



MORAINE PARK TECHNICAL COLLEGE

DISTRICT BOARD MEETING

Wednesday, March 15, 2023

Moraine Park Technical College

2151 N. Main Street, West Bend, WI 53090

Auditorium, Room T-101

Virtual meeting option via Microsoft Teams

Ph: (414) 662-4790 | Conference ID: 138 214 005#

Upcoming Meetings and Events

| TITLE | DATE | TIME | LOCATION |
|--------------------------------------|-------------|--------------|------------------------------------|
| District Board Appointment Committee | March 20 | 4:30 pm | Fond du Lac Campus |
| District Board Spring Workshop | March 28 | 4:00-7:00 pm | Fond du Lac Campus |
| HLC Conference | March 24-28 | | Chicago, IL |
| District Board Meeting | April 19 | 5:00 pm | Fond du Lac Campus |
| DBA Spring Meeting | April 20-22 | | Gateway Technical College, Kenosha |
| EWD Business Partner Awards Luncheon | April 26 | 11:30 – 1:30 | Fond du Lac Campus |

VISION

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

MISSION

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

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

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MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

Wednesday, March 15, 2023

Moraine Park Technical College

2151 N. Main Street, West Bend, WI 53090 - Auditorium, Room T-101

AGENDA

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| NOTE: The District Board will meet in closed session for approximately 20 minutes. At the completion of the closed session, the Board will reconvene into open session to complete the balance of the agenda. | |
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I. ROLL CALL – 5:00 p.m.

A. Meeting Announcement

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

Roll call:

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

II. PUBLIC COMMENTS

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

III. INTRODUCTIONS

Aryana Barudin – Multicultural Student Support and Programming Specialist, Heather Hansen – Program to Program Grants Specialist, and Michael Chevalier – Construction Project Manager, will be introduced to the board.

IV. COMMUNITY REPORTS

Sarah Malchow and Tracy Blaubach from Cedar Community will provide a presentation to the board.

V. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the February 15, 2023 meeting minutes as presented.

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES February 15, 2023

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:06 p.m., February 15, 2023, in Room A-112 of Moraine Park Technical College, 235 North National Avenue, Fond du Lac, Wisconsin, Chairperson Tom Hopp presiding. Board members present at the meeting were Mike Schwab, Bur Zeratsky, Kate Treichel, Sara Hintz, Steve Hill, Diane Guerrero, and Vernon Jung. 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 Zeratsky, second Treichel, that the Moraine Park Technical College District Board approve the January 18, 2023 meeting minutes as presented. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Jung, second Hintz, 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 January be approved and payments are authorized, ordered, and confirmed. January receipts total \$8,971,659.18. January disbursements total -\$4,140,502.01. Roll call vote: Treichel, yes; Guerrero, yes; Schwab, yes; Johnson, excused; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

V. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES February 15, 2023

APPROVAL OF RETIREMENT

MOTION Zeratsky, second Jung, that the Moraine Park Technical College District Board accept the retirement of Karrie Bruegman-May:

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

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

APPROVAL OF STUDENT INTAKE FEES

MOTION Schwab, second Zeratsky, that the Moraine Park Technical College District Board approve the student intake fees for 2023-24 as proposed. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

APPROVAL OF APPRENTICESHIP PROPOSAL

EARLY CHILDHOOD EDUCATOR APPRENTICESHIP (50-316-2)

MOTION Treichel, second Hintz, that the Moraine Park Technical College District Board approve the proposal for Early Childhood Educator Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

APPROVAL OF APPRENTICESHIP PROPOSAL

RESTAURANT COOK APPRENTICESHIP (50-316-1)

MOTION Hill, second Schwab, that the Moraine Park Technical College District Board approve the proposal for Restaurant Cook Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

APPROVAL OF APPRENTICESHIP PROPOSAL

CULINARY APPRENTICESHIP (50-316-3)

MOTION Hintz, second Hill, that the Moraine Park Technical College District Board approve the proposal for Culinary Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

V. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES February 15, 2023

APPROVAL OF APPRENTICESHIP PROPOSAL

MAINTENANCE MECHANIC/MILLWRIGHT APPRENTICESHIP (50-423-1)

