



MORAINE PARK TECHNICAL COLLEGE

DISTRICT BOARD MEETING

Wednesday, February 21, 2024

Moraine Park Technical College

2151 N. Main Street, West Bend, WI 53090

Auditorium, Room T-101

Listening option via Microsoft Teams:

Ph: (414) 662-4790 | Conference ID: 963 151 973#

Upcoming Meetings and Events

TITLE	DATE	TIME	LOCATION
Legislative Breakfast	March 11	7:30-9:30 am	FDL Conference Center
District Board Appointment Committee Meeting	March 18	4:30 pm	FDL Campus, A-112
WTCS State Board Meeting	March 19-20		FDL Conference Center
District Board Meeting	March 20	5:00 pm	FDL Campus, A-112
DBA Spring Meeting	March 22-23		Nicolet College, Rhinelander
District Board Spring Workshop	April 1	4:00-7:00 pm	TBD - FDL

VISION

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

MISSION

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

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

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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. APPROVAL OF MINUTES

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the January 17, 2024 meeting minutes as presented.

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES January 17, 2024

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:25 p.m., January 17, 2024, in Room A-112 of Moraine Park Technical College, 235 N. National Ave., Fond du Lac, Wisconsin, Chairperson Tom Hopp presiding. Board members present at the meeting were Vernon Jung, Melissa Kescenovitz, Mike Schwab, Sara Hintz, and Bur Zeratsky. Board members Diane Guerrero, Steve Hill, and Kate Treichel 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.

INTRODUCTIONS

Kimberly Hess - Student Finance Manager, Kristen McClyman - Senior Talent Manager, and Katie VandeSlunt - Assistant Manager of Student Recruitment, were introduced to the board. Information only; no Board action required.

Board member Diane Guerrero joined the meeting at this point in the agenda.

APPROVAL OF MINUTES

MOTION Hintz, second Zeratsky, that the Moraine Park Technical College District Board approve the December 20, 2023 meeting minutes as presented. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

III. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES January 17, 2024

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Schwab, second Jung, 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 December be approved and payments are authorized, ordered, and confirmed. December receipts total \$3,660,898.29. December disbursements total -\$6,036,981.42. Roll call vote: Treichel, excused; Schwab, yes; Guerrero, yes; Kescenovitz, yes; Jung, yes; Hill, excused; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

APPROVAL OF RETIREMENTS

MOTION Zeratsky, second Hintz, that the Moraine Park Technical College District Board accept the retirements of Nancy Esposito, Eileen Bouchard, Karolyn Hannam, Greg Kilgas, Sue Wiese, Shawn McAfee, Sally Ruback, Hans Baierl, and Mary Nyhouse:

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.

Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

ACCEPTANCE OF THE 2022-23 DISTRICT ANNUAL COMPREHENSIVE FINANCIAL REPORT

MOTION Zeratsky, second Schwab, that the Moraine Park Technical College District Board accept the 2022-23 District Annual Comprehensive Financial Report as previously presented by representatives of CLA. Roll call vote: Treichel, excused; Schwab, yes; Guerrero, yes; Kescenovitz, yes; Jung, yes; Hill, excused; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

ACADEMIC PROGRAM HIGHLIGHT – NURSING

Katie Hughes - Associate Dean of Health, Andrea Dobogai – Nursing Instructor, and Dawn Bertram – Program Student, provided a presentation to the board highlighting the Nursing Program. Credentials offered, faculty backgrounds, enrollment trends, student demographics, program enhancements, and recent NCLEX exam results were included in the presentation. Information only; no Board action required.

III. APPROVAL OF MINUTES

MORAINES PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES January 17, 2024

K12 ANNUAL REPORT

Lisa Pollard - Beaver Dam Campus Dean, and Beth Roehl - K12 Partnership Manager, presented an overview of the current K12 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.

