

**MORAINE PARK TECHNICAL COLLEGE  
DISTRICT BOARD MINUTES**

***June 20, 2018***

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was held at 5:00 p.m., June 20, 2018, in Room A-112 of Moraine Park Technical College, 235 North National Avenue, Fond du Lac, Wisconsin, Chairperson Mike Staral presiding. Board members present at the meeting were Kim Krueger, Bur Zeratsky, Vernon Jung, Candy Fields, Cindy Laubenstein, and Lowell Prill.

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

Two new staff members were introduced. Information only; no Board action required.

APPROVAL OF MINUTES

MOTION Zeratsky, second Prill, that the Moraine Park Technical College District Board approve the May 16, 2018 meeting minutes as presented. Vote: Ayes: 6; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

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

1. Employment;
2. Financial Management – Accounting/Investments;
3. Economic Development Contracting;

and that the bills for the month of May be approved and payments are authorized, ordered, and confirmed. May cash receipts total \$1,201,756.45. May disbursements total \$4,592,459.34. Roll call vote: Prill, yes; Krueger, yes; Laubenstein, yes; Fields, absent; Jung, present; Lloyd, excused; Zeratsky, yes; and Staral, yes. Motion CARRIED.

APPROVAL OF 2018-19 MEAL, LODGING AND MILEAGE REIMBURSEMENT RATES

MOTION Laubenstein, second Krueger, that the Moraine Park Technical College District Board approve the meal, lodging and mileage reimbursement rates for 2018-19 as follows:

Per diem meal rate:	Rates as defined by GSA
Lodging:	Rates as defined by GSA
Mileage:	\$0.54.5/mile

Vote: Ayes: 6; Opposed: 0. Motion CARRIED.

Board member Fields arrived at this point in the agenda.

APPROVAL OF CONTRACT FOR LEGAL SERVICES

MOTION Jung, second Zeratsky, that the Moraine Park Technical College District Board authorize the President to enter into a contract with Dempsey, Edgerton, St. Peter, Petak & Rosenfeldt for legal services during the period July 1, 2018 through June 30, 2019. Roll call vote: Zeratsky, yes; Laubenstein, yes; Krueger, yes; Lloyd, excused; Jung, yes; Fields, yes; Prill, yes; and Staral, yes. Motion CARRIED.

APPROVAL OF RESOLUTION MODIFYING RESERVES

MOTION Prill, second Fields, that the Moraine Park Technical College District Board adopt the following resolution establishing the following reservations and segregations of fund balances at the dollar levels indicated:

WHEREAS, the Wisconsin Administrative Code TCS 7.05(5) requires that a district board adopt a resolution creating reserves and requires that, prior to the adoption of its budget, each district disclose all reserves maintained by it, the amount contained in each reserve and the anticipated amount by which each reserve will be increased or decreased during the year for which the budget is adopted; and

WHEREAS, the Moraine Park Technical College District Board will be approving the District's 2018-19 Annual Budget.

THEREFORE, BE IT RESOLVED that the Moraine Park Technical College District Board hereby approves the following reservations and segregations of fund balances:

- RESERVE FOR CAPITAL PROJECTS - A segregation of a portion of the fund balance which is exclusively and specifically for the acquisition and improvement of sites and for the acquisition, construction, equipping, and renovation of buildings. At June 30, 2018, this reserve is planned to be \$10,126,693, but should not exceed \$7,155,828 over the next year in the Capital Projects Fund.
- RESERVE FOR DEBT SERVICE - A segregation of a portion of fund balance to provide for debt service requirements for the coming year which is planned to be \$1,084,480 at June 30, 2018, but should not exceed \$914,876 over the next year in the Debt Service Fund.
- RESERVE FOR STUDENT FINANCIAL ASSISTANCE - A segregation of a portion of fund balance to provide for financial aid to students. At June 30, 2018, this reserve is planned to be \$94,652 and should not exceed this amount over the next year in the Special Revenue Fund (non-aidable).
- DESIGNATED FOR STATE AID FLUCTUATIONS - A designated segregation of a portion of fund balance to provide for reductions and variations in state aid. At June 30, 2018, this designation is planned to be \$355,563 and should not exceed this amount over the next year in the General Fund.
- DESIGNATED FOR OPERATIONS - A designated segregation of a portion of fund balance to provide for fluctuations in operating cash balances. At June 30, 2018, this designation is planned to be \$11,421,751 and should not exceed this amount over the next year in the General Fund.
- DESIGNATED FUND BALANCE FOR SUBSEQUENT YEAR - A designated segregation of a portion of fund balance to be used to fund the forthcoming year's budget. At June 30, 2018, this designation is planned to be \$811,371 and should not exceed this amount over the next year in the Special Revenue Fund (operational).
- DESIGNATED FUND BALANCE FOR SUBSEQUENT YEARS - A designated segregation of a portion of fund balance to be used to fund subsequent to the forthcoming year's budget. At June 30, 2018, this designation is planned to be \$462,360 and should not exceed this amount over the next year in the General Fund.