MOTION Zeratsky, second Treichel, that the Moraine Park Technical College District Board approve the proposal for Maintenance Mechanic/Millwright Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

APPROVAL OF APPRENTICESHIP PROPOSAL

MATERIAL HANDLER APPRENTICESHIP (50-XXX-X)

MOTION Jung, second Hintz, that the Moraine Park Technical College District Board approve the proposal for Material Handler Apprenticeship, and to continue with the implementation phase of the development process. This apprenticeship will be implemented for the 2023-2024 academic year. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

2022-23 STRATEGIC PLAN SCORECARD MID-YEAR REPORT

The Director of Institutional Effectiveness provided a summary update on the 2022-23 Strategic Plan Scorecard Mid-Year progress. An overview of the scorecard structure and measuring parameters was included in the presentation. Information only; no Board action required.

K-12 STRATEGIC PLAN/ANNUAL REPORT UPDATE

The Dean of the Beaver Dam Campus and the K-12 Coordinators presented an overview of the current K-12 and dual enrollment programs offered, highlighting dual enrollment data and impacts, challenges faced, strategic initiatives and planned expansions of the programs, and high school partnerships and impacts. Information only; no Board action required.

SPRING ENROLLMENT UPDATE

The Vice President of Student Services provided an update on enrollments, citing current trends, projected estimates, areas of concern and planned next steps to improve metrics in underperforming areas. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald provided a summary of meetings recently attended, highlighting ongoing meetings with local K-12 school districts to discuss partnerships, Envision Greater Fond du Lac update noted the hiring of a new VP of Economic Development, and ongoing UW-Washington County task force meetings to discuss the future of the facility. Legislative update included mention of the recent executive order from Governor Evers banning TikTok from all state devices; while MTCS is not directly affected by the ban we continue to monitor the platform and surrounding issues. WTCS update included submission of various referendum related projects for approval at the upcoming March 15 meeting. College activities update included successful completion of the AIR Center fundraising campaign, start of the spring semester, and recent signing of new liberal arts transfer agreement with UW-Milwaukee. Information only; no Board action required.

V. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES February 15, 2023

DISTRICT BOARDS ASSOCIATION REPORTS/UPCOMING EVENTS

A reminder was given to complete the recently sent board self-assessment survey within the next two weeks. Members that participated in the recent February 5-8 ACCT National Legislative Summit reported on sessions and meetings attended. A summary of upcoming meetings and events was shared. Anyone wishing to register for upcoming events should contact the President's Office. Information only; no Board action required.

APPROVAL TO CONVENE INTO CLOSED SESSION

MOTION Zeratsky, second Jung, that the Moraine Park Technical College District Board convene into closed session pursuant to Wis. Stat. 19.85(1)(e) for deliberating and negotiating the purchasing of public properties, the investing of public funds, and conducting other specified public business, because competitive and bargaining reasons require a closed session. The topic is consideration of the terms and conditions of a proposed Developer Agreement with the City of Horicon for the purchase and development of real estate for a fire training facility. Roll call vote: Treichel, yes; Guerrero, yes; Schwab, yes; Johnson, excused; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

APPROVAL TO RE-CONVENE TO OPEN SESSION

MOTION Zeratsky, second Hintz, that the Moraine Park Technical College District Board re-convene into open session. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

ADJOURNMENT

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

The Board meeting was adjourned at 7:23 p.m.

VI. CONSENT ITEMS

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

A. Human Resources – Employment

Resignations/Terminations

Alisha Luby, Housekeeper, submitted her resignation effective February 17, 2023. Alisha had been with the College since August 2015.

Christopher Jones, Systems and Security Engineer, submitted his resignation effective March 15, 2023. Christopher had been with the College since June 2022.

Dena Willmann, Counselor, submitted her resignation effective March 17, 2023. Dena has been with the College since January 2020.

Tyler Blanck, Housekeeper, submitted his resignation effective May 12, 2023. Tyler has been with the College since February 2023.

Recruitment – Support Employees

Academic Advisor-TRIO/SSS, Fond du Lac Campus. This full-time vacancy was created when Bethany Brey submitted her resignation. This position is responsible for recruiting and advising eligible TRIO/Student Support Services (SSS) program students while providing required program services and referrals to appropriate support resources to ensure student motivation, academic success, retention, and graduation in accordance with applicable federal regulations governing TRIO/SSS Programs. Interviews were last held February 1, 2023. Karla Breister was selected and started February 27, 2023.

