



MORaine PARK TECHNICAL COLLEGE

DISTRICT BOARD MEETING

Wednesday, November 15, 2023

Moraine Park Technical College

700 Gould Street, Beaver Dam, WI – Room H104

Listening option via Microsoft Teams

Ph: (414) 662-4790 | Conference ID: 302 405 480#

Upcoming Meetings and Events

TITLE	DATE	TIME	LOCATION
Winter Commencement	December 15	6:00 pm	Fond du Lac Conference Center
District Board Meeting	December 20	5:00 pm	Fond du Lac Campus

VISION

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MISSION

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MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING

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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
_____ Kescenovitz
_____ Treichel
_____ Guerrero
_____ Jung
_____ Hintz
_____ Hill
_____ Zeratsky
_____ Hopp

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. CORRESPONDENCE AND REPORTS

Layla Merrifield, Executive Director of the Wisconsin Technical College District Boards Association, will provide a summary annual update report.

IV. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the October 18, 2023 meeting minutes and November 1, 2023 workshop minutes as presented.

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:10 p.m., October 18, 2023, in Room A-112 of Moraine Park Technical College, 235 N. National Ave., Fond du Lac, Wisconsin, Secretary Mike Schwab presiding. Board members present at the meeting were Vernon Jung, Steve Hill, Melissa Kescenovitz, Tom Hopp, Sara Hintz, and Kate Treichel. Board members Bur Zeratsky and Diane Guerrero were 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 Hintz, second Treichel, that the Moraine Park Technical College District Board approve the September 20, 2023 meeting minutes as presented. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

Board member Diane Guerrero arrived at this point in the agenda.

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, including the annual procurement report;
3. Economic Development Contracting;

and that the bills for the month of September be approved and payments are authorized, ordered, and confirmed. September receipts total \$5,607,930.09. September disbursements total -\$10,111,950.89. Roll call vote: Treichel, yes; Schwab, yes; Guerrero, yes; Kescenovitz, yes; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, excused; and Hopp, yes. Motion CARRIED.

IV. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023 (continued)

APPROVAL OF RESOLUTION AWARDING THE SALE OF \$8,640,000 GENERAL OBLIGATION SCHOOL BUILDING AND FACILITY IMPROVEMENT BONDS, SERIES 2023-24B

MOTION Treichel, second Hill, that the Moraine Park Technical College District Board adopt the following resolution to accept the bid and award the sale of \$8,640,000 General Obligation School Building and Facility Improvement Bonds, Series 2023-24B:

WHEREAS, on June 15, 2022, the District Board of the Moraine Park Technical College District, Wisconsin (the "District") adopted an intent resolution (the "Intent Resolution") which expressed the District's intent to issue general obligation bonds or promissory notes to pay 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;

WHEREAS, pursuant to the Intent Resolution, a public hearing was held on July 11, 2022;

WHEREAS, on August 17, 2022, the District Board 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 "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;

WHEREAS, the District Board hereby finds and determines that the Project is within the District's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the District is authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and to issue general obligation bonds for such public purposes;

IV. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023 (continued)

WHEREAS, the District issued \$12,770,000 General Obligation School Building and Facility Improvement Bonds, Series 2022-23C, dated May 10, 2023 to pay a portion of the cost of the Project authorized by the Initial Resolution and the Referendum;

WHEREAS, on September 20, 2023, the District Board adopted a resolution (the "Set Sale Resolution"), providing that an additional portion of the general obligation bonds authorized by the Initial Resolution and the Referendum be issued and sold as an issue of bonds designated as "General Obligation School Building and Facility Improvement Bonds, Series 2023-24B" (the "Bonds") for the purpose of paying an additional portion of the cost of the Project;

WHEREAS, pursuant to the Set Sale Resolution, the District directed Robert W. Baird & Co. Incorporated ("Baird") to take the steps necessary to sell the Bonds;

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 Bonds and indicating that the Bonds would be offered for public sale on October 18, 2023;

WHEREAS, the Secretary (in consultation with Baird) caused notice of the sale of the Bonds to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Bonds for public sale on October 18, 2023;

WHEREAS, the District has duly received bids for the Bonds 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.

