



Regular Meeting of the Board of Control  
 Date: Tuesday, July 21<sup>st</sup>, 2015  
 Location: CESA 2 Conference Room 111 at 7 pm  
 Minutes

Committee	Members
Audit	Tom Bush, Michelle Dunn, Jaye Tritz (chair) Jim Wahl
Personnel	Beverly Fergus, Nancy Thompson (chair), and Marian Viney
Policy	Jim Bousman, Ron Buchanan, Barbara Fischer (chair), and Evelyn Propp
WASB Delegate and Alternate	
WASB CESA Board Members Breakfast	

#	Item	Briefs	Action/Minutes
1.	<b>Call to Order/Announcement of Compliance with Open Meeting Law</b>	Ms. Thompson called the meeting to order at 7:08 pm. Dr. Albrecht confirmed that the meeting is in compliance with the Open Meeting Law.	<b>Time:</b> 7:08 pm
2.	<b>Roll Call</b>	<p>Ms. Barlass called the roll.</p> <p><b>Present:</b>            Jim Bousman            Ron Buchanan            Tom Bush            Michelle Dunn            Barbara Fischer            Evelyn Propp            Nancy Thompson            Marian Viney</p> <p><b>Absent:</b>            Beverly Fergus            Jaye Tritz            Jim Wahl</p> <p><b>Also present:</b>            Dr. Gary Albrecht            Nicole Barlass</p>	

		Bill Barrow Tami Griffin Jennifer Pelz	
3.	<b>Review and Approve Agenda</b>	Ms. Thompson asked if there were any items anyone would like moved from the consent agenda to the regular agenda. No requests were made. She noted the correction to item 18 and the addition. Ms. Thompson moved the closed session to the end of the agenda. Mr. Buchanan made a motion to approve the agenda with the correction, addition, and change to the placement of the closed session. Ms. Viney seconded the motion. The motion carried 8:0.	<b>Motion:</b> Buchanan <b>Second:</b> Viney  Motion carried 8:0
4.	<b>Approval of Minutes from the Special Board of Control Meeting on May 5, 2015 and the Regular Board of Control Meeting on June 16, 2015</b>	Ms. Thompson asked if anyone noted any changes needed to the minutes. No changes were noted.  Mr. Buchanan made a motion to approve the minutes from the Special Board of Control Meeting on May 5, 2015. Mr. Bush seconded the motion. The motion carried 5:0, with Mr. Bush, Ms. Dunn and Ms. Viney abstaining.  Ms. Fischer made a motion to approve the minutes from the Regular Board of Control Meeting on June 16, 2015. Mr. Buchanan seconded the motion. The motion carried 7:0, with Ms. Dunn abstaining.	<b>Special Meeting Motion:</b> Buchanan <b>Second:</b> Bush  Motion carried 5:0, with 3 abstentions  <b>Regular Motion:</b> Fischer <b>Second:</b> Buchanan  Motion carried 7:0, with 1 abstention
5.	<b>Audit Committee Report and Payment of bills</b>	Mr. Bush read the audit report. He noted that the balance was \$1,376,840.52 as of May 31, 2015. There were cash receipts of \$1,284,728.52 and cash disbursements of \$1,731,880.84, leaving a balance of \$929,688.20 as of June 30, 2015. Mr. Bush made a motion to approve the report and pay	<b>Motion:</b> Bush <b>Second:</b> Fischer  Motion carried 8:0

		the bills. Ms. Fischer seconded the motion. The motion carried 8:0.	
6.	<b>Citizen Input</b>	There was no citizen input.	
7.	<b>Discussion</b>	A brief discussion was held regarding the AESA Annual Conference – December 2 – 5, 2015 in New Orleans, LA. Board members interested in attending should let Dr. Albrecht or Ms. Barlass know.	
8.	<b>Presentation</b>	Vocational Opportunities and Assistance overview – Tami Griffin and Jennifer Pelz, Co-Coordiators  Ms. Griffin and Ms. Pelz provided an overview of the services provided by Vocational Opportunities and Assistance and the funding sources.	
9.	<b>Reports</b> Agency Administrator Financial Director Director of Resources Jefferson County Head Start	Please see the attached reports from the Agency Administrator and the Jefferson County Head Start.  <b>Financial Director:</b> Mr. Barrow reviewed the cash flow analysis shared with the Board and noted that he provides this report quarterly. He noted that the audit will be performed in September. Ms. Thompson asked if it was time to re-bid the auditing contract. Mr. Barrow noted he will be re-bidding in January or February and would be looking to have 3-5 firms provide bids. He asked that Board members share the firms used by their school districts. Mr. Bush asked about cash flow and short-term borrowing. Mr. Barrow noted that CESA 2 does not generally need to do short-term borrowing.  <b>Director of Resources:</b> Ms. Barlass noted that the Leadership retreat held earlier in the day went well. She provided a contact sheet for the Board of Control members. She noted that an orientation for six new staff	