PRESIDENT'S REPORT

President Baerwald reviewed the 2023-24 Mid-Year College Strategic Plan progress report. Highlights of meetings recently attended were then provided, including Envision Greater Fond du Lac which focused on strengthening relationship with the Fond du Lac city council, Marian University MLK community breakfast event, and continuing conversations with UW-Milwaukee leadership. Legislative update noted recent visit from Lieutenant Governor Sara Rodriguez to the West Bend campus to learn more about our healthcare program offerings, recent approval from the Washington County board of a \$500k donation to the West Bend campus equipment campaign, and noted several pending bills affecting technical colleges. WTCS update included recently held state board meeting which included presentation of the annual apprenticeship completion report, President's Association meeting which included a presentation by Milwaukee School of Engineering and interest in pursuing articulation partnerships, and district board appointment process details. College activities update noted recent closures due to the inclement weather, meetings and discussions regarding the new AIR Center, continuing discussions with Ripon College focusing in transfer agreement opportunities, and beginning of the spring semester next week. Information only; no Board action required.

UPCOMING EVENTS

Potential dates for the board's spring workshop were discussed, and Monday, April 1 from 4:00-7:00 pm was selected. 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.

CLOSED SESSION

MOTION Zeratsky, second Hintz, that the Moraine Park Technical College District Board convene into Closed Session pursuant to Wis. Stat. 19.85.(1)(g) for the purpose of the district board to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the College with respect to litigation in which it is or is likely to become involved regarding a personnel matter, and 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: Treichel, excused; Schwab, yes; Guerrero, yes; Kescenovitz, yes; Jung, yes; Hill, excused; Hintz, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

III. APPROVAL OF MINUTES

MORAINÉ PARK TECHNICAL COLLEGE DISTRICT BOARD MEETING MINUTES January 17, 2024

RECONVENE INTO OPEN SESSION

MOTION Zeratsky, second Hintz, that the Moraine Park Technical College District Board reconvene into open session. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

ADJOURNMENT

MOTION Schwab, second Jung, that the Moraine Park Technical College District Board meeting be adjourned. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

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

IV. 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

Francesco Corrente, Automotive Technician Instructor, submitted his retirement effective May 2027. Francesco has been with the College since August 2008.

Deborah Schuh, Adult Education Instructor, submitted her retirement effective December 18, 2026. Deborah has been with the College since August 2014.

Mary Davies, Associate Dean of Credentialed Programming, submitted her retirement effective December 23, 2026. Mary has been with the College since October 2015.

James Simmers, Culinary Arts Instructor, submitted his retirement effective June 2028. James has been with the College since August 1999.

Cindi Noring, Student Support Representative, submitted her retirement effective January 17, 2025. Cindi has been with the College since October 2004.

Nancy Zuern, Student Support Representative, submitted her retirement effective December 1, 2026. Nancy has been with the College since January 1981.

Kristine Hilt, Administrative Aide - Corrections, submitted her retirement effective December 23, 2026. Kristine has been with the College since September 2014.

Catherine Werner, Curricular System Administrator, submitted her retirement effective January 3, 2025. Catherine has been with the College since October 2002.

Jeff Quackenboss, Mechanical Design Technology Instructor, submitted his retirement effective May 19, 2026. Jeff has been with the College since August 2002.

James Daniels, Automotive Technician Instructor, submitted his retirement effective May 25, 2027. James has been with the College since August 1999.

Brenda Schegetz, Student Support Representative, submitted her retirement effective January 3, 2025. Brenda has been with the College since August 1990.

Kim Schwamn, Director of Student Development, submitted her retirement effective December 21, 2026. Kim has been with the College since January 2014.

IV. CONSENT ITEMS

A. Human Resources – Employment

Resignations/Terminations (continued)

David Janke, Maintenance Mechanic, submitted his retirement effective December 31, 2026. David has been with the College since June 2017.

Dean Wickert, Housekeeper, submitted his retirement effective June 27, 2024. Dean has been with the College since November 1995.

Leanne Laszewski-Doyle, Professional Development Seminar & Grant Coordinator, submitted her retirement effective December 23, 2025. Leanne has been with the College since Sept 2019.

Carmen Bonlender, Academic Advisor, submitted her retirement effective January 5, 2026. Carmen has been with the College since December 2000.