Roll call vote: Fields, yes; Laubenstein, yes; Lloyd, excused; Zeratsky, yes; Krueger, yes; Prill, yes; Jung, yes; and Staral, yes. Motion CARRIED.

ADOPTION OF 2018-19 INSTITUTIONAL PLAN AND BUDGET

MOTION Fields, second Krueger, that the Moraine Park Technical College District Board approve the following resolution to adopt the institutional plan and budget for fiscal year 2018-19:

WHEREAS, the notice of the public hearing on the proposed 2018-19 budget of the Moraine Park Technical College District was published in the Fond du Lac Reporter, the West Bend News, and the Beaver Dam Daily Citizen by May 4, 2018, as a Class I Legal Notice; and

WHEREAS, the Moraine Park Technical College District Board has held pursuant to Wis. Stat. sec. 65.90(4), a public hearing on the proposed 2018-19 budget on May 16, 2018 in Fond du Lac, Wisconsin, at the Moraine Park Technical College, 235 North National Avenue, at 5:05 p.m.

NOW, THEREFORE, BE IT RESOLVED that the Moraine Park Technical College District Board hereby adopts the budget of seventy-six million nine hundred sixty-four thousand two hundred twenty-seven dollars (\$76,964,227) and the associated institutional plan as indicated in the attachment of this resolution for the making of capital improvements, payment of indebtedness, acquisition of equipment, and the operating and maintenance of the schools of the District for the fiscal year beginning July 1, 2018.

Roll call vote: Lloyd, excused; Laubenstein, yes; Zeratsky, yes; Fields, yes; Krueger, yes; Jung, yes; Prill, yes; and Staral, yes. Motion CARRIED.

APPROVAL OF THREE-YEAR FACILITIES PLAN

MOTION Krueger, second Fields, that the Moraine Park Technical College District Board approve the 2018-21 Three-Year Facilities Plan and, further, that the Plan be submitted to the Wisconsin Technical College System Board for their acceptance. Roll call vote: Laubenstein, yes; Lloyd, excused; Prill, yes; Zeratsky, yes; Krueger, yes; Jung, yes; Fields, yes; and Staral, yes. Motion CARRIED.

APPROVAL OF FACULTY CONTRACT ISSUANCE

MOTION Jung, second Zeratsky, that the Moraine Park Technical College District Board issue a contract for Stephen Logan, Gas Utility Construction and Service Technician Instructor, for the 2018-19 school year. Roll call vote: Fields, yes; Prill, yes; Lloyd, excused; Zeratsky, yes; Jung, yes; Krueger, yes; Laubenstein, yes; and Staral, yes. Motion CARRIED.

RESOLUTION TO APPROVE THE MPTC BOARD POLICY MANUAL

MOTION Fields, second Zeratsky, that the Moraine Park Technical College District Board approve the MPTC Board Policy Manual, as presented, and authorize the effective date of the manual to begin with the fiscal year beginning July 1, 2018. Vote: Ayes: 7; Opposed: 0. Motion CARRIED.

DISABILITY RESOURCES

The College's Disability Resources Manager provided an overview of disability resources available to students. Information only; no Board action required.

STUDENT ENGAGEMENT

The College's Vice President of Student Services shared highlights of student engagement and involvement opportunities and activities. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald reminded Board members that the next Board meeting will be held on Monday, July 9. Highlights of meetings recently attended included meetings with Hartford employers to discuss strategic partnership opportunities and introduce the Promise program. A Promise program and legislative update were provided. President Baerwald communicated that she will be leading the WTCS Presidents' Association this year. Gratitude

was expressed to Board members who were in attendance at this year's Commencement and GED/HSED Graduation ceremonies. Information only; no Board action required.

WISCONSIN TECHNICAL COLLEGE  
DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

Planned attendance at the July 12-14 District Boards Association summer meeting was reviewed. 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. 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 including the evaluation of the College President). Roll call vote: Jung, yes; Zeratsky, yes; Laubenstein, yes; Lloyd, excused; Prill, yes; Krueger, yes; Fields, yes; and Staral, yes. Motion CARRIED.

MOTION Jung, second Prill, that the Board reconvene into open session to complete the balance of the agenda. Motion CARRIED by voice vote.

RATIFICATION OF PRESIDENT'S EMPLOYMENT AGREEMENT

MOTION Fields, second Jung, that the Moraine Park Technical College District Board ratify and approve the President's Employment Agreement and Salary/Benefits Summary letter as prepared by the District Board's legal counsel. Roll call vote: Lloyd, excused; Zeratsky, yes; Jung, yes; Prill, yes; Fields, yes; Krueger, yes; Laubenstein, yes; and Staral, yes. Motion CARRIED.

ADJOURNMENT

The Board meeting was adjourned following the completion of the open session.