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

APPROVAL OF BUDGET ADJUSTMENTS – 2022-23 BUDGET

MOTION Kescenovitz, second Jung, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2022-23 District budget:

IV. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023 (continued)

WHEREAS, any modification to an adopted budget by fund type or function is required by State Statute 65.90(5)(a) to be approved by a technical college district board by at least two-thirds vote of the full district board; and

WHEREAS, the Moraine Park Technical College District finds it appropriate to make such modifications to its 2022-23 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2022-23 budgetary revisions:

To increase resources in the General Fund for:

... Institutional Revenue from \$3,918,480 to \$4,918,480

To increase expenditure appropriations/uses in the General Fund for:

... Transfers to Reserves Designated for Operations from \$0 to \$545,848

... Internal Transfers to Capital Projects Fund from \$0 to \$1,400,000

... Internal Transfers to Enterprise Fund from \$0 to \$125,000

To decrease resources in the General Fund for:

... Transfers from Reserves Designated for Operations from \$179,152 to \$0

To decrease expenditure appropriations/uses in the General Fund for:

... Instruction from \$25,733,917 to \$25,233,917

... Instruction Resources from \$1,756,453 to \$1,556,453

... General Institutional from \$11,780,947 to \$11,230,947

To increase resources in the Special Revenue (Aidable) Fund for:

... Transfers from Reserves and Designated Fund Balances from \$0 to \$377,235

To increase expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:

... General Institutional from \$157,284 to \$197,284

To decrease resources in the Special Revenue (Aidable) Fund for:

... Institutional Revenue from \$593,385 to \$193,385

To decrease expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:

... Transfers to Reserves and Designated Fund Balances from \$62,765 to \$0

To increase resources in the Special Revenue (Nonaidable) Fund for:

... Federal Revenue from \$3,123,128 to \$5,023,128

... Transfers from Reserves and Designated Fund Balances from \$73,472 to \$278,472

IV. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023 (continued)

To increase expenditure appropriations/uses in the Special Revenue (Nonaidable) Fund for:

... Student Services from \$5,267,460 to \$7,367,460

... General Institutional from \$10,000 to \$15,000

To increase resources in the Capital Projects Fund for:

... Interfund Transfers from \$0 to \$1,400,000

... Transfers from Reserves and Designated Fund Balances from \$575,047 to \$675,047

To decrease resources in the Capital Projects Fund for:

... Capital Campaign from \$2,500,000 to \$0

To decrease expenditure appropriations/uses in the Capital Projects Fund for:

... Instruction from \$6,703,171 to \$5,703,171

To increase resources in the Enterprise Fund for:

... Institutional Revenue from \$257,500 to \$305,000

... Interfund Transfers from \$0 to \$125,000

To increase expenditure appropriations/uses in the Enterprise Fund for:

... Auxiliary Services from \$442,986 to \$500,000

To decrease resources in the Enterprise Fund for:

... Transfers from Retained Earnings from \$185,486 to \$70,000

BE IT FURTHER RESOLVED that the Administration be directed to place this resolution as a Class I Legal Notice in the designated District newspapers as required by Section 65.90(5)(a) of the Wisconsin Statutes.

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

APPROVAL OF BUDGET ADJUSTMENTS – 2023-24 BUDGET

MOTION Hintz, second Kescenovitz, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2023-24 District budget:

WHEREAS, any modification to an adopted budget by fund type or function is required by State Statute 65.90(5)(a) to be approved by a technical college district board by at least two-thirds vote of the full district board; and

WHEREAS, the Moraine Park Technical College District finds it appropriate to make such modifications to its 2023-24 budget.

