11, 2022
Revised	February 20, 2019

The officers of the District Board shall be the Chairperson, Vice Chairperson, Secretary, and Treasurer.

- The officers shall be elected at the annual organizational meeting of the Board on the second Monday in July.
- If a vacancy occurs in any of the District Board officer positions after the annual organizational meeting, the District Board may elect an officer to fill the vacancy at a subsequent Board meeting.

Chairperson's Role

The Chairperson is elected by the Board of Trustees. As the elected leader of the Board, the Chairperson shall maintain the integrity of the Board's process and represent the Board to outside parties. The Chairperson is the only Board member authorized to speak for the Board (beyond simply reporting Board decisions), other than in rare and specifically authorized instances.

- No person may serve as chairperson for more than two successive annual terms. (Wis. Stats. sec. 38.08(3), as amended)
- The Chairperson shall ensure the Board and individual Board members act consistently with the Board's own rules and policies and those legitimately imposed upon the Board from outside the College.
 - The Chairperson shall preside at Board meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership.
 - Discussion at the Board meetings will be on those issues which, according to Board policy, belong to the Board to decide, not the President.
 - Deliberation will be fair, open, and thorough, but also efficient, timely, orderly, and to the point.
 - The Chairperson will attempt to arrive at a consensus by the Board members on Board decisions. The Chairperson will stimulate discussion among the Board members.
- The Chairperson sets the agenda with input from board members and the President.
- The Chairperson is authorized to use any reasonable interpretation of the provisions in Governance and Board-Staff Relationship policies in carrying out the role of Chairperson.
- The Chairperson has no authority to make decisions regarding implementation of the Ends and Executive Limitations policies. Such implementation is reserved for the President.
- The Chairperson is responsible for the Board/President relationship and shall communicate and interact with the President. However, since the President is responsible to the entire Board, the Chairperson has no authority to unilaterally supervise or direct the President.
- The Chairperson or designee shall sign on behalf of the entire Board, all documents needing such authorization.
- The Chairperson shall ensure the other Board members are informed of current and pending Board issues and processes.
- The Chairperson is empowered to chair Board meetings in accordance with the *Robert's Rules of Order, Revised*, unless suspended or waived.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

Chairperson's Role (continued)

- Subject to Board approval, the Chairperson shall prosecute all necessary legal actions in the name of the District for the recovery of damages and forfeitures or to obtain injunctive relief.
- The Chairperson shall appoint members of committees established by the Board as well as outside organizations including the Foundation, as appropriate.
- The Chairperson shall ensure compliance with all required duties imposed by law, including but not limited to:
 - The Chairperson, or designee, shall communicate with the public as required by law with respect to providing public notice of all meetings of the College Board of Trustees. The Chairperson may delegate the function of providing notice, but may not delegate the responsibility.
 - The Chairperson may delegate responsibility for the orientation of new Board members and for providing them with mentors.
- At the annual spring Board workshop, conduct an evaluation of the effectiveness of the Board, evaluate performance of goals, and set goals for the subsequent year.

Vice Chairperson's Role

The Vice Chairperson is elected by the Board of Trustees.

- The Vice Chairperson shall have all of the authority and duties of the Chairperson in the absence of the Chairperson.
- The Vice Chairperson shall have such other authority and duties as the Board may from time to time determine and direct.

Secretary's Role

The Secretary is elected by the Board of Trustees.

- Unless otherwise specified by law, the Secretary is designated as the official custodian of all records of the District. The Secretary may delegate the day-to-day maintenance of the custody of the records to the President of the College, but may not delegate the responsibility.
- The Secretary shall maintain a record and the official minutes of all meetings of the Board.
- Where a function is assigned to the clerk of a governmental unit, and the District is designated as one of such governmental units, such function shall be performed by the Secretary.
- On or before the first Monday in March, or within thirty (30) days of the date on which a vacancy on the Board occurs, the Secretary shall notify each member of the Appointment Committee, each governing body having a member on the Appointment Committee and the Board of the vacancy or of terms of office which will expire during the year.
- Annually, by October 31 of each year, or within ten (10) days after receipt of the equalized valuations from the Department of Revenue, whichever is later, the Secretary shall file with the clerk of each city, village, and town, any part of which is located in the District, a certified statement showing the amount of the levy and the proportionate amount of the tax to be spread upon the tax rolls for collection in each city, village, and town.
- In the absence of both the Chairperson and the Vice Chairperson, the Secretary shall call the District Board meeting to order and shall serve as Chairperson while the Board elects a Chairperson Pro Tempore.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

Treasurer's Role

The Treasurer is elected by the Board of Trustees.

- The Treasurer shall be the official custodian of all monies received by the District and shall be accountable for such funds. The Treasurer may delegate the day-to-day maintenance of the custody of the funds to the President of the College, but may not delegate the responsibility. All expenditures exceeding \$2,500 shall be approved by the Board (Wis. Stat. sec. 38.12(2), as amended).
- The Treasurer shall serve as the chair of the Finance Committee.
- The Board may, by resolution, authorize other persons' signatures or the use of a facsimile or digital signature.
- The Board shall authorize the signature of payroll, accounts payable, grants, refunds, and other accounts at its annual organizational meeting in July. The use of a facsimile or digital signature does not relieve the Board or the Treasurer from any liability to which the Board or the Treasurer is otherwise subject, including the unauthorized use of the facsimile or digital signature of the Treasurer.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Board Agenda and Meetings
Policy Number	BP 1.6
Policy Owner	Board Chairperson
Adopted	August 16, 2017
Reviewed	February 20, 2019; June 16, 2021; July 11, 2022
Revised	February 20, 2019, June 16, 2021

Notification

District Board meetings are public meetings and open to the public in accordance with Chapter 19, Wis. Stats. Every public notice of a Board meeting shall set forth the time, date, place and subject matter of the meeting, including that intended for consideration at a contemplated closed session per Wis. Stat. sec. 19.84(2), as amended.

