



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

Committee	Members
Audit	Tom Bush, Barb Fischer, Wayne Trongeau, and Jim Wahl
Personnel	Kathy Klein, Nancy Thompson, and Marian Viney
Policy	Cindy Beuthin, Jim Bousman, and Evelyn Propp
AESA Annual Conference Attendees	
WASB Delegate and Alternate	
WASB CESA Board Members Breakfast	

#	Item	Minutes	Action
1.	Call to Order/Announcement of Compliance with Open Meeting Law	Ms. Thompson called the meeting to order at 7:02 pm. Mr. Hanrahan confirmed that the meeting is in compliance with the Open Meeting Law.	Time: 7:02 pm
2.	Roll Call	Ms. Barlass called the roll. Present: Cindy Beuthin Jim Bousman Tom Bush Barb Fischer Evelyn Propp Nancy Thompson Wayne Trongeau Marian Viney Absent: Kathy Klein Jim Wahl Also present: Nicole Barlass Tracy Elger Dan Hanrahan	

		Sarah Heck	
3.	Review and Approve Agenda	Ms. Fischer made a motion to approve the agenda with the minutes and WASB proposal items moved from the consent agenda to the non-consent agenda. Ms. Propp seconded the motion. The motion carried 8:0.	Motion: Fischer Second: Propp Motion carried 8:0
4.	Audit Committee Report and Payment of bills	Mr. Bush read the audit committee report. He noted that the balance as of May 31, 2017 was \$667,631.45. He noted that there were cash receipts of \$1,189,458.87 and cash disbursements of \$1,430,027.46, leaving a reconciled balance of \$427,062.86, as of June 30, 2017. Mr. Bush made a motion to accept the report and authorize payment of the bills. Mr. Bousman seconded the motion. The motion carried 8:0. June Bank Reconciliation June Cash Receipts June Check Register	Motion: Bush Second: Bousman Motion carried 8:0
5.	Citizen Input	There was no citizen input.	
6.	Reports Agency Administrator Director of Programs & Services Director of Internal Systems & Administrative Resources Director of Communications, Marketing & Resource Development Jefferson County Head Start	Director of Programs & Services: Ms. Elger provided an update on the districts that have pre-purchased contract days with staff for next year and information on events in August. Director of Internal Systems & Administrative Resources: Ms. Barlass noted that interviews were held for the Office Manager/Bookkeeper position at the Westosha Special Education Alliance and that an offer was made to an applicant. The applicant turned down the offer, so the position was offered to a second applicant. She also noted that we are continuing to receive and review applications for other open positions. Ms. Barlass has scheduled trainings for WISEdata and WISEstaff	

		<p>in early September and a practice NVCI training in late July.</p> <p>Director of Communications, Marketing & Resource Development: Ms. Heck discussed the change in the Prime Vendor Coop and plans to increase participation in the Nutrition program. She also discussed PALS ordering and the plans to create a tech space and potentially an ideal classroom at CESA 2.</p>	
7.	<p>Approval of Minutes from the Regular Meeting of the Board of Control Meeting on June 20, 2017 and the Special Meeting of the Board of Control on July 11, 2017</p>	<p>Ms. Viney made a motion to approve the minutes from the regular meeting of the Board of Control on June 20, 2017. Ms. Beuthin seconded the motion. The motion carried 7:0, with Mr. Bousman abstaining.</p> <p>Ms. Fischer made a motion to approve the minutes from the special meeting of the Board of Control on July 11, 2017. Mr. Bousman seconded the motion. The motion carried 8:0.</p>	<p>Motion: Viney Second: Beuthin</p> <p>Motion carried 7:0:1</p> <p>Motion: Fischer Second: Bousman</p> <p>Motion carried 8:0</p>
8.	Action items (consent agenda):	<p>Mr. Bousman made a motion to approve the items in the consent agenda. Ms. Viney seconded the motion. The motion carried 8:0.</p>	<p>Motion: Bousman Second: Viney</p> <p>Motion carried 8:0</p>
	2017-2018 Employment Contracts	<p>Deb Bilau, Teacher of the Blind & Visually Impaired Carlene Chavez, Family Engagement Coordinator Diane Contreras, Educational Audiologist Paula Dabel, Transition Consultant Charity Devoe Brekken, JEDI Guidance Counselor Matt Geyso, Physical Therapy Assistant Aimee Jadrnicek, Speech/Language Pathologist Marissa Kniep, Teacher of the Deaf and Hard of Hearing Beth Larimer, Educational Audiologist Sid Larson, Reading Specialist</p>	