IV. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023 (continued)

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2023-24 budgetary revisions:

To increase anticipated resources in the General Fund for:

- ... Tax Levy from \$11,379,958 to \$11,516,766
- ... Transfers from Designated for Operations from \$0 to \$115,816

To increase expenditure appropriations and uses in the General Fund for:

- ... Instruction Resources from \$1,816,091 to \$1,819,288
- ... Student Services from \$7,041,280 to \$7,421,790

To decrease anticipated resources in the General Fund for:

- ... State Aid from \$27,836,372 to \$27,366,607
- ... Program Fees from \$6,906,500 to \$6,699,962
- ... Material Fees from \$307,330 to \$301,165
- ... Institutional Revenue from \$4,551,490 to \$4,362,500

To decrease expenditure appropriations and uses in the General Fund for:

- ... Instruction from \$26,419,548 to \$25,805,356
- ... General Institutional from \$12,028,635 to \$11,687,151
- ... Physical Plant from \$4,220,596 to \$4,173,731

To increase anticipated resources in the Special Revenue Fund for:

- ... State Aid from \$1,052,705 to \$1,561,187
- ... Institutional Revenue from \$120,800 to \$139,140
- ... Federal Revenue from \$1,380,436 to \$1,394,725

To increase expenditure appropriations and uses in the Special Revenue Fund for:

- ... Instruction from \$1,917,927 to \$2,244,752
- ... Student Services from \$905,547 to \$1,119,836

To increase anticipated resources in the Capital Projects Fund for:

- ... Institutional Revenue from \$75,000 to \$2,749,350

To increase expenditure appropriations and uses in the Capital Projects Fund for:

- ... Instruction Resources from \$651,173 to \$660,890
- ... General Institutional from \$1,847,439 to \$1,996,594
- ... Physical Plant from \$23,563,873 to \$23,899,836
- ... Transfers to Reserves and Designated Fund Balances from \$0 to \$5,887

IV. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023 (continued)

To decrease anticipated resources in the Capital Projects Fund for:

... Transfers from Reserves and Designated Fund Balances from \$2,173,628 to \$0

To increase expenditure appropriations and uses in the Debt Service Fund for:

... Physical Plant from \$11,895,334 to \$11,982,279

To decrease expenditure appropriations and uses in the Debt Service Fund for:

... Transfers to Reserves and Designated Fund Balances from \$214,666 to \$127,721

BE IT FURTHER RESOLVED that the Administration be directed to place this resolution as a Class I Legal Notice in the designated District newspapers as required by Section 65.90(5)(a) of the Wisconsin Statutes.

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

APPROVAL OF RESOLUTION – CERTIFICATION OF TAX LEVY

MOTION Treichel, second Hintz, that the Moraine Park Technical College District Board approve the following resolution to certify the tax levy for the Moraine Park Technical College District for the 2023-24 budget year:

WHEREAS, the Moraine Park Technical College District Board adopted the budget for fiscal year 2023-24 on June 21, 2023, at its regular meeting; and

WHEREAS, the Moraine Park Technical College District Board reviewed the 2023-24 budget on October 18, 2023, in accordance with Chapter TCS 7.05(6) of the Wisconsin Administrative Code; and

WHEREAS, this review resulted in a modification of the budget based on a thorough analysis of resources available, a review of revenue projections and current expense and debt service appropriations, a complete revision of the personnel budget, and a change to the tax levy allocations as proposed in the budget document; and

WHEREAS, the tax levy required to support the 2023-24 budget represents a 37.96401%, or a \$6,474,075 increase over the 2022-23 tax levy;

WHEREAS, the tax levy represents an operational mill rate on equalized value of 0.28590 and a debt service mill rate of 0.29763 for a total mill rate of 0.58353.

WHEREAS, the operational tax levy increase of 1.38530% is equivalent to the net new construction rate as determined by the Wisconsin Department of Revenue.

IV. APPROVAL OF MINUTES

MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023 (continued)

NOW, THEREFORE, BE IT RESOLVED, that the Moraine Park Technical College District Board authorizes a tax levy of twenty-three million, five hundred twenty-seven thousand, two hundred sixty-six dollars (\$23,527,266) on the full value of the taxable property of the District for the purpose of operating and maintaining the schools of the District, payment of indebtedness, acquiring equipment, and making capital improvements for the year beginning July 1, 2023.