Agenda

The Board shall assume and exercise responsibility for oversight of Board planning and agenda setting. Accordingly, each member of the Board shall have an opportunity to identify issues to be considered on the Board agenda. The Chairperson shall work with the President to prepare and disseminate the agenda.

- The College Vision, Mission, Value Statements, and Strategic Priorities will be reviewed annually.
- Subjects for major policy issues to be discussed and acted upon by the Board will be developed on an annual basis.
- The Board will conduct an annual organizational meeting on the second Monday of July for the purpose of administering the Oath of Office to newly elected Board Members and for the election of Board Officers. (Wis. Stat. sec. 38.08(3), as amended)

Meetings

The regular meetings of the District Board shall be held monthly, subject to change by call of the Chairperson with the approval of the District Board. Proper notification of all Board meetings shall be given to the public and the news media as required by the Wisconsin Open Meetings Law. Based upon Wisconsin Statutes, all regular and special meetings of the Board shall be open to the public, with the exception of closed sessions.

Unless suspended or waived, the rules of parliamentary procedure according to the current edition of *Robert's Rules of Order, Revised* shall govern those proceedings to which they are applicable. Unless otherwise specifically provided by statute, no secret ballot may be utilized to determine any election of other decision of a governmental body except the election of the officers of such body in any meeting.

All committee, regular, and closed session meetings will be accessible via virtual or phone options; however, Board members are encouraged to attend meetings in person unless the member is prevented from physically attending due to personal illness or disability; employment or family conflicts; or weather-related emergencies.

An opportunity for public input, called Public Comments, shall be available at each Board meeting. Unless requested by the Board Chairperson from the audience, regarding a specific agenda topic, public comments or dialogue are not allowed during other portions of the Board meeting and/or discussion. Public comment periods are not considered to be public hearings or a forum for public debate.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

Certain ground rules will be followed regarding the public comment at Board meetings. These ground rules are meant to protect all citizens so that the work of the Board serves everyone, not only those able to attend the meeting:

- The Board Chair will determine the total amount of time devoted to public comment at any given meeting and may establish a maximum number of individuals heard or maximum number of minutes provided to each citizen.
- Prior to the start of the meeting, individuals who wish to address the Board must sign in with the Board Assistant and provide any requested information.
- Only individuals signed in to offer public comment will be invited by the Board Chair to do so and will be required to identify themselves prior to their commentary.
- Individuals should not expect to engage in dialogue or discussion with members of the Board on any matters raised during the public comment period as Board members have no obligation to respond to statements made.
- Individuals recognized to speak by the Board Chair may not engage in debate or dialogue with any other person at the meeting.
- Comments shall be respectful and courteous. Comments which do not conform to those requirements including those that are personal, threatening, attack others, are obscene or insulting, or are properly subject to closed sessions such as those relating to personnel matters, will not be allowed. Offenders may be required to leave the meeting.

Closed Sessions

The District Board may also meet in Closed Session in accordance with Wis. Stat. sec. 19.85(1), as amended. Closed Sessions can be before, after, or anytime during a regular meeting provided proper legal notice is given. Closed sessions are called by the Chairperson and approved by a majority of the Board for discussion pertaining to areas provided in Wisconsin Statutes. When final action is taken in proper closed session, the resolution and result of vote must be made available for public inspection.

Quorum

A quorum for the transaction of business shall consist of a majority of the members of the District Board, but a smaller number may adjourn a meeting. (Wis. Stat. sec. 15.07(4), as amended)

Board members should be aware of and avoid walking quorums. A walking quorum is a series of meetings, telephone conferences, electronic communication, or some other means of communication by a number of Board members who come into an agreement regarding College business that collectively would constitute a quorum. Features such as 'reply all' and 'forward' may provide the information instantly to the number of Board members to be considered a quorum and thus violating Open Meetings Law. To avoid unintentionally creating a walking quorum, Board members should refrain from engaging in substantive discussion or coming to agreement on a uniform course of action among separate groups of members.

Minutes

The President, under the direction of the Secretary of the Board, shall keep, or cause to be kept by the assistant to the Board, complete records of all actions (motions and resolutions) of the Board meetings through the minutes.

The minutes of a meeting shall be sent to the members of the Board before the meeting at which they are to be approved. Corrections in the minutes may be made at the meeting at which they are to be approved.

Board Records

The President shall maintain a permanent record of the minutes of all Board meetings and shall provide each Board member with copies of the minutes, agenda, current budget information, policies adopted by the Board, and any other reference information.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Board Committees
Policy Number	BP 1.7
Policy Owner	Board Chairperson
Adopted	September 20, 2017
Reviewed	February 20, 2019; July 11, 2022
Revised	

The Board shall act as a committee of the whole and shall not create, use, or rely on standing committees for any purpose with the exception of the following:

- The Board may establish ad hoc committees when, in the judgment of the Board, such ad hoc committees are appropriate and required for the completion of a specific project or task. When such ad hoc committees are formed, the Board shall approve a statement of the committee’s charge, as well as a timeline for the completion of the committee’s work.
- The Board Chairperson shall appoint the members of the ad hoc committee and name the committee’s chair from among its members. When appropriate to the committee’s task, its members may include persons from the staff or from the community.
- It is the responsibility of ad hoc committees to complete the assigned task and to prepare a written report or to deliver an oral report to the full Board. When this task is completed, the committee shall be discharged.
- Ad hoc committees do not exercise control or authority over the President or the staff.
- Ad hoc committees have no independent authority or power to act in lieu of the Board, except when formally given such authority for specific and time-limited purposes.
- The Board, as a collective body, may meet as a committee of the whole for work and discussion sessions, but no official action will be at these sessions. The committee of the whole shall meet at the discretion of the Board Chairperson.
- The Board of Trustees currently has a Finance Committee. The establishment and appointment of the Board Finance Committee is made at the discretion of the Board Chairperson. The Board Chairperson may choose to appoint this committee at the annual organizational meeting, or at a future meeting as desired. The District Board Treasurer serves as the chairperson of this committee; the Deputy Treasurer will serve as backup. Historically, membership has consisted of new Board members and those Board members with a specific interest in the financial operations of the District. However, all Board members are invited to attend Finance Committee meetings.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Policy Development, Review and Modification
Policy Number	BP 1.8
Policy Owner	Board Chairperson
Adopted	September 20, 2017
Reviewed	February 20, 2019; July 11, 2022
Revised	

It is the responsibility of the Board to provide leadership, guidance, and direction to govern the current and future affairs of the College. Such actions, when approved by the Board, shall be articulated as statements of Board policy and shall be incorporated into a single, unified and comprehensive compilation of a Board policy manual. The Board shall develop and maintain policies that are essential to govern itself and shall review all policies periodically. These Board policies shall be reviewed and adopted by a majority of the Board in accordance with a policy review schedule to be conducted during regular Board meetings. Board policies shall consist of the Governance Process, Board-Staff Relationship, Executive Limitations and Board Ends. Board policy statements shall comply with the provisions of Chapter 38 of the Wisconsin Statutes.

- All policies will have a consistent format with a policy title, policy number, policy owner, adopted date, review date and/or revision date. Statutory references shall be included, where appropriate.
- When articulating policy, the Board shall strive for brevity, clarity, and continued expression of a positive and future-oriented tone.
- All new, revised, suspended or deleted Board policies shall require public notice and approval by the Board at regularly scheduled Board meetings and actions recorded in the minutes.
- All Board policies, including statutory references, will be maintained on the College’s public website, www.morainepark.edu, and accessible to all staff and the public.
- Board policy considerations may be initiated by any sector of the community; however, the Board may direct the topic to be considered as an Administrative policy developed by the President rather than a Board policy.
- The Board may recommend that legal counsel review appropriate new policies, or where appropriate, update existing policies, for concurrence with statutes, administrative codes or other legally binding regulatory organizations governing the College.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	Code of Ethics
Policy Number	BP 1.9
Policy Owner	Board Chairperson
Adopted	September 20, 2017
Reviewed	February 20, 2019; July 11, 2022
Revised	February 20, 2019

The Board expects ethical and professional conduct of itself and its members. Each member of the Board is an appointed representative of the citizens of the entire District and, therefore, embraces the public’s trust. The Board members’ obligations, as a group, are both legal and ethical. Each member promises to carry out his/her duties with the very highest ethical conduct and to carry out the Board’s requirements under the applicable education code provisions of the State of Wisconsin and such other local, state, and federal laws as apply.

- Board members must represent unconflicted loyalty to their responsibilities to the College superseding personal interests and their interests in other organizations. Board members must not use any information provided by the College or acquired as a consequence of their service to the College in any manner except to further their Board duties, nor may they misrepresent known facts on an issue involving College business.
- Board members must assure that all actions and decisions are done to better serve students, local businesses and industries, and District residents.
- Board members must avoid conflict of interest with respect to their fiduciary responsibility.
 - There must be no self-dealing or any conduct of private business or personal services between any Board member and the organization except as procedurally controlled to assure openness, competitive opportunity and equal access to inside information.
 - When the Board is to consider an issue as to which a member has an unavoidable personal conflict of interest, that member shall not participate in any way in the consideration or vote upon such issue.
 - Board members shall not use their positions to obtain employment in the College for themselves, family members or close associates. Should a member desire employment, he or she must first resign from the Board.
 - Wis. Stat. sec. 946.13(1)(a), as amended, prohibits a Board member, in his or her private capacity, from negotiating, bidding, or entering into a contract in which the Board member has a direct or indirect financial interest if the Board member is authorized or required by law to participate in his or her capacity as a member of the College Board. Consequently, a Board member may be required to resign his or her Board position in order to avoid a conflict of the above-referenced statute.
- Board members will respect and protect the confidentiality appropriate to issues of a sensitive nature, including discussions in Closed Session.
- Board members will appropriately address citizen requests brought before them by referring the request to the President.
- Board members recognize that each Trustee is only one member of a team, and that all Board actions are taken as a group in such a manner that the best interests of the entire College community are advanced.
 - Board members’ interaction with the President or with staff must recognize the lack of authority in any individual Board member or group of Board members except as noted in Board policies.
 - Board members’ interaction with the public, press or other entities must recognize the same limitation and the similar inability of any Board member or Board members to speak for the Board.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

