



Regular Meeting of the Board of Control
 Date: Tuesday, September 15th, 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
AESA Annual Conference Attendees	Tom Bush, Barbara Fischer and Nancy Thompson
WASB Delegate and Alternate	
WASB CESA Board Members Breakfast	

#	Item	Briefs	Action/Minutes
1.	Call to Order/Announcement of Compliance with Open Meeting Law	Ms. Thompson called the meeting to order at 7:15 pm. Dr. Albrecht confirmed that the meeting is in compliance with the Open Meeting Law.	Time: 7:15 pm
2.	Roll Call	<p>Present: Ron Buchanan Tom Bush Barbara Fischer Evelyn Propp Nancy Thompson Jaye Tritz Jim Wahl</p> <p>Absent: Jim Bousman Michelle Dunn Beverly Fergus Marian Viney</p> <p>Also present: Dr. Gary Albrecht Nicole Barlass Bill Barrow</p>	

		Nancy Booth Jim Booth Dana Busler Tracy Elger Jennifer Geismann Diana Traeger Norman Traeger Mary Anne Wieland	
3.	Review and Approve Agenda	Ms. Thompson asked if there were any items anyone would like moved to the regular agenda. No requests were made. Mr. Buchanan made a motion to approve the agenda as presented. Mr. Wahl seconded the motion. The motion carried 7:0.	Motion: Buchanan Second: Wahl Motion carried 7:0
4.	Recognition of Retiring Staff Members	The Board of Control recognized retiring staff members Nancy Booth and Diana Traeger.	
5.	Presentation – Jefferson County Head Start: 5 Year Continuation Grant Application	5 Year Continuation Grant Application to Operate Head Start Program. Mary Anne Wieland, Dana Busler and Jennifer Geismann discussed School Readiness Goals for the 2015-2016 school year and the application for the 5 year Continuation Grant.	
6.	Audit Committee Report and Payment of bills	Ms. Tritz read the audit report. She noted that the balance was \$1,840,056.30 as of July 31, 2015. There were cash receipts of \$646,319.90 and cash disbursements of \$942,031.00, leaving a balance of \$1,544,345.20 as of August 31, 2015. Ms. Tritz made a motion to approve the report and pay the bills. Mr. Buchanan seconded the motion. The motion carried 7:0.	Motion: Tritz Second: Buchanan Motion carried 7:0
7.	Approval of Minutes from the Regular Board of Control Meeting on August 18, 2015	Mr. Buchanan made a motion to approve the minutes as presented. Mr. Wahl seconded the motion. The motion carried 7:0.	Motion: Buchanan Second: Wahl Motion carried 7:0
8.	Citizen Input	There was no citizen input.	

9.	<p>Reports Agency Administrator Financial Director Director of Programs & Services Director of Resources Jefferson County Head Start</p>	<p>Please see the attached reports from the Agency Administrator and Jefferson County Head Start.</p> <p>Financial Director: Mr. Barrow noted that the financial audit would begin on September 24, 2015 and that the auditors would come out again October 14 – 16, 2015. He noted that at this point it looks like CESA 2 will be in arrears \$75,000 - \$100,000 for 2014-2015, which was expected as investments were made in the redesign. He noted the departure of Lori Alwin, Receptionist/Accounts Receivable and plans to re-think that position.</p> <p>Director of Programs & Services: Ms. Elger shared information on the types of coaching CESA 2 is now able to provide and provided an update on the current programs & services.</p> <p>Director of Resources: Ms. Barlass noted the completion of the 2015-2016 School Directory and offered to provide hard copies. She noted that she had been selected to participate on the WISEStaff Advisory Board at DPI and attended training with Rachel Smith on the WISE system. Ms. Barlass noted she has also been working on some personnel issues and looking at technology goals. She noted that a new conference room and new workstations will be installed on September 17, 2015.</p>	
11.	Agency Administrator Goals 2015-2016	Dr. Albrecht shared his goals for 2015-2016.	
12.	Action items (consent agenda):	Ms. Fischer made a motion to approve the items in the consent agenda. Ms. Tritz seconded the motion. The motion carried 7:0.	<p>Motion: Fischer Second: Tritz</p> <p>Motion carried 7:0</p>

	Additional assignment	Dawn Shelbourn, Professional Resources Consultant – will now also be working as a Teacher for JEDI	
	FMLA	Nicole Barlass, Director of Resources, tentatively effective November 30, 2015 through February 19, 2015	
	Increase in time	Linda Christ, Speech Therapist, Union Grove Special Education Consortium, increase in time from 50% FTE to 60% FTE, for the 2015-2016 school year.	
	New Hires	Anne Cresswell, Teacher of Record, JEDI Joy Frazier, Instructor, Driver Education Richard Jones, Instructor, Driver Education Marissa Kniep, Teacher of the Deaf and Hard of Hearing Ed Pilarski, Automotive Instructor	
	Resignation	Lori Alwin, Reception/Accounts Receivable, effective September 11, 2015	
13.	Discussion and determination – work with Strang, Patteson, Renning, Lewis & Lacy, s.c	The Board discussed whether or not this would be an exclusive agreement. Dr. Albrecht noted that it would not be. Mr. Buchanan voted to approve the working agreement with Strang, Patteson, Renning, Lewis & Lacy, s.c. Mr. Bush seconded the motion. The motion carried 7:0.	Motion: Buchanan Second: Bush Motion carried 7:0
14.	Second Reading – Policy 3420.04 – Group Life Insurance	Ms. Fischer made a motion to approve the change to note that CESA 2 will follow the eligibility requirements set by the Wisconsin Retirement System. Mr. Buchanan seconded the motion. The motion carried 7:0.	Motion: Fischer Second: Buchanan Motion carried 7:0