BE IT FURTHER RESOLVED, that the Moraine Park Technical College District Board pursuant to Section 38.16(1) of the Wisconsin Statutes authorizes that the aforementioned amount of levy be spread proportionately on the tax rolls for collection in each city, village, and town within the District, and that the respective clerks be informed of this action.

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

APPROVAL OF RESOLUTION – STATE CODE OF ETHICS

MOTION Hill, second Kescenovitz, that the Moraine Park Technical College District Board adopt the following resolution which designates the positions at Moraine Park which are subject to the Wisconsin State Code of Ethics:

WHEREAS, technical college district board members, district directors, and other key administrative staff of technical college districts are subject to the State Code of Ethics.

THEREFORE, BE IT RESOLVED that, for purposes of Wisconsin's Code of Ethics for Public Officials and Employees, Sections 19.41 through 19.59, Stats., the Moraine Park Technical College District Board designates the following positions and indicates its intention that the current occupants of these positions and their successors be subject to the Wisconsin Ethics Code:

<u>Position</u>	<u>Occupant</u>
President	Bonnie Baerwald
Vice President – Teaching and Learning	Doug Hamm
Vice President – Finance and Administration	Carrie Kasubaski
Vice President – Student Services	James Barrett
Chief Information Officer	Jerry Richards

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

IV. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023 (continued)

ACADEMIC PROGRAM HIGHLIGHT – MECHANICAL DESIGN

Brian Stout, Associate Dean of Manufacturing and Integrated Technology, and Kim Olson and Jeff Quackenboss, Mechanical Design Instructors, provided a presentation to the board highlighting the Mechanical Design program. Industry employment and wage trends, program demographic data, planned facilities updates, innovations, and expansions, articulation agreements and transfers, and student project highlights were included in the presentation. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald noted that Vice President of Teaching and Learning Doug Hamm recently successfully defended his doctorate dissertation. The recently held ACCT Leadership Congress included receipt of the Trustee Leadership Award – Central Regional to Vernon Jung which was celebrated. It was noted that part of the agenda for the upcoming fall workshop will include strategic planning, and board members were asked to review the Environmental Scan and HLC Trends Report, and consider the question “What are you hoping we will be sharing and celebrating with stakeholders in 5-7 years?” The recent announcement of the closing of two University of Wisconsin 2-year campuses was noted, with partnership and accommodation conversations ongoing with UW System leadership. Highlights of meetings recently attended included Envision Greater Fond du Lac which included action by the county to halt all funding to Envision Greater FDL, visits and tours at several Washington County area businesses, and a recent report out meeting regarding the success of the UW-Oshkosh/MPTC articulation agreements. Legislative update included recent legislative panelist event with N.E.W. E.R.A. members, and meeting with Representative Mark Born to discuss pending legislation regarding the removal of the technical college tax levy authority and anticipating legislative advocacy efforts needing to increase significantly. WTCS update noted the recent retirement announcements of Presidents Vicky Martin of MATC and Jack Daniels of Madison College. College activities update included the recently held Ledge Games and receipt of \$10k donation to the Moraine Park Foundation, Discover Moraine Park open house events held in Fond du Lac and West Bend, with Beaver Dam upcoming next week, successful Horicon Regional Center groundbreaking event, recent Medical Assistant program accreditation visit, approval of \$900k grant for second chance pell programming efforts from the Department of Justice, and various October Manufacturing month activities. Information only; no Board action required.

UPCOMING EVENTS

Board members that participated in the recent ACCT Leadership Congress shared reports of sessions attended. A summary of upcoming meetings and events was reviewed. Anyone wishing to register for any upcoming events should contact the President's Office. Information only; no Board action required.