- Board members are responsible for evaluating the performance of the President in accordance with Board policies and relevant contractual documents. Board members will not evaluate the performance of the President's subordinates.
- Board members are strongly discouraged from engaging in a consensual relationship of a romantic or sexual nature involving another Board member, employee, or student. These relationships may constitute or create a situation of alleged abuse of power, sexual harassment, conflict of interest, or other conduct prohibited by these policies. A Board member who is in a consensual relationship shall disclose the nature of the relationship to the Board Chairperson.
- A Board member who has a reasonable basis to believe another Board member has violated a Board policy shall report the alleged violation to the President, the Board Chairperson, or any officer of the Board. A Board member shall also report his or her own alleged violation of a Board policy according to the preceding provisions. This duty includes, but is not limited to, conduct that may embarrass the College or adversely affect its reputation or the Board's governance under these policies, including, but not limited to, designation of sex offender status, pending charges under state or federal criminal law, or conviction under state or federal criminal law.
- The procedures below apply to a Board member who allegedly violates this Board policy or any other Board policy. The President, Board Chairperson, or officer of the Board who has received a report of an alleged violation is responsible for determining the appropriate procedure to be followed, which may include any procedure specified below. A report of a violation of this or any other Board policy made to the President, Board Chairperson or Board officer shall be promptly referred to the Board Chairperson. An alleged violation that involves the Board Chairperson shall be referred to the officers of the Board. The following additional procedural steps shall apply:
 - The Board Chairperson shall inform the Board member against whom the allegation is made of the allegation. The Board Chairperson, in his or her sole discretion, may meet with the Board member at any time prior to, during, or following any investigation to discuss and resolve the matter. If the matter is not resolved, the Board Chairperson shall refer the matter to the officers of the Board.
 - The Board or the officers of the Board shall inform the Board member against whom the allegation is made of the allegation if the preceding paragraph is not applicable. The officers of the Board may meet with the Board member to discuss and resolve the matter.
 - The President, Board Chairperson, or officers of the Board, at any time, may authorize an investigation of the matter by a qualified investigator, internal or external to the College. The final report of the investigation, if any, shall be provided to the Board.
 - If the matter is not resolved, the Board may vote, by a majority of the full Board, to refer the matter, with or without a recommendation, to the Board Appointment Committee as then constituted pursuant to Wis. Stat. §38.10(1). The Appointment Committee may, by majority vote, remove the Board member at pleasure pursuant to Wis. Stat. §17.13(1). The preceding also acknowledges that Wis. Stat. §17.13(3) provides that a Board member is subject to removal by a judge of the appropriate circuit court, for cause.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: GOVERNANCE PROCESS	
Policy Title	College Budgeting Process
Policy Number	BP 1.10
Policy Owner	Board Chairperson
Adopted	October 18, 2017
Reviewed	February 20, 2019; July 11, 2022
Revised	

The Board shall oversee the development and administration of the annual budget.

- The Board delegates to the President the responsibility to prepare the financial reports and detailed schedules as required by state statute and applicable rules.
- The Board’s role in the College budget process includes the following sequence of activities:

Fiscal Year

1st Quarter (July-September)

- The Board reviews the College’s Vision, Mission, End Statements, Values, Strategic Priorities and Annual Objectives.
- The Board reviews the College’s prior year financial results and considers adjustments for future budget development.

2nd Quarter (October-December)

- In October, the Board sets the District tax levy and mill rate for the current year’s budget, Wis. Stat. sec. 65.90(5), as amended.

3rd Quarter (January-March)

- The Board approves the applicable student fees for the future year (typically in February).
- The Board approves and sets overall budget development parameters and assumptions for the general fund budget (typically in February).
- The Board reviews the capital budget and related debt service plans (typically in March).

4th Quarter (April-June)

- The Board reviews the proposed College budget in April and approves it for publication prior to the public hearing, Wis. Stat. sec. 65.90(3)(a), as amended.
- A public hearing on the proposed budget takes place during the month of May. At the hearing, the Board considers public input.
- Following the public hearing, the Board adopts the budget at their June meeting, Wis. Stat. sec. 38.12(5m), as amended.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: BOARD/STAFF RELATIONSHIP	
Policy Title	Delegation to the President
Policy Number	BP 2.1
Policy Owner	Board Chairperson
Adopted	October 18, 2017
Reviewed	July 11, 2022
Revised	

The Board of Trustees appoints the President as the chief executive officer of the College and delegates to the President the task of achieving the College Mission, Vision, Strategic Priorities and End Statements.

- The Board may limit the administrative authority that the President may exercise in practices, methods, and conduct through establishment of Executive Limitations policies, by contract, or as otherwise authorized by law.
- The President is authorized to establish and implement Administrative policies and procedures.
- The President may take actions based on any reasonable interpretation of the Board’s policies and Executive Limitations policies.
- The President is authorized to expend district funds pursuant to the Board’s delegation and the College Mission, Vision, Strategic Priorities, and End Statements.
- The Board may change its policies. However, as long as a policy is in effect, the Board will support the President’s administrative decisions unless circumstances require otherwise. And, despite the preceding, the Board reserves all rights lawfully delegated to it pursuant to Chapter 38 of the Wisconsin Statutes.
- The President is obligated to follow decisions made by the Board as a collective body.
 - Decisions or instructions of individual Board members are not binding on the President except when the Board has specifically authorized such exercise of authority.
 - The President shall seek direction from the Board Chairperson on requests from individual Board members that in the President’s judgment may require a material amount of staff time, funds, or that are potentially disruptive. The President shall seek direction from the Board Vice-Chairperson if applicable.
- The President may request a waiver of a Board policy if the President believes a waiver is in the best interest of the College.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: BOARD/STAFF RELATIONSHIP	
Policy Title	President's Responsibilities
Policy Number	BP 2.2
Policy Owner	Board Chairperson
Adopted	November 15, 2017
Reviewed	July 11, 2022
Revised	

The President is the chief executive officer of the College and is the Board's single official link with the College as an organization. The President is accountable to the Board acting as a collective body. The Board will instruct the President through written policies delegating implementation to the President.

The President's responsibilities are:

- College operation within the boundaries established in Board policies.
- Accomplishment of the responsibilities set forth in the President's contract.
- Accomplishment of annual goals and objectives established by the Board in consultation with the President.

The President has five major functions:

- Provide leadership and direction so that the organization has a continuous and effective effort to accomplish the College Vision, Mission, Value Statements, and Strategic Priorities.
- Provide leadership and direction so that College operation is within the boundaries established in Board policies.
- Accomplish the responsibilities set forth in the President's contract.
- Accomplish annual goals and objectives established by the Board in consultation with the President.
- Represent the College to the general public and all its diverse constituencies.

