The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, April 16, 2012, at 8:30 a.m., at the WITC-New Richmond Campus, located at 1019 South Knowles Ave, New Richmond, Wisconsin 54017. IP video technology was utilized at the WITC-Ladysmith Outreach Center, located at 1104 W Lake Ave, Ladysmith, Wisconsin 54848.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM
Chairperson, David Minor, called the meeting to order at 8:34 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, Lorraine C. Laberee, David Minor, James Schultz, Jean Serum, and Eileen Yeakley. Note: James Schultz joined the meeting via an IP video connection at the WITC-Ladysmith Outreach Center. Morrie Veilleux provided notice that he would not be in attendance at this meeting.

The following WITC employees were in attendance during the meeting: Steve Decker, Craig Fowler, Joe Huftel, Bob Meyer, Kim Olson, and Cher Vinl.<. Senator Sheila Harsdorf, of River Falls, and Representatives Dean Knudson of Hudson, and John Murtha of Baldwin were also present during a portion of this meeting.

OPEN MEETING
Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The April 16, 2012, meeting of the Wisconsin Indianhead Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on April 13 in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA
Chair Minor reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. James Beistle moved, seconded by Lori Laberee, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT
Time was reserved for Chair Minor to recognize people in the audience if needed. The Audience Recognition Board policy (II.M.) was included in the Board book as a reference.

CAMPUS ADMINISTRATOR WELCOME AND INTRODUCTION
Time was reserved for Joe Huftel, Vice President, Instructional Technology and New Richmond Campus Administrator, to welcome the Board and provide them with information on his roles and responsibilities for the College. A PowerPoint presentation was provided in the Board book. President Meyer recognized Mr. Huftel for making the WILM consortium between WITC, Mid-State, and Lakeshore Technical Colleges a very good partnership and for providing some great leadership. Through Mr. Huftel's leadership, a savings of nearly $1 million will be realized between the three colleges.

EXECUTIVE SESSION
Chair, Dave Minor, requested a motion for the Board to adjourn into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e) for the purpose of considering bargaining strategies. Lori Laberee moved, seconded by Jean Serum, to go into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e) for the purpose noted in the preceding paragraph. Chair Minor announced the motion. Upon a roll-call vote, all members present voted yes (8-0); motion carried.
Chairperson, Dave Minor, called the executive session to order at 8:50 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, Lorraine C. Laberee, David Minor, Jean Serum, James Schultz, and Eileen Yeakley. Note: Morrie Veilleux provided notice that he would not be in attendance at this meeting. The following WITC employees were in attendance during executive session: Steve Decker, Bob Meyer, Kim Olson, and Cher Vink.

**Approval of the February 20, 2012, Executive Meeting Minutes**
Lori Laberee moved, seconded by Eileen Yeakley, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. Note: There wasn’t a closed session in March.

James Beistle moved, seconded by Jean Serum, to adjourn the Executive Session and convene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes (8–0); motion carried and the executive session adjourned at 9:02 a.m.

**OPEN SESSION RECONVENED**

**MEETING MINUTES**
1. **Approval of the March 19, 2012, Regular Meeting Minutes**
   Lori Laberee moved, seconded by James Beistle, to approve the March 19, 2012, regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. Note: The signed list of contracts from the March meeting was attached to the official minutes.

**CONSENT AGENDA**
Chairperson Minor asked if there were any items to be pulled off the consent agenda and acted on separately; however, there were none. Chris Fitzgerald moved, seconded by Jean Serum, to approve the consent agenda. Upon a roll-call vote, all members present voted yes (8–0); motion carried.

1. **Personnel:**
   A. **Resignation:** Kathyrn Grotheer, Occupational Therapy Assistant (OTA) Instructor, Faculty; effective June 30, 2012.
   B. **Resignation:** Mae Osterbauer, Bookstore Assistant, OTS; effective April 5, 2012.
   C. **Retirement:** Lynnette Emanuel, General Studies–Communications Instructor, Faculty; effective June 30, 2012. Note: Administration recommended waiving the six-month retirement notice requirement. It was noted the Ms. Emanuel will have served nearly 15 years with the College upon her retirement.
   D. **Retirement:** Timothy Schreiner, Director, Resource Development, Management; effective June 30, 2012. Ms. Vink announced that the request to waive the six-month retirement notice requirement on the agenda was an error and should be removed. It was noted the Mr. Schreiner will have served 17 years at the College upon his retirement.