IV. APPROVAL OF MINUTES

MORaine PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES October 18, 2023 (continued)

CLOSED SESSION

MOTION Hill, second Hintz, that the Moraine Park Technical College District Board convene into closed session pursuant to Wis. Stat. sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, and conducting other public business because competitive and bargaining reasons require a closed session (regarding the current software and professional services contract with Anthology, Inc.). Roll call vote: Treichel, yes; Schwab, yes; Guerrero, yes; Kescenovitz, yes; Jung, yes; Hill, yes; Hintz, yes; Zeratsky, excused; and Hopp, yes. Motion CARRIED.

RECONVENE INTO OPEN SESSION

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

ADJOURNMENT

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

The Board meeting was adjourned at 6:54 p.m.

IV. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD WORKSHOP MINUTES November 1, 2023

ATTENDANCE

The Moraine Park Technical College District Board held a workshop, beginning at 4:00 p.m., on November 1, 2023, at the Radisson Hotel and Conference Center at 625 W Rolling Meadows Drive, Fond du Lac, Wisconsin, Chairperson Tom Hopp presiding. Board members present at the workshop were Steve Hill, Melissa Kescenovitz, Kate Treichel, Mike Schwab, Diane Guerrero, Sara Hintz, and Vernon Jung. Board member Bur Zeratsky was excused.

MEETING NOTICE

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

WORKSHOP

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

CLOSED SESSION

MOTION Schwab, second Hintz, that the Moraine Park Technical College District Board convene into closed session pursuant to Wis. Stat. sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (regarding various personnel matters). Roll call vote: Jung, excused; Fields, yes; Almeida, yes; Lloyd, yes; Schlieve, yes; Schwab, yes; Johnson, yes; Hopp, yes; and Zeratsky, yes. Motion CARRIED.

RECONVENE INTO OPEN SESSION

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

ADJOURNMENT

MOTION Jung, second Hill, to adjourn the board workshop. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

The Board workshop was adjourned at 7:18 p.m.

V. CONSENT ITEMS

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

A. Human Resources – Employment

Resignations/Terminations

Tammy Gloyd, Housekeeper, submitted her resignation effective October 27, 2023. Tammy had been with the College since March, 2023.

Brian Ish, Disability Resources Specialist, submitted his resignation effective November 2, 2023. Brian had been with the College since September, 2022.

Stephen Endries, Security Officer, submitted his retirement effective January 5, 2024. Stephen has been with the College since August, 2018.

Daurren McCarthy, Assessment and Admissions Specialist, submitted her retirement effective July 10, 2025. Daurren has been with the College since November, 1998.

Recruitment – Support Employees

Financial Aid Assistant, West Bend campus. This full-time vacancy was created when Mickey Eggers submitted her retirement. This position provides administrative support and technical assistance for the Financial Aid Office functions on the assigned campus. This position will provide high level customer service to students, families and internal employees. After screening and interviewing, Josh Schweitzer was selected and started November 13, 2023. Josh earned his Associate's degree from Rasmussen College in Business Management. Josh was most recently the Financial Aid Representative at MPTC's West Bend campus.

Disability Resource Specialist, Fond du Lac Campus. This is a new part-time position funded through the Student Success Grant. This position is responsible for the delivery of disability-related needs, including academic support services as designated by student accommodation plans. This position is funded by the Student Success Grant through June 30, 2024. After screening and interviewing, Lori Machmueller was selected and started November 13, 2023. Lori earned her Master's in Special Education from the University of Wisconsin-Eau Claire. Lori is a retired Individualized Support Program Coordinator from Adams-Friendship School District.

Department of Corrections College Advisor, Fond du Lac campus. This new, full-time, limited-term position will establish and maintain contact with DOC students in assigned program area(s) to provide admissions, financial aid, registration, enrollment, and general academic assistance. This position will also focus on retention by supporting students through referrals to appropriate College support services. This position is funded by a Bureau of Justice Assistance Grant (BJA) until September 30, 2026.

V. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Support Employees

Accounts Receivable Specialist, Fond du Lac Campus. This full-time vacancy was created when Kimberly Hess was promoted. This position is responsible for the processing of all activities related to the accounts receivable of the College. In addition, this position is the liaison between Student Financial Services, Financial Aid, Enrollment Services, and third-party accounts. Interviews were last held November 2, 2023.

Housekeeper, West Bend Campus. This full-time vacancy was created when Tammy Gloyd submitted her resignation. This position performs various custodial duties to uphold the standard levels of cleanliness for all the College's owned and leased properties. Interviews were last held on November 9, 2023.

Spirit Store Representative, Fond du Lac Campus. This part-time vacancy was created when Alex Dill submitted his resignation. This position works closely with the Auxiliary Services Manager to perform work activities for Spirit Store operations. Interviews were last held on November 1, 2023.

Student Involvement Specialist, Beaver Dam Campus. This full-time vacancy was created when Lisa Manuell submitted her resignation. This position will plan, coordinate and lead student activities within student involvement to enhance student retention and engagement for the assigned campus.

Multicultural Student Support Specialist, Fond du Lac Campus. This part-time vacancy was created when Aryana Barudin submitted her resignation. This position develops effective strategies for student engagement and academic success. Providing campus-wide programming and one on one mentoring to increase inclusion, belonging, and retention of all multicultural student populations. Interviews were last held November 8, 2023.

Recruitment & Admissions Engagement Specialist, Fond du Lac Campus. This part-time vacancy was created when Caitlin Hernandez changed roles at the College. This position will provide direct contact with prospective and admitted students in line with established communication strategies, department processing, and student engagement efforts. Work in conjunction with Recruitment and Admissions teams to support student onboarding practices and department activities to achieve enrollment goals. Interviews were last held November 2, 2023.

Recruitment – Instructional Employees

Economic & Workforce Development – CNC Instructor, Fond du Lac Campus. This full-time vacancy was created when Jim Gyorfy ended employment. The primary teaching responsibility for this position will be for classes in the CNC area including metrology, GD&T, blue print reading, machining fundamentals and operator training. Interviews were last held September 15, 2023.

V. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Instructional Employees

Economic & Workforce Development – Industrial Maintenance Instructor, Fond du Lac Campus. This full-time repurposed vacancy 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. After screening and interviewing, Alexander Crimmings was selected and started October 30, 2023.

Alex earned his Journeyman Tool & Die Technologies Apprenticeship from Moraine Park Technical College. Alex was most recently a Weld Engineer Technician at MEC.

It is recommended that Moraine Park Technical College District Board issue a 2023-24 contract to Alexander Crimmings and further that he be placed in F2 on the Faculty salary schedule.

Surgical Technology Instructor, Fond du Lac Campus. This full-time vacancy was created when Chad Bratz submitted his resignation. This position will teach courses in the Surgical Technology program, along with duties associated with Program Director; including programmatic accreditation and clinical site responsibilities. After screening and interviewing, Nicole Sexton was selected and her start date will be determined.

Nicole earned her Bachelor's degree from Northern Michigan University in Biology and her Technical Diploma from Northeast Wisconsin Technical College in Surgical Technology. Nicole was most recently an Adjunct Instructor – Surgical Technology at Northeast Wisconsin Technical College and a Certified Surgical Technologist at Aurora Medical Center and St. Vincent's Hospital.

It is recommended that Moraine Park Technical College District Board issue a 2023-24 contract to Nicole Sexton and further that she be placed in F2 on the Faculty salary schedule.

Early Childhood Education Instructor, West Bend Campus. This full-time vacancy was created when Rebekah Benedum submitted her resignation. The primary teaching responsibility for this position will be for classes in the Early Childhood Education program and credentialed classes. After screening and interviewing, Jean Hoffmann was selected and started November 8, 2023.

Jean earned her Doctorate in Education Leadership from Concordia University. Jean was most recently a Visiting Assistant Professor for Early Childhood at the University of Wisconsin-Milwaukee.

