



Regular Meeting of the Board of Control

Date: Tuesday, May 16<sup>th</sup>, 2017

Location: CESA 2 Conference Room 111 after the Reorganization Meeting  
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
<b>AESA Annual Conference Attendees</b>	
<b>WASB Delegate and Alternate</b>	
<b>WASB CESA Board Members Breakfast</b>	

#	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 8:51 pm. Dr. Albrecht confirmed that the meeting is in compliance with the Open Meeting Law.	<b>Time:</b> 8:51 pm
2.	<b>Roll Call</b>	Ms. Barlass called the roll.  <b>Present:</b> Cindy Beuthin Jim Bousman Tom Bush Barb Fischer Kathy Klein Evelyn Propp Nancy Thompson Wayne Trongeau Marian Viney Jim Wahl  <b>Also present:</b> Dr. Gary Albrecht Nicole Barlass Tracy Elger Dan Hanrahan Sarah Heck	

3.	<b>Review and Approve Agenda</b>	Mr. Bousman made a motion to approve the agenda with the addition of the addendum items. Ms. Viney seconded the motion. The motion carried 10:0.	<b>Motion:</b> Bousman <b>Second:</b> Viney  Motion carried 10:0
4.	<b>Audit Committee Report and Payment of bills</b>	Mr. Bush read the audit committee report. He noted that the balance was \$925,168.46 as of March 31, 2017. There were cash receipts of \$1,141,590.26 and cash disbursements of \$1,199,770.31, leaving a reconciled balance of \$866,988.41 as of April 30, 2017. Mr. Bush made a motion to approve the report and authorize payment of the bills. Ms. Klein seconded the motion. The motion carried 10:0.	<b>Motion:</b> Bush <b>Second:</b> Klein  Motion carried 10:0
5.	<b>Approval of Minutes from the Regular Board of Control Meeting on April 18, 2017 and from the special teleconference Board of Control Meeting on May 9, 2017</b>	Ms. Viney made a motion to approve the minutes as presented for the Regular Board of Control meeting on April 18, 2017. Ms. Fischer seconded the motion. The motion carried 7:0:3, with Ms. Klein, Ms. Propp and Mr. Trongeau abstaining.  Ms. Viney made a motion to approve the minutes as presented for the special teleconference Board of Control meeting on May 9, 2017. Ms. Beuthin seconded the motion. The motion carried 5:0:5, with Mr. Bousman, Ms. Klein, Ms. Propp, Mr. Trongeau and Mr. Wahl abstaining.	<b>Regular – April 18, 2017</b> <b>Motion:</b> Viney <b>Second:</b> Fischer  Motion carried 7:0:3  <b>Special Teleconference – May 9, 2017</b> <b>Motion:</b> Viney <b>Second:</b> Beuthing  Motion carried 5:0:5
6.	<b>Citizen Input</b>	There was no citizen input.	
7.	<b>Reports</b> Agency Administrator Director of Programs & Services Director of Internal Systems and Administrative Resources Director of Marketing, Communications and Resource Development Jefferson County Head Start	Please see the attached reports from the Agency Administrator and the Director of Jefferson County Head Start.  <b>Director of Programs &amp; Services:</b> Ms. Elger provided updates on the work she is doing in districts and noted that	

		<p>she will be reformatting her report to the Board to provide a more global overview of Programs and Services.</p> <p><b>Director of Internal Systems and Administrative Resources:</b> Ms. Barlass noted that districts are returning their contracts for next year and that decisions are being made about staffing.</p> <p><b>Director of Marketing, Communications and Resource Development:</b> Ms. Heck provided an update on the Career Fair, which 21 districts and 115 candidates participated in and was very well received. She noted that Jane Wray has started work as the CESA Purchasing Administrator.</p>	
8.	<b>Action items (consent agenda):</b>	Mr. Wahl made a motion to approve the items in the consent agenda. Mr. Bousman seconded the motion. The motion carried 10:0.	<p><b>Motion:</b> Wahl</p> <p><b>Second:</b> Bousman</p> <p>Motion carried 10:0</p>
	Contracts for 2017-2018 Drivers Education Instructors	Stephan Abernathy Kenneth Anclam Richard Bilda Michael Billot Rachael Boesch Rick Breunig Tony Cavagnetto Gary Keith Coleman Karen Connell Douglas Coons Karen Coyle Tim Coyle Dave Crane Greg Dillard Stephanie Doggett Jeff Erickson Michael Esslinger Stephanie Fox Hugh Gnatzig Dan Hewuse	