2. **Contracts**
   The listing of contracts was approved (see attached list).

3. **Financial/Cash Position Report**
   The College’s Financial and Cash Position Report, as of March 31, 2012, was approved.

4. **Approval of Bills**
   Expenditures and revenue from the budget, covering check numbers 127080 through 127727 and electronic transfer payments totaling $5,039,185 were approved.
5. Bids/Purchases

A. Motorcycles – Rice Lake: The Board accepted the low bid that was received meeting the “single cylinder” specifications for cycle bid 04–12 from Duluth Lawn and Sport of Duluth, MN, in the amount of $23,694. The new motorcycles are needed to replace the 10-year-old motorcycles in the lot which currently belong to the Wisconsin Department of Transportation (DOT). Over 500 students were trained in motorcycle safety at Rice Lake Campus in the last fiscal year.

B. New Richmond New Addition/Remodeling Classroom Equipment – New Richmond: The Board approved the purchase of Liquid Crystal Display (LCD) televisions, document cameras, a disc player, ceiling microphones, a dedicated content monitor, and installation fees in the total amount of $33,737 from AT & T of Madison, WI, under state contract #11–84086–701. This equipment will be used in a new High Definition Video classroom that will be in compliance with Badger-Net standards for the remodeling project at the New Richmond Campus.

C. New Richmond Addition/Remodeling Instructional Audio Video (AV) Equipment – New Richmond: The Board approved the purchase of ceiling microphones, Internet Protocol (IP) video codecs, Liquid Crystal Display (LCD) televisions, and instructional stations (including document cameras, projectors, DVD players, and cables) in the total amount of $50,782 from AT & T of Madison, WI, under state contract #11–84086–701. This equipment supplements the existing equipment in order to properly furnish all new and remodeled rooms with instructional media equipment for the addition and remodeling project at the New Richmond Campus.

OTHER ITEMS REQUIRING BOARD ACTION

1. Announcements and/or Action from Executive Session
   Time was reserved for the Board Chair to provide an announcement about the closed session, if appropriate. There was nothing to announce from the executive session.

2. Second Reading of Revised Administrative Policy – Investments (D–380)
   A revised Administrative Investments Policy (D–380) was provided for the Board's second reading and approval. Due to the volatility in the market in recent years, the College needs additional flexibility in the investment process in order to move investments while maintaining a conservative investment mix. A first reading took place at the March 2012 Board meeting. Lori Laberee moved, seconded by Chris Fitzgerald, to approve the Administrative Investments Policy D–380 as revised. Upon a roll-call vote, all members present voted yes (8–0); motion carried.

3. Resolution 12–09, Authorizing the Sale of $3,000,000 General Obligation Promissory Notes, Series 2012A
   Bids for the $3,000,000 promissory notes were opened at 10:00 a.m. on Monday, April 16, 2012. As scheduled after the legislative updates, administration presented Resolution 12–09 (see attached) and the results of the bid to the Board at the meeting. Based on the bid results, administration recommended for the Board's approval that the lowest bid of 1.04% be awarded to Robert W. Baird & Company, Incorporated. $1,500,000 of these funds are for the purpose of financing building remodeling and improvement projects and $1,500,000 of these funds are for the purpose of financing the construction of building additions or enlargements at the WITC-New Richmond Campus. An Official Statement was provided in the Board book. Handouts from Springsted, Inc. were provided at the meeting. WITC has maintained its Aaa bond rating from Moody's Investment Service.

James Beistle moved, seconded by Jean Serum, to adopt Resolution 12–09, Authorizing the Sale of $3,000,000 General Obligation Promissory Notes, Series 2012A, with the low bid being awarded to Robert W. Baird & Company, Incorporated, as presented. Upon a roll-call vote, all members present voted yes (8–0); motion carried.
4. Revised Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees

The course fee amount of $116.90 per credit for adult and continuing education for 2012–13 and an out-of-state tuition fee of $175.35 per credit, showed an increase of 4.5 percent that was approved by the Wisconsin Technical College System State Board. The revised policy and updated memorandum addendums to this policy that were issued by Wisconsin Technical College System (Motorcycle Rider Training Fees and Fees for Group Dynamics, Multiple Offender and Traffic Safety Programs) were included for the Board’s review and approval.

