



Regular Meeting of the Board of Control
 Date: Tuesday, April 18th, 2017
 Location: CESA 2 Conference Room 111 at 7:00 pm
 Minutes

Committee	Members
Audit	Tom Bush, Jaye Tritz (chair), and Jim Wahl
Personnel	Bev Fergus, Barb Fischer, Nancy Thompson (chair) and Marian Viney
Policy	Cindy Beuthin, Jim Bousman, Ron Buchanan and Evelyn Propp
WASB Delegate and Alternate	Barb Fischer (delegate), Marian Viney (alternate)
WASB CESA Board Members Breakfast	Tom Bush and Marian Viney

#	Item	Minutes	Action
1.	Call to Order/Announcement of Compliance with Open Meeting Law	Ms. Thompson called the meeting to order at 7:04 pm. Dr. Albrecht confirmed that the meeting is in compliance with the Open Meeting Law.	Time: 7:04 pm
2.	Roll Call	<p>Ms. Barlass called the roll.</p> <p>Present: Cindy Beuthin Jim Bousman Tom Bush Barb Fischer Nancy Thompson Marian Viney Jim Wahl</p> <p>Absent: Ron Buchanan Bev Fergus Evelyn Propp Jaye Tritz</p> <p>Also present: Dr. Gary Albrecht Nicole Barlass Tracy Elger</p>	

		Dan Hanrahan Sarah Heck Kurt Schultz Wendi Unger	
3.	Review and Approve Agenda	<p>Ms. Thompson read letters from Jaye Tritz and Bev Fergus tendering their resignations from the Board. The Board acknowledged their resignations.</p> <p>Ms. Thompson asked if there were any items anyone wanted moved from the consent agenda to the regular agenda. No requests were made. Ms. Fischer made a motion to approve the agenda as presented. Mr. Wahl seconded the motion. The motion carried 7:0.</p>	<p>Motion: Fischer Second: Wahl</p> <p>Motion carried 7:0</p>
4.	Approval of Minutes from the Special Meeting on March 7, 2017 and the Regular Meeting on March 21, 2017	<p>Ms. Viney made a motion to approve the minutes from the Special Meeting on March 7, 2017. Ms. Fischer seconded the motion. The motion carried 7:0.</p> <p>Ms. Viney made a motion to approve the minutes from the Regular Meeting on March 21, 2017. Mr. Bush seconded the motion. The motion carried 7:0.</p>	<p>Special Meeting Motion: Viney Second: Fischer</p> <p>Motion carried 7:0</p> <p>Regular Meeting Motion: Viney Second: Bush</p> <p>Motion carried 7:0</p>
5.	Audit Committee Report and Payment of bills	<p>Mr. Bush read the Audit Committee Report. He noted that there was a beginning balance of \$1,115,946.99 as of February 28, 2017. There were cash receipts of \$1,551,526.45 and cash disbursements of \$1,742,304.98, leaving a reconciled balance of \$925,168.46 as of March 31, 2017. Mr. Bush made a motion to approve the report and pay the bills. Ms. Fischer seconded the motion. The</p>	<p>Motion: Bush Second: Fischer</p> <p>Motion carried 7:0</p>

		motion carried 7:0.	
6.	Presentation of 2015-2016 Financial Audit and possible approval of the Financial Audit. The audit was performed by Baker Tilly.	Wendi Unger of Baker Tilly presented the 2015-2016 Financial Audit.	
7.	Citizen Input	There was no citizen input.	
8.	Reports Agency Administrator Director of Programs & Services Director of Internal Systems & Administrative Resources Director of Marketing, Communications, & Resource Development Jefferson County Head Start	Please see the attached report from the Agency Administrator. Director of Programs & Services: Ms. Elger noted that the four day co-teaching series with coaching has been well-received by districts and that 13 teams have been through the training and have received coaching. The series will be offered again next year. Ms. Elger noted that districts will be able to pre-purchase four day packages of days for a variety of services including Effective Practices in Digital Learning, EL, Instruction, Literacy, Math, and Science on the annual contracts at a 15% discount. She noted the work being done on the budget for next year and that consultant evaluations will be complete by May. She also noted that there is some uncertainty over whether PDPs will continue to be required. Director of Internal Systems & Administrative Resources: Ms. Barlass noted that the Administrative team has been working to prepare the annual contracts and that they will be sent out this week. The notices regarding the Delegate Convention will also be sent out this week. She has begun working on the 2016-2017 Annual Report and is open to any suggestions for information to include. Director of Marketing,	