Pam Jacob, Nursing Assistant Instructor, submitted her retirement effective June 30, 2025. Pam has been with the College since January 2004.

Julie Bosveld, Academic Advisor, submitted her retirement effective January 3, 2025. Julie has been with the College since April 1996.

Steve Horvath, Associate Dean of Trades and Apprenticeships, submitted his retirement effective January 4, 2027. Steve has been with the College since July 2013.

Kerry DeGroot, Nursing Instructor, submitted her resignation effective January 22, 2024. Kerry has been with the College since August 2012.

Recruitment – Support Employees

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. After screening and interviewing, Tony Rodriguez was selected and started February 19, 2024. Tony earned his Bachelor of Arts degree from Marian University. Tony was most recently a Recruiter at Moraine Park Technical College.

Administrative Aide-Cosmetology, Fond du Lac Campus. This full-time vacancy was created when Michelle Freund submitted her resignation. This position will provide administrative and technical support to the Cosmetology department. After screening and interviewing, Darcie Holte was selected and will start March 4, 2024. Darcie was most recently the Director of Sales at Destination Lake Winnebago Region.

IV. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Support Employees (continued)

Recruiter, Fond du Lac Campus. This full time vacancy was created when Katie VandeSlunt changed roles at the College. This position provides the outreach, recruitment, and initial retention of program students through direct contact and assistance from application to registration. After screening and interviewing, Amanda Prost was selected and will start March 6, 2024. Amanda earned her Associate in Applied Science degree from Moraine Park Technical College. Amanda was most recently a Human Resources Manager at Cedar Community.

Security Officer, West Bend Campus. This part-time vacancy was created when Julie Flaherty submitted her resignation. This position assists with MPTC's security and safety efforts at all campuses, which include loss prevention, student, employee, and public safety, investigations and parking enforcement.

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 January 25, 2024.

Disability Resources Specialist, Fond du Lac Campus. This is a new part-time position. The Disability Resources Specialist is responsible for the delivery of disability-related needs, including academic support services as designated by student accommodation plans. Interviews were last held February 7, 2024.

Recruiter, Beaver Dam Campus. This full-time vacancy was created when Tony Rodriguez changed roles at the College. This position provides the outreach, recruitment, and initial retention of program students through direct contact and assistance from application to registration. Interviews were last held January 24, 2024.

Custodian, Horicon Regional Center and Beaver Dam campus. This full-time vacancy was created when Jacqueline Juszcak submitted her resignation. This position performs various custodial and light maintenance duties to uphold the standard levels of cleanliness for all the College's owned and leased properties.

IV. CONSENT ITEMS

A. Human Resources – Employment

Recruitment – Instructional Employees

Nursing Assistant Instructor, Beaver Dam Campus. This new position will serve as the Primary Instructor in the Nursing Assistant course. This position is funded through the Forward Careers Grant through May 2028. After screening and interviewing, Sara Curran was selected and will start March 11, 2024.

Sara earned her Associate Degree in Nursing from Herzing University. Sara was most recently a Registered Nurse in Women’s Health at Marshfield Medical Center.

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

Recruitment – Management Employees

K-12 Partnership Coordinator, Fond du Lac Campus. This full-time vacancy was created when Beth Roehl changed roles at the College. This position interacts with teachers, counselors, Career prep coordinators at the high school as well as all of the support services at the college to ensure teachers and students are supported in their dual enrollment course(s). After screening and interviewing, Michael Lueder was selected and started January 29, 2024. Michael earned his Master of Education degree from Marquette University. Michael was most recently the Director for the Center for Civic and Community Engagement at the University of Wisconsin Oshkosh.

Dean of Health & Human Services, Fond du Lac Campus. This full-time vacancy was created when Barb Jascor submitted her retirement. This position will play a pivotal role in shaping the future of our programs and facilities, ensuring that we continue to provide exceptional educational opportunities in Nursing, Health Sciences and Human Services for our students and meet the evolving needs of our community. Interviews were last held February 9, 2024.