Chris Fitzgerald moved, seconded by Aimee Curtis, to approve Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees and addendums as presented. Upon a unanimous vote of all members present, motion carried.

5. Revised Administrative Policy J-242 – Student Fees

The State Board established a student fee rate for 2012–13. The program fee was increased to $116.90 per credit, which was a 4.5 percent increase, and an out-of-state tuition fee of $175.35 per credit, which was also an increase of 4.5 percent. The state changes have been incorporated into the policy. Additional changes include updating the costs of Assessment Technologies Institute (ATI) testing fees charged to ADN students. Administration recommended final Board approval of the revised policy.

Jean Serum moved, seconded by Eileen Yeakley, to approve Administrative Policy J-242 – Student Fees as presented. Upon a roll-call vote, all members present voted yes (8–0); motion carried.

*The Board Chair recessed the meeting at 9:05 a.m. and reconvened the meeting at 9:11 a.m.*

**INFORMATION REPORT SUMMARY**

1. Annual WITC Foundation Update

Craig Fowler, Vice President, Continuing Education/Executive Director, Foundation and Campus Administrator, provided an update on the WITC Foundation. A PowerPoint presentation was included in the Board book. Mr. Fowler commended Mr. Decker who helped make the Foundation’s software match the College’s software.

During his presentation, Mr. Fowler noted that the Foundation goals are tied directly to the Strategic Goals of the College. Information on grants and continuous improvement efforts in that area were noted. An update on the Board Leadership Scholarship was given. Mr. Fowler will follow-up with a Board Scholarship letter to the WITC Board members.

James Beistle moved, seconded by Eileen Yeakley, to receive the Annual WITC Foundation Report as it related to the interpretation of the ENDS statement for the President’s annual evaluation as presented. Upon a unanimous vote of all members present, motion carried.

**CORRESPONDENCE AND INFORMATION**

1. Meeting Information Sharing

A. Annual Higher Learning Commission Meeting – Program for Presidents and Board Members

Chair Minor and President Meyer attended the Higher Learning Commission’s “Program for Presidents and Board Members” on Saturday, March 31, and Sunday, April 1. They each reported out on this program, noting that improvements have been made to the organization of the program and having speakers on 2-year colleges. Other WITC staff were also in attendance at the annual meeting on April 1 – 3. Chair Minors stated that we had a great team. A group photo of all attendees was posted on the Board of Trustees – Board Photos Connection.
2. **Travel Sign Up**
   
   **A. Board Events Schedule**
   Time was reserved for the Board to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was routed during the meeting for Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. Chair Minor requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson.

   James Beistle announced that he will need to leave early on Saturday morning at this week's District Boards Association meeting in Wausau. It was determined that Jean Serum will attend the Saturday meetings on behalf of Mr. Beistle. Ms. Laberee and Ms. Serum will touch base before the meetings.

   President Meyer talked about the upcoming Strategy Forum that will tentatively be scheduled in November. Board representation will be needed for the Strategy Forum (last time it was the Board Chair). President Meyer will let the Board know once the specific date has been scheduled. Chair Minor noted that he will have a barbeque at his home for the July 9 Board meeting or the WTCS State Board meeting. Ms. Yeakley announced that she can't attend the July Board meeting.

3. **Monitoring Schedule**
   
   **A. Monitoring Schedule Updates**
   Time was reserved for the Board to review the *Board Monitoring Schedule* for next month’s agenda items. Ms. Olson noted that there were no changes to the current schedule.

   **B. Review Monitoring Schedule for the Next Fiscal Year (FY13) for Approval in July**
   Time was reserved for the Board to review the Monitoring Schedule for FY13 with recommended changes/additions. President Meyer announced that the International Education Committee Activities Report delayed from July to August. Other minor edits were made to when activities would occur in 2012-2013. In July, the schedule will be brought to the annual organizational meeting for final approval.

4. **President’s Updates:**
   Time was reserved for the President to provide an update on the following items:

   **A. NorthWERD Signing Event Update**
   In support of economic development, Northwest Wisconsin Educators for Regional Development (NorthWERD) held a “Memorandum of Understanding” signing event on Wednesday, March 28, beginning at 9 a.m., at the Lac Courte Oreilles Ojibwa Community College Main Campus Auditorium in Hayward. There were approximately 50 people in attendance. President Meyer appreciated Ms. Laberee’s attendance at this event. NorthWERD will have a seat on the Visions Northwest economic development group. Articles from *Business North, Sawyer County Register*, and the *Superior Telegram* were provided for the Board’s information in addition to a video link that was provided at the bottom of the *Almanac North* information.

