



# MORaine PARK TECHNICAL COLLEGE

## DISTRICT BOARD MEETING

**Wednesday, September 21, 2022**

**Moraine Park Technical College**

**235 N. National Ave., Fond du Lac, WI – Room A-112**

**Virtual meeting option via Microsoft Teams**

**Ph: (414) 662-4790 | Conference ID: 114 474 345#**

### Upcoming Meetings

TITLE	DATE	TIME	LOCATION
District Boards Association Fall Meeting	October 6-8	All Day	Chippewa Valley Technical College
District Board Meeting	October 19	5:00 pm	Fond du Lac Campus
ACCT Leadership Congress	October 26-29	All Day	New York City, NY
District Board Fall Workshop	November 1	4:00 pm	Fond du Lac

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

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# MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

Wednesday, September 21, 2022 – 5:00 p.m.  
Moraine Park Technical College  
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## **I. OPTIONAL LOWER O-WING CAMPUS TOUR – 4:00 p.m.**

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An optional tour of the newly remodeled Lower O-Wing will be provided.

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## **II. ROLL CALL – 5:00 p.m.**

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### **A. Meeting Announcement**

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

Roll call:

\_\_\_\_\_ Schwab  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Treichel  
\_\_\_\_\_ Guerrero  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Hintz  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Hopp

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## **III. PUBLIC COMMENTS**

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

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## **IV. INTRODUCTIONS**

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The new Auxiliary Services Manager, Associate Dean of Health, Nursing Instructor, and K-12 Partnership Coordinator, will be introduced to the board.

## V. APPROVAL OF MINUTES

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### SUGGESTED MOTION:

***I move that the Moraine Park Technical College District Board approve the August 17, 2022 meeting minutes as presented.***

### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES August 17, 2022

#### ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:00 p.m., August 17, 2022, in Room T-101 of Moraine Park Technical College, 2151 North Main Street, West Bend, Wisconsin, Chairperson Tom Hopp presiding. Board members present at the meeting were Vernon Jung, Steve Hill, Bur Zeratsky, Mike Schwab, Sara Hintz, Kate Treichel, and Diane Guerrero. Board member Rob Johnson was excused.

#### MEETING NOTICE

Notice of the meeting was sent to the District's official newspapers (the Beaver Dam Daily Citizen, the West Bend Daily News, and the Fond du Lac Reporter) as well as to other media in compliance with Wis. Stat. sec. 19.81 through 19.98.

#### PUBLIC COMMENTS

The public was provided with an opportunity to comment to the Board. No comments from the public were received.

#### APPROVAL OF MINUTES

MOTION Treichel, second Jung, that the Moraine Park Technical College District Board approve the July 11, 2022 meeting minutes as presented. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

#### CONSENT ITEMS – MONTHLY BUSINESS

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

1. 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. July receipts total \$2,378,968.25. July disbursements total -\$4,720,413.10. Roll call vote: Treichel, yes; Schwab, yes; Guerrero, yes; Johnson, excused; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

## V. APPROVAL OF MINUTES

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### MORaine PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES August 17, 2022 (continued)

#### APPROVAL OF BOARD POLICIES - GOVERNANCE PROCESS AND BOARD/STAFF RELATIONSHIP

MOTION Schwab, second Zeratsky, 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. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

#### APPROVAL OF INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS OR PROMISSORY NOTES IN AN AMOUNT NOT TO EXCEED \$55,000,000 (THE "INITIAL RESOLUTION")

MOTION Jung, second Zeratsky, 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.

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.

Roll call vote: Treichel, yes; Schwab, yes; Guerrero, yes; Johnson, excused; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

#### 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")

MOTION Jung, second Zeratsky, 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.

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

## V. APPROVAL OF MINUTES

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### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES August 17, 2022 (continued)

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.

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.

## V. APPROVAL OF MINUTES

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### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES August 17, 2022 (continued)

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.

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.

Roll call vote: Treichel, yes; Schwab, yes; Guerrero, yes; Johnson, excused; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

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

MOTION Zeratsky, second Hintz, 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.

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

## V. APPROVAL OF MINUTES

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### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES August 17, 2022 (continued)

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.

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.



## V. APPROVAL OF MINUTES

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### MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES August 17, 2022 (continued)

Roll call vote: Treichel, yes; Schwab, yes; Guerrero, yes; Johnson, excused; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

#### DISTRICTS MUTUAL INSURANCE (DMI) UPDATE

Steve Stoeger-Moore, President of Districts Mutual Insurance presented a brief update overview report, highlighting services offered, business practices, and organizational structure. Information only; no Board action required.