Accessibility Specialist, West Bend Campus. This full-time vacancy was created when Brian Ish submitted his resignation. This position is responsible for the development and delivery of disability-related accommodations and academic support service plans for students with disabilities. Interviews were last held January 30, 2024.

Development Officer-College Advancement, Fond du Lac Campus. This full-time vacancy was created when Kathy Rechner submitted her resignation. The Development Officer secures resources to support the Moraine Park Foundation/Office of College Advancement’s mission of making education accessible and affordable for Moraine Park students. This position identifies and cultivates relationships with donor prospects, develops and implements fundraising plans, and works collaboratively with team members to further the mission of the Foundation. Interviews were last held February 9, 2024.

IV. CONSENT ITEMS

B. Financial Services – Accounting/Investments

Receipts and Disbursements Report as of January 31, 2024 including the Disbursement Detail for disbursements \$2,500 or greater

Monthly Investment Report as of January 31, 2024

Monthly Comparative Statement of Revenues and Expenses as of January 31, 2024

TAX LEVY RECEIVABLE

January tax levy payments have been received. Total collections as of February 12, 2024 totaled \$8,581,583.22 or 36.5% of the total levied. Last year's collection through February 6, 2023 was \$6,596,321.02 or 38.7% 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	\$281,389.36	\$102,638.96	36.5%
Columbia	4,759.99	\$1,125.32	23.6%
Dodge	4,374,778.05	\$1,622,038.84	37.0%
Fond du Lac	6,315,997.51	\$2,179,536.42	34.5%
Green Lake	2,035,943.79	\$513,146.42	25.2%
Marquette	28,998.69	\$7,900.84	27.3%
Sheboygan	7,116.73	\$2,896.32	40.7%
Washington	10,169,591.79	\$4,061,179.37	39.9%
Waushara	198,634.60	\$53,414.87	26.9%
<u>Winnebago</u>	<u>110,055.49</u>	<u>\$37,705.86</u>	<u>34.3%</u>
	<u>\$23,527,266.00</u>	<u>\$8,581,583.22</u>	<u>36.5%</u>

