



Regular Meeting of the Board of Control

Tuesday, March 21, 2023

Room 111

1221 Innovation Dr

Ste 205

Whitewater, WI 53190

Minutes

Committee	Members
Audit	Dennis Purtell, Chairperson Karl Dommershausen
Personnel	Marian Viney, Chairperson Kathy Klein
Policy	Steve Brown, Chairperson Eric Armstrong John Porco

Attendance Taken at 7:00 PM. Eric Armstrong: Absent, Steve Brown: Absent, Karl Dommershausen: Present, Melissa Frame: Absent, Kathy Klein: Present, John Porco: Absent, Dennis Purtell: Present, David Schroeder: Present, Marian Viney: Present. Present: 5, Absent: 4.

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

II. Roll Call

III. Review and Approve Agenda

Kathy Klein made a motion to approve the agenda as presented. Karl Dommershausen seconded the motion. The motion carried.

Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 5, Nay: 0, Absent: 4

IV. Presentation: New Teacher Center Mentor Training

V. Approval of the Minutes from the Regular Meeting on February 21, 2023.

Kathy Klein made a motion to approve the minutes as presented. Dennis Purtell seconded the motion. The motion carried.

Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea
Yea: 5, Nay: 0, Absent: 4

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)

David Schroeder made a motion to approve the items in the consent agenda.. Karl Dommershausen seconded the motion. The motion carried.

Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea
Yea: 5, Nay: 0, Absent: 4

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: Mark Beilman, Instructor, Driver's Education; Jason Demerath, Executive Director of Financial Services, effective July 1, 2023; Erin Parry, Teacher of the Deaf and Hard of Hearing, effective for the 2023-2024 school year

VIII.C. Resignation: Joni Sayers, Teacher of the Deaf and Hard of Hearing, effective June 9, 2023.

VIII.D. Retirement: Ed O'Connor, Senior Director of Data and Strategic Planning, effective July 1, 2023

VIII.E. Policy 3235 - Jury Duty

VIII.F. Policy 3430.03 – Vacation and Paid Leave Benefits

IX. Jefferson County and Western Kenosha Head Start: BOC Self-Assessment Tool

Kathy Klein made a motion to approve the Jefferson County and Western Kenosha Head Start: BOC Self-Assessment Tool as presented. David Schroeder seconded the motion. The motion carried.

Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea
Yea: 5, Nay: 0, Absent: 4

X. Jefferson County and Western Kenosha Head Start: Change in Status - Paulina Luna, from part-time to full-time (26 hours to 38 hours per week)
David Schroeder made a motion to approve the change in status for Paulina Luna as presented. Dennis Purtell seconded the motion. The motion carried.
Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea
Yea: 5, Nay: 0, Absent: 4

XI. Jefferson County and Western Kenosha Head Start: New Hire - Sheryl Ori, full-time Assistant Teacher, Westosha center, effective April 3, 2023
Karl Dommershausen made a motion to approve the hiring of Sheryl Ori as presented. Kathy Klein seconded the motion. The motion carried.
Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea
Yea: 5, Nay: 0, Absent: 4

XII. Jefferson County and Western Kenosha Head Start: Pursue the option of a reduction in enrollment
Mary Anne Wieland, Director may be in attendance to provide additional details.
David Schroeder made a motion to approve the program to pursue a reduction in enrollment. Dennis Purtell seconded the motion. The motion carried.
Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea
Yea: 5, Nay: 0, Absent: 4

XIII. Jefferson County and Western Kenosha Head Start: Resignation - Kristi McMahon, Teacher, effective March 17, 2023
David Schroeder made a motion to accept the resignation of Kristi McMahon as presented. Karl Dommershausen seconded the motion. The motion carried.
Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea
Yea: 5, Nay: 0, Absent: 4

XIV. 2022-2023 Wage Increase
David Schroeder made a motion to approve the Executive Director of Financial Services recommendation based on the July 1, 2023 CPI index of 8%, the 2023-2024 Wage Increase. Karl Dommershausen seconded the motion. The motion carried.
Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 5, Nay: 0, Absent: 4

XV. Closed Session: The Board of Control will 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 following:

Agency Administrator evaluation

Vacation day adjustments of hourly employees

Dennis Purtell made a motion to convene into closed session at 8:18pm. Kathy Klein seconded the motion. The motion carried.

Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 5, Nay: 0, Absent: 4

XVI. Return to Open Session: The CESA 2 Board of Control will reconvene into open session to take action on anything that was discussed in Closed Session.

David Schroeder made a motion to return to open session at 8:43pm. Kathy Klein seconded the motion. The motion carried.

Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 5, Nay: 0, Absent: 4

XVII. Vacation Day Adjustment for Hourly Employees

David Schroeder made a motion to approve vacation day adjustments as presented in the closed session. Dennis Purtell seconded the motion. The motion carried.

Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 5, Nay: 0, Absent: 4

XVIII. Adjourn

Kathy Klein made a motion to adjourn the meeting at 8:45pm. David Schroeder seconded the motion. The motion carried.

Eric Armstrong: Absent, Steve Brown: Absent, Melissa Frame: Absent, John Porco: Absent, Karl Dommershausen: Yea, Kathy Klein: Yea, Dennis Purtell: Yea, David Schroeder: Yea, Marian Viney: Yea

Yea: 5, Nay: 0, Absent: 4

Meeting notice posted at the following location: CESA 2 Whitewater Office

Meeting notice also posted at cesa2.org

c: District Administrators, CESA Administrators