#### PRESIDENT'S REPORT

President Baerwald shared highlights from the finalized 2021-22 End of Year Report. Planned communications in relation to the upcoming referendum were shared. Highlights of meetings recently attended included numerous meetings in the Green Lake County region to explore potential partnership opportunities, Envision Greater Fond du Lac Board meeting which noted recent resignations and assistance in recruiting efforts, and continuation and progress of AIR Center Campaign. Legislative Update noted passage of the Inflation Reduction Act with more information forthcoming as it becomes known. WTCS Update included the recent July State Board meeting which included Fire Protection Associate Degree approval and various statutory adjustments to align with federal limitations. College Activities update included faculty in-service event, Foundation Board meeting which included member transitions and approvals of AIR Center naming rights and approval to disburse funds from an anonymous gift, Community Impact Award presentations, and recent Burke Center Welding certificate completion ceremony. Information only; no Board action required.

#### WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION REPORTS/UPCOMING EVENTS

Board members that attended the recently held Summer District Boards Association meeting provided reports from sessions attended. Potential dates for the upcoming fall workshop were discussed, and Tuesday, November 1 was selected. 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.

#### CLOSED SESSION

MOTION Schwab, second Zeratsky, 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: Treichel, yes; Schwab, yes; Guerrero, yes; Johnson, excused; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

## V. APPROVAL OF MINUTES

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### **MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES August 17, 2022 (continued)**

#### RECONVENE TO OPEN SESSION

MOTION Jung, second Schwab, that the Moraine Park Technical College District Board reconvene into open session. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

#### ADJOURNMENT

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

The Board meeting was adjourned at 6:48 p.m.

## VI. CONSENT ITEMS

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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**

Angela Reyes, Multicultural Student Support & Programming Specialist, ended employment with the College effective August 16, 2022. Angela had been with the College since January 2022.

Heidi Sternig, Recruiter, submitted her resignation effective August 24, 2022. Heidi had been with the College since June 2017.

Nikki Dahlke, EWD Recruitment & Advising Specialist, submitted her resignation effective August 30, 2022. Nikki had been with the College since April 2019.

Jeffrey Peters, Desktop Support Technician, submitted his resignation effective September 16, 2022. Jeffrey had been with the College since October 2012.

Troy Niemuth, CNC/Tool & Die Technologies Instructor, submitted his retirement effective September 30, 2022. Troy has been with the College since July 2014.

Brenda Raad, Dean of General Studies, submitted her resignation effective October 7, 2022. Brenda has been with the College since February 2010.

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

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. After screening and interviewing, Robert Blanck was selected and started August 31, 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. After screening and interviewing, Mackenzie Roeske was selected and started August 16, 2022.

EWD Contract Specialist, Fond du Lac Campus. This full-time 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. After screening and interviewing, Terri Kollmann was selected and started September 6, 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. After screening and interviewing, Brian Ish was selected and started September 6, 2022.

## VI. CONSENT ITEMS

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### A. Human Resources – Employment

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

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. After screening and interviewing, Kylee Schneider was selected and started September 13, 2022.

Recruiter, West Bend Campus. This full-time vacancy was created when Heidi Sternig submitted her resignation. This position will provide outreach, recruitment, enrollment and initial retention of students through direct contact and assistance from application to registration. After screening and interviewing, Sandra Botham was selected and will start October 3, 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 September 9, 2022.

English Language Learning Program Specialist, West Bend Campus. This part-time vacancy 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 part-time vacancy 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.

Academic Advisor, Fond du Lac Campus. This full-time vacancy was created when Kristin Kozlowski accepted another position at the College. This position is responsible for establishing and maintaining contact with students in assigned program area(s) to provide registration, enrollment, and general academic assistance. This position focuses on retention by supporting students through referrals to appropriate support services. Interviews were last held September 12, 2022.

Multicultural Student Support & Programming Specialist, West Bend Campus. This full-time vacancy was created when Angela Reyes ended employment with the College. This position develops effective strategies for student engagement and academic success. Providing campus wide programming and one on one coaching to increase inclusion, belonging and retention of all multicultural student populations. Interviews were last held September 14, 2022.

## VI. CONSENT ITEMS

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### A. Human Resources – Employment

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

Administrative Assistant – Business and Information Technology, Fond du Lac campus. This full-time vacancy was created when Jennifer Matteson accepted another position at the College. This position provides administrative support and technical assistance to the Business and Information Technology Instructional work team

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

Instructional Designer, Fond du Lac Campus. This full-time position was 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, Amerling was selected and started August 22, 2022.

Heather received her Master of Arts degree in Education from Marian University. Heather was most recently the Family and Consumer Sciences Teacher/Department Head at Waupun Area Junior/Senior High School.

