

MORAINE PARK TECHNICAL COLLEGE DISTRICT BOARD MINUTES

October 19, 2022

ATTENDANCE

A meeting of the Moraine Park Technical College District Board was called to order at 5:00 p.m., October 19, 2022, in Room A-112 of the Moraine Park Technical College, 235 North National Avenue, Fond du Lac, Wisconsin, Chairperson Tom Hopp presiding. Board members present at the meeting were Diane Guerrero, Bur Zeratsky, Steve Hill, Vernon Jung, Mike Schwab, Kate Treichel, and Sara Hintz. Board member Rob Johnson was excused.

MEETING NOTICE

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

PUBLIC COMMENTS

The public was provided with an opportunity to comment to the Board. No comments from the public were received.

INTRODUCTIONS

The new Auxiliary Services Manager, Diagnostic Medical Sonography Instructor, Substance Use Disorders Counseling Instructor, and two Instructional Designers were introduced. Information only; no Board action required.

APPROVAL OF MINUTES

MOTION Zeratsky, second Hintz, that the Moraine Park Technical College District Board approve the September 21, 2022 meeting minutes as presented. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

CONSENT ITEMS – MONTHLY BUSINESS

MOTION Jung, second Treichel, 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 \$4,364,827.50. September disbursements total -\$7,675,305.79. Roll call vote: Treichel, yes; Schwab, yes; Hintz, yes; Johnson, excused; Jung, yes; Hill, yes; Guerrero, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

APPROVAL OF RESOLUTION – STATE CODE OF ETHICS

MOTION Treichel, second Jung, 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: Treichel, yes; Schwab, yes; Hintz, yes; Johnson, excused; Jung, yes; Hill, yes; Guerrero, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

APPROVAL OF BUDGET ADJUSTMENTS – 2021-22 BUDGET

MOTION Hill, second Guerrero, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2021-22 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 2021-22 budget.

NOW, THEREFORE, BE IT RESOLVED by the Moraine Park Technical College District Board to make the following 2021-22 budgetary revisions:

To increase resources in the General Fund for:
... Federal Revenue from \$1,683,300 to \$668,300

To increase expenditure appropriations/uses in the General Fund for:
... Student Services from \$6,669,640 to \$6,794,640
... Internal Transfers to Internal Service Fund from \$200,000 to \$300,000
... Internal Transfers to Capital Projects Fund from \$0 to \$1,000,000
... Internal Transfers to Debt Service Fund from \$0 to \$9,000

To decrease resources in the General Fund for:
... Transfers from Reserves Designated for Operations from \$58,251 to \$8,251

To decrease expenditure appropriations/uses in the General Fund for:
... Instruction from \$25,113,686 to \$25,013,686
... Instruction Resources from \$2,031,324 to \$1,847,324
... General Institutional from \$11,826,816 to \$11,426,816
... Physical Plant from \$3,868,349 to \$3,768,349

To increase expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:
... Physical Plant from \$0 to \$5,000

To decrease expenditure appropriations/uses in the Special Revenue (Aidable) Fund for:
... Student Services from \$1,625,884 to \$1,620,884

To increase resources in the Special Revenue (Nonaidable) Fund for:
... Federal Revenue from \$5,097,220 to \$5,497,220

To increase expenditure appropriations/uses in the Special Revenue (Nonaidable) Fund for:
... Student Services from \$6,959,777 to \$7,359,777

To increase resources in the Capital Projects Fund for:
... Interfund Transfers from \$0 to \$1,000,000

To increase expenditure appropriations/uses in the Capital Projects Fund for:
... Student Services from \$0 to \$300,000

To decrease resources in the Capital Projects Fund for:

... Proceeds from Debt from \$7,300,00 to \$6,300,000

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

... General Institutional from \$2,215,050 to \$1,915,050

To increase resources in the Debt Service Fund for:

... Interfund Transfers from \$0 to \$9,000

To decrease resources in the Debt Service Fund for:

... Transfers from Reserves from \$287,991 to \$278,991

To increase resources in the Internal Service Fund for:

... Interfund Transfers from \$200,000 to \$300,000

To decrease resources in the Internal Service Fund for:

... Institutional Revenue from \$510,705 to \$410,705

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; Hintz, yes; Johnson, excused; Jung, yes; Hill, yes; Guerrero, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

APPROVAL OF BUDGET ADJUSTMENTS – 2022-23 BUDGET

MOTION Hintz, second Schwab, that the Moraine Park Technical College District Board approve the following resolution authorizing revisions to the 2022-23 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 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 anticipated resources in the General Fund for:

... Tax Levy from \$10,862,143 to \$11,023,191

... Institutional Revenue from \$3,913,480 to \$3,918,480

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

... Instruction from \$25,721,040 to \$25,733,917

... General Institutional from \$11,631,019 to \$11,780,947

... Physical Plant from \$4,000,293 to \$4,035,383

To decrease anticipated resources in the General Fund for:

... State Aid from \$27,520,361 to \$27,388,321

... Transfers from Designated for Operations from \$308,592 to \$179,152

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

... Instruction Resources from \$1,978,393 to \$1,756,453

... Student Services from \$7,037,485 to \$6,966,098

To increase anticipated resources in the Special Revenue Fund for:

... State Aid from \$876,461 to \$1,646,298
... Institutional Revenue from \$558,714 to \$593,385

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

... Instruction from \$1,875,117 to \$2,145,365
... General Institutional from \$129,725 to \$157,284
... Transfers to Reserves and Designated Fund Balances from \$0 to \$62,765

To decrease anticipated resources in the Special Revenue Fund for:

... Federal Revenue from \$1,630,371 to \$1,410,774
... Transfers from Reserves and Designated Fund Balances from \$350,995 to \$0

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

... Student Services from \$1,411,699 to \$1,285,043

To increase anticipated resources in the Capital Projects Fund for:

... State Aid from \$214,250 to \$459,244
... Federal Revenue from \$0 to \$477,978

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

... Instruction from \$2,493,177 to \$6,703,171
... Student Services from \$0 to \$175,000
... General Institutional from \$981,879 to \$1,535,604

To decrease anticipated resources in the Capital Projects Fund for:

... Transfers from Reserves and Designated Fund Balances from \$774,213 to \$575,047
... Proceeds from Debt from \$37,370,000 to \$25,332,632

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

... Physical Plant from \$20,908,680 to \$20,056,399
... Transfers to Reserves and Designated Fund Balances from \$16,075,000 to \$475,000

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

... Transfers to Reserves and Designated Fund Balances from \$0 to \$262,960

To decrease anticipated resources in the Debt Service Fund for:

... Transfers from Reserves and Designated Fund Balances from \$4,400 to \$0

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

... Physical Plant from \$6,114,400 to \$5,847,040

To increase anticipated resources in the Enterprise Fund for:

... Transfers from Reserves and Designated Fund Balances from \$160,730 to \$185,486

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

... Auxiliary Services from \$418,230 to \$442,986

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; Hintz, yes; Johnson, excused; Jung, yes; Hill, yes; Guerrero, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

APPROVAL OF RESOLUTION – CERTIFICATION OF TAX LEVY

MOTION Zeratsky, second Jung, 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 2022-23 budget year:

WHEREAS, the Moraine Park Technical College District Board adopted the budget for fiscal year 2022-23 on June 15, 2022, at its regular meeting; and

WHEREAS, the Moraine Park Technical College District Board reviewed the 2022-23 budget on October 19, 2022, 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 2022-23 budget represents a 1.047049%, or a \$176,705 increase over the 2021-22 tax levy;

WHEREAS, the tax levy represents an operational mill rate on equalized value of 0.30887 and a debt service mill rate of 0.16766 for a total mill rate of 0.47653.

WHEREAS, the operational tax levy decrease of 1.908182% is a result of the increase in the State Aid as passed in the 2021-23 State Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Moraine Park Technical College District Board authorizes a tax levy of seventeen million, fifty-three thousand, one hundred ninety-one dollars (\$17,053,191) 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, 2022.

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; Hintz, yes; Johnson, excused; Jung, yes; Hill, yes; Guerrero, yes; Zeratsky, yes; and Hopp, yes. Motion CARRIED.

OPEN EDUCATIONAL RESOURCES (OER)

The Dean of Applied Technology and Trades presented a summary update related to Open Educational Resources (OER), highlighting system-wide project results within WTCS, examples currently in use at MPTC, advantages and disadvantages to implementation, and upcoming professional development event opportunities. Information only; no Board action required.

PRESIDENT'S REPORT

President Baerwald provided highlights of meetings recently attended, including recent meetings with Envision Greater Fond du Lac which focused on strategic planning and economic development, and a recent Business Connection event hosted in the new MPTC Conference Center. Legislative update noted the federal legislation for student loan forgiveness is currently at a standstill and updates will be provided as they become available. A brief referendum update noted ongoing community organization meeting presentations and open community forums, current status of land purchase negotiations in Horicon, and next steps following the upcoming election were shared. An update on the status of the Automation, Innovation and Robotics (AIR) Center fundraising campaign was provided. It was shared that scholarship luncheons with donors and students have been held over the past few weeks, and a successful Business Expo Open House was recently held on the Beaver Dam campus. The 2022-23 Facts at a Glance brochure, and the updated system-wide budget request for the Governor's office, were shared. Information only; no Board action required.

WISCONSIN TECHNICAL COLLEGE

DISTRICT BOARDS ASSOCIATION REPORT/UPCOMING EVENTS

Board members Jung and Treichel provided a summary report on the Fall District Boards Association meeting and sessions attended. A suggested nomination for the District Boards Association 2022 Board Member of the Year Award was discussed. It was noted that the DBA Winter Legislative Summit will be held in Madison January 11-13, with a

tentative legislative luncheon being planned for January 12 for those able to attend. A summary of other upcoming meetings and events was shared. Anyone wishing to register for upcoming events should contact the President's Office. Information only; no Board action required.

APPROVAL OF NOMINATION FOR WISCONSIN TECHNICAL COLLEGE DISTRICT BOARDS ASSOCIATION
2022 BOARD MEMBER OF THE YEAR AWARD

MOTION Schwab, second Zeratsky, that the Moraine Park Technical College District board nominate Lavern Hays for the Wisconsin Technical College System District Boards Association 2022 Board Member of the Year award. Vote: Ayes: 8; Opposed: 0. Motion CARRIED.

ADJOURNMENT

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

The Board meeting was adjourned at 6:28 p.m.