



Regular Meeting of the Board of Control
 Date: Tuesday, May 20th, 2014 after the Reorganization Meeting
 Location: CESA #2 Conference Room
 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

#	Item	Minutes	Action
1.	Call to Order/Announcement of Compliance with Open Meeting Law	Ms. Thompson called the meeting to order at 9:27 pm. Dr. Albrecht confirmed that the meeting was in compliance with the Opening Meeting Law.	Time: 9:27 pm
2.	Roll Call	<p>Ms. Barlass performed the roll call.</p> <p>Present: Bousman, Jim Buchanan, Ron Bush, Tom Fischer, Barbara Landmark, Jerry Propp, Evelyn Rossmiller, Evelyn Thompson, Nancy Tritz, Jaye Wahl, Jim</p> <p>Absent: Hanna, Jeff</p> <p>Also present: Albrecht, Gary Barlass, Nicole Barrow, Bill</p>	

3.	Review and Approve Agenda	Ms. Tritz made a motion to approve the agenda as presented with the addition of the items listed on the addendum. Mr. Bousman seconded the motion. The motion carried 10:0.	Motion: Tritz Second: Bousman Motion carried 10:0
4.	Approval of Minutes from the Regular Board of Control meeting on April 15th, 2014 meeting	Mr. Wahl made a motion to approve the minutes for the April 15 th , 2014 Board of Control meeting as presented. Ms. Fischer seconded the motion. The motion carried 10:0	Motion: Wahl Second: Fischer Motion carried 10:0
5.	Audit Committee Report and Payment of bills	Ms. Rossmiller shared the audit committee report. She noted that the balance as of March 31, 2014 was \$1,405,416.60. There were cash receipts of \$1,216,272.72 and cash disbursements of \$1,183,654.40, leaving a balance of \$1,438,034.92 as of April 30, 2014. Ms. Rossmiller made a motion to approve the report and pay the bills. Ms. Tritz seconded the motion. The motion carried 10:0.	Motion: Rossmiller Second: Tritz Motion carried 10:0
6.	Citizen Input		
7.	Reports Agency Administrator Financial Director Director of Programs and Operations Jefferson County Head Start	Please see the attached reports from the Agency Administrator and Jefferson County Head Start Director. Financial Director: Mr. Barrow noted that he complied with the latest Open Records Request from CRG. He noted that Gallagher has also offered a bid for the liability insurance that will need to be renewed, in addition to M3 and RC Insurance. Ms. Thompson suggested that Mr. Barrow might want to reach out to Joy Gander at WASB because she could review the proposals. Head Start: Ms. Thompson noted that the policy council met. The Head Start program is determining how to improve ELL programming. The expectations for the Board of Control to understand the program and provide oversight were discussed.	

		Director of Programs & Operations: Ms. Barlass noted she looks forward to working with the three returning former Board of Control members.	
8.	Action items (consent agenda):	Mr. Buchanan made a motion to approve the consent agenda with the correction and the additional items added from the addendum. Ms. Fischer seconded the motion. The motion carried 10:0.	Motion: Buchanan Second: Fischer Motion carried 10:0
	Change in status	Amy Langer, Family Service Coordinator, Rock County's Birth to Three Program. Reduce from 40 hours per week to 32 hours per week, at employees request and as recommended by Terri Wixom, Coordinator of Rock County's Birth to Three Program. Heather Rhoades, LTE Intake/Service Coordinator, Rock County's Birth to Three Program, continue employment at up to 2 days a week through December 31, 2014 as recommended by Terri Wixom, Coordinator of Rock County's Birth to Three Program.	
	FMLA	Sharon Anderson, Administrative Assistant, tentatively effective June 27, 2014 through August 8, 2014.	
	Lay-off	Mary McBurney, Speech/Language Pathologist (OI/OHI program), 20% FTE, WSEA.	
	New Hires	Taylor Brikowski, Job Coach, Part-time LTE, Vocational Opportunities and Assistance Kimberly Jordan, Administrative Assistant, 40% FTE (part-time) LTE, CESA Purchasing Stacie Schmidt, Learning Lab Aide/Job Coach, Part-time LTE, Vocational Opportunities and Assistance	

		Therese Wilder, Instructor, Driver Education, part-time	
	Partial lay-off	<p>Laura Dietz, Speech/Language Pathologist, from 80% FTE to 70% FTE for the 2014-2015 school year, WSEA.</p> <p>Erin Henze, Specially Designed Physical Education Teacher, from 90% FTE to 50% FTE for the 2014-2015 school year, UGSEC.</p> <p>Carol Lake, OI/OHI Educational Assistant, from 88.75% FTE to 80% FTE for the 2014-2015 school year, WSEA.</p> <p>Holly Miller, Specially Designed Physical Education Teacher (OI/OHI Program), from 45% FTE to 35% FTE for the 2014-2015 school year, WSEA.</p> <p>Jessica Schaewe, Early Childhood Teacher, from 100% FTE to 60% FTE for the 2014-2015 school year, WSEA.</p> <p>Lisa Scholzen, Occupational Therapist, from 60% FTE to 50% FTE for the 2014-2015 school year, WSEA.</p>	
	Resignation	Amanda Bettin, Teacher, Jefferson/Westosha County Head Start, effective May 23, 2014.	
	Retirement	<p>Mary Dunham, Special Education Teacher, WSEA, effective July 1, 2014.</p> <p>Chuck Malone, Executive Director, Wisconsin High School Forensic Association, effective July 1, 2014.</p> <p>Linda Malone, Administrative Assistant, Wisconsin High School Forensic Association, effective July 1, 2014.</p> <p>Bonnie Volbrecht, Special Education</p>	