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

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. After screening and interviewing, Kristin Kozlowski was selected and started September 16, 2022.

Kristin Kozlowski received her Bachelor of Arts degree from Saint Norbert College. Kristin was most recently an Academic Advisor for Moraine Park Technical College.

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

EWD Welding Instructor, Fond du Lac Camus. 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 person reports to the Associate Dean of Economic and Workforce Development. After screening and interviewing, Kelly Komoroski was selected and started August 16, 2022.

## VI. CONSENT ITEMS

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### A. Human Resources – Employment

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

Kelly received his Technical Diploma in Welding from Lakeshore Technical College. Kelly most recently was a Senior Welding Inspector and Welder Trainer at Construction Forms.

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

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. After screening and interviewing, Breana Sutfin was selected and started August 15, 2022.

Breana received her Master of Science degree in Nursing from Walden University. Breana was most recently an Associate Professor at Marian University.

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

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. After screening and interviewing, Koecher Vue was selected and will start September 30, 2022.

Koecher Vue received his Bachelor's Degree in Computer Science from Lakeland College. Koecher most recently was a Systems Analyst at BCI Burke.

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

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. After screening and interviewing, Robin Reese was selected and started August 29, 2022.

## VI. CONSENT ITEMS

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### A. Human Resources – Employment

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

Robin received his Bachelor's Degree in Career and Technical Education from the University of Wisconsin-Stout. Robin was most recently an Electro-Mechanical Maintenance Instructor at Lakeshore Technical College.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to Robin Reese and further that he be placed in F3 on the Faculty salary schedule.

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. After screening and interviewing, Andrew Baus was selected and started September 6, 2022.

Andrew received his Master of Business Administration degree from Concordia University. Andrew most recently was the Paramedic Instructor at Moraine Park Technical College.

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

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 person reports to the Associate Dean of Business and IT. After screening and interviewing, Jennifer Matteson was selected and will start October 3, 2022.

Jennifer earned her Bachelor of Business Administration degree from Marian University and is currently pursuing her Master of Business Administration degree from Southern New Hampshire University. Jennifer most recently was the Administrative Assistant – Business and Information Technology at Moraine Park Technical College.

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

## VI. CONSENT ITEMS

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### 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. The position requires a commitment to and experience with diversity, equity, and inclusion, cultural competency, and ability to relate to and to communicate effectively with students, staff, and faculty, representing diverse identities, communities and experiences. Interviews were last held September 13, 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.

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. Interviews were last held August 11, 2022.

Dean of General Studies, Fond du Lac Campus. This full-time vacancy was created when Brenda Raad submitted her resignation. This position is accountable for the operation of the Teaching and Learning and Instructional Operations major processes of the Teaching and Learning Primary System, for the instructional programs of assignment, subject to the constraints imposed by the Associate Vice President of Academics, the Vice President of Teaching and Learning, District Board policy, State Board rules, laws, and professional ethical behavior.



## VI. CONSENT ITEMS

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### B. Financial Services – Accounting/Investments

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

Monthly Investment Report as of August 31, 2022

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

#### TAX LEVY RECEIVABLE

Through September 9 all municipalities have submitted the tax levy payments with Dodge county having a small balance remaining that is being followed up for collection. 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	\$203,003.97	100%
Columbia	3,303.54	3,303.54	100%
Dodge	3,149,998.23	3,145,782.35	99.9%
Fond du Lac	4,640,827.19	4,640,827.19	100%
Green Lake	1,369,914.25	1,369,914.25	100%
Marquette	18,799.44	18,799.44	100%
Sheboygan	5,489.31	5,489.31	100%
Washington	7,260,089.93	7,260,089.93	100%
Waushara	146,220.84	146,220.84	100%
Winnebago	78,839.30	78,839.30	100%
	\$16,876,486.00	\$16,872,270.12	99.9%