The Board as a collective body will assess presidential performance in meeting the above responsibilities through periodic reviews of the President, but not less than annually.

VI. ACTION ITEMS

A. Approval of Board Policies – Governance Process and Board/Staff Relationship

BOARD POLICY TYPE: BOARD/STAFF RELATIONSHIP	
Policy Title	Monitoring College Effectiveness
Policy Number	BP 2.3
Policy Owner	Board Chairperson
Adopted	November 15, 2017
Reviewed	July 11, 2022
Revised	

The Board shall monitor College effectiveness in meeting Board policies. Monitoring will be done in a way to permit the Board to use most of its time to create the future.

College effectiveness may be monitored in one or more of three ways:

INTERNAL REPORTS – Disclosure of information to the Board from the President and staff. Internal reports are based on a yearly schedule approved by the Board and include, but are not limited to reports on:

- Strategic Priorities
- Programming and Services
- Capital Initiatives and Leasing
- Fiduciary Responsibility
- Board Special Requests
- Executive Limitations

EXTERNAL REPORTS – Disclosure of compliance information by an external auditor or other persons or entities external to the institution. External reports include, but are not limited to:

- Financial Audit/Management Reports
- Actuarial Studies
- Credit Reports
- Licensing Examination Results
- Accreditation Reports
- WTCS Reports on College Comparables
- Media Reports
- Community Connection Presentations

DIRECT BOARD INSPECTION – The Board will periodically review the various forms of compliance information through an ad hoc committee or through the Board as a whole. This is an inspection of documents, activities, or circumstances directed by the Board, which allows a test of policy compliance.

As a result of the Board’s monitoring, the Board shall review Board policies and make any adjustments necessary to improve College effectiveness.

VI. ACTION ITEMS

B. Approval of Initial Resolution Authorizing General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Initial Resolution")

The District Board desires to consider the Initial Resolution authorizing the issuance of general obligation bonds or promissory notes in the amount of not to exceed \$55,000,000 for the public purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility (the "Project").

We have reviewed the process with our financial consultant, and bond counsel has prepared the appropriate legal resolution.

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 LLP to prepare all relevant documents.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board adopt the following Initial Resolution Authorizing General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 for the public purpose of paying the cost of the Project.

Roll call vote:

_____ Zeratsky
_____ Treichel
_____ Schwab
_____ Guerrero
_____ Johnson
_____ Jung
_____ Hill
_____ Hintz
_____ Hopp

VI. ACTION ITEMS

B. Approval of Initial Resolution Authorizing General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Initial Resolution")

INITIAL RESOLUTION
AUTHORIZING GENERAL OBLIGATION BONDS OR PROMISSORY NOTES
IN AN AMOUNT NOT TO EXCEED \$55,000,000

BE IT RESOLVED by the District Board of the Moraine Park Technical College District, Wisconsin that there shall be issued pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds or promissory notes in an amount not to exceed \$55,000,000 for the public purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility.

Adopted and recorded August 17, 2022.

Tom Hopp
Chairperson

ATTEST:

Michael E. Schwab
Secretary

(SEAL)

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

The District Board desires to consider the Referendum Resolution to direct that the Initial Resolution Authorizing General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 be submitted to the electors at the November 8, 2022 election and to call for a referendum election to be held on that date.

In addition, the Referendum Resolution contains exhibits with the forms of the notices to be published leading up to the referendum election date and the form of the ballot. The Referendum Resolution also sets forth other procedural requirements related to the referendum election.

We have reviewed the process with our financial consultant, and bond counsel has prepared the appropriate legal resolution.

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 LLP to prepare all relevant documents.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board adopt the following Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000.

Roll call vote:

_____ Treichel
_____ Johnson
_____ Hill
_____ Hintz
_____ Schwab
_____ Zeratsky
_____ Jung
_____ Guerrero
_____ Hopp

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

RESOLUTION PROVIDING FOR A REFERENDUM ELECTION ON THE QUESTION OF THE APPROVAL OF AN INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR PROMISSORY NOTES IN AN AMOUNT NOT TO EXCEED \$55,000,000

WHEREAS, the District Board of the Moraine Park Technical College District, Wisconsin (the "District"), has heretofore duly adopted a resolution entitled: "Initial Resolution Authorizing General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000" (the "Initial Resolution"); and

WHEREAS, the District Board deems it to be desirable and in the best interest of the District to direct the Secretary to submit the Initial Resolution to the electors for approval or rejection at the regularly scheduled election to be held on November 8, 2022.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District as follows:

Section 1. Referendum Election Date. The Secretary is hereby directed to call a referendum election to be held in the District at the regularly scheduled election to be held on November 8, 2022 for the purpose of submitting to the qualified electors of the District the proposition of whether the Initial Resolution shall be approved.

Section 2. Notice to Electors. The Secretary is directed to give notice by:

- (a) causing a Notice to Electors in substantially the form attached hereto as Exhibit A to be published in the Fond du Lac Reporter, the Daily Citizen and the Daily News within ten days after the date hereof.
- (b) causing a Notice of Election in substantially the form attached hereto as Exhibit B to be published in the Fond du Lac Reporter, the Daily Citizen and the Daily News in the issue published on the fourth Tuesday before the referendum election.
- (c) causing a Notice of Referendum (which includes the facsimile of the sample ballot) in substantially the form attached hereto as Exhibit C to be published in the Fond du Lac Reporter, the Daily Citizen and the Daily News in the issue published immediately preceding the referendum election. This Notice shall also be posted in each polling place on election day.

If any of the municipalities within the District use an electronic voting system employing a ballot label and ballot card, the Notice of Referendum set forth in Exhibit C shall also include a true, actual-size copy of the ballot label and ballot card in the form in which they will appear on election day.

