

MORaine PARK TECHNICAL COLLEGE DISTRICT BOARD MINUTES
October 21, 2020

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was held at 5:00 p.m., October 21, 2020, in Room A-112 of the Moraine Park Technical College, 235 North National Avenue, Fond du Lac, Wisconsin, Chairperson Bur Zeratsky presiding. Board members present at the meeting were Renee Almeida, Mike Schwab, Bob Lloyd, Vernon Jung, Rob Johnson, Tom Hopp, Candy Fields and Kathy Schlieve.

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

The new IT Cybersecurity Instructor was introduced. Information only; no Board action required.

COMMUNITY REPORTS

Nicole Pretre, Vice President of Development at Cedar Community in West Bend provided a remote presentation, highlighting the various services offered, barriers to employment, current needs and trends, and suggested programs and potential partnerships for exploration. Information only; no Board action required.

APPROVAL OF MINUTES

MOTION Hopp, second Fields, that the Moraine Park Technical College District Board approve the September 16, 2020 meeting minutes as presented. Vote: Ayes: 9; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

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

1. Talent Management – Employment;
2. Financial Management – 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 \$11,769,361.41. September disbursements total -\$4,599,475.58. Roll call vote: Schwab, yes; Schlieve, yes; Hopp, yes; Almeida, yes; Johnson, yes; Jung, yes; Lloyd, yes; Fields, yes; and Zeratsky, yes. Motion CARRIED.

APPROVAL OF RETIREMENTS

MOTION Schwab, second Jung, that the Moraine Park Technical College District Board accept the retirements of Ralph Schlass, Donna Spannbauer, Susan Bentz, and Bruce Hahn:

These employees have proven to be very dedicated, cooperative, and hard-working employees of Moraine Park Technical College. The Board hereby accepts their retirements 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: 9; Opposed: 0. Motion CARRIED.

APPROVAL OF RESOLUTION – STATE CODE OF ETHICS

MOTION Schlieve, second Schwab, 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, presidents, 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 – Academic Affairs	James Eden
Vice President – Finance and Administration	Carrie Kasubaski
Vice President – Student Services	James Barrett
Chief Information Officer	Jerry Richards

Roll call vote: Schwab, yes; Schlieve, yes; Hopp, yes; Almeida, yes; Johnson, yes; Jung, yes; Lloyd, yes; Fields, yes; and Zeratsky, yes. Motion CARRIED.

APPROVAL OF BUDGET ADJUSTMENTS – 2019-20 BUDGET

MOTION Fields, second Hopp, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2019-20 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 2019-20 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2019-20 budgetary revisions:

To increase resources in the General Fund for:

- ... Transfers from Designated for Operations from \$0 to \$237,314
- ... Other Federal from \$0 to \$215,000

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

- ... General Institutional from \$8,932,165 to \$10,632,165
- ... Internal Transfers to Internal Service Fund from \$0 to \$1,500,000

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

- ... Instruction from \$25,280,606 to \$24,080,606
- ... Instruction Resources from \$2,334,491 to \$2,034,491
- ... Student Services from \$6,627,065 to \$6,027,065
- ... Physical Plant from \$3,792,429 to \$3,642,429
- ... Transfers to Reserves Designated for Operations from \$497,686 to \$0

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

- ... Other Federal from \$0 to \$82,000

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

- ... Instructional Resources from \$0 to \$5,000
- ... General Institutional from \$80,055 to \$100,000
- ... Physical Plant from \$0 to \$90,000

To decrease expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:
... Instruction from \$2,106,465 to \$2,073,520

To increase expenditure appropriations/uses in the Special Revenue (Nonaidable) Fund for:
... Instructional from \$0 to \$20,000
... General Institutional from \$0 to \$10,000

To decrease expenditure appropriations/uses in the Special Revenue (Nonaidable) Fund for:
... Student Services from \$9,510,600 to \$9,480,600

To increase expenditure appropriations/uses in the Capital Projects Fund for:
... Instruction from \$1,069,048 to \$1,279,048
... Instruction Resources from \$1,091,717 to \$1,101,717
... Student Services from \$0 to \$15,000
... Physical Plant from \$3,766,826 to \$4,276,826

To decrease expenditure appropriations/uses in the Capital Projects Fund for:
... General Institutional from \$3,034,727 to \$2,289,727

To increase resources in the Internal Service Fund for:
... Interfund Transfers from \$50,000 to \$1,500,000

To increase expenditures/uses in the Internal Service Fund for:
... Student Services from \$0 to \$5,000
... Retained Earnings from \$0 to \$943,766

To decrease resources in the Internal Service Fund for:
... Retained Earnings from \$506,234 to \$0

To decrease expenditures/uses in the Internal Service Fund for:
... Auxiliary Services from \$1,168,877 to \$1,163,877

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: Schwab, yes; Schlieve, yes; Hopp, yes; Almeida, yes; Johnson, yes; Jung, yes; Lloyd, yes; Fields, yes; and Zeratsky, yes. Motion CARRIED.