## VI. CONSENT ITEMS

### C. Economic Development Contracting

EWD Board Report - September 2022										
Recipient	Title	Contract	Course Section Number	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE	
Alliance Laundry Systems LLC	Blueprint Reading - 16hr	3023	40878	\$4,211.34	-	\$2,286.50	\$1,924.84	15	0.2	
Amsted Automotive	CNC Control Operator Fundamentals	3024	40875	\$3,150.00	\$315.00	\$1,320.06	\$1,829.94	6	0.07	
Apache Stainless Equipment Corp.	Microsoft Excel Level 2	2995	40731	\$1,635.50	-	\$525.62	\$1,109.88	11	0.07	
Arimon Technologies Inc.	ISO Internal Auditor Training	3092	41079	\$6,402.11	\$640.21	\$2,802.11	\$3,600.00	3	0.06	
Autoflex Knott, Inc.	Robotic Welding Troubleshooting	3008	40742	\$2,250.00	\$255.00	\$994.44	\$1,255.56	3	0.03	
Bradley Corporation	Project Management Essentials	2815	40954	\$4,169.04	\$416.90	\$1,234.15	\$2,934.89	6	0.08	
Bradley Corporation	25% Cancellation Fee	3065	T1608	\$1,500.00	-	\$37.49	\$1,462.51	0	0	
Broan-NuTone LLC	Coaching and Mentoring	2958	40744	\$936.72	\$93.67	\$372.00	\$564.72	12	0.04	
Broan-NuTone LLC	Coaching and Mentoring	2958	40743	\$945.90	\$94.59	\$381.18	\$564.72	15	0.05	
Centro, Inc.	Supervision Tier 1	2942	40842	\$8,936.40	\$893.64	\$3,844.97	\$5,091.43	5	0.18	
Centro, Inc.	Basic Blueprint/Schematic Reading	2974	10222	\$3,750.60	\$375.06	\$1,906.62	\$1,843.98	3	0.1	
Centro, Inc.	Basic Blueprint/Schematic Reading	2974	10221	\$3,700.40	\$370.04	\$1,813.16	\$1,887.24	2	0.07	
Didion Milling	Ed2Go Fundamentals of Technical Writing	3053	T1610	\$149.00	-	\$37.49	\$111.51	0	0	
Hartford Dental Group	BLS Provider Renewal	3011	40879	\$741.00	-	\$481.71	\$259.29	10	0.03	
K&L Services LLC	Heartsavr First Aid/CPR/AED-Adult	3025	40741	\$756.36	-	\$340.42	\$415.94	4	0.02	
K&L Services LLC	Heartsavr First Aid/CPR/AED-Adult	3025	40740	\$756.36	-	\$340.42	\$415.94	4	0.02	
Kondex Corporation	Adapt to Change	2899	40733	\$629.00	\$82.90	\$338.10	\$290.90	10	0.03	
Kondex Corporation	Think Critically	2899	40734	\$807.56	\$80.76	\$315.96	\$491.60	7	0.02	
MPE, Inc.	GD&T - 24hr	3067	40845	\$8,078.03	\$807.80	\$4,117.24	\$3,960.79	14	0.28	
Pace Industries	CNC Operator Training	3039	40930	\$9,394.05	\$939.41	\$3,286.59	\$6,107.46	7	0.21	
Perlick Corporation	Train the Trainer - 8hrs	3034	40766	\$2,066.48	\$206.65	\$725.62	\$1,340.86	14	0.09	
Perlick Corporation	Train the Trainer - 8hrs	3054	40921	\$2,039.80	\$203.98	\$722.54	\$1,317.26	5	0.03	
PRE-heat Inc.	Heartsavr First Aid/CPR/AED-Adult	3051	40920	\$776.60	-	\$374.12	\$402.48	5	0.03	
Quality Truck Care Center, Inc.	Welding Process GMAW Workshop I	3134	41023	\$458.00	-	\$200.06	\$257.94	2	0.03	
Schreiber Foods	PLC 1B	3052	10223	\$4,620.00	\$462.00	\$1,649.16	\$2,970.84	6	0.2	
Schreiber Foods	PLC 1A	2992	10218	\$4,639.80	\$463.98	\$1,698.96	\$2,940.84	6	0.2	
Slinger High School	Nursing Assistant	2935	10216	\$3,324.90	-	\$6,816.63	(\$3,491.73)	9	0.6	
Slipstream	Cultural Competency	3070	T1607	\$1,082.08	-	\$403.60	\$678.48	0	0	
Specialty Cheese Company, Inc	OSHA 30 Hour General Industry	3010	40828	\$6,099.00	-	\$6,770.12	(\$671.12)	4	0.1	
Specialty Cheese Company, Inc	Maintain Safe Work Environment	2921	40886	\$615.64	\$61.56	\$342.34	\$273.30	17	0.06	
Specialty Cheese Company, Inc	Follow Directions	2921	40885	\$611.22	\$61.12	\$337.92	\$273.30	17	0.06	
Specialty Cheese Company, Inc	Work Productively	2921	40884	\$622.44	\$62.24	\$349.14	\$273.30	17	0.06	
Specialty Cheese Company, Inc	Think Critically	2921	40887	\$615.68	\$61.57	\$342.38	\$273.30	16	0.05	
Specialty Cheese Company, Inc	Problem Solving	2921	40888	\$611.20	\$61.12	\$337.90	\$273.30	14	0.05	
Summit Automotive	Heartsaver CPR/AED - Adult	3027	40739	\$563.74	-	\$381.19	\$182.55	11	0.02	
Whisker	Google Drive Fundamentals	3041	40863	\$780.00	-	\$157.17	\$622.83	5	0.02	
Workforce Development Board of South Central WI	Introduction to Telehealth	3019	40730	\$4,800.00	-	\$1,345.98	\$3,454.02	5	0.13	
				<b>\$97,225.95</b>	<b>\$</b>	<b>7,009.20</b>	<b>\$49,731.06</b>	<b>\$47,494.89</b>	<b>290</b>	<b>3.29</b>