		<p>Amy Lehman, Teacher of the Blind & Visually Impaired</p> <p>Anastasia Linz, Teacher of the Deaf and Hard of Hearing</p> <p>David Madson, Teacher of the Deaf and Hard of Hearing</p> <p>Laurie Peterson, JEDI Student Service Representative</p> <p>Dawn Shelbourn, Professional Resource Center Consultant</p> <p>Suzette Simpson, Occupational Therapist</p> <p>Patti Smith, Educational Audiologist</p> <p>Angel Vander Steeg, JEDI Technology Director</p> <p>James Wilhelm, School Psychologist</p> <p>Cheryl Williams, Orientation & Mobility Specialist</p>	
	Additional hours	Kathy Robers, Physical Therapist, Rock County's Birth to Three Program, for a period of 12 weeks beginning 6/8/2017	
	Change in Status	Angel Vander Steeg, from hourly to salaried position, new title of Technology Director	
	New Hires	<p>Lisa Gleboff, Instructor, Drivers Education</p> <p>Michelle Smith, Physical Therapy Assistant, Rock County's Birth to Three Program, for a period of 12 weeks beginning 6/13/2017</p>	
	Resignations	<p>Lisa Anderson, Speech-Language Pathologist, Westosha Special Education Alliance</p> <p>Carol Harry, Early Childhood Teacher, Union Grove Special Education Consortium</p> <p>Donna Howell, Early Childhood Teacher, Westosha Special Education Alliance</p>	
9.	WASB Organizational Services	Mr. Bush made a motion to approve the contract with WASB for Roger Price to provide financial services. Ms. Fischer seconded the motion. The motion carried 8:0.	<p>Motion: Bush</p> <p>Second: Fischer</p> <p>Motion carried</p>

			8:0
10.	Dousman Transportation Contracts for Westosha Special Education Consortium	Mr. Bousman made a motion to approve the contracts for transportation of students with Dousman Transportation for July 1, 2017 – June 30, 2018, at cost increase of 1.75% from the July 1, 2016 – June 30, 2017 contracts. Ms. Viney seconded the motion. The motion carried 8:0.	Motion: Bousman Second: Viney Motion carried 8:0
11.	Bank accounts – authorized signers	Ms. Beuthin made a motion to add Mr. Hanrahan and Mr. Bush as signers for the three bank accounts at First Citizens State Bank. Ms. Viney seconded the motion. The motion carried 8:0.	Motion: Beuthin Second: Viney Motion carried 8:0
12.	AESA Convention – November 30 – December 2nd, San Antonio, TX	Mr. Bush, Ms. Thompson and Ms. Beuthin indicated that they may be interested in attending.	
13.	Jefferson County Head Start - Head Start Program Annual Self-Assessment 2016-2017	Ms. Fischer made a motion to approve the Head Start Program Annual Self-Assessment for 2016-2017. Ms. Viney seconded the motion. The motion carried 8:0.	Motion: Fischer Second: Viney Motion carried 8:0
14.	Jefferson County Head Start - Head Start Annual Report to the Public 2016-2017	Ms. Fischer made a motion to approve the Head Start Annual Report to the Public for 2016-2017. Mr. Bousman seconded the motion. The motion carried 8:0.	Motion: Fischer Second: Bousman Motion carried 8:0
15.	Jefferson County Head Start - Head Start Management of Program Data Policy and Procedure	Mr. Bousman made a motion to approve the Head Start Management of Program Data Policy and Procedure contingent on the review and approval by the Head Start Policy Council. Ms. Beuthin seconded the motion. The motion carried 8:0.	Motion: Bousman Second: Beuthin Motion carried 8:0
16.	Jefferson County Head Start - Head Start Coordinated Coaching Strategy	Mr. Bousman made a motion to approve the Head Start Coordinated	Motion: Bousman

	Policy and Procedure	Coaching Strategy Policy and Procedure contingent on the review and approval by the Head Start Policy Council. Ms. Beuthin seconded the motion. The motion carried 8:0.	Second: Beuthin Motion carried 8:0
17.	Additional Audit Services	Ms. Beuthin made a motion to authorize Mr. Hanrahan to contract for additional audit services up to \$8,000 and meet with the Audit Committee before exceeding that amount. Ms. Viney seconded the motion. The motion carried 8:0.	Motion: Beuthin Second: Viney Motion carried 8:0
16.	Cracker Barrel		
17.	Adjourn	Ms. Fischer made a motion to adjourn the meeting. Ms. Beuthin seconded the motion. The motion carried 8:0 and the meeting was adjourned at 8:32 pm.	Motion: Fischer Second: Beuthin Time: 8:32 pm Motion carried 8:0