Spirit Store Representative, Fond du Lac Campus. This is a new, part-time position. This position works closely with the Auxiliary Services Manager to perform work activities for Spirit Store operations. Performs day-to-day cashier operations, cash handling and store opening and closing procedures. Interviews were last held January 27, 2023. Theresa Galligan-Amundson was selected and started February 13, 2023.

Housekeeper, West Bend Campus. This full-time vacancy was created when Alisha Luby submitted her resignation. The Housekeeper performs custodial duties and heavy-duty cleaning. Interviews were last held February 21, 2023. Tammy Gloyd was selected and started March 6, 2023.

WIOA Training Navigator, Beaver Dam Campus. This full-time vacancy was created when Talitha Cushman submitted her resignation. This position will perform student recruitment for WIOA (Workforce Innovation and Opportunity Act) sponsored programs under the Workforce Development Board of South Central Wisconsin's WorkSmart Network, advise WIOA candidates interested in transitioning to MPTC programs and provide administrative and technical assistance for WIOA programs. Interviews were last held February 7, 2023.

VI. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Support Employees (continued)

Maintenance Mechanic, Fond du Lac Campus. This full-time vacancy was created when Thomas Greicar submitted his resignation. This position will be performing at the journeyman level in several building trades. Interviews were last held January 19, 2023.

Dual Enrollment Communications Specialist, Fond du Lac Campus. This is a new position. This position will provide content writing as well as tracking of and engagement with dual enrollment students in line with established communication strategies, department processing and student engagement efforts. It will also work in conjunction with recruitment/admissions to support student onboarding practices and department activities to achieve enrollment goals. Interviews were last held March 10, 2023.

Instructional Technology Specialist, West Bend Campus. This full-time vacancy was created when Jordan Wald changed positions. This position will be responsible for implementation and technical support for academic technology, multimedia systems, audio and video production, and media-related services for the College.

Recruitment – Management/Instructional Employees

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 February 15, 2023. Reza Fisher was selected and started March 2, 2023.

Reza was most recently employed as an Applications Developer contractor with TEKsystems at Moraine Park Technical College.

It is recommended that Moraine Park Technical College District Board issue a 2022-23 contract to Reza Fisher and further that he be placed in D2 on the Management salary schedule.

Associate Dean of Human Services, Fond du Lac Campus. This full-time vacancy was created when Latisha Spence-Brookens submitted her resignation. This position is responsible for the Teaching and Learning and Instructional Operations major processes of the Teaching and Learning Primary System, for the instructional programs of assignment, subject to the constraints imposed by the Dean, District Board policy, State Board rules, laws, and professional ethical behavior. Interviews were last held on February 21, 2023. Andrew Baus was selected and will start March 20, 2023.

Andrew received his Master of Business Administration degree from Concordia University. Andrew most recently was the Business Development Manager 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 C2 on the Management salary schedule.

VI. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Management/Instructional Employees (continued)

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. Interviews were last held February 21, 2023. Chue Vang was selected and will start March 20, 2023.

Chue received his Master of Science Degree in Computer Information Systems from Boston University. Chue most recently was an API Product Manager at SignalWire.

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

Counselor, Beaver Dam Campus. This full-time vacancy was created when Dena Willman submitted her resignation. This position has the opportunity to provide counseling services that identify and meet the complex academic and mental health needs of students enrolled in our courses and programs.

Associate Dean of Health, West Bend Campus. This full-time vacancy was created when Ben McKenzie submitted his resignation. This position is responsible for the Teaching and Learning and Instructional Operations major processes of the Teaching and Learning Primary System, for the instructional programs of assignment, subject to the constraints imposed by the Dean, District Board policy, State Board rules, laws, and professional ethical behavior. Interviews will be held March 16 and 23, 2023.

Economic & Workforce Development-Industrial Maintenance Instructor, Fond du Lac Campus. This repurposed full-time position was created when Roy Krueger submitted his retirement. The primary teaching responsibility for this position will be for courses in the Industrial Maintenance Boot Camp. This instructor will be teaching at various sites and business locations within the Moraine Park Technical College District, and may be required to teach on evenings and weekends.