# VI. CONSENT ITEMS

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**SUGGESTED MOTION:**

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

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

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

Roll call vote:

- \_\_\_\_\_ Jung
- \_\_\_\_\_ Schwab
- \_\_\_\_\_ Johnson
- \_\_\_\_\_ Treichel
- \_\_\_\_\_ Guerrero
- \_\_\_\_\_ Hintz
- \_\_\_\_\_ Hill
- \_\_\_\_\_ Zeratsky
- \_\_\_\_\_ Hopp

## VII. ACTION ITEMS

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### A. Approval of Retirement

The following employee has informed the College that he will be retiring from the Moraine Park District:

<u>Employee</u>	<u>Title</u>	<u>Effective Date</u>	<u>Date Hired</u>
Troy Niemuth	CNC/Tool & Die Technologies Instructor	September 30, 2022	July 14, 2014

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board accept the retirement of Troy Niemuth:***

***This employee has proven to be a very dedicated, cooperative, and hard- working employee of Moraine Park Technical College. The Board hereby accepts his retirement and expresses sincere appreciation for his many contributions and years of service. The Board also wishes to express its appreciation on behalf of the citizens of the Moraine Park District.***

## VII. ACTION ITEMS

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### B. Resolution to Approve Naming Rights for the Automation, Innovation and Robotics Center on the Fond du Lac Campus

In 2021, Moraine Park Technical College approved a capital campaign to build an addition to the Manufacturing wing of the Fond du Lac campus named the Automation, Innovation and Robotics Center. The concept design included an open, collaborative learning space as well as a quality and measurement lab. The cost to construct the addition was projected to exceed the \$1.5 million allowed by state statute and College leadership has been working with the Foundation to raise an additional \$2.5 million from private industry. Solicitations to date have totaled \$2,044,000 from generous donor partners towards the \$2.5 million goal. The campaign is expected to end in February, 2023.

The naming policy adopted by the District Board in May 2016 requires that the Board approve naming opportunities. Although each campaign will have separate and distinct levels, District staff recommend that naming rights be granted to those organizations that have invested financially in this important campaign. The naming opportunities were discussed and previously approved at the August 2022 Foundation Board meeting.

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board approve the naming opportunities for the Automation, Innovation and Robotics Center on the Fond du Lac campus as presented and recommended.***

Roll call vote:

\_\_\_\_\_ Hintz  
\_\_\_\_\_ Guerrero  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Treichel  
\_\_\_\_\_ Hopp

## VII. ACTION ITEMS

### C. Approval of Program Proposal – Office Software Specialist Career Pathway Certificate

The College is seeking the District Board’s approval to submit a Program Proposal to the Wisconsin Technical College System Provost to begin offering an **Office Software Specialist Career Pathway Certificate** program that is proposed to start in the 2022-2023 academic year.

**Proposed Components:**

Program Name: Office Software Specialist Career Pathway Certificate

Program Number: 61-106-X

Effective for the 2022-2023 Academic Year

**Rationale**

Proficient users of office technologies, especially commonly used software products, continue to be in high demand across industry sectors and organizations. The Office Software Specialist pathway certificate will provide a focused, short-term training opportunity for learners who wish to strengthen their confidence, knowledge, and skills in the use of document processing, data management, presentation, and spreadsheet software.

The Office Software Specialist certificate is designed to provide a pathway for entrance into the IT Application Support Specialist program which was approved in May 2022. The certificate is a short term, industry recognized credential that will prepare learners for Microsoft credentials that continue to be in demand in the workforce. In addition to the program being a direct pathway into the IT Application Support Specialist program, it also provides foundational learning to support student success in other Business programs at Moraine Park. Programs such as Virtual Office Assistant, Administrative Coordinator, Meeting and Event Planner, and Project Coordinator.

If approved, the Office Software Specialist career pathway certificate will replace the existing local Office Software Suite certificate.

