

Wisconsin Indianhead Technical College
Board Proceedings
May 17, 2010

A regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, May 17, 2010, at 8:30 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, Wisconsin 54871.

CALL TO ORDER AND ROLL CALL

Chairperson, James Beistle, called the meeting to order at 8:30 a.m. with the following Board members present: James Beistle, Marc Christianson, Hal Helwig, Lorraine C. Laberee (arrived at 8:32 a.m.), Carolyn Milbrath, Dan Olson, and James Schultz. *Thomas Gordon, Sr. and Susan Wojtkiewicz provided notice that they would not be in attendance at this meeting.*

The following WITC employees were also in attendance: Mike Boyle, Steve Decker, Craig Fowler, Jennifer Kunselman, Todd Larson, Bob Meyer, Kim Olson, Sandy Sutter, Tom Szalajka, and Scott Theilig.

Steve Salisbury and Steve Lewis from the Rice Lake School District were present during the audience recognition portion of the agenda. Sarah Miller, WITC-New Richmond student, was also present during the meeting.

OPEN MEETING

Kim Olson, Administrative Assistant to the President, read the following open-meeting statement: "The May 17, 2010, 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 May 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 Beistle reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. He noted that a Consent Addendum was provided for Board members. Hal Helwig moved, seconded by Dan Olson to approve the agenda. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

Chair Beistle announced this agenda item. The Audience Recognition Board policy (II.M.) was included in the Board book as a reference.

Craig Fowler, Vice President, Continuing Education/