It is recommended that Moraine Park Technical College District Board issue a 2023-24 contract to Jean Hoffmann and further that she be placed in F1 on the Faculty salary schedule.

Electromechanical Technology Instructor, Fond du Lac Campus. This new, full-time position will enhance the College's capability to deliver courses involving automation and robotics to our students and community.

V. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Instructional Employees

IT Software Developer Instructor, Fond du Lac Campus. This full-time vacancy was created when Christopher Kleman submitted his resignation. The primary teaching responsibility will vary within the IT Software Developer Associate degree program, and includes courses such C#, Java, SQL, ASP, PHP and Systems Analysis. After screening and interviewing, Benjamin Blacklock was selected and started November 13, 2023.

Benjamin earned his Master's in Engineering Management at Milwaukee School of Engineering. Benjamin was most recently an Integrations Engineer at Presto.

It is recommended that Moraine Park Technical College District Board issue a 2023-24 contract to Benjamin Blacklock and further that he be placed in F2 on the Faculty salary schedule.

Business Management Instructor – Department of Corrections, Fond du Lac Campus. This new, full-time, limited term position will teach online courses in Business Management to the Department of Corrections students. This position is funded by the Bureau of Justice Assistance Grant (BJA) until September 30, 2026.

Recruitment – Management Employees

Senior Talent Manager, Fond du Lac Campus. This full-time vacancy was created when Jacki Warner submitted her resignation. This position will provide guidance and support to employees and leaders throughout the talent life cycle, provide strategic oversight for the College's Total Rewards programs, and provide strategic insight related to workforce planning, change management and other key Talent solutions. Interviews were last held on November 6, 2023.

Assistant Manager-Student Recruitment, Fond du Lac Campus. This new, full-time position was created with the reorganization of the department. The Assistant Manager - Student Recruitment is responsible for providing leadership college-wide for recruitment initiatives, events, and programs.

Promotion/Demotion/Transfer

K12 Partnership Manager, Fond du Lac Campus. This position was created with the reorganization of the team. This position plans, organizes, manages and provides direction and oversight for dual enrollment and high school relations. Beth Roehl was promoted to the position on October 30, 2023.

Financial Aid Representative, Fond du Lac Campus. This position was created when Joshua Schweitzer took another position at the College. This position provides administrative support and technical assistance for the Financial Aid Office functions on the assigned campus. Angela Blamey transferred to the position on November 13, 2023.

V. CONSENT ITEMS

B. Financial Services – Accounting/Investments

Receipts and Disbursements Report as of October 31, 2023 including the Disbursement Detail for disbursements \$2,500 or greater

Monthly Investment Report as of October 31, 2023

Monthly Comparative Statement of Revenues and Expenses as of October 31, 2023

TAX LEVY RECEIVABLE

By October 31, all tax levy certified billing statements were sent to the 130 municipal clerks. No payments are expected until January, 2024.

<u>County</u>	<u>Total Levied</u>	<u>Total Collected</u>	<u>Percent Collected</u>
Calumet	\$281,389.36	\$0.00	0%
Columbia	4,759.99	\$0.00	0%
Dodge	4,374,778.05	\$0.00	0%
Fond du Lac	6,315,997.51	\$0.00	0%
Green Lake	2,035,943.79	\$0.00	0%
Marquette	28,998.69	\$0.00	0%
Sheboygan	7,116.73	\$0.00	0%
Washington	10,169,591.79	\$0.00	0%
Waushara	198,634.60	\$0.00	0%
Winnebago	110,055.49	\$0.00	0%
	<u>\$23,527,266.00</u>	<u>\$0.00</u>	<u>0%</u>

V. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - November 2023									
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE
Seneca Foods Corporation	Heartsaver CPR/AED - Adult	00003537	41979	\$ 562.28		\$ 379.48	\$ 182.80	12	0.02
Seneca Foods Corporation	Heartsaver First Aid	00003537	41980	\$ 697.14		\$ 390.52	\$ 306.62	6	0.02
Opus Inspection, Inc.	Emission System Component Fail	00003421	T1658	\$ 715.50		\$ 192.25	\$ 523.25	0	0
Kreilkamp Trucking	CDL Theory 1	00003542	10263	\$ 12,907.39		\$ 4,235.07	\$ 8,672.32	15	0.5
Kreilkamp Trucking	Class A CDL Driving 2	00003542	21708	\$ 32,202.24		\$ 30,442.74	\$ 1,759.50	14	1.4
Kreilkamp Trucking	Class A CDL Driving 1	00003542	10265	\$ 32,109.48		\$ 6,811.82	\$ 25,297.66	15	1.5
Kreilkamp Trucking	CDL Theory 2	00003542	10264	\$ 21,406.32		\$ 4,289.79	\$ 17,116.53	15	1
MSI Express, Inc	Assessment Testing	00003549	T1648	\$ 482.00		\$ 173.87	\$ 308.13	0	0
Fox Valley Savings Bank	Change Management	00003572	42319	\$ 953.28	\$ 95.33	\$ 351.88	\$ 601.40	16	0.05
Boyd Corporation	Create a Respectful Workplace	00003588	42322	\$ 940.00	\$ 94.00	\$ 355.58	\$ 584.42	5	0.02
Specialty Cheese Company, Inc	Train the Trainer	00003592	42328	\$ 3,576.28	\$ 357.63	\$ 1,465.84	\$ 2,110.44	7	0.09
John Deere	STM Assessment	00003806	T1665	\$ 757.77		\$ 757.77	\$ -	0	0
Mayville Engineering Company Inc	GD&T - 24 Hr	00003647	42627	\$ 6,531.03	\$ 653.10	\$ 3,247.83	\$ 3,283.20	7	0.14
City of Fond du Lac	Heartsavr First Aid/CPR/AED-Ad	00003482	42642	\$ 1,163.90		\$ 746.10	\$ 417.80	10	0.05
Mercury Marine	Intro to Engine Fundamentals	00003617	42668	\$ 3,760.00	\$ 376.00	\$ 1,463.04	\$ 2,296.96	4	0.05
Alliance Laundry Systems LLC	8D Problem Solving	00003675	42674	\$ 4,346.48	\$ 434.65	\$ 1,847.39	\$ 2,499.09	16	0.21
Alliance Laundry Systems LLC	8D Problem Solving	00003675	42673	\$ 4,331.01	\$ 433.10	\$ 1,839.53	\$ 2,491.48	13	0.17
Opus Inspection, Inc.	Emission System Component Fail	00003422	T1657	\$ 697.50		\$ 173.39	\$ 524.11	0	0
City of Fond du Lac	Heartsavr First Aid/CPR/AED-Ad	00003483	42709	\$ 982.54		\$ 726.38	\$ 256.16	13	0.07
				\$ 106,551.91	\$ 546.96	\$ 49,088.84	\$ 57,463.07	105	4.6

V. CONSENT ITEMS

SUGGESTED MOTION:

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

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

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

Roll call vote:

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

VI. ACTION ITEMS

A. Approval of Retirements

The following employees have informed the College that they will be retiring from the Moraine Park District:

<u>Employee</u>	<u>Title</u>	<u>Effective Date</u>	<u>Date Hired</u>
Stephen Endries	Security Officer	January 5, 2024	August 8, 2018
Daurren McCarthy	Assessment & Admissions Specialist	July 10, 2025	November 2, 1998

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the retirement of Stephen Endries and Daurren McCarthy:

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

VII. CORRESPONDENCE AND REPORTS

A. Economic and Workforce Development Annual Report and Strategic Plan

JoAnn Hall, Dean of Economic and Workforce Development, will present the annual update report.

B. President's Report

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

C. 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. Winter Commencement - December 15, 6:00 pm - Fond du Lac Conference Center
2. District Board Meeting - December 20, 5:00 pm - Fond du Lac Campus

VIII. ADJOURNMENT

SUGGESTED MOTION:

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