IV. CONSENT ITEMS

C. Economic Development Contracting

EWD Board Report - February 2024									
Recipient	Title	Contract	Course Section #	Revenue	Revenue - Grant Administration Fee	Direct Cost	Net	Enrolled	FTE
Tenneco Powertrain	Onboarding: New Employees	00003578	42313	\$ 477.00		\$ 300.40	\$ 176.60	3	0.01
EK Machine Co.	Onboarding: New Employees	00003577	42313	\$ 159.00		\$ 100.12	\$ 58.88	1	0
Department of Corrections	2D CAD Mold/Die Print Reading	00003780	22104	\$ 15,196.48		\$ 6,853.12	\$ 8,343.36	8	0.53
Department of Corrections	CNC Machining Center Operation	00003780	22105	\$ 14,040.00		\$ 5,696.64	\$ 8,343.36	8	0.53
Department of Corrections	Team Building/Problem Solving	00003780	22102	\$ 11,162.20		\$ 5,305.08	\$ 5,857.12	8	0.8
Department of Corrections	Basic Programming	00003780	22103	\$ 21,723.39		\$ 9,208.35	\$ 12,515.04	8	0.8
Markesan High School	Medical Terminology	00003804	22291	\$ 4,431.00		\$ 2,470.57	\$ 1,960.43	5	0.5
Kewaskum High School	Nursing Assistant	00003815	21718	\$ 3,149.00		\$ 6,795.07	\$ (3,646.07)	8	0.53
Hartford Union High School	Nursing Assistant	00003810	21765	\$ 3,149.00		\$ 7,092.50	\$ (3,943.50)	8	0.53
West Bend School District	Introduction to Graphic Design	00003800	22304	\$ 12,595.80		\$ 3,341.74	\$ 9,254.06	28	2.8
West Bend School District	Nursing Assistant	00003819	21768	\$ 3,149.00		\$ 6,807.84	\$ (3,658.84)	10	0.67
Slinger High School	Nursing Assistant	00003816	21766	\$ 3,149.00		\$ 6,876.11	\$ (3,727.11)	6	0.4
Envision Greater Fond du Lac	Team Building Leader Retreat	00003556	42601	\$ 2,866.50		\$ 2,389.34	\$ 477.16	31	0.1
Beaver Dam Chamber of Commerce	Leadership Starts Here	00003712	42588	\$ 1,430.00		\$ 457.56	\$ 972.44	19	0.13
Kondex Corporation	Leading Others Series	00003970	42626	\$ 3,900.00	\$ 390.00	\$ 635.26	\$ 3,264.74	3	0.06
Jor Mac Company, Inc.	Leading Others Series	00003971	42626	\$ 1,300.00	\$ 130.00	\$ 211.75	\$ 1,088.25	1	0.02
Grande Cheese Company	Leading Others Series	00003969	42626	\$ 7,800.00	\$ 780.00	\$ 1,270.46	\$ 6,529.54	6	0.12
Specialty Cheese Company, Inc	Trauma Informed Workplace	00003957	42766	\$ 550.00		\$ 217.12	\$ 332.88	2	0.01
Fedco Batteries	Trauma Informed Workplace	00003958	42766	\$ 825.00		\$ 325.67	\$ 499.33	3	0.02
West Bend School District	Nursing Assistant	00003820	21769	\$ 3,149.00		\$ 6,807.84	\$ (3,658.84)	10	0.67
Slinger High School	Nursing Assistant	00003817	21767	\$ 3,149.00		\$ 6,815.05	\$ (3,666.05)	4	0.27
Conagra Brands	Fanuc Robotics & Vision System	00003582	22332	\$ 16,920.00	\$ 1,692.00	\$ 7,070.40	\$ 9,849.60	2	0.2
Centro Incorporated	Leadership Tier 1	00003742	42801	\$ 10,502.18	\$ 1,050.22	\$ 3,825.74	\$ 6,676.44	5	0.17
Conagra Brands	Supervision 101	00003584	42843	\$ 5,973.10	\$ 597.31	\$ 2,953.42	\$ 3,019.68	7	0.14
FZE Manufacturing Solutions, LLC.	Leading Others Series	00003866	42844	\$ 4,620.99	\$ 462.10	\$ 1,947.39	\$ 2,673.60	8	0.16
Mercury Marine	Mercury Leadership Dev Refresh	00003394	42851	\$ 956.67	\$ 95.67	\$ 521.10	\$ 435.57	36	0.12
Tenneco Powertrain	Microsoft Excel Level 1	00003885	42893	\$ 2,269.34		\$ 1,084.93	\$ 1,184.41	5	0.03
Tenneco Powertrain	Microsoft Excel Level 2	00003886	42904	\$ 2,267.68		\$ 1,036.32	\$ 1,231.36	7	0.05
Fives Giddings & Lewis LLC	Heartsaver CPR/AED - Adult	00003434	42924	\$ 545.68		\$ 389.70	\$ 155.98	8	0.01
Tenneco Powertrain	Microsoft Excel Level 3	00003887	42905	\$ 2,223.68		\$ 968.61	\$ 1,255.07	5	0.03
St. Mary's Springs Academy	Manufacturing Processes	00003922	32315	\$ 4,611.00		\$ 3,341.74	\$ 1,269.26	7	0.7
St. Mary's Springs Academy	Auto Service Fundamentals	00003924	32311	\$ 3,224.00		\$ 3,647.94	\$ (423.94)	10	0.67
St. Mary's Springs Academy	Gas Metal Arc Welding 1 (GMAW)	00003923	32312	\$ 5,038.80		\$ 5,003.26	\$ 35.54	12	0.8
St. Mary's Springs Academy	CAD 3-D SolidWorks	00003925	32313	\$ 4,431.00		\$ 3,341.74	\$ 1,089.26	10	1
KMC Stampings	Project Management B/I	00003754	43000	\$ 2,450.13	\$ 245.01	\$ 1,740.70	\$ 709.43	13	0.09
		TOTAL		\$ 183,384.62	\$ 5,442.31	\$ 116,850.58	\$ 66,534.04	315	13.67

IV. 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 January be approved and payments are authorized, ordered, and confirmed.