Vice President of Teaching and Learning, Fond du Lac Campus. This full-time vacancy was created when Jim Eden submitted his retirement. The Vice President of Teaching and Learning will be a forward-looking academic leader with vision, strong leadership and strategic management experience to take Moraine Park to the next level of academic excellence and student success. First round interviews will be held on March 20 and 21, 2023.

Systems and Security Engineer, Fond du Lac Campus. This full-time vacancy was created when Christopher Jones submitted his resignation. The Systems & Security Engineer is responsible for the formation or adjustment of processes of the Network Services major process of the Information Technology Support. In addition, this position is accountable and responsible for the development and/or improvement of procedures that support the Network Services major process of the Information Technology Support System.

VI. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Management/Instructional Employees (continued)

Associate Dean of General Education, Fond du Lac Campus. This full-time vacancy was created when Lane Holte changed positions at the College. This position is responsible for the Teaching and Learning and Instructional Operations major processes of the Teaching and Learning Primary System, for the instructional programs of assignment, subject to the constraints imposed by the Dean, District Board policy, State Board rules, laws, and professional ethical behavior.

Promotion/Demotion/Transfer

Instructional Technology Specialist, Fond du Lac Campus. This full-time vacancy was created when Hannah Hillesheim submitted her resignation. This position is responsible for implementation and technical support for academic technology, multimedia systems, audio and video production, and media-related services for the College. Jordan Wald transferred to this position on February 20, 2023.

VI. CONSENT ITEMS

B. Financial Services – Accounting/Investments

Receipts and Disbursements Report as of February 28, 2023 including the Disbursement Detail for disbursements \$2,500 or greater

Monthly Investment Report as of February 28, 2023

Monthly Comparative Statement of Revenues and Expenses as of February 28, 2023

TAX LEVY RECEIVABLE

Total collections as of March 3, 2023 totaled \$12,504,079.05 or 73.3% of the total levied. Last year's collection through March 7, 2022 was \$12,374,956.70 or 73.3% of the total levied. A summary of this year's collection is as follows:

| <u>County</u> | <u>Total Levied</u> | <u>Total Collected</u> | <u>Percent Collected</u> |
|---------------|------------------------|------------------------|--------------------------|
| Calumet | \$213,299.07 | \$156,564.86 | 73.4% |
| Columbia | 3,295.14 | 2,194.73 | 66.6% |
| Dodge | 3,202,738.69 | 2,280,978.72 | 71.2% |
| Fond du Lac | 4,655,340.51 | 3,333,226.32 | 71.6% |
| Green Lake | 1,407,878.91 | 997,858.05 | 70.9% |
| Marquette | 19,892.36 | 14,483.43 | 72.8% |
| Sheboygan | 5,352.38 | 3,778.84 | 70.6% |
| Washington | 7,321,177.18 | 5,557,063.78 | 75.9% |
| Waushara | 144,897.64 | 101,203.83 | 69.9% |
| Winnebago | <u>79,319.12</u> | <u>56,726.49</u> | <u>71.5%</u> |
| | <u>\$17,053,191.00</u> | <u>\$12,504,079.05</u> | <u>73.3%</u> |