		members was held on July 9 <sup>th</sup> , with Dr. Albrecht, Mr. Barrow, Ms. Elger, Ms. Gail Anderson, Mr. Ed O'Connor and Ms. Barlass facilitating the meeting. The new staff members indicated that they found the orientation helpful.	
10.	<b>Action items (consent agenda):</b>	Mr. Buchanan made a motion to approve the items in the consent agenda. Mr. Bousman seconded the motion. The motion carried 8:0.	<b>Motion:</b> Buchanan <b>Second:</b> Bousman  Motion carried 8:0
	2015-2016 Employment Contracts	James Wilhelm, School Psychologist, Wisconsin School for the Blind and Visually Impaired  Sue Whooley, Teacher of the Deaf and Hard of Hearing	
	FMLA	Sharon Anderson, Administrative Assistant, tentatively effective July 31, 2015 through September 28, 2015	
	New hires	Jennifer Hammerly-Drascic, Teacher of Record, JEDI  Jalateefa Joe-Meyers, Family Engagement Co-Coordinator, WSPEI  Joseph Poehls, Instructor, Driver Education  Lara Roehrig, Speech/Language Pathologist, Rock County's Birth to Three Program  Anna Vierck, Speech & Language Pathologist, Rock County's Birth to Three Program  Kate Zuba, Speech/Language Therapist, Union Grove Special Education Consortium	
	Resignations	Marcy Kersten, Orientation and	

		<p>Mobility Specialist, effective July 6, 2015</p> <p>Alice Murphy, Educator Effectiveness Consultant, effective June 22, 2015</p> <p>LeaAnn Ross, Teacher of the Deaf and Hard of Hearing, effective June 22, 2015</p> <p>Angie Shaw, Teacher of the Deaf and Hard of Hearing, effective July 16, 2015</p> <p>Jeff Walker, Instructor, Driver Education, effective June 30, 2015</p> <p>Therese Wilder, Instructor, Driver Education, effective June 30, 2015</p>	
	Retirement	James Stevens, Instructor, Driver Education, effective June 30, 2015	
11.	<b>Westosha Special Education Alliance – Housing Contracts for 2015-2016</b>	<p>Ms. Fischer made a motion to approve the housing contracts for the Westosha Special Education Alliance with Salem School District (amounts are for the year and there was no increase from the 2014-2015 housing contracts):</p> <p>Salem – Early Childhood Special Ed classroom - \$4,500.00</p> <p>Salem - WSEA office - \$18,000.00</p> <p>Ms. Viney seconded the motion. The motion carried 8:0.</p>	<p><b>Motion:</b> Fischer</p> <p><b>Second:</b> Viney</p> <p>Motion carried 8:0</p>
12.	<b>Additional payment for work in 2014-2015</b>	<p>Ms. Fischer made a motion to approve the additional pay for Cheryl Williams, Orientation and Mobility Specialist, in the amount of \$1,296.00. Ms. Propp seconded the motion. The motion carried 8:0.</p>	<p><b>Motion:</b> Fischer</p> <p><b>Second:</b> Propp</p> <p>Motion carried 8:0</p>
13.	<b>Additional payment for work in 2014-2015</b>	<p>Ms. Fischer made a motion to approve the additional pay for Beth Larimer, Educational Audiologist, in the amount of \$1,781.00 for 5</p>	<p><b>Motion:</b> Fischer</p> <p><b>Second:</b> Bush</p>