		<p>James Jackson  Donna Jacobson  David Jones  Richard Jones  Paul Johnson  Shelly Johnston  Deborah Kabler  Ralph Kessler  Corey King  Stephen Koss  Kraig Macaulay  Theresa Maier  Timothy Marshall  Roger Mashack  Rebecca Miller  Robert Movrich  Patricia O'Brien  Daniel Ouimet  Beth Olson  Greg Olson  John Parker  Brett Perkins  Roger Peterson  Joseph Poehls  Gary Press  Heidi Radel  Owen Raisbeck  Kurt Ritchie  Ingrid Rodenbeck  Brad Rogeberg  Katherine Scheuerell  Jerry Schliem  Thomas Schmitt  Eric Schmutzer  Deborah Scribner  Earl Streeter  JoAnn Struwe  Lori VanderBergh  Marcia Van De Wettering  Adam Vaughn</p>	
	<p>FMLA</p>	<p>Nicole Barlass, Director of Internal Systems and Administrative Resources, leave to be taken intermittently as needed, effective May 10, 2017</p> <p>Cyndi Tomich, Director of Special</p>	

		Education, Union Grove Special Education Consortium, leave to be taken intermittently as needed, effective May 15, 2017	
	New Hire	Earl Streeter, Instructor, Driver's Education	
	Resignation	Bill Meister, Instructor, Driver's Education, effective May 1, 2017	
	Retirements	Lori Barnes, Administrative Assistant, Westosha Special Education Consortium, effective July 28, 2017  Anne Kuske, Teacher, JEDI Online Network, effective August 28, 2017  Sharon Webb, Instructional Technology Consultant, effective June 30, 2017	
9.	<b>Contract with WiRCC (Wisconsin Regional Computer Centers) for alio Financial Licensing and Software Support</b>	Ms. Viney made a motion to approve the contract with WiRCC for alio Financial Licensing and Software Support for 2017-2018 in the amount of \$16,317.03, which represents an increase of 2.05% over the 2016-2017 price of \$15,919.57. Ms. Klein seconded the motion. The motion carried 10:0.	<b>Motion:</b> Viney <b>Second:</b> Klein  Motion carried 10:0
10.	<b>Agency Administrator days</b>	Mr. Bousman made a motion to approve the payout of 10 vacation days as per board policy; and, payout of 5 additional workdays beyond his 80% contract to Dr. Gary Albrecht for extra time worked since March. Ms. Fischer seconded the motion. The motion carried 10:0.	<b>Motion:</b> Bousman <b>Second:</b> Fischer  Motion carried 10:0
11.	<b>First Reading – Policy 3430.03 – Vacation and Paid Leave Benefits</b>	Update to policy to note that employees can request leaves electronically through the Employee Service Portal. The Board recommended the policy be placed on the agenda for a second reading a the June 20, 2017 meeting.	

12.	<b>Jefferson County Head Start – Retirement</b>	Ms. Viney made a motion to approve the retirement of Ninfa Mayans, Assistant Teacher, effective June 8, 2017. Ms. Beuthin seconded the motion. The motion carried 10:0.	<b>Motion:</b> Viney <b>Second:</b> Beuthin  Motion carried 10:0
13.	<b>Jefferson County Head Start – State Supplemental Grant</b>	Ms. Fischer made a motion to approve the submission of the Head Start State Supplemental Grant in the amount of \$68,329.00. Ms. Viney seconded the motion. The motion carried 10:0.	<b>Motion:</b> Fischer <b>Second:</b> Viney  Motion carried 10:0
14.	<b>Cracker Barrel</b>		
15.	<b>Adjourn</b>	Ms. Viney made a motion to adjourn the meeting. Ms. Beuthin seconded the motion. The motion carried 10:0 and the meeting was adjourned at 9:41 pm.	<b>Motion:</b> Viney <b>Second:</b> Beuthin <b>Time:</b> 9:41 pm  Motion carried 10:0