VI. CONSENT ITEMS

C. Economic Development Contracting

| EWD Board Report - March 2023 | | | | | | | | | |
|---|---|----------|------------------|--------------------|------------------------------------|--------------------|--------------------|------------|------------|
| Recipient | Title | Contract | Course Section # | Revenue | Revenue - Grant Administration Fee | Direct Cost | Net | Enrolled | FTE |
| Advocap | Servant Leadership | 3396 | 41857 | \$756.88 | - | \$238.46 | \$518.42 | 11 | 0 |
| Conagra Brands | Fanuc Robotics & Vision System | 3084 | 21853 | \$16,560.00 | \$1,656.00 | \$6,788.88 | \$9,771.12 | 2 | 0.2 |
| Fox Valley Workforce Development Board, Inc. | CNC Boot Camp Community Resource Spring 2023 | 3450 | T1637 | \$4,000.00 | - | \$37.49 | \$3,962.51 | 0 | 0 |
| Karavan Trailers LLC | Think Critically (Spanish) | 3186 | 41460 | \$949.18 | - | \$436.50 | \$512.68 | 6 | 0 |
| Karavan Trailers LLC | Problem Solving (Spanish) | 3186 | 41461 | \$877.08 | - | \$364.40 | \$512.68 | 6 | 0 |
| Karavan Trailers LLC | Supervision 101 (Spanish) | 3186 | 41463 | \$5,600.86 | - | \$2,850.02 | \$2,750.84 | 7 | 0.1 |
| Karavan Trailers LLC | Think Critically (English) | 3334 | 41464 | \$994.68 | - | \$482.00 | \$512.68 | 9 | 0 |
| Karavan Trailers LLC | Problem Solving (English) | 3334 | 41465 | \$881.96 | - | \$369.28 | \$512.68 | 9 | 0 |
| Karavan Trailers LLC | Supervision 101 (English) | 3334 | 41466 | \$5,861.82 | - | \$2,760.98 | \$3,100.84 | 9 | 0.2 |
| Kraft Heinz Company | Industrial Maintenance Cancellation Fee for 1 day | 3423 | T1634 | \$1,840.00 | - | \$120.33 | \$1,719.67 | 0 | 0 |
| Kraft Heinz Company | ARC Flash Training NFPA 70E | 3319 | 41500 | \$860.00 | - | \$902.00 | (\$42.00) | 11 | 0 |
| Mercury Marine | Mercury Leadership Development | 3192 | 41481 | \$7,439.58 | - | \$1,517.61 | \$5,921.97 | 12 | 0.2 |
| Mercury Marine | Introduction to Robotics | 3254 | 41711 | \$2,200.16 | \$220.02 | \$1,114.48 | \$1,085.68 | 12 | 0.1 |
| Progress Manufacturing Inc. | Train the Trainer | 3103 | 41769 | \$3,477.80 | \$347.78 | \$1,390.08 | \$2,087.72 | 9 | 0.1 |
| Seneca Foods Corporation | Programmable Logic Controllers-2 | 3124 | 41746 | \$6,440.00 | \$644.00 | \$5,000.00 | \$1,440.00 | 5 | 0.1 |
| Seneca Foods Corporation | Programmable Logic Controllers-2 | 3124 | 41745 | \$6,440.00 | \$644.00 | \$5,000.00 | \$1,440.00 | 8 | 0.2 |
| Seneca Foods Corporation | Blueprint Reading - 12 Hour | 3126 | 41728 | \$2,902.80 | \$290.28 | \$1,377.00 | \$1,525.80 | 6 | 0.1 |
| Seneca Foods Corporation | Introduction to Pneumatics/Hydraulics | 3126 | 41729 | \$4,544.80 | \$454.48 | \$2,256.10 | \$2,288.70 | 8 | 0.1 |
| Seneca Foods Corporation | Programmable Logic Controllers | 3126 | 41730 | \$3,945.84 | \$394.58 | \$1,657.14 | \$2,288.70 | 6 | 0.1 |
| Specialty Cheese Company, Inc | Problem Solving (Group A) | 3232 | 41396 | \$652.56 | \$65.26 | \$256.12 | \$396.44 | 6 | 0 |
| Specialty Cheese Company, Inc | Problem Solving (Group B) | 3232 | 41400 | \$651.30 | \$65.13 | \$254.86 | \$396.44 | 5 | 0 |
| Specialty Cheese Company, Inc | Maintain Safe Work Environment (Group A) | 3232 | 41395 | \$653.82 | \$65.38 | \$257.38 | \$396.44 | 7 | 0 |
| Specialty Cheese Company, Inc | Maintain Safe Work Environment (Group B) | 3232 | 41399 | \$651.30 | \$65.13 | \$254.86 | \$396.44 | 5 | 0 |
| Specialty Cheese Company, Inc | Adapt to Change (Group A) | 3232 | 41393 | \$651.30 | \$65.13 | \$254.86 | \$396.44 | 5 | 0 |
| Specialty Cheese Company, Inc | Adapt to Change (Group B) | 3232 | 41398 | \$655.08 | \$65.51 | \$258.64 | \$396.44 | 8 | 0 |
| Specialty Cheese Company, Inc | Demonstrate Positive Attitude (Group A) | 3232 | 41391 | \$652.20 | \$65.22 | \$255.76 | \$396.44 | 8 | 0 |
| Specialty Cheese Company, Inc | Demonstrate Positive Attitude (Group B) | 3232 | 41397 | \$652.20 | \$65.22 | \$255.76 | \$396.44 | 8 | 0 |
| State of WI - Division of Community Corrections | Welding Boot Camp Community Resource Spring 2023 | 3452 | T1638 | \$9,000.00 | - | \$37.49 | \$8,962.51 | 0 | 0 |
| State of WI - Division of Community Corrections | CNC Boot Camp Community Resource Spring 2023 | 3446 | T1636 | \$6,000.00 | - | \$37.49 | \$5,962.51 | 0 | 0 |
| | TOTAL | | | \$96,793.20 | \$ 5,173.12 | \$36,785.97 | \$60,007.23 | 188 | 1.9 |