15.	Second Reading – Policy 3210.02 – Technology Acceptable Use	Mr. Wahl made a motion to approve the change made to indicate responsibility of employee to return items upon termination of employment and reference made to Policy 3500 – Return of Property. Ms. Fischer seconded the motion. The motion carried 7:0.	Motion: Wahl Second: Fischer Motion carried 7:0
16.	Resignation	Ms. Tritz made a motion to accept the resignation of Carolyn Heifner, School Social Worker, Union Grove Special Education Consortium, effective August 28, 2015, and to waive the imposition of liquidated damages due to special circumstances. Mr. Buchanan seconded the motion. The motion carried 7:0.	Motion: Tritz Second: Buchanan Motion carried 7:0
17.	Resignation	Ms. Tritz made a motion to accept the resignation of Jalateefa Joe-Meyers, Family Engagement Coordinator, WSPEI, effective September 3, 2015, pending the return of all items issued by CESA 2 and to not waive liquidated damages in the amount of \$995.00. Mr. Bush seconded the motion. The motion carried 7:0.	Motion: Tritz Second: Bush Motion carried 7:0.
18.	Jefferson County Head Start – Acceptance of Wisconsin Head Start state supplemental funds	Mr. Buchanan made a motion to accept the grant award of \$68,328.00 from the Wisconsin Head Start state supplemental funds for the project period of July 1, 2015 through June 30, 2016. Ms. Propp seconded the motion. The motion carried 7:0.	Motion: Buchanan Second: Propp Motion carried 7:0
19.	Jefferson County Head Start – 5 Year Continuation Grant Application fiscal year 2016	Mr. Bush made a motion to approve the application for the Jefferson County Head Start – 5 Year Continuation Grant for the fiscal year 2016. Mr. Wahl seconded the motion. The motion carried 7:0.	Motion: Bush Second: Wahl Motion carried 7:0
20.	Jefferson County Head Start – School Readiness Goals for 2015-2016 School Year	Ms. Tritz made a motion to approve the Jefferson County Head Start – School Readiness Goals for the 2015-2016 school year. Mr. Buchanan seconded the motion. The motion	Motion: Tritz Second: Buchanan Motion carried

		carried 7:0.	7:0
21.	Jefferson County Head Start – New Hire	Ms. Fischer made a motion to approve the hiring of Kelly Isaacsen, Teacher - limited term. Mr. Bush seconded the motion. The motion carried 7:0.	Motion: Fischer Second: Bush Motion carried 7:0
22.	Jefferson County Head Start – New Hire	Ms. Fischer made a motion to approve the hiring of Megan Hahn, Teacher - long term substitute. Mr. Buchanan seconded the motion. The motion carried 7:0.	Motion: Fischer Second: Buchanan Motion carried 7:0
23.	Jefferson County Head Start – New Hire	Ms. Fischer made a motion to approve the hiring of Barbara Messer, Substitute, pending a review of any conflict with a parent working for Head Start. Mr. Buchanan seconded the motion. The motion carried 7:0.	Motion: Fischer Second: Buchanan Motion carried 7:0
24.	Jefferson County Head Start – Resignation	Mr. Wahl made a motion to accept the resignation of Lori Palmer, Teacher, effective September 4, 2015. Mr. Buchanan seconded the motion. The motion carried 7:0.	Motion: Wahl Second: Buchanan Motion carried 7:0
25.	Jefferson County Head Start – By-law Change	Ms. Tritz made a motion to approve the By-Law Article III Membership with the addition of “bolded” verbiage regarding parent membership on the Policy Council. Mr. Buchanan seconded the motion. The motion carried 7:0.	Motion: Tritz Second: Buchanan Motion carried 7:0.
26.	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.	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 to discuss year two of the Agency Administrator’s	Motion: Thompson Second: Buchanan Time: 9:26 pm

		<p>contract at 9:26 pm. Mr. Buchanan seconded the motion. The motion carried 7:0.</p> <p>Ms. Barlass called the roll.</p> <p>Present: Ron Buchanan Tom Bush Barbara Fischer Evelyn Propp Nancy Thompson Jaye Tritz Jim Wahl</p>	
27.	Reconvene to open session	<p>Ms. Fischer made a motion to reconvene in open session. Ms. Tritz seconded the motion. The Board reconvened in open session at 9:59 pm. The motion carried 7:0.</p>	<p>Motion: Fischer Second: Tritz Time: 9:59 pm</p>
28.	Action from closed session, if necessary	No action was taken.	
29.	Cracker Barrel		
30.	Adjourn	<p>Mr. Buchanan made a motion to adjourn the meeting at 10 pm. Ms. Fischer seconded the motion. The motion carried 7:0.</p>	<p>Motion: Buchanan Second: Fischer Time: 10 pm</p>