		Aide, WSEA, effective June 13, 2014.	
9.	CESA 2 Employee Salaries for 2014-2015	Mr. Barrow went over the scenarios shared with the Board of Control at the March 18, 2014 and April 15, 2014 meetings. Dr. Albrecht also shared a chart noting those CESAs who have already voted on a salary increase for 2014-2015 and what the increase was. Mr. Wahl asked what number had been used when projecting budgets for 2014-2015. Mr. Barrow noted that a 2% salary increase had been used as the scenario. Mr. Bush asked if the change would have an effect on the fund balance. Mr. Barrow noted that an increase would not affect the fund balance. Ms. Fischer asked how many employees would be affected. Mr. Barrow noted it would be between 250-300 employees and that Head Start employees would not be included. Mr. Buchanan asked if a percent increase is always used and noted that his district has used dollar amounts instead. Mr. Landmark made a motion to approve a 2% salary increase for CESA 2 employees for 2014-2015. Ms. Rossmiller seconded the motion. The motion carried 8 to 2 with Ms. Tritz and Mr. Wahl against.	Motion: Landmark Second: Rossmiller Motion carried 8:2
10.	First Reading – Board of Control Policies: Policy 3420.05 – Wisconsin Retirement System	A discussion was had on the need to update policy to reflect change under Wisconsin Act 32 regarding eligibility criteria for participation in WRS for WRS participating employees on or after July 1, 2011. “Employee is expected to work at least two-thirds of what is considered full-time employment, as defined: 1,200 hours for non-teachers and non-school district educational support personnel” – Wisconsin Retirement System, Chapter 3 – WRS Eligibility Determination	

11.	First Reading – Employee Handbook: Policy 3420.05 – Wisconsin Retirement System	A discussion was had on the need to update policy in the Employee Handbook to reflect change under Wisconsin Act 32 regarding eligibility criteria for participation in WRS for WRS participating employees on or after July 1, 2011. “Employee is expected to work at least two-thirds of what is considered full-time employment, as defined: 1,200 hours for non-teachers and non-school district educational support personnel” – Wisconsin Retirement System, Chapter 3 – WRS Eligibility Determination	
12.	Employment Contract Addendums to 2013-2014 Employment Contracts for Regional Liaison work	Mr. Buchanan made a motion to approve employment contract addendums to the 2013-2014 Employment Contracts for the following employees to perform work as Regional Liaisons: Kevin Anderson Nancy Booth Ron Dayton Sid Larson Trisha Spende Leslie Steinhaus Mr. Wahl seconded the motion. The motion carried 10:0.	Motion: Buchanan Second: Wahl Motion carried 10:0
13.	First Reading – Board of Control Policies: Policy 3420 – Benefits	Increase eligibility requirement to be eligible for the CESA 2 health insurance to 75% FTE or 30 hours per week to align with the Affordable Health Care Act (see specific policy revision).	
14.	First Reading – Board of Control Policies: Policy 3420.01 – Medical/Dental Insurance	Increase eligibility requirement to be eligible for the CESA 2 health insurance to 75% FTE or 30 hours per week to align with the Affordable Health Care Act (see specific policy revision).	
15.	Increase in hourly pay for two clerical support staff at Westosha Special	As recommended by the Western Kenosha County Administrators at	Motion: Buchanan

	Education Alliance	<p>their April 16, 2014 meeting (see letter from Gale Ryczek dated April 18, 2014), increase the hourly pay For Lori Barnes, Clerical Assistant, by \$1.00/hour effective the first pay period in July and for Jeanne Floreani, Program Assistant by \$0.50/hour effective the first pay period in July. These amounts would be in addition to any CPI increase issued by the CESA 2 Board of Control. Mr. Bush noted that he has a concern that the proposed increase is in addition to the CPI. Mr. Buchanan made a motion to approve the increase in pay for two clerical support staff at Westosha Special Education Alliance as recommended by the Western Kenosha County Administrators. Ms. Fischer seconded the motion. The motion carried 10:0.</p>	<p>Second: Fischer Motion carried 10:0</p>
15.	Cracker Barrel	<p>Ms. Rossmiller discussed board relations in the Evansville school district. Ms. Thompson noted that Waterloo is revising its policies around tobacco usage to account for e-cigarettes.</p>	
16.	Adjourn	<p>Ms. Fischer made a motion to adjourn the meeting. Ms. Tritz seconded the motion. The motion carried 10:0. The meeting adjourned at 10:30 pm.</p>	<p>Motion: Fischer Second: Tritz Time: 10:30 pm</p>