		additional days of work. Mr. Bush seconded the motion. The motion carried 8:0.	Motion carried 8:0
14.	<b>Additional payment for work in 2014-2015</b>	Mr. Bousman made a motion to approve the additional pay for Patti Utech Smith, Educational Audiologist, in the amount of \$1,781.00 for 5 additional days of work. Mr. Buchanan seconded the motion. The motion carried 8:0.	<b>Motion:</b> Bousman <b>Second:</b> Buchanan  Motion carried 8:0
15.	<b>Jefferson County Head Start – New Hire</b>	Ms. Fischer made a motion to approve the hiring of Gail Brown, Substitute Teacher. Ms. Viney seconded the motion. The motion carried 8:0.	<b>Motion:</b> Fischer <b>Second:</b> Viney  Motion carried 8:0
16.	<b>Jefferson County Head Start – Resignation</b>	Mr. Buchanan made a motion to accept the resignation of Kelsey Uhlman, Teacher, effective June 22, 2015. Mr. Bousman seconded the motion. The motion carried 8:0.	<b>Motion:</b> Buchanan <b>Second:</b> Bousman  Motion carried 8:0
17.	<b>Agreement between CESA 2 and Kiernan Consulting, Inc. for IT services</b>	Ms. Fischer made a motion to approve the agreement between CESA 2 and Kiernan Consulting, Inc. for IT services for July 1, 2015 – June 30, 2016, in the amount of \$1,250.00 per month (\$15,000 for the year). There was no increase in price over the 2014-2015 amount. Ms. Dunn seconded the motion. The motion carried 8:0.	<b>Motion:</b> Fischer <b>Second:</b> Dunn  Motion carried 8:0
18.	<b>First Reading – Policy 701 – Philosophy</b>	Change made to reflect updated vision, mission and values. The item will be placed on the August 2015 Board agenda for a second reading.	
19.	<b>First Reading – Policy 3210.02 – Technology Acceptable Use</b>	Change made to indicate responsibility of employee to return items upon termination of employment. The Board recommended adding a sentence regarding payment for damaged	

		items. The item will be placed on the August 2015 Board agenda for a second reading.	
20.	<b>First Reading – Policy 3420.01 – Medical/Dental Insurance</b>	Change made to open enrollment period. The Board recommended not indicating a specific date and also indicating that employees will be notified of the annual open enrollment period. The item will be placed on the August 2015 Board agenda for a second reading.	
21.	<b>First Reading – Policy 3430.03 – Vacation and Paid Leave Benefits</b>	Change made to allow school year staff to have two personal days not deducted from sick time. The item will be placed on the August 2015 Board agenda for a second reading.	
22.	<b>Jefferson County Head Start – New Hire</b>	Ms. Fischer made a motion to approve the hiring of Nicole Noel, Teacher. Ms. Viney seconded the motion. The motion carried 8:0.	<b>Motion:</b> Fischer <b>Second:</b> Viney  Motion carried 8:0
23.	<b>Cracker Barrel</b>	Ms. Viney noted that Belleville recently hosted a Comprehensive Learning Institute, which had 145 participants from 11 school districts. Ms. Fischer noted that Elkhorn will be holding an event to discuss future goals and a picnic for the school board and administrators. Ms. Dunn noted that Mount Horeb approved its budget last night.	
24.	<b>Adjourn to closed session pursuant to Wisconsin Statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.</b>	Ms. Thompson made a motion to adjourn to closed session pursuant to Wisconsin Statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility in regard to Agency Administrator compensation for 2015-2016 at 8:50 pm. Mr. Buchanan seconded the motion. The	<b>Motion:</b> Thompson <b>Second:</b> Buchanan <b>Time:</b> 8:50 pm  Motion carried 8:0

		<p>motion carried 8:0.</p> <p>Ms. Barlass called the roll.</p> <p><b>Present:</b>  Jim Bousman  Ron Buchanan  Tom Bush  Michelle Dunn  Barbara Fischer  Evelyn Propp  Nancy Thompson  Marian Viney</p>	
25.	<b>Reconvene to open session</b>	<p>Mr. Buchanan made a motion to reconvene to open session at 9:20 pm. Ms. Dunn seconded the motion. The motion carried 8:0.</p>	<p><b>Motion:</b>  Buchanan  <b>Second:</b> Dunn  <b>Time:</b> 9:20 pm</p> <p>Motion carried 8:0</p>
26.	<b>Action from closed session, if necessary</b>	<p>Mr. Buchanan made a motion to approve the Agency Administrator contract as discussed and presented. Mr. Bush seconded the motion. The motion carried 8:0.</p>	<p><b>Motion:</b>  Buchanan  <b>Second:</b> Bush</p> <p>Motion carried 8:0</p>
27.	<b>Adjourn</b>	<p>Mr. Buchanan made a motion to adjourn the meeting at 9:20 pm. Mr. Bousman seconded the motion. The motion carried 8:0.</p>	<p><b>Motion:</b>  Buchanan  <b>Second:</b>  Bousman  <b>Time:</b> 9:20 pm</p> <p>Motion carried 8:0</p>