   **B. STEM Event Update**
   President Meyer provided an update on the two regional STEM meetings that were hosted by WITC on Wednesday, April 4, at the WITC-Superior Campus, and by CVTC on Thursday, April 5, at the CVTC-Manufacturing Education Center in Eau Claire. There were approximately 64 attendees at the Superior location and 84 attendees at the Eau Claire location. Chair Minor, who emceed, and Ms. Laberee were there representing the Board. The feedback collected at both meetings was sent to Gateway Technical College. Tom Still, from the Innovation Technology Council, will put a roadmap together for the state.
C. Microsoft Office Outlook for Board E-Mail
At the February meeting, it was requested that administration check into providing the Board with Microsoft Office Outlook on their tablets to use in-lieu-of the Microsoft Web Outlook. Ms. Olson noted that this program is currently available on the Board computer tablets to use as needed.

D. Quality Improvement Steering Committee Meeting Update
The Quality Improvement Steering Committee met on April 11 to review three gaps that were found between the original 2012-2015 Strategic Themes and the 2012-2105 Strategic Plan (childcare, 360 degree feedback, and recognitions/rewards). They also reviewed the AQIP Systems Appraisal strengths and opportunities and discussed plans for the upcoming Strategy Forum. A QISC inservice planning committee was organized to help plan the October inservice as it relates to the AQIP Systems Appraisal.

E. WITC Widget
President Meyer provided the Board with a copy of the WITC Widget pamphlet that was developed by Business Review USA. It was noted that there was no cost to the College for this pamphlet. A link to the electronic widget on our Web site was also provided in the Board book. Ms. Olson will provide Mr. Schultz with a copy of this document.

F. Approval of the Technical Education Champion (TECh) Award Nomination Recommendation
The District Boards Association requested nominations for the 2012 Technical Education Champion (TECh) Award. The TECh Award recognizes an individual or organization for outstanding contributions to a local technical college district and/or the Technical College System. The TECh Award information was provided for the Board. Specific criteria must be met and a nomination cover form is due to the District Boards Association by May 1. This year’s award is scheduled for presentation at the summer 2012 District Board's Association meeting in Barneveld.

Administration recommended Dan Conroy, the Operations Manager for Nexen Group, Inc., in Webster, WI, for this year’s TECh Award nomination for the Board’s consideration. Mr. Conroy was selected for this nomination because he is a champion at promoting the exciting career opportunities available in manufacturing. He has generously dedicated his time promoting career and technical education offerings that assist students who are considering options in technology and engineering. Mr. Conroy was the WITC nominee and 2009 recipient of the Wisconsin Association for Career and Technical Education C.L. Greiber Award for his contributions to Career and Technical Education.

Lori Laberee moved, seconded by James Beistle, to nominate Dan Conroy for the Technical Education Champion (TECh) Award as presented. Upon a unanimous vote of all members present, motion carried. Ms. Olson will work with the Marketing staff and submit the paperwork by May 1.

G. Board Graduation Representation Update
Updated WITC commencement information was provided for the Board. Ms. Olson noted that since the March meeting, Dave Minor and Aimee Curtis will attend Superior's graduation and Chris Fitzgerald will attend Rice Lake's graduation. Board members will need a cap and gown and will be contacted by the campuses about any additional graduation details.

H. New Richmond Ground Breaking Ceremony and Photo Opportunity
President Meyer announced that a New Richmond ground breaking ceremony will take place at approximately 11:30 a.m. today, or after the Board meeting adjourns. Board members and our legislators from this area were invited to attend the ground breaking ceremony and lunch.

I. FTE Trends
President Meyer provided the Board with WITC FTE Trends information. Every campus experienced a downturn in FTE; however, online FTE has shown growth.
J. Building Performance Technician Community Partnership

President Meyer provided an update on an event held on March 27 in Superior to showcase a tax-forfeited house in Superior that was turned over to WITC by Douglas County. The house will become a hands-on energy efficiency lab for students in WITC’s Building and Performance Technician program. Chair Minor noted that Charlie Glazman was instrumental in recognizing that this was an opportunity to help students and to provide a real life experience for them. He thanked Mr. Glazman and the staff for their work on this project. A Duluth New Tribune article and two video clips were provided for the Board’s information.