		<p>Communications, & Resource Development: Ms. Heck noted that the Career Fair will be held on April 19, 2017. There are currently 22 school districts participating and 80 students pre-registered to attend. She has begun planning the marketing for the Summer Institute and districts are currently in the process of ordering PALS for next year. Communication regarding the membership fee increases has been initiated. Ms. Heck and Lisa Melby are continuing to work on offerings for the Statewide School Nutrition Program.</p> <p>There was no report from the Jefferson County Head Start for this month.</p>	
9.	Proposed change to platform for online Drivers Education	Kurt Schultz, Drivers Education Director, presented on technology platform vendor comparables. Mr. Schultz recommended moving to D2L as the LMS for Drivers Education. A discussion was held regarding the different options. Mr. Wahl made a motion to table the decision on the platform to use until the details of the contract with CESA 9 are known and there is more information about the financial situation. Mr. Bousman seconded the motion. The motion carried 7:0.	
10.	Demonstration of Z space	Nicole Barlass demonstrated Z space.	
11.	Action items (consent agenda):	Mr. Bush made a motion to approve the items in the consent agenda. Ms. Viney seconded the motion. The motion carried 7:0.	Motion: Bush Second: Viney Motion carried 7:0
	New Hire	Kathryn Keim, Job Coach, Vocational Opportunities and Assistance	
	Resignations	Andria Olson, Job Coach, Vocational Opportunities and Assistance, effective March 31, 2017	

		Rachel Smith, Accounts Payable, Whitewater Office, effective May 1, 2017	
12.	Consideration and approval of resolution to authorize the Agency Administrator to have access to a line of credit/short-term borrowing	Mr. Bousman made a motion to approve the resolution authorizing the Agency Administrator to have access to a line of credit/short-term borrowing. Ms. Fischer seconded the motion. The motion carried 7:0. Dr. Albrecht suggested that a teleconference be held on May 2, 2017 at 8 am.	Motion: Bousman Second: Fischer Motion carried 7:0
13.	Contract with Wisconsin Association of School Boards, Inc. for Organizational Services	Ms. Fischer made a motion to approve the contract with WASB for Organizational Services. Ms. Viney seconded the motion. The motion carried 7:0. Roger Price, WASB Consultant, is assisting CESA 2 with financials and Dr. Albrecht anticipates that it will be for a total of ten days.	Motion: Fischer Second: Viney Motion carried 7:0
14.	CESA Purchasing Administrator position	Mr. Bousman made a motion to contract with Jane Wray, CESA Purchasing Administrator, for 30 days, at a rate of \$250.00 per day, between April 17, 2017 and June 30, 2017. Intent to hire full-time on July 1, 2017. Ms. Viney seconded the motion. The motion carried 7:0.	Motion: Bousman Second: Viney Motion carried 7:0
15.	Discussion and Consideration of Salary Increase for CESA 2 Employees	A discussion was held regarding a possible salary increase for CESA 2 employees. The Board was interested to find out what the actual increase will be in dental and health insurance rates before making a decision.	
16.	Jefferson County Head Start – FMLA	Ms. Fischer made a motion to approve FMLA for Laura Janny, 4K Lead Teacher, tentatively effective May 30, 2017 with a return to work on November 1, 2017. Ms. Viney seconded the motion. The motion carried 7:0.	Motion: Fischer Second: Viney Motion carried 7:0

17.	Cracker Barrel	Ms. Viney noted that Belleville will have a groundbreaking ceremony on May 19, 2017. Mr. Bousman discussed the failed referendum at Burlington.	
18.	Adjourn	Mr. Bousman made a motion to adjourn the meeting. Ms. Fischer seconded the motion. The motion carried 7:0. The meeting adjourned at 9:41 pm.	Motion: Bousman Second: Fischer Time: 9:41 pm Motion carried 7:0