VI. CONSENT ITEMS

SUGGESTED MOTION:

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

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

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

Roll call vote:

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

VII. ACTION ITEMS

A. I. Approval of Program Proposal – Phlebotomist/Specimen Processor Embedded Technical Diploma

The College is seeking the District Board’s approval to submit a Program Proposal to the Wisconsin Technical College System Board (WTCSB) to begin offering a **Phlebotomist/Specimen Processor Embedded Technical Diploma** program that is proposed to start in the 2023-2024 academic year.

Proposed Components:

Program Name: Phlebotomist/Specimen Processor Embedded Technical Diploma

Program Number: 30-513-2

Effective for the 2023-2024 Academic Year

Rationale

Phlebotomist/Specimen Processor students will receive education in collecting and processing blood samples; assessing sample integrity; and preparing and processing lab specimens for various lab tests and procedures. Program graduates have the opportunity to continue their education through a direct pathway into the Medical Laboratory Technician associate’s degree. Typical entry level education for this profession includes some postsecondary coursework. The median annual earnings for phlebotomy positions within the district is \$36,367.

The following chart indicates the estimated FTE impact for the initial three-year period:

| Academic Year | FTE |
|---------------|-----|
| 2023-2024 | 2 |
| 2024-2025 | 2 |
| 2025-2026 | 2 |

Proposed Coursework

| Phlebotomist/Specimen Processor Embedded Technical Diploma (30-513-2) | | |
|---|------------------|------------------|
| PROPOSED: 2023-2024 Curriculum | | |
| Course# | Title | Credits |
| <i>Term I</i> | | |
| 10-513-110 | Basic Lab Skills | 1 |
| 10-513-111 | Phlebotomy | 2 |
| Total Program Credits | | 3 Credits |

VII. ACTION ITEMS

A. I. Approval of Program Proposal – Phlebotomist/Specimen Processor Embedded Technical Diploma

Resources Required

There are no new resources needed by the College to offer and support the program.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the Program Proposal for the Phlebotomist/Specimen Processor Embedded Technical Diploma, and authorize staff to submit the proposal to the Wisconsin Technical College System Board for approval and to continue with the Program Implementation phase of the Program Development Process, effective for the 2023-2024 academic year.

VII. ACTION ITEMS

A. 2. Approval of Program Proposal – Emergency Dispatch Certificate

The College is seeking the District Board’s approval to submit a Program Proposal to the Wisconsin Technical College System Board (WTCSB) to begin offering an Emergency Dispatch Certificate program that is proposed to start in the 2023-2024 academic year.

Proposed Components:

Program Name: Emergency Dispatch

Program Number: 61-504-3

Effective for the 2023-2024 Academic Year

Rationale

Emergency Dispatch Certificate will position students to earn a credential within one-year positioning completers for entry level employment opportunities in emergency dispatch, a field projected to see 4-7% growth between 2021-2031, according to O*Net. This credential and identified transferable skills identified by our Advisory Committee such as: stress management, self-care, and communication strategies are essential for entry level positions in Criminal Justice. The Emergency Dispatch Certificate will provide an educational pathway to the associate degree for promotional employment opportunities.