K. Governor’s Northern Wisconsin Economic Development Summit Report

President Meyer updated the Board on the Governor’s Northern Wisconsin Economic Development Summit report that was included in the Board book. President Meyer was invited to be on the panel at this summit.

5. 2012 Board Appointment Update

President Meyer announced that Jean Serum, School District Administrator representing the district, and Alimee Curtis, Employee member representing Douglas County (Region 1) were re-appointed on March 29 to the Board for three-year terms (July 1, 2012 – June 30, 2015), pending state Board approval in May. A second hearing is scheduled on April 26, at 3 p.m., for the Employer member representing St. Croix County (Region 6). Telephone technology will be used at six locations in the district from which the County Board Chairs (and the public) may participate.

6. Fall 2012 ACCT Leadership Congress Proposal and Request for a Letter of Support

The Association of Community College Trustees (ACCT) announced its call for presentations for the 43rd Annual Leadership Congress, which is scheduled on October 10–13, 2012, in Boston, Massachusetts. At the March meeting, the Board requested that President Meyer draft a proposal to submit to ACCT related to Policy Governance and Strategic Planning. All proposal submissions must be received by Monday, April 30, 2012. This presentation will fall under the “effective governance track”, which is one of the following six tracks being offered at this year’s Congress: partnerships, evidence, innovation, financial reality, equity and diversity, and effective governance.

President Meyer shared a draft presentation description and a draft letter of support. It was requested that at least one member of the Board will need to help present the information with President Meyer at the ACCT Congress on October 10–13, in Boston, Massachusetts. Board consensus was for administration to submit the presentation and the Board’s letter of support to ACCT by April 30. If the presentation is accepted by ACCT, President Meyer will develop a PowerPoint and bring it to a future Board meeting for the Board’s input.

7. District Boards Association Nomination Recommendations for Association Officer Position

The District Boards Association’s 2012 Nominations Committee requested the WITC Board’s assistance to identify any member they wish to be considered for nomination as a candidate for Secretary/Treasurer. Last month, the Board approved James Beistle’s recommendation to submit the current officers as nominees; however, since that meeting Fred Royal, Jr. (Milwaukee) Secretary/Treasurer has asked that he no longer be considered a candidate for re-election because he expects to leave his district board position in the coming months. For Secretary/Treasurer, Ram Bhatia, of Gateway Technical College, Carla Hedtke, of Northeast Wisconsin Technical College, and Ramona Mathews, of Chippewa Valley Technical College were suggested from the membership for the Board’s consideration. This year’s election of officers will take place at the Association’s annual meeting on Saturday, April 21, 2012, in Wausau, Wisconsin. It was determined that the members of the Board who will be at the District Boards Association meeting will wait to hear all of the candidates before determining their choice for the Secretary/Treasurer position.

Chair Minor recessed the meeting at 10:33 a.m. and reconvened the meeting at 10:50 a.m.

LEGISLATIVE UPDATES
1. Senator Sheila Harsdorf of River Falls, and Representatives Dean Knudson of Hudson and John Murtha of Baldwin

Time was reserved for the legislators to meet with the Board. Topics discussed included balancing the budget, that the economy is showing some signs of turn around, redistricting, a growing awareness that employers need skilled workers but are having trouble finding them, training is needed (in some cases) for jobs that don't exist yet, being flexible, and reciprocity.

President Meyer thanked the legislators for coming to this meeting, noting they've been great about responding to things like WiscNet and the Board composition issues. He noted some ways that the College has been nimble -- through our District Board, advisory committees, our connection with economic development and encouraging business and industry to let us know what they need, and involving our stakeholders in Strategic Planning. President Meyer also talked about our Program Viability process and that our College annually reviews every program, reallocating resources if programs cannot be restored to full vitality. President Meyer asked what conditions were needed to relax the freeze (at the state level). Chair Minor and Ms. Laberee also thanked the legislators for coming and conversing with the Board and President Meyer.