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

Section 3. Polling Places and Hours. The District electors must vote at the referendum election at the times and polling places at which they cast their ballots in regularly scheduled elections.

Section 4. Referendum Election Officials. The election officials appointed in each of the municipalities within the District shall conduct the election.

Section 5. Official Referendum Ballot Form. The ballot to be used at the referendum election shall be prepared in accordance with the provisions of Sections 5.64(2) and 7.08(1)(a), Wisconsin Statutes. The ballot shall be substantially in the form attached hereto as Exhibit D.

The Secretary shall cause to be printed sufficient ballots for use at said referendum election, both as actual ballots in those polling places which do not use voting machines and as absentee ballots where voting machines are used and as specimen ballots (the latter to be of a different and easily identifiable color from the actual ballot). The form of the ballot shall be filed with the official responsible for providing the ballots for the election, and the Secretary shall file a copy of the ballot with the clerk of each county having territory within the District, as soon as possible after the date hereof but in no event later than 70 days prior to the election, as provided in Section 8.37, Wisconsin Statutes. If the District prepares the ballots, they should be delivered to the municipal clerks running the election at least 52 days prior to the election, to allow the municipal clerks to comply with their obligation to provide absentee ballots under Section 7.15, Wisconsin Statutes.

The municipal clerks of the municipalities within the District shall receive applications for absentee ballots and initial the same when issued to qualified absentee voters.

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

Section 6. Canvass. The returns of the referendum election shall be canvassed by the Board of Canvassers of each municipality within the District and by the county Board of Canvassers of each county within the District. Each county Board of Canvassers shall certify the returns of the referendum election to the Secretary. The Secretary and two other reputable citizens appointed by the Secretary prior to the date of the referendum election shall act as the District's Board of Canvassers for this referendum election. This Board of Canvassers shall meet in open session as soon as possible after the receipt of the certified copies of the canvass statements from the counties to determine the result of the referendum election. The canvass shall be open to the public and the Secretary is directed to give due notice of said meeting.

Adopted and recorded August 17, 2022.

Tom Hopp
Chairperson

ATTEST:

Michael E. Schwab
Secretary

(SEAL)

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

EXHIBIT A

NOTICE TO THE ELECTORS
OF
MORAINE PARK TECHNICAL COLLEGE DISTRICT
CALUMET, COLUMBIA, DODGE, FOND DU LAC, GREEN LAKE, MARQUETTE,
SHEBOYGAN, WASHINGTON, WAUSHARA AND WINNEBAGO COUNTIES,
WISCONSIN

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called, noticed, held and conducted on August 17, 2022, adopted an Initial Resolution entitled:

INITIAL RESOLUTION AUTHORIZING
GENERAL OBLIGATION BONDS OR
PROMISSORY NOTES IN AN AMOUNT NOT
TO EXCEED \$55,000,000

Said Initial Resolution was adopted pursuant to the provisions of Chapter 67 of the Wisconsin Statutes to authorize a borrowing in an amount not to exceed \$55,000,000 through the issuance of general obligation bonds or promissory notes of the District for the public purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility.

Copies of said Initial Resolution and a detailed breakdown of the capital improvement program to be financed with the proceeds of the proposed issue are on file in the District Office located at 235 North National Avenue, Fond du Lac, Wisconsin and may be inspected weekdays except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

The District Board has called for a referendum election on the Initial Resolution to be held on November 8, 2022.

Dated August 17, 2022.

BY ORDER OF THE
DISTRICT BOARD
Michael E. Schwab
Secretary

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

EXHIBIT B

NOTICE OF ELECTION MORAINÉ PARK TECHNICAL COLLEGE DISTRICT NOVEMBER 8, 2022

Referendum Details

At an election in the Moraine Park Technical College District on Tuesday, November 8, 2022, the following question will be submitted to a vote of the people:

"Shall the Moraine Park Technical College District, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds or promissory notes in an amount not to exceed \$55,000,000 for the public purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility?"

A copy of the entire text of the resolution directing submission of the question set forth above to the electorate and information concerning District boundaries can be obtained at the District offices located at 235 North National Avenue, Fond du Lac, Wisconsin.

Additional Information

Acceptable photo ID will be required to vote at this election. If you do not have a photo ID you may obtain a free ID for voting from the Division of Motor Vehicles.

Persons with questions regarding the referendum election should contact Bonnie Baerwald, President.

Done in the Moraine Park Technical College District
on October 11, 2022
Michael E. Schwab
Secretary

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

EXHIBIT C

NOTICE OF REFERENDUM MORAINES PARK TECHNICAL COLLEGE DISTRICT NOVEMBER 8, 2022

Referendum Election Details

At an election to be held in the Moraine Park Technical College District on November 8, 2022, the following proposed Initial Resolution of the District Board will be submitted to a vote of the people:

INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS OR PROMISSORY NOTES IN AN AMOUNT NOT TO EXCEED \$55,000,000

BE IT RESOLVED by the District Board of the Moraine Park Technical College District, Wisconsin that there shall be issued pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds or promissory notes in an amount not to exceed \$55,000,000 for the public purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility.

Ballot Text

The question will appear on the ballot as follows:

"Shall the Moraine Park Technical College District, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds or promissory notes in an amount not to exceed \$55,000,000 for the public purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility?"

Explanation

The referendum election ballot will ask District electors to vote "yes" or "no" on the referendum election question as set forth above.

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

A "yes" vote on the question is a vote to approve the borrowing of \$55,000,000 by the Moraine Park Technical College District through the issuance of general obligation bonds or promissory notes for the purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility.

A "no" vote on the question is a vote to deny the Moraine Park Technical College District the authority to borrow \$55,000,000 through the issuance of general obligation bonds or promissory notes for the purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility.