Opportunities for employment include 911 Dispatcher, Communications Officer, Communications Operator, Communications Specialist, Dispatcher, Emergency Communications Operator (ECO), Police Dispatcher, Public Safety Dispatcher, and Telecommunicator. Local wage data for the Fond du Lac metro area shows a median hourly wage of \$22.44 and annual salary of \$46,670.

The following chart indicates the estimated FTE impact for the initial three-year period:

| Academic Year | FTE |
|---------------|-----|
| 2023-2024 | 1 |
| 2024-2025 | 3 |
| 2025-2026 | 5 |

Proposed Coursework

| Emergency Dispatch Certificate (61-504-3) | | |
|---|-------------------------------|------------------|
| PROPOSED: 2023-2024 Curriculum | | |
| Course# | Title | Credits |
| Term I | | |
| 504-114 | Fundamentals of Communication | 3 |
| 504-155 | Stress Management | 3 |
| 504-115 | Telecommunications | 3 |
| Total Program Credits | | 9 Credits |

VII. ACTION ITEMS

A. 2. Approval of Program Proposal – Emergency Dispatch Certificate

Resources Required

There are no new resources needed by the College to offer and support the program.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the Program Proposal for the Emergency Dispatch Certificate, and authorize staff to submit the proposal to the Wisconsin Technical College System Board for approval and to continue with the Program Implementation phase of the Program Development Process, effective for the 2023-2024 academic year.

VII. ACTION ITEMS

B. Approval of Resolution Providing the Sale of \$12,770,000 General Obligation School Building and Facility Improvement Bonds, Series 2022-23C

As adopted by the District Board on August 17, 2022 was a plan to issue a series of general obligation promissory notes or general obligation bonds in the 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 (the "Project"). This resolution sets the sale of \$12,770,000 general obligation bonds for the purchase of funding the addition of the Fond du Lac Campus Automation, Innovation and Robotics (AIR) Center and supporting remodeling.

We have reviewed the process with our financial consultant, and bond counsel has prepared the appropriate legal resolution. The timeframe for this issue includes the acceptance of bids on Wednesday, April 19, 2023, with presentation to the Board that evening.

Bond counsel has prepared the following resolution for Board action. Mr. John St. Peter, as the Board's attorney, is working with the legal counsel of Quarles & Brady to prepare all relevant documents.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board adopt the following resolution setting the sale of \$12,770,000 General Obligation School Building and Facility Improvement Bonds, Series 2022-23C (the "Bonds") for the public purpose of financing a portion of the cost of the Project.

Roll call vote:

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

VII. ACTION ITEMS

B. Approval of Resolution Providing the Sale of \$12,770,000 General Obligation School Building and Facility Improvement Bonds, Series 2022-23C

WHEREAS, on August 17, 2022, the District Board of the Moraine Park Technical College District, Wisconsin (the "District") adopted an Initial Resolution (the "Initial Resolution") which authorized the issuance of 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 (the "Referendum Project");

WHEREAS, on August 17, 2022, the District Board also adopted a resolution providing for a referendum election on the proposition of whether the Initial Resolution should be approved;

WHEREAS, on November 8, 2022, a referendum election (the "Referendum") was held in the District on the proposition of whether the Initial Resolution should be approved at which 78,550 votes were cast "YES" for approval of the Initial Resolution and 58,318 votes were cast "NO" for rejection of the Initial Resolution; and

WHEREAS, the District Board now deems it to be necessary, desirable and in the best interest of the District to borrow \$12,770,000 of the amount authorized by the Initial Resolution and the Referendum through the issuance of general obligation bonds pursuant to Section 67.04, Wis. Stats., to pay a portion of the cost of the Referendum Project.

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

Section 1. Issuance of the Bonds. The District shall issue its General Obligation School Building and Facility Improvement Bonds, Series 2022-23C in the amount of \$12,770,000 (the "Bonds") for the purpose above specified.

Section 2. Sale of the Bonds. The District Board hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the District Board shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The Secretary, in consultation with Robert W. Baird & Co. Incorporated ("Baird"), be and hereby is directed to cause notice of the sale of the Bonds to be disseminated in such manner and at such times as the Secretary may determine and to cause copies of a complete Official Notice of Sale and other pertinent data to be forwarded to interested bidders as the Secretary may determine.