Chair Minor recessed the meeting at 11:40 a.m. for a ground breaking ceremony and reconvened the meeting at 11:49 a.m.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm their plans for the regular meeting scheduled on Monday, May 21, 2012, at 8:30 a.m., at the WITC–Administrative Office in Shell Lake. The Board meeting schedule was provided for the Board's information.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the regular meeting on May 21 were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed. Chair Minor noted that Paul Gabriel will provide his annual District Boards Association report in May.

Note: Board members who want to add additional items to next month's Board agenda can do so by contacting the Board Chair before Thursday, May 3, 2012. This request does not obligate the Board Chairperson to include the item on the agenda. The Board Chair will notify administration of agenda items before the Board book is prepared and copied.

MEETING EVALUATION

Nothing was noted for this item.

Chair Minor adjourned the meeting at 11:53 a.m.

Respectfully submitted,

Lorraine Laberee
Board Secretary

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Note: A Board luncheon followed the Board meeting; however, no action was taken.
The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

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**ESTIMATED**

**Fiscal Year: 2012**

**State Designated Indirect Cost Factors:**

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Off Campus = 36.45%
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<tr>
<td>10103146</td>
<td>MS Word A</td>
<td>1</td>
<td>$320.00</td>
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</table>

Participants will receive instruction in "Ebooks".

Transcripted credit courses as follows: 1 student in 3 cr. 10105100 Intro to Business; 14 students in 2 credits 10106127 Desktop Publishing; 8 students in both 10103151 MS Excel A for 1 credit and 10103152 MS Excel B for 1 credit. 22 students in 10103146 MS Word A, 10103147 MS Word B, 10103148 MS Word C for a total of 3 credits.

Participants will receive documentation upon successful completion of instruction.

Provide Heartsaver 1st aid/Adult & child CPR & AED and Bloodborne Pathogen training.
<table>
<thead>
<tr>
<th>Code</th>
<th>Provider/Institution</th>
<th>Location/Setting</th>
<th>Training Type</th>
<th>Attendance</th>
<th>Hours</th>
<th>Registration Fee</th>
<th>Contract Fee</th>
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<td>464</td>
<td>Glenhaven Care Center</td>
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<td>353.00</td>
<td>149.00</td>
<td>55.00</td>
<td>203.00</td>
<td>150.00</td>
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<td>465</td>
<td>Lakeview Medical Center</td>
<td>WITC Rice Lake Campus -</td>
<td>On</td>
<td>10,953.00</td>
<td>7,685.00</td>
<td>2,291.00</td>
<td>9,976.00</td>
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<td>Conference Room 427-249</td>
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<td>466</td>
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<td>Scandia FD</td>
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<td>1,638.00</td>
<td>1,200.00</td>
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<td>Amery High School</td>
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<td>New Richmond Campus</td>
<td>On</td>
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<td>469</td>
<td>REM Arrowhead</td>
<td>REM Arrowhead</td>
<td>Off</td>
<td>1,443.00</td>
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<td>WITC Hayward</td>
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<td>951.00</td>
<td>374.00</td>
<td>1,324.00</td>
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<td>471</td>
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<td>Minnesuing Acres, Lake Nebagamon</td>
<td>Off</td>
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<td>299.00</td>
<td>109.00</td>
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<td>Hours</td>
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<td></td>
<td>Staff will receive Microsoft ACCESS instruction.</td>
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<td>474</td>
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<td>510.00</td>
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<td></td>
<td>American Legion, Somerset</td>
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<tr>
<td></td>
<td>First Aid/CPR/Blood Borne Pathogens training 8:00 a.m. - 12:00 p.m. Fall Protection training 12:30 p.m. - 4:30 p.m. for three employees from Action Battery</td>
<td></td>
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<tr>
<td>475</td>
<td>Bayport Fire Department Bayport FD</td>
<td>Off</td>
<td>2,047.00</td>
<td>1,500.00</td>
<td>-</td>
<td>1,500.00</td>
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<td>Confined Space Operations Refresher, 12-hours</td>
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</tr>
</tbody>
</table>

*** End Of Report ***

* indicates an amended contract

[Signature]
Board Secretary
4-16-12

[Signature]
Date
RESOLUTION NO. 12-09

RESOLUTION AWARDING THE SALE OF $3,000,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2012A

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on February 20, 2012 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2012A (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes for the public purposes of financing building remodeling and improvement projects in the amount of $1,500,000 and financing the construction of building additions or enlargements, consisting of an addition on the New Richmond campus in the amount of $1,500,000;