Academic Year	FTE
2022-2023	2
2023-2024	4.5
2024-2025	6

**Proposed Coursework**

<b>Office Software Specialist Career Pathway Certificate (61-106-X)</b>		
<b>Course #</b>	<b>Title</b>	<b>Credits</b>
<i>Term I</i>		
103-160	Microsoft Word	2
103-180	Microsoft Excel	2
103-181	Microsoft Access	2
103-182	Microsoft PowerPoint	2
<b>Total</b>		<b>8</b>

## VII. ACTION ITEMS

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### C. Approval of Program Proposal – Office Software Specialist Career Pathway Certificate

#### **Resources Required**

As a pathway certificate, the Office Software Specialist certificate relies on courses found within the IT Application Support Specialist Associate Degree. Currently, capacity within the existing course schedule supports the addition of this offering with no additional financial expenditure for instruction. Curriculum development and ongoing maintenance of courses will align with current processes at the College including Curriculum Review, which is deployed through the parent program, IT Application Support Specialist. In addition, administration of the certificate would be assumed within the Business and IT program area with support and oversight from existing staff and management.

Facility and technology (hardware and software) resources already utilized at the College meet or exceed the needs for this new offering and exist on all three campuses. Courses will rely on existing Learning Management System (LMS) resources to deliver the content in an online asynchronous format to ensure the greatest flexibility and access for learners throughout the district.

Student support and related services including recruiting, advising, counseling, tutoring, and other student services functions will be aligned within the existing processes and staffing that are provided for the students in the parent program.

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board approve the Program Proposal for the Office Software Specialist Career Pathway Certificate Program, and authorize staff to submit the proposal to the Wisconsin Technical College System Provost for approval and to continue with the Program Implementation phase of the Program Development Process, effective for the 2022-2023 academic year.***

Roll call vote:

\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Guerrero  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Hintz  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Treichel  
\_\_\_\_\_ Hopp

## VII. ACTION ITEMS

### D. Approval of Project – American with Disabilities Act (ADA) Review Action Items – District-wide

The District proposes to complete the remaining ADA/Civil Rights Audit corrections in accordance with Moraine Park’s 2022-25 Three-Year Facilities Plan. These corrections will satisfy the remaining items in the action plan submitted to the Wisconsin Technical College System in 2020 as a result of the District’s Civil Rights Review. They include repair or replacement of items such as handicapped parking approaches, gapped or unlevel concrete, ADA type sinks in instructional labs, and some other building accessibility items found during the audit.

The proposed work is scheduled to begin in October of 2022, with completion scheduled for May 2023. The total budget for this project is \$40,000.

There isn’t the need for competitive bidding due to the scope of the work to be completed by multiple vendors or internal maintenance staff. Any work performed by vendors is predicted to be under the purchasing threshold and will not require a competitive bidding process. The proposed cost breakdown is as follows:

Handicapped parking:	\$15,000
General concrete repair:	20,000
<u>Sinks &amp; other items:</u>	<u>5,000</u>
Total:	\$40,000

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board authorize the President to proceed with this District-wide ADA Action Items project.***

Roll call vote:

\_\_\_\_\_ Schwab  
\_\_\_\_\_ Treichel  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Guerrero  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Hintz  
\_\_\_\_\_ Hopp



## VII. ACTION ITEMS

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### E. Approval of Project – Electrical Program Lab Upgrades – Fond du Lac Campus

The District proposes to complete upgrades inside the electrical program lab and classroom on the Fond du Lac campus in accordance with Moraine Park’s 2022-25 Three-Year Facilities Plan. This project will refresh finishes and upgrade infrastructure inside the current lab and classroom.

The proposed work is scheduled to begin in October of 2022, with completion scheduled for December 2022. The total budget for this project is \$125,000.

There isn’t the need for competitive bidding due to the scope of the work to be completed by multiple College-contracted vendors or internal maintenance staff. Any work performed by vendors is predicted to be under the purchasing threshold and will not require a competitive bidding process. The proposed cost breakdown is as follows:

Finishes:	\$50,000
Electrical/Data:	50,000
<u>General Construction:</u>	<u>25,000</u>
Total:	\$125,000

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board authorize the President to proceed with the Fond du Lac Electrical Program Lab Upgrades project.***

Roll call vote:

\_\_\_\_\_ Treichel  
\_\_\_\_\_ Hintz  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Guerrero  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Hopp

## VII. ACTION ITEMS

### F. Approval of Project – L-Wing Classroom Refresh – West Bend Campus

The District proposes to complete classroom upgrades on the West Bend campus in accordance with Moraine Park’s 2022-25 Three-Year Facilities Plan. These upgrades will provide three outdated rooms, L153, L155, and L159, with new finishes, furniture, and technology. These rooms are located in a portion of the campus that were between other recent remodels and now are showing their age next to the recently remodeled spaces.

The proposed work is scheduled to begin in December of 2022, with completion scheduled for January 2023. The total budget for this project is \$150,000.

