



Regular Meeting of the Board of Control
 Date: Tuesday, April 21st, 2015
 Location: CESA 2 Conference Room 111
 Minutes

Committee	Members
Audit	Jerry Landmark, Tina Rossmiller (chair), Jaye Tritz, and Jim Wahl
Personnel	Ron Buchanan, Tom Bush, Jeff Hanna and Nancy Thompson (chair)
Policy	Jim Bousman, Barbara Fischer (chair), and Evelyn Propp
WASB Delegate and Alternate	Jeff Hanna and Barbara Fischer
WASB CESA Board Members Breakfast	Jim Bousman, Tom Bush, Barbara Fischer, and Nancy Thompson

#	Item	Minutes	Action
1.	Call to Order/Announcement of Compliance with Open Meeting Law	Ms. Tritz called the meeting to order at 7:06 pm. Dr. Albrecht confirmed that the meeting is in compliance with the Open Meeting Law.	Time: 7:06 pm
2.	Roll Call	<p>Present: Jim Bousman Tom Bush – arrived at 7:14 pm Barbara Fischer Evelyn Propp Tina Rossmiller Jaye Tritz Jim Wahl</p> <p>Absent: Ron Buchanan Jeff Hanna Jerry Landmark Nancy Thompson</p> <p>Also present: Gary Albrecht Nicole Barlass Bill Barrow Christopher Bauer</p>	

		Cynthia Holt Al Jaeger	
3.	Review and Approve Agenda	Ms. Tritz asked if there were any items from the consent agenda anyone would like moved to the regular agenda. No requests were made. Ms. Tritz noted that items 8 and 9 (presentations by Al Jaeger and Christopher Bauer) would be moved ahead of item 7 (reports). She also noted the addition of one addendum item to the regular agenda. Ms. Rossmiller made a motion to approve the agenda with the changes in order and the addition of the addendum item. Mr. Wahl seconded the motion. The motion carried 6:0.	Motion: Rossmiller Second: Wahl Motion carried 6:0
4.	Approval of Minutes from the Regular Board of Control meeting on March 17, 2015	Ms. Tritz asked if anyone noted any changes that needed to be made to the minutes. No changes were suggested. Ms. Fischer made a motion to approve the minutes as presented. Ms. Rossmiller seconded the motion. The motion carried 6:0.	Motion: Fischer Second: Rossmiller Motion carried 6:0
5.	Audit Committee Report and Payment of bills	Ms. Rossmiller read the audit committee report. She noted that the balance was \$1,771,002.14 as of February 28, 2015. There were cash receipts of \$1,208,641.01 and cash disbursements of \$1,393,393.83, leaving a balance of \$1,586,249.32 as of March 31, 2015. Ms. Rossmiller made a motion to approve the report and pay the bills. Ms. Fischer seconded the motion. The motion carried 6:0.	Motion: Rossmiller Second: Fischer Motion carried 6:0
6.	Citizen Input	There was no citizen input.	
7.	Presentation – Al Jaeger, Associated Financial Group	Mr. Jaeger presented a summary of the CESA 2 health and dental insurance changes and there was a discussion on the Affordable Care Act.	
8.	Presentation - AmeriCorps – Farm to School, Christopher Bauer	Mr. Bauer presented the work he has been doing with local school districts	

		to connect them with local producers, create gardens and educate students about local food.	
9.	Reports Agency Administrator Financial Director Director of Resources Jefferson County Head Start	Please see the attached reports from the Agency Administrator and Jefferson County Head Start. Financial Director: Mr. Barrow noted that contracts will be sent to districts around mid-May. Districts may notice a slight difference in the administration line item because it is formula-driven and based on the student enrollment count which varies year to year. Director of Resources: Ms. Barlass noted that she held another Solve360 training for staff (program used for tracking staffs' contact with districts and district personnel) which went well. Staff provided positive feedback about the built in practice included in the training. Ms. Barlass will continue to hold trainings for staff as needed. She noted that three positions have recently been posted for 2015-2016 – a System Support Consultant to assist Ed O'Connor in the system work being done with districts, an Instructional Coach and a School Psychologist. Ms. Barlass explained that she has been continuing work on the annual report, which will be shared at the Delegate Convention and the Catalog of Services for 2015-2016, which will be included with contracts. She noted that staff is very energized and excited by the continuing redesign work. She also noted her participation on a communication workgroup.	
10.	2015-16 Salary Proposal Options - Bill Barrow, Financial Director	Mr. Barrow presented several potential salary increase scenarios. Dr. Albrecht provided rationale for his recommendation of a 2% increase to salaries. A discussion was held	Motion: Fischer Second: Bousman