In the event a majority of the electors voting on the question vote "yes", the District will be authorized to undertake the capital improvement program described in the question and borrow not in excess of \$55,000,000 therefor; if a majority vote "no" on the question set forth above, the District will not be so authorized.

Location and Hours of Polling Places

Information as to the location of the polling places is available in the District Office at 235 North National Avenue, Fond du Lac, Wisconsin.

All polling places will be open at 7:00 A.M. and will close at 8:00 P.M. All polling places are accessible to elderly and disabled voters.¹

If you have any questions concerning your polling place, contact your municipal clerk.

Notice of Meeting of the Local, Municipal and County Board of Canvassers

At the close of voting on Election Day, pursuant to the provisions of Wis. Stat. § 19.84, the Election Inspectors will convene as a joint meeting of the Local Board of Canvassers and the Municipal Board of Canvassers for the purpose of conducting the local and municipal canvasses pursuant to Wis. Stat. §§7.51 and 7.53(1). The County Board of Canvassers shall convene, pursuant to the provisions of Wis. Stat. §19.84 for the purpose of conducting the county canvass pursuant to Wis. Stat. §7.60. These meetings will be open to the public pursuant to Wis. Stat. §§ 19.81-89.

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

Information to Electors²

Upon entering the polling place and before being permitted to vote, an elector shall:

- state their name and address
- show an acceptable form of photo identification*
- sign the poll book**

***If an elector does not have acceptable photo identification, the elector may obtain a free photo ID for voting from the Division of Motor Vehicles.**

****If the elector is unable to sign the poll book due to disability, a poll worker may write the word "exempt."**

If an elector is not registered to vote, they may register to vote at the polling place serving their residence if the elector provides proof of residence.

Where ballots are distributed to electors, the initials of two inspectors must appear on the ballot.³

Upon being permitted to vote, the elector shall enter a voting booth or go to a machine and cast their ballot. The vote should not be cast in any manner other than specified here. Sample ballots or other materials to assist the elector in marking their ballot may be taken into the booth and copied. The sample ballot shall not be shown to anyone so as to reveal how the ballot is marked.

An elector who is a parent or guardian may be accompanied by the elector's minor child or minor ward.

An election official may inform the elector of the proper manner for casting a vote but the official may not advise or indicate a particular voting choice.

Assistance for Voting

An elector may select an individual to assist in casting their vote if the elector declares to the presiding official that they are unable to read, have difficulty reading, writing, or understanding English, or that due to disability are unable to cast their ballot. The selected individual rendering assistance may not be the elector's employer or an agent of that employer or an officer or agent of a labor organization which represents the elector.

Where Paper Ballots are Used

On referendum questions, the elector shall make a mark (X) in the square next to "yes" if in favor of the question, or the elector shall make a mark (X) in the square next to "no" if opposed to the question.

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

Where Optical Scan Voting is Used

On referendum questions, the elector shall fill in the oval or connect the arrow next to "yes" if in favor of the question, or the elector shall fill in the oval or connect the arrow next to "no" if opposed to the question.

When using an *electronic ballot marking device* ("Automark," "ExpressVote," "Clear Access or "ImageCast Evolution-ICE") to mark an **optical scan ballot** on referendum questions, the elector shall touch the screen or use the tactile pad to select "yes" if in favor of the question, or the elector shall touch the screen or use the tactile pad to select "no" if opposed to the question.

Where Touch Screen Voting is Used

On referendum questions, the elector shall touch the screen at "yes" if in favor of the question, or the elector shall touch the screen at "no" if opposed to the question.

After Voting the Ballot

After an official **paper ballot** is marked, it shall be folded so the inside marks do not show, but so the printed endorsements and inspectors' initials on the outside do show. The elector shall deposit the voted ballot in the ballot box or deliver the ballot to an inspector for deposit and shall leave the polling place promptly.

After an official **optical scan ballot** is marked, it shall be inserted in the security sleeve, so the marks do not show. The elector may insert the ballot in the voting device and discard the sleeve or deliver the ballot to an inspector for deposit. If a central count system is used, the elector shall insert the ballot in the ballot box and discard the sleeve or deliver the ballot to an inspector for deposit. The elector shall leave the polling place promptly.

After an official **touch screen ballot** is cast, the elector shall leave the polling place promptly.

Spoiling Ballots

If an elector spoils a **paper or optical scan** ballot, they shall return it to an election official who shall issue another ballot in its place, but not more than three ballots shall be issued to any one elector. If the ballot has not been initialed by two inspectors or is defective in any other way, the elector shall return it to the election official who shall issue a proper ballot in its place.⁴

The elector may spoil a **touch screen** ballot at the voting station before the ballot is cast.

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

The following is a sample of the official ballot:

Official Referendum Ballot

November 8, 2022

Notice to Voters: If you are voting on Election Day, your ballot must be initialed by two election inspectors. If you are voting absentee, your ballot must be initialed by the municipal clerk or deputy clerk. Your ballot may not be counted without initials. (See end of ballot for initials).

Instructions to Voters
If you make a mistake on your ballot or have a question, ask an election inspector for help. (Absentee voters: contact your municipal clerk).
To vote in favor of a question, make an "X" or other mark in the square next to "Yes," like this: <input checked="" type="checkbox"/>
To vote against a question, make an "X" or other mark in the square next to "No," like this: <input checked="" type="checkbox"/>
District
Question: Shall the Moraine Park Technical College District, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds or promissory notes in an amount not to exceed \$55,000,000 for the public purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility?
<input type="checkbox"/> Yes
<input type="checkbox"/> No

Persons with questions regarding the referendum election should contact Bonnie Baerwald, President.

