



Regular Meeting of the Board of Control  
Date: Tuesday, February 19, 2019  
Location: CESA 2, 1221 Innovation Drive, Room 111, Whitewater, WI 53190  
6:30 pm - Dinner and Check-in  
7:00 pm - Call to Order

Minutes

Committee	Members
Audit	Tom Bush, Barbara Fischer, Jim Wahl and Taylor Wishau
Personnel	Kathy Klein, Rick Mason, Nancy Thompson and Marian Viney
Policy	Cindy Beuthin, Karl Dommershausen, and Wayne Trongeau

**AGENDA**

- I. Call to Order/Announcement of Compliance with Open Meeting Law**  
Ms. Thompson called the meeting to order at 7:11 pm. Mr. Hanrahan confirmed that the meeting is in compliance with the Open Meeting Law.
- II. Roll Call**  
Ms. Barlass called the roll. A quorum of the Board of Control was present. Those present were: Cindy Beuthin, Tom Bush, Karl Dommershausen, Barb Fischer, Kathy Klein, Rick Mason, Nancy Thompson, and Marian Viney. Those absent were: Wayne Trongeau, Jim Wahl, and Taylor Wishau. Also present were: Nicole Barlass, Tracy Elger, Dan Hanrahan, Sarah Heck and Don Vogel
- III. Pledge of Allegiance**
- IV. Review and Approve Agenda**  
Ms. Thompson asked that the hiring of Bonnie Frye and the retirement of Debbie Sisko be moved from the consent agenda to the regular agenda. There were no other requests for changes to the agenda. Ms. Fischer made a motion to approve the agenda with the changes requested by Ms. Thompson. Ms. Viney seconded the motion. The motion carried 8:0.
- V. Approval of the minutes from the Regular Meeting on January 15, 2019**  
Ms. Thompson asked if there were any changes needed to the minutes. There were no requests for changes to the minutes. Ms. Klein made a motion to approve the minutes as presented. Mr. Mason seconded the motion. The motion carried 6:0, with Ms. Beuthin and Mr. Bush abstaining.
- VI. Audit Committee Report and Approval of the Financial Reports**  
Mr. Bush read the audit committee report. He noted that there was a beginning balance of \$1,952,600.71 as of December 31, 2019. There were cash receipts of \$1,166,067.04 and cash

disbursements of \$1,272,514.25, leaving a reconciled balance of \$1,846,153.50 as of January 31, 2019. Mr. Bush made a motion to accept the audit committee report and the financial reports as presented. Ms. Mason seconded the motion. The motion carried 8:0.

**VII. Citizen Input**

There was no citizen input.

**VIII. Reports**

Agency Administrator and Board Notes  
Executive Director of Financial Services  
Executive Director of Integrated Programs & Services  
Executive Director of Operations  
Executive Director of Communications  
Jefferson County & Western Kenosha Head Start

**IX. Action Items (consent agenda):**

Mr. Mason made a motion to approve the items in the consent agenda. Mr. Dommershausen seconded the motion. The motion carried 8:0.

- A. Increase in time (temporary 6-8 weeks to cover a leave of a district employee): Carol Schaefer, Speech/Language Pathologist
- B. New hires: Alex Brizze, Learning Coach, JEDI; Kasey Burkholder, Teacher of Record, JEDI; Cheryl Ginther, Physical Therapist, Rock County's Birth to Three program and Specialized Services and Staffing Center of Excellence; Robin Rivas, Consultant, Language and Culture Center of Excellence; Claire West, Learning Coach, JEDI
- C. Resignation: Mary Reich, Office Manager/Human Resources, JEDI effective June 30, 2019

**X. New Hire:** Bonne Frye, Cleaning Professional, Whitewater office.

Mr. Bush made a motion to approve the hiring of Ms. Frye. Ms. Klein seconded the motion. The motion carried 8:0.

**XI. Retirement:** Debbie Sisko, Administrative Assistant, Rock County's Birth to Three program, effective May 2, 2019. Ms. Fischer made a motion to accept the retirement of Ms. Sisko effective May 2, 2019. Ms. Beuthin seconded the motion. The motion carried 8:0.

**XII. Second Reading - Policy 813 - Adoption of Policies**

Mr. Mason made a motion to approve Policy 813 - Adoption of Policies as presented. Ms. Klein seconded the motion. The motion carried 8:0.

**XIII. Second Reading - Policy 3439 - Holidays**

Ms. Fischer made a motion to approve the policy with the amendment to add New Year's Eve to the paid holidays for hourly school year staff as discussed. Ms. Beuthin seconded the motion. The motion carried 8:0.

**XIV. Acceptance of the 2017-2018 Audit Report**

Mr. Bush made a motion to accept the 2017-2018 Audit Report. Ms. Viney seconded the motion. The motion carried 8:0.

**XV. Discussion: Personnel compensation for 2019-2020**

**XVI. Informational / Discussion: Agency Administrator Professional Growth Model & Timeline**

The Board of Control members discussed the proposed timeline and determined to have the Agency Administrator present progress and artifacts to the Board of Control in March and that the Board of Control members will come prepared to discuss the Agency Administrator's evaluation and make a determination of the contents of the evaluation at the April meeting. Following the April meeting, the Board President will meet with the Agency Administrator to share the evaluation.

**XVII. Membership fees for districts for 2019-2020**

Mr. Bush made a motion to approve the membership fees for districts for 2019-2020 as presented which amounted to a per pupil increase of \$0.05 for a total of \$0.60 per pupil plus a flat fee per district based on district size. The flat fee remained unchanged from 2018-2019 as follows: Small districts (0-1000 students): \$1,100.00; Intermediate districts (1001-2000 students): \$1,200.00; Medium districts (2001-4000 students): \$1,400.00; and Large districts (4001 plus students): \$1,500.00. Mr. Mason seconded the motion. The motion carried 8:0.

**XVIII. Jefferson and Western Kenosha Head Start** - Approve the submission of the COLA Grant application for Program Year 2019.

Ms. Fischer made a motion to approve the submission of the COLA Grant application for Program Year 2019 as presented. Ms. Viney seconded. The motion carried 8:0.

**XIX. Jefferson and Western Kenosha Head Start** - New hire: Jamie Howsden, Substitute Teacher

Ms. Klein made a motion to approve the hiring of Ms. Howsden as presented. Ms. Beuthin seconded the motion. The motion carried 8:0.

**XX. Closed session:**

Ms. Thompson made a motion to convene into closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, in accordance with WI Statute 19.85(1)(c) to discuss the Agency Administrator mid-year review and a teacher termination and to reconvene into open session. Mr. Mason seconded the motion. The motion carried 8:0 and the Board convened into closed session at 8:50 pm. Ms. Barlass called the roll. Those present were: Cindy Beuthin, Tom Bush, Karl Dommershausen, Barb Fischer, Kathy Klein, Rick Mason, Nancy Thompson, and Marian Viney.

**XXI. Reconvene into open session**

Mr. Mason made a motion to reconvene into open session. Ms. Beuthin seconded the motion. The motion carried 8:0. Ms. Barlass called the roll. Those present were: Cindy Beuthin, Tom Bush, Karl Dommershausen, Barb Fischer, Kathy Klein, Rick Mason, Nancy Thompson, and Marian Viney. The Board of Control reconvened into open session at 9:26 pm and there was no action taken on the items discussed in closed session.

**XXII. Adjourn**

Ms. Klein made a motion to adjourn the meeting. Ms. Fischer seconded the motion. The motion carried 8:0 and the meeting adjourned at 9:27 pm.