		regarding a potential increase and its impact. Ms. Fischer made a motion to increase salaries by 2% for 2015-2016, effective July 1, 2015. Mr. Bousman seconded the motion. The motion carried 7:0.	Motion carried 7:0
11.	The Board will consider a motion to move to closed session pursuant to Section 19.85 (1)(a) and (c) Wis. Stats. to consider employment or performance evaluation data of public employees over which the Board exercises responsibility and who previously received preliminary notice of consideration of non-renewal pursuant to Sec. 118.22 (3), Wis. Stats., to-wit, specifically to receive information regarding administrative recommendations for the non-renewal of up to two employees for the 2015-16 school year who received preliminary notice of consideration of non-renewal, and take action on such recommendations to determine whether to issue written final notice of refusal to renew such contract(s) pursuant to Sec. 118.22 (2), Wis. Stats., or to take other action with respect to any proffered resignation or other resolution of such employment matters.	Mr. Bousman made a motion to move to closed session pursuant to Section 19.85 (1)(a) and (c) Wis. Stats. to consider employment or performance evaluation data of public employees over which the Board exercises responsibility and who previously received preliminary notice of consideration of non-renewal pursuant to Sec. 118.22 (3), Wis. Stats., to-wit, specifically to receive information regarding administrative recommendations for the non-renewal of up to two employees for the 2015-16 school year who received preliminary notice of consideration of non-renewal, and take action on such recommendations to determine whether to issue written final notice of refusal to renew such contract(s) pursuant to Sec. 118.22 (2), Wis. Stats., or to take other action with respect to any proffered resignation or other resolution of such employment matters. Ms. Fischer seconded the motion. The motion carried 7:0. Closed session was entered into at 8:47 pm. <u>Roll Call</u> Jim Bousman Tom Bush Barbara Fischer Evelyn Propp Tina Rossmiller Jaye Tritz Jim Wahl	Motion: Bousman Second: Fischer Time: 8:47 pm Motion carried 7:0
12.	The Board will consider a motion to return to open session and proceed with its agenda.	Ms. Fischer made a motion to return to open session and proceed with the agenda at 8:56 pm. Mr. Wahl	Motion: Fischer Second: Wahl

		seconded the motion. The motion carried 7:0.	Time: 8:56 pm Motion carried 7:0
13.	Action from closed session, if necessary	Mr. Wahl made a motion to approve the action from the closed session to issue final notices of non-renewal to two employees. Mr. Bush seconded the motion. The motion carried 7:0.	Motion: Wahl Second: Bush Motion carried 7:0
14.	Action items (consent agenda):	Ms. Fischer made a motion to approve the items in the consent agenda. Mr. Bousman seconded the motion. The motion carried 7:0.	Motion: Fischer Second: Bousman Motion carried 7:0
	New Hires	Christopher Hamp, Driver Education Instructor Elizabeth Knutson, School Psychologist, Union Grove Area Special Education Consortium, 2015-2016 school year Dan Ouimet, Driver Education Instructor	
	Resignation	Miranda Olson, Job Coach, Vocational Opportunities and Assistance, effective April 3, 2015	
	Unpaid leave	Karen Hand, Speech/Language Therapist, Westosha Special Education Consortium – unpaid leave April 7 th through April 30 th , 2015	
15.	Second Reading – Employee Handbook 3242 – Additional Compensation	Mr. Bousman made a motion to approve the change to the Employee Handbook 3242 – Additional Compensation. Ms. Propp seconded the motion. The motion carried 7:0.	Motion: Bousman Second: Propp Motion carried 7:0
16.	First Reading – Policy 3242 & Employee Handbook – Additional Compensation	The Board recommended the policy be placed on the May agenda for a second reading.	

17.	First Reading – Policy 3430.03 & Employee Handbook – Vacation and Paid Leave Benefits	The Board recommended the policy be placed on the May agenda for a second reading.	
18.	First Reading – Policy 3439 & Employee Handbook - Holidays	The Board recommended the policy be placed on the May agenda for a second reading.	
19.	First Reading – Policy 3420.04 & Employee Handbook – Group Life Insurance	The Board recommended the policy be placed on the May agenda for a second reading.	
20.	Contract – Wisconsin Regional Computer Centers and CESA 2	A discussion was held regarding the reasons for the large increase over last year’s price and what the software is used for. Ms. Fischer made a motion to approve the contract between Wisconsin Regional Computer Centers and CESA 2 for the Alio Financial Licensing Software and Support in the amount of \$15,195.26 for July 1, 2015 through June 30, 2016. This represents an increase of \$1,812 or 13.54% from the amount for 2014-2015. Mr. Bousman seconded the motion. The motion carried 6:1. By consensus, the Board recommended that other software options be investigated and consideration given to re-bidding for accounting software for 2016-2017.	Motion: Fischer Second: Bousman Motion carried 6:1
21.	Jefferson County Head Start – FMLA	Ms. Fischer made a motion to approve the FMLA request of Ruth Shuda, Teacher, effective April 7, 2015 through June 5, 2015. Mr. Wahl seconded the motion. The motion carried 7:0.	Motion: Fischer Second: Wahl Motion carried 7:0
22.	Jefferson County Head Start – Resignation	Mr. Wahl made a motion to accept the resignation of Crystal Jastrab, Co-Teacher, effective April 16, 2015. Mr. Bousman seconded the motion. The motion carried 7:0.	Motion: Wahl Second: Bousman Motion carried 7:0

23.	Jefferson County Head Start – Head Start Annual Report 2014	Ms. Fischer made a motion to approve the Jefferson County Head Start Annual Report for 2014. Ms. Propp seconded the motion. The motion carried 7:0.	Motion: Fischer Second: Propp Motion carried 7:0
24.	Transportation Contract – Westosha Special Education Consortium	Ms. Fischer made a motion to approve the contract between CESA 2 and the Dousman Transport Co., Inc for the transportation of students for the 2015-2016 school year. The contract reflects a 1.25% increase over the 2014-2015 contract. Mr. Wahl seconded the motion. The motion carried 7:0.	Motion: Fischer Second: Wahl Motion carried 7:0
25.	Cracker Barrel	A discussion was held regarding the Board members' districts.	
26.	Adjourn	Mr. Wahl made a motion to adjourn the meeting. Ms. Fischer seconded the motion. The motion carried 7:0. The meeting adjourned at 9:21 pm.	Motion: Wahl Second: Fischer Time: 9:21 pm