VII. ACTION ITEMS

B. Approval of Resolution Providing the Sale of \$12,770,000 General Obligation School Building and Facility Improvement Bonds, Series 2022-23C

Section 4. Official Statement. The Secretary (in consultation with Baird) shall cause an Official Statement to be prepared and distributed. 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 Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded March 15, 2023.

Tom Hopp
Chairperson

ATTEST:

Michael E. Schwab
Secretary

(SEAL)

VIII. CORRESPONDENCE AND REPORTS

A. Second Chance Pell Update

Mary Davies, Associate Dean of EWD, will provide an update presentation regarding the Second Chance Pell program to the board.

B. President's Report

President Baerwald will provide a summary update of recently attended meetings and other college activities since the last board meeting.

C. District Boards Association Reports/Upcoming Events

I. Upcoming Events

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

1. District Board Appointment Committee Meeting, March 20, 4:30 pm, Fond du Lac Campus
2. District Board Spring Workshop, March 28, 4:00-7:00 pm, Fond du Lac Campus
3. HLC Conference, March 24-28, Chicago, IL
4. District Board Meeting, April 19, 5:00 pm, Fond du Lac Campus
5. DBA Spring Meeting, April 20-22, Gateway Technical College, Kenosha
6. EWD Business Partner Awards Luncheon, April 26, 11:30 – 1:30, Fond du Lac Campus

IX. CLOSED SESSION

A. Approval to Convene into Closed Session

It is the Board's intent to convene into Closed Session pursuant to Wis. Stat. 19.85(1)(e) for deliberating and negotiating the purchasing of public properties, the investing of public funds, and conducting other specified public business, because competitive and bargaining reasons require a closed session. The topic is consideration of the terms and conditions of a proposed Developer Agreement with the City of Horicon for the purchase and development of real estate for a fire training facility.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board convene into closed session pursuant to Wis. Stat. 19.85(1)(e) for deliberating and negotiating the purchasing of public properties, the investing of public funds, and conducting other specified public business, because competitive and bargaining reasons require a closed session. The topic is consideration of the terms and conditions of a proposed Developer Agreement with the City of Horicon for the purchase and development of real estate for a fire training facility.

Roll call vote:

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

(UPON COMPLETION OF THE CLOSED SESSION, THE BOARD WILL RECONVENE INTO OPEN SESSION TO COMPLETE THE BALANCE OF THE AGENDA)

X. ACTION ITEM

A. Approval of Land Development and Purchase Agreements – City of Horicon

In November 2022, the College successfully passed a \$55 million capital referendum authorizing the College to expand facilities. The referendum will allow Moraine Park to update and expand facilities to meet the needs of business and industry in the region through four projects. One of the projects is the construction of a new fire training facility at a location not currently owned by the College.

Through conversations with various business and community leaders, the College has identified a parcel of land owned by the City of Horicon as an ideal location for the fire training facility. On December 12, the City and the College entered into an exclusive right to negotiate an agreement regarding a parcel of land within the City's Marshland Crossing Business Park. Since then, both parties have been negotiating term and agreement details to purchase the parcel and develop the infrastructure needed for access and operations.

There are three separate documents for Board approval consideration:

1. The development agreement between the City of Horicon and the College. The project will consist of two primary components – a campus to be constructed, owned, and operated by the College; and, the infrastructure construction to serve the campus as well as the remaining park. Details, costs, obligations and terms are included in the agreement.
2. The agreement to purchase the defined parcel of land from the City. Based on the market valuation from an independent real estate agent, the agreed-upon price is \$20,000 per acre. Details, obligations and terms are included in the agreement.
3. The agreement including an option and right of first refusal to purchase an adjacent parcel of land in the future. Pending growth and needs at this new location, the College desires to purchase or match a future offer for said adjacent parcel if the purchase aligns with the strategic direction of the College. Details and terms are included in the agreement.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board authorize the President to execute the Development Agreement, the Purchase and Sale Agreement, and the Option and Right of First Refusal Agreement between Moraine Park Technical College District and the City of Horicon in the form and content substantially as presented to the District Board by the President and Board Counsel; and, further, the President shall take such additional action as is necessary to implement the Agreements.

Roll call vote:

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

XI. ADJOURNMENT

SUGGESTED MOTION:

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