There isn’t the need for competitive bidding due to the scope of the work to be completed by multiple College-contracted vendors or internal maintenance staff. Any work performed by vendors is predicted to be under the purchasing threshold and will not require a competitive bidding process. The proposed cost breakdown is as follows:

Finishes:	\$50,000
Electrical/Data:	50,000
General Construction:	50,000
Total:	\$150,000

#### SUGGESTED MOTION:

***I move that the Moraine Park Technical College District Board authorize the President to proceed with the West Bend L-Wing Classroom Refresh project.***

Roll call vote:

\_\_\_\_\_ Schwab  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Hintz  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Treichel  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Guerrero  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Hopp

## VII. ACTION ITEMS

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### G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin

The District Board, at the August 17 meeting, adopted Resolution 23-01 authorizing the issuance and setting the sale of general obligation promissory notes. The District intends to issue \$3,875,000 of General Obligation Promissory Notes under the resolution for the public purpose of remodeling projects of \$875,000 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. Bids for this note sale are being accepted on September 21, 2022, and will be presented at the September 21 District Board meeting for review and approval.

Additional materials in the form as necessary, and legal documents required to execute the sale, will be available that evening. Mr. John St. Peter, as the Board's attorney, is working with the legal counsel of Quarles and Brady to prepare all relevant documents.

#### **SUGGESTED MOTION:**

***I move that the Moraine Park Technical College District Board adopt the following resolution to accept the bid and award the sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A.***

Roll call vote:

\_\_\_\_\_ Treichel  
\_\_\_\_\_ Jung  
\_\_\_\_\_ Guerrero  
\_\_\_\_\_ Hill  
\_\_\_\_\_ Johnson  
\_\_\_\_\_ Zeratsky  
\_\_\_\_\_ Schwab  
\_\_\_\_\_ Hintz  
\_\_\_\_\_ Hopp

## VII. ACTION ITEMS

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### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

WHEREAS, on August 17, 2022, the District Board of the Moraine Park Technical College District, Wisconsin (the "District") adopted a resolution (the "Authorizing Resolution") which authorized the issuance of General Obligation Promissory Notes, Series 2022-23A (the "Notes") in the amount of \$875,000 for the public purpose of financing building remodeling and improvement projects and in the amount of \$3,000,000 for the public purpose of financing the acquisition of movable equipment (collectively, the "Project");

WHEREAS, the District caused Notices to Electors to be published in the Fond du Lac Reporter and the Daily News on August 26, 2022 and the Daily Citizen on August 27, 2022 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of the Notes within thirty (30) days of publication of the Notices;

WHEREAS, no petition for referendum has been filed with the District and the time to file such a petition expires on September 26, 2022;

WHEREAS, the District has directed Robert W. Baird & Co. Incorporated ("Baird") to take the steps necessary to sell the Notes to pay the cost of the Project;

WHEREAS, Baird, in consultation with the officials of the District, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on September 21, 2022;

WHEREAS, the Secretary (in consultation with Baird) caused notice of the sale of the Notes to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Notes for public sale on September 21, 2022;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the District. Baird has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

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

## VII. ACTION ITEMS

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### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

Section 1A. Ratification of the Official Notice of Sale and Offering Materials. The District Board hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Notice of Sale and any other offering materials prepared and circulated by Baird are hereby ratified and approved in all respects. All actions taken by officers of the District and Baird in connection with the preparation and distribution of the Official Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of THREE MILLION EIGHT HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$3,875,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal [(as modified on the Bid Tabulation and reflected in the Pricing Summary referenced below and incorporated herein)], plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted (subject to the condition that no valid petition for referendum is filed by September 26, 2022). The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2022-23A"; shall be issued in the aggregate principal amount of \$3,875,000; shall be dated October 12, 2022; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2023. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on April 1, 2030 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2029 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity, by lot (as selected by DTC (defined herein)), at the principal amount thereof, plus accrued interest to the date of redemption.

## VII. ACTION ITEMS

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### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

[The Proposal specifies that [some of] the Notes are subject to mandatory redemption. The terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the District shall direct.]

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

#### Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2022 through 2031 for the payments due in the years 2023 through 2032 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

#### Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

## VII. ACTION ITEMS

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### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2022-23A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the District and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

## VII. ACTION ITEMS

---

### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes,



## VII. ACTION ITEMS

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### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The District hereby authorizes the Chairperson and Secretary or other appropriate officers of the District to enter into a Fiscal Agency Agreement between the District and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

## VII. ACTION ITEMS

---

### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Secretary or other authorized representative of the District is authorized and directed to execute and deliver to DTC on behalf of the District to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the District's office.

Section 16. Official Statement. The District Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Secretary shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

## VII. ACTION ITEMS

---

### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded September 21, 2022.