APPROVAL OF BUDGET ADJUSTMENTS – 2020-21 BUDGET

MOTION Hopp, second Schlieve, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2020-21 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 2020-21 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2020-21 budgetary revisions:

To increase anticipated resources in the General Fund for:
... Tax Levy from \$11,714,337 to \$11,890,765

... Transfers from Designated for Operations from \$0 to \$728,319

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

... Physical Plant from \$3,778,296 to \$3,816,344

To decrease anticipated resources in the General Fund for:

... State Aid from \$25,237,561 to \$24,332,770

... Program Fees from \$7,608,161 to \$6,393,941

... Material Fees from \$397,765 to \$263,164

... Institutional Revenue from \$3,895,532 to \$3,195,532

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

... Instruction from \$25,644,637 to \$24,680,820

... Instruction Resources from \$2,250,489 to \$2,000,321

... Student Services from \$6,922,522 to \$6,532,453

... General Institutional from \$11,321,043 to \$10,838,184

To increase anticipated resources in the Special Revenue Fund for:

... State Aid from \$1,410,489 to \$1,532,689

... Institutional Revenue from \$455,740 to \$456,985

... Federal Revenue from \$1,080,938 to \$1,166,299

... Transfers from Reserves and Designated Fund Balances from \$0 to \$90,485

... Other Sources from \$0 to \$374,467

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

... Instruction from \$2,132,397 to \$2,519,874

... Student Services from \$1,160,442 to \$1,311,093

... Physical Plant from \$0 to \$110,000

To decrease anticipated resources in the Special Revenue Fund for:

... Tax Levy from \$425,630 to 400,000

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: Schwab, yes; Schlieve, yes; Hopp, yes; Almeida, yes; Johnson, yes; Jung, yes; Lloyd, yes; Fields, yes; and Zeratsky, yes. Motion CARRIED.

APPROVAL OF RESOLUTION – CERTIFICATION OF TAX LEVY

MOTION Schwab, second Fields, 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 2020-21 budget year:

WHEREAS, the Moraine Park Technical College District Board adopted the budget for fiscal year 2020-21 on June 17, 2020, at its regular meeting; and

WHEREAS, the Moraine Park Technical College District Board reviewed the 2020-21 budget on October 21, 2020, 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 2020-21 budget represents a 2.731309%, or a \$474,697 increase over the 2019-20 tax levy;

WHEREAS, the tax levy represents an operational mill rate on equalized value of .41879 and a debt service mill rate of .18644 for a total mill rate of .60523.

WHEREAS, the operational tax levy increase of 1.43428% is equivalent to the net new construction rate as determined by the Wisconsin Department of Revenue.

NOW, THEREFORE, BE IT RESOLVED, that the Moraine Park Technical College District Board authorizes a tax levy of seventeen million, eight hundred fifty-four thousand, five hundred thirty dollars (\$17,854,530) 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, 2020.

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: Schwab, yes; Schlieve, yes; Hopp, yes; Almeida, yes; Johnson, yes; Jung, yes; Lloyd, yes; Fields, yes; and Zeratsky, yes. Motion CARRIED.

FALL ENROLLMENT UPDATE

The Vice President of Student Services provided an update on current enrollment progress, highlighting historical trends, current student demographics, persistence rates and projections. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald provided an update on meetings recently attended, highlighting facilities planning meetings, COVID reopening meetings with local community and business leaders, newly formed Beaver Dam community Diversity, Equity and Inclusion group, and rollout of the budget development process for 2021-22. Legislative update included anticipation of results of the upcoming Presidential election, federal stimulus funding, and noted upcoming depletion of GEERs Grant funding. WTCS update included a recent meeting of the Incarcerated Individuals Task Force, President's Association meeting which included a Diversity, Equity and Inclusion focus and noted the creation of a "persons of color" system-wide mentorship program, and Reskilling and Rebuilding National Task Force with focuses on short-term credentialing. College activities update included a District Office and potential occupants update, noted the Health Information Technology program received 7-year accreditation, presentation of the Distinguished Alumni Award to Steve Peterson, ongoing COVID response work, and recently held Campus Conversations. Information only; no Board action required.

WISCONSIN TECHNICAL COLLEGE

DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

Participating Board members reported on the sessions that they attended at the ACCT's annual Leadership Congress, which was held recently in a virtual format. Due to scheduling conflicts, the upcoming November 4 Board Workshop was revised to begin at 4:00 pm. 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.

CLOSED SESSION

MOTION Schwab, second Fields, 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 Campus Management Corporation). Roll call vote: Jung, yes; Fields, yes; Almeida, yes; Lloyd, yes; Schlieve, yes; Schwab, yes; Johnson, yes; Hopp, yes; and Zeratsky, yes. Motion CARRIED.

ADJOURNMENT

MOTION Fields, second Schwab, that the Moraine Park Technical College District Board meeting be adjourned. Vote: Ayes: 9; Opposed: 0. Motion CARRIED.

The Board meeting was adjourned at 7:18 p.m. following the completion of the closed session.