Roll call vote:

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

V. ACTION ITEMS

A. Approval of Retirements

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

Employee	Title	Effective Date	Date Hired
Francesco Corrente	Automotive Technician Instructor	May 2027	August 20, 2008
Deborah Schuh	Adult Education Instructor	December 18, 2026	August 18, 2014
Mary Davies	Associate Dean of Credentialed Programming	December 23, 2026	October 19, 2015
James Simmers	Culinary Arts Instructor	June 2028	August 25, 1999
Cindi Noring	Student Support Representative	January 17, 2025	October 11, 2004
Nancy Zuern	Student Support Representative	December 1, 2026	January 19, 1981
Kristine Hilt	Administrative Aide-Corrections	December 23, 2026	September 23, 2014
Catherine Werner	Curricular System Administrator	January 3, 2025	October 14, 2002
Jeff Quackenboss	Mechanical Design Instructor	May 19, 2026	August 20, 2002
James Daniels	Automotive Technician Instructor	May 25, 2027	August 25, 1999
Brenda Schegetz	Student Support Representative	January 3, 2025	August 6, 1990
Kim Schwamn	Director of Student Development	December 21, 2026	January 13, 2014
David Janke	Maintenance Mechanic	December 31, 2026	June 5, 2017
Dean Wickert	Housekeeper	June 27, 2024	November 15, 1995
Leanne Laszewski-Doyle	Professional Development Seminar & Grant Coordinator	December 23, 2025	September 3, 2019
Carmen Bonlender	Academic Advisor	January 5, 2026	December 18, 2000
Pam Jacob	Nursing Assistant Instructor	June 30, 2025	January 16, 2004
Julie Bosveld	Academic Advisor	January 3, 2025	April 8, 1996
Steve Horvath	Associate Dean of Trades and Apprenticeships	January 4, 2027	July 1, 2013

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board accept the retirements of Francesco Corrente, Deborah Schuh, Mary Davies, James Simmers, Cindi Noring, Nancy Zuern, Kristine Hilt, Catherine Werner, Jeff Quackenboss, James Daniels, Brenda Schegetz, Kim Schwamn, David Janke, Dean Wickert, Leanne Laszewski-Doyle, Carmen Bonlender, Pam Jacob, Julie Bosveld and Steve Horvath:

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

V. ACTION ITEMS

B. Approval of 2024-25 Student Intake Fees

The following information is being presented for the purpose of District Board monitoring of their Governance Process Policy BP 1.10 College Budgeting Process, in which MPTC student fees for the coming academic year need to be approved by the District Board. The Wisconsin Technical College System (WTCS) Board approves program (tuition) fees (in-state and out-of-state).

We are proposing and requesting zero (0) new fees and one (1) change/update to the 2023-24 Moraine Park student fees for the 2024-25 academic year. Additionally, the WTCS sets program fees that are expected to be announced in late March. The requested items are as follows:

Fee Changes/Updates

- **Late Payment Charge:** Increase from 1.5% of account balance monthly to \$40.00 per occurrence.

Rationale: Updated Accounts Receivable procedure addresses assessing a flat fee rather than 1.5% of account balance for late payments. This will align Moraine Park with the rest of our WTCS counterparts

New Fees

- None

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board approve the student intake fees for 2024-25 as proposed.

V. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$1,475,000 General Obligation Promissory Notes, Series 2023-24C, of Moraine Park Technical College District, Wisconsin

Included in the 2023-24 budget, as adopted by the District Board on June 21, 2023 was a plan to issue a series of promissory notes to finance various capital projects and equipment needs of the District. A calendar was drafted for each of the individual projects, and a finance plan for the fiscal year was created. This particular issue is meant to finance \$1,475,000 for the public purpose of financing building remodeling and improvements for a roof and rooftop HVAC unit replacement at the Fond du Lac campus and a fire alarm system for the West Bend campus. This issuance is a regularly scheduled borrowing independent of the referendum.