Done in the Moraine Park Technical College District
on November 7, 2022
Michael E. Schwab
Secretary

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

EXHIBIT D

Official Referendum Ballot

November 8, 2022

Notice to Voters: If you are voting on Election Day, your ballot must be initialed by two election inspectors. If you are voting absentee, your ballot must be initialed by the municipal clerk or deputy clerk. Your ballot may not be counted without initials. (See end of ballot for initials).

Instructions to Voters	
If you make a mistake on your ballot or have a question, ask an election inspector for help. (Absentee voters: contact your municipal clerk).	
To vote in favor of a question, make an "X" or other mark in the square next to "Yes," like this: <input checked="" type="checkbox"/>	
To vote against a question, make an "X" or other mark in the square next to "No," like this: <input checked="" type="checkbox"/>	
District	
Question: Shall the Moraine Park Technical College District, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds or promissory notes in an amount not to exceed \$55,000,000 for the public purpose of paying the cost of capital expenditures for the purchase or construction of buildings, building additions, remodeling and improvements, site improvements, the acquisition of sites, and the purchase of fixed and other equipment at District locations, including, but not limited to, advanced manufacturing facilities at the Fond du Lac and West Bend Campuses, a health and human services facility at the Fond du Lac Campus, and a regional fire training facility?	
<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

VI. ACTION ITEMS

C. Approval of Resolution Providing for a Referendum Election on the Question of the Approval of An Initial Resolution Authorizing the Issuance of General Obligation Bonds or Promissory Notes in an Amount Not to Exceed \$55,000,000 (the "Referendum Resolution")

(Reverse Side of Ballot)

OFFICIAL REFERENDUM BALLOT

November 8, 2022

for

Moraine Park Technical College District, Wisconsin

Municipality and ward number(s): _____

Ballot issued by _____

Initials of Inspectors of Election

Absentee Ballot issued by _____

Initials of Municipal Clerk or
Deputy Clerk
(If issued by SVDs, both SVDs must initial.)

Certification of Voter Assistance

I certify that I marked or read aloud this ballot at the request and direction of a voter who is authorized under Wis. Stat. §6.82 to receive assistance.

Signature of assistor

VI. ACTION ITEMS

D. Approval of Resolution Authorizing the Issuance of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin

Included in the 2022-23 budget, as adopted by the District Board on June 15, 2022 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 \$875,000 for remodeling projects to include a classroom refresh at the West Bend campus and a new electrical apprenticeship lab at the Fond du Lac campus to support the expansion of programming to the campus and other capital improvement projects. In addition, \$3,000,000 is 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, September 21, 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 \$3,875,000 General Obligation Promissory Notes, Series 2022-23A for the public purpose of financing building remodeling, and improvement projects and acquisition of movable equipment.

Roll call vote:

_____ Zeratsky
_____ Guerrero
_____ Hill
_____ Hintz
_____ Schwab
_____ Treichel
_____ Jung
_____ Johnson
_____ Hopp

VI. ACTION ITEMS

D. Approval of Resolution Authorizing the Issuance of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE ISSUANCE OF \$3,875,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2022-23A, OF MORAINÉ PARK TECHNICAL COLLEGE DISTRICT, WISCONSIN

WHEREAS, the Moraine Park Technical College District, Wisconsin (the "District") is presently in need of \$875,000 for the public purpose of financing building remodeling and improvement projects and \$3,000,000 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 \$875,000 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 \$3,000,000 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 \$3,875,000 and designated "General Obligation Promissory Notes, Series 2022-23A" (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 resolution authorizing the Notes to be given to the electors of the District by publishing notices thereof in the Fond du Lac Reporter, the 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 September 21, 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.

VI. ACTION ITEMS

D. Approval of Resolution Authorizing the Issuance of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin

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.

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 17th day of August, 2022.

Tom Hopp
Chairperson

Attest:

Michael E. Schwab
Secretary

VI. ACTION ITEMS

D. Approval of Resolution Authorizing the Issuance of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, 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 August 17, 2022, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$875,000 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 9:00 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 August 17, 2022.

BY ORDER OF THE DISTRICT BOARD

District Secretary

VI. ACTION ITEMS

D. Approval of Resolution Authorizing the Issuance of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, 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 August 17, 2022, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$3,000,000 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 9:00 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 August 17, 2022.

BY ORDER OF THE DISTRICT BOARD

District Secretary

VII. CORRESPONDENCE AND REPORTS

A. Districts Mutual Insurance (DMI) Update

Steve Stoeger-Moore, President of DMI, will provide an overview presentation to the board.

B. 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 End of Year Report.

C. District Boards Association Reports/Upcoming Events

1. July 21-23 Summer Meeting Reports

Board members that attended the July 21-23 Summer Meeting may provide reports.

2. 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. Truck Driving Completion Ceremony, August 25, 3:00 pm, West Bend Campus
2. WTCS State Board Meeting, September 13-14, 4:30 pm/8:30 am, Fox Valley Technical College
3. District Board Meeting, September 21, 5:00 pm, Fond du Lac Campus
4. DBA Fall Meeting, October 6-8, All Day, Chippewa Valley Technical College
5. ACCT Leadership Congress, October 26-29, All Day, New York City, NY

VIII. CLOSED SESSION

A. Approval to Convene into Closed Session

It is the Board's intent to convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(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 complaints involving the College).

SUGGESTED MOTION:

I move 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 complaints involving the College).

Roll call vote:

_____ Zeratsky
_____ Guerrero
_____ Hill
_____ Hintz
_____ Schwab
_____ Treichel
_____ Jung
_____ Johnson
_____ Hopp

(UPON COMPLETION OF THE CLOSED SESSION, THE BOARD WILL RECONVENE INTO OPEN SESSION)

IX. ADJOURNMENT

SUGGESTED MOTION:

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