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Daily Press on February 23, 2012 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance building remodeling and improvement projects;

WHEREAS, no petition for referendum has been filed with the Secretary and the time to file such a petition has expired;

WHEREAS, the District has directed Springsted Incorporated ("Springsted") to take the steps necessary to sell the Notes authorized by the Authorizing Resolution;

WHEREAS, Springsted, in consultation with the officials of the District, prepared Official Terms of Offering (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on April 16, 2012;

WHEREAS, the Secretary (in consultation with Springsted) caused notice of the sale of the Notes to be published and/or announced and caused the Official Terms of Offering to be distributed to potential bidders offering the Notes for public sale;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and
WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Terms of Offering and is deemed to be the most advantageous to the District. Springsted has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1A. Ratification of the Official Terms of Offering and Offering Materials. The District Board of the District hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Terms of Offering and any other offering materials prepared and circulated by Springsted are hereby ratified and approved in all respects. All actions taken by officers of the District and Springsted in connection with the preparation and distribution of the Official Terms of Offering and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Award of the Notes. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, is hereby accepted. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be retained by the District Treasurer and applied in accordance with the Official Terms of Offering, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2012A"; shall be issued in the aggregate principal amount of $3,000,000; shall be dated their date of issuance; shall be in the denomination of $5,000 or any integral multiple thereof; shall be numbered R–1 and upward; and shall bear interest at the rates per annum and mature on October 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D–1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2012. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on
the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes shall not be subject to optional redemption.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2012 through 2017 for the payments due in the years 2012 through 2018 in the amounts set forth on the Schedule. The amount of tax levied in the year 2012 shall be the total amount of debt service due on the Notes in the years 2012 and 2013; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal of or interest on the Notes in the year 2012.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.
(D) Appropriation. The District hereby appropriates from taxes levied in anticipation of the issuance of the Notes, proceeds of the Notes or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay the principal of and interest on the Notes coming due on October 1, 2012 as set forth on the Schedule.


(A) Creation and Deposits. There be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for $3,000,000 General Obligation Promissory Notes, Series 2012A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The District Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next
succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the District and disbursed solely for the purposes for which borrowed or for the payment of the principal of and the interest on the Notes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purposes shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the
meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the
officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by U.S. Bank National Association, St. Paul, Minnesota, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Fiscal Agency Agreement between the District and the Fiscal Agent shall be substantially in the form attached hereto as Exhibit F and incorporated herein by this reference.

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.
Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the District and on file in the Secretary's office.

Section 16. Official Statement. The District Board hereby approves the Official Statement with respect to the Notes and deems the Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Official Statement and any addenda or Final Official Statement. The Secretary shall cause copies of the Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.
Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser of the Notes determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded April 16, 2012.

[Signature]
David W. Minor
Chairperson

ATTEST:

[Signature]
Lorraine C. Laberee
Secretary

Resolution 12-09
Robert W. Baird & Co., Inc. - Milwaukee, WI's Bid

Wisconsin Indianhead Tech
$3,000,000 General Obligation Promissory Notes, Series 2012A

For the aggregate principal amount of $3,000,000.00, we will pay you $3,091,767.00, plus accrued interest from the date of issue to the date of delivery. The Bonds are to bear interest at the following rate(s):

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<th>Coupon %</th>
<th>Yield %</th>
<th>Dollar Price</th>
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Total Interest Cost: $196,666.67
Premium: $91,767.00
Net Interest Cost: $104,899.67
TIC: 1.043039
Time Last Bid Received On: 04/16/2012 9:51:00 CDST

This proposal is made subject to all of the terms and conditions of the Official Bid Form, the Official Notice of Sale, and the Preliminary Official Statement, all of which are made a part hereof.

Bidder: Robert W. Baird & Co., Inc., Milwaukee, WI
Contact: Drew Kanyer
Telephone: 414-765-7331

Issuer: Wisconsin Indianhead Technical College
Accepted By: 
Date: April 16, 2012

Company Name: Robert W. Baird & Co., Inc.
Accepted By: 
Date: April 16, 2012
EXHIBIT B

Bid Tabulation

To be provided by Springsted Incorporated and incorporated into the Resolution.

(See Attached)
EXHIBIT C

Winning Bid

To be provided by Springsted Incorporated and incorporated into the Resolution.

(See Attached)