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, March 20, 2024, 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 to prepare all relevant documents.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board adopt the following resolution authorizing the issuance and setting the sale of \$1,475,000 General Obligation Promissory Notes, Series 2023-24C (the "Notes") for the public purpose of financing building remodeling and improvements.

Roll call:

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

V. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$1,475,000 General Obligation Promissory Notes, Series 2023-24C, of Moraine Park Technical College District, Wisconsin

WHEREAS, the Moraine Park Technical College District, Wisconsin (the "District") is presently in need of \$1,475,000 for the public purpose of financing building remodeling and improvement projects; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purpose 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 \$1,475,000 for the public purpose of financing building remodeling and improvement projects; 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 \$1,475,000 and designated "General Obligation Promissory Notes, Series 2023-24C" (the "Notes"), the proceeds of which shall be used for the purpose specified above (the "Project").

Section 2. Notice to Electors. The 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 notice thereof in The 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 notice to be in substantially the form set forth on Exhibit A hereto.

Section 3. Sale of the Notes. The Notes shall be offered for public sale. At its March 20, 2024 meeting or another 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 Secretary shall cause an Official Notice of Sale for the Notes to be prepared and forwarded to prospective bidders.

Section 5. Official Statement. The 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. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$1,475,000 General Obligation Promissory Notes, Series 2023-24C, of Moraine Park Technical College District, Wisconsin

Section 6. Expenditure of Funds and Declaration of Official Intent. The District shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Notes become available. The District hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Notes, the principal amount of which is not expected to exceed \$1,475,000.

Adopted this 21st day of February, 2024.

Tom Hopp
Chairperson

ATTEST:

Michael E. Schwab
Secretary

(SEAL)

V. ACTION ITEMS

C. Approval of Resolution Authorizing the Issuance of \$1,475,000 General Obligation Promissory Notes, Series 2023-24C, of Moraine Park Technical College District, Wisconsin

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Moraine Park Technical
College District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above named District, at a meeting duly called and held on February 21, 2024, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,475,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing building remodeling and improvement projects.

A copy of said resolution is on file in the District Office, 235 North National Avenue, Fond du Lac, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 9:00 a.m. and 4:00 p.m., or in the alternative, by contacting Carrie Kasubaski at the District by email at the following address: ckasubaski1@morainepark.edu.

The District Board need not submit said resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)5, Wis. Stats., requesting a referendum thereon at a special election.

Dated February 21, 2024.

BY ORDER OF THE DISTRICT BOARD

District Secretary

VI. CORRESPONDENCE AND REPORTS

A. Spring Enrollment Report

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

B. 2023-24 Strategic Plan Scorecard Mid-Year Progress Report

Laura Waurio, Director of Institutional Effectiveness, will present a progress report update on the 2023-24 Strategic Plan Scorecard to the board.

C. President's Report

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

D. Upcoming Events

Note: 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. Legislative Breakfast – March 11, 7:30-9:30 – Fond du Lac Campus Conference Center
2. District Board Appointment Committee Meeting – March 18, 4:30 pm – FDL Campus
3. WTCS State Board Meeting – March 19-20 – FDL Campus
4. District Board Meeting – March 20 – FDL Campus
5. DBA Spring Meeting – March 22-23 – Nicolet College, Rhinelander
6. District Board Spring Workshop – April 1 – 4:00-7:00 pm – Fond du Lac (Location TBD)

VII. CLOSED SESSION

A. Approval to Convene into Closed Session

It is the Board's intent to convene into Closed Session pursuant to Wis. Stat. sec. 19.85(1)(g) for the purpose of conferring with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the College with respect to litigation in which the College is or is likely to become involved regarding a personnel matter.

SUGGESTED MOTION:

I move that the Moraine Park Technical College District Board convene into closed session pursuant to Wis. Stat. sec. 19.85(1)(g) for the purpose of conferring with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the College with respect to litigation in which the College is or is likely to become involved regarding a personnel matter.

Roll call vote:

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

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

VIII. ADJOURNMENT

SUGGESTED MOTION:

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