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Tom Hopp  
Chairperson

ATTEST:

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Michael E. Schwab  
Secretary

(SEAL)

## VII. ACTION ITEMS

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### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

#### EXHIBIT A Official Notice of Sale

*To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.*

*(See Attached)*

#### EXHIBIT B Bid Tabulation

*To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.*

*(See Attached)*

#### EXHIBIT C Winning Bid

*To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.*

*(See Attached)*

#### EXHIBIT D-1 Pricing Summary

*To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.*

*(See Attached)*

#### EXHIBIT D-2 Debt Service Schedule and Irrepealable Tax Levies

*To be provided by Robert W. Baird & Co. Incorporated and incorporated into the Resolution.*

*(See Attached)*

## VII. ACTION ITEMS

### G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin

#### [ EXHIBIT MRP

##### Mandatory Redemption Provision

The Notes due on April 1, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

##### For the Term Bonds Maturing on April 1, \_\_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

##### For the Term Bonds Maturing on April 1, \_\_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

##### For the Term Bonds Maturing on April 1, \_\_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

##### For the Term Bonds Maturing on April 1, \_\_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)]

**VII. ACTION ITEMS**

**G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

EXHIBIT E

(Form of Note)

REGISTERED NO. R-\_\_\_\_ UNITED STATES OF AMERICA STATE OF WISCONSIN MORaine PARK TECHNICAL COLLEGE DISTRICT GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2022-23A DOLLARS \$\_\_\_\_\_

MATURITY DATE: April 1, \_\_\_\_\_ ORIGINAL DATE OF ISSUE: October 12, 2022 INTEREST RATE: \_\_\_\_\_% CUSIP: \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS (\$\_\_\_\_\_)

FOR VALUE RECEIVED, the Moraine Park Technical College District, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi annually on April 1 and October 1 of each year commencing on April 1, 2023 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$3,875,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purposes of financing building remodeling and improvement projects (\$875,000) and the acquisition of movable equipment (\$3,000,000), as authorized by resolutions adopted on August 17, 2022 and September 21, 2022. Said resolutions are recorded in the official minutes of the District Board for said dates.

## VII. ACTION ITEMS

---

### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

The Notes maturing on April 1, 2030 and thereafter are subject to redemption prior to maturity, at the option of the District, on April 1, 2029 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the District, and within each maturity, by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Notes maturing in the years \_\_\_\_\_ are subject to mandatory redemption by lot as provided in the resolutions referred to above, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book entry only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the District Board as a "qualified tax exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the

## VII. ACTION ITEMS

---

### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Moraine Park Technical College District, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT, WISCONSIN

By: \_\_\_\_\_  
Tom Hopp  
Chairperson

(SEAL)

By: \_\_\_\_\_  
Michael E. Schwab  
Secretary



## VII. ACTION ITEMS

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### **G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin**

Date of Authentication: \_\_\_\_\_, \_\_\_\_\_.

#### CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolutions of the Moraine Park Technical College District, Wisconsin.

ASSOCIATED TRUST COMPANY,  
NATIONAL ASSOCIATION,  
GREEN BAY, WISCONSIN

By \_\_\_\_\_  
Authorized Signatory

## VII. ACTION ITEMS

---

### G. Approval of Resolution Awarding the Sale of \$3,875,000 General Obligation Promissory Notes, Series 2022-23A, of Moraine Park Technical College District, Wisconsin

#### ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

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(Name and Address of Assignee)

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(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

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(e.g. Bank, Trust Company  
or Securities Firm)

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(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

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(Authorized Officer)

## VIII. CORRESPONDENCE AND REPORTS

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### A. Academic Program Highlight – Adult Basic Education

Pete Snyder, Associate Dean of Adult Education; Amy Jacobson, Adult Education/ELL Instructor; and Anna Zahnow, Program Student, will provide an Adult Basic Education Program overview presentation to the board.

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### B. 2022-23 Strategic Plan Scorecard

Laura Waurio, Director of Institutional Effectiveness, will present the 2022-23 Strategic Plan Scorecard to the board.

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### C. Fall Enrollment Report

Jim Barrett, Vice President of Student Services, and Julie Waldvogel-Leitner, Director of Enrollment Management, will provide a Fall Enrollment update report to the board.

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### D. President's Report

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

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

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

1. DBA Fall Meeting – October 6-8 – Chippewa Valley Technical College (Eau Claire)
2. District Board Meeting – October 19 – Fond du Lac Campus
3. ACCT Leadership Congress – October 26-29 – New York City, NY
4. District Board Workshop – November 1, 4:00-7:00 pm – Fond du Lac

## IX. ADJOURNMENT

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**SUGGESTED MOTION:**

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