



Regular Meeting of the Board of Control

Tuesday, May 17, 2022

Room 111

1221 Innovation Dr

Ste 205

Whitewater, WI 53190

Minutes

Committee	Members
Audit	Barb Fischer, Chairperson Karl Dommershausen John Porco
Personnel	Nancy Thompson, Chairperson Kathy Klein Dennis Purtell
Policy	Steve Brown, Chairperson Marian Viney

Attendance Taken at 6:39 PM. Steve Brown: Present, Don Buchanan: Absent, Karl Dommershausen: Present, Barb Fischer: Present, Melissa Frame: Absent, Kathy Klein: Present, John Porco: Absent, Dennis Purtell: Present, Nancy Thompson: Present, Marian Viney: Present. Present: 7, Absent: 3.

I. Call to Order/Announcement of Compliance with the Open Meeting Law

II. Roll Call

III. Review and Approve Agenda

Marian Viney made a motion to approve the agenda as presented. Steve Brown seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

IV. Presentation: FLEX program - Tracy Elger and Mitchell Lilly

V. Approval of the Minutes from the Regular Meeting on April 19, 2022.

Karl Dommershausen made a motion to approve the minutes as presented. Barb Fischer seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

VI. Citizen Input

VII. Reports

VII.A. Agency Administrator

VII.B. Executive Director of Financial Services

VII.C. Executive Director of Integrated Programs & Services

VII.D. Executive Director of Marketing & Communications

VII.E. Executive Director of Operations

VII.F. Jefferson County & Western Kenosha Head Start

VIII. Action Items (consent agenda)

Kathy Klein made a motion to approve the items in the consent agenda. Marian Viney seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

VIII.A. Audit Committee Report and Approval of Financial Reports

VIII.A.1. Bank Reconciliation

VIII.A.2. Cash Balance Report

VIII.A.3. Check Register

VIII.B. New Hires: Jennifer Chapman, Instructor, Drivers Education; Olivia Dachel, Computer Sciences Teacher, JEDI; Joseph Garcia, School Psychologist, Whitewater; Brook Goralski-Cumbajin, Consultant - Language and Culture Center of Excellence, Whitewater, for 22-23; Michael Kuolt, Instructor, Drivers Education; Rusty Meyer, Computer Sciences Teacher, JEDI; Martin Pitts, Instructor, Drivers Education; Kari Todd, Teacher of the Deaf and Hard of Hearing (for 2022-2023)

VIII.C. Resignations: Patrick Biggin, Instructor, Drivers Education, effective April 27, 2022; Jeremy Demos, RECAP Counselor, effective May 30, 2022; Cody Larson, Physical Education and Health teacher, JEDI Virtual School, effective June 30, 2022

VIII.D. Retirement: Ralph Kessler, Instructor, Drivers Education

IX. 2022-2023 Employment Contracts

Dennis Purtell made a motion to approve the 2022-2023 employment contracts as presented. Karl Dommershausen seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

X. Line of Credit - Authorize CESA 2 to borrow up to \$500,000.00 for short-term borrowing during the 2022-2023 fiscal year (July 1, 2022 through June 30, 2023).

Karl Dommershausen made a motion to approve the resolution to authorize CESA 2 to use short-term borrowing if necessary for 2022-2023. Barb Fischer seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

XI. June Board meeting discussion

Barb Fischer made a motion to hold the regular meeting at 5 pm on June 21st. Marian Viney seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

XII. Jefferson County and Western Kenosha Head Start: Approve the Head Start Policy Council By-Laws

Kathy Klein made a motion to approve the Head Start Policy Council By-Laws as presented. Marian Viney seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

XIII. Jefferson County Head Start: Program Policy 1302.12 Determining, Verifying and Documenting Eligibility to include Supplemental Nutrition Assistance Program Benefits

Barb Fischer made a motion to approve Program Policy 1302.12 as presented. Kathy Klein seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Abstain (Without Conflict), Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 6, Nay: 0, Absent: 3, Abstain (Without Conflict): 1

XIV. Jefferson County Head Start: Family Income Information Form

Marian Viney made a motion to approve the Family Income Information Form as presented. Kathy Klein seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

XV. Jefferson County and Western Kenosha Head Start/CESA 2: Selection Criteria

Dennis Purtell made a motion to approve the Selection Criteria as presented. Steve Brown seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

XVI. Jefferson County and Western Kenosha Head Start: Submission of the Head Start State Supplemental Grant Application in the amount of \$79,031

Barb Fischer made a motion to approve the submission of the Head Start State Supplemental Grant Application in the amount of \$79,031. Marian Viney seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

XVII. Jefferson County and Western Kenosha Head Start: Approve the submission of the Supplement-COLA and Quality Improvement Application in the amount of \$83,439.

COLA-\$70,012 and Quality Improvement \$13,427

Dennis Purtell made a motion to approve the submission of the Supplement-COLA and Quality Improvement Application in the amount of \$83,439. Marian Viney seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

XVIII. Jefferson County and Western Kenosha County Head Start: Transportation Waiver Request

Barb Fischer made a motion to approve the Transportation Waiver Request as presented. Marian Viney seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

XIX. Adjourn

Steve Brown made a motion to adjourn the meeting at 8:42 pm. Barb Fischer seconded the motion. The motion carried.

Don Buchanan: Absent, Melissa Frame: Absent, John Porco: Absent, Steve Brown: Yea, Karl Dommershausen: Yea, Barb Fischer: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, Nancy Thompson: Yea, Marian Viney: Yea
Yea: 7, Nay: 0, Absent: 3

Meeting notice posted at the following location: CESA 2 Whitewater Office
Meeting notice also posted at cesa2.org
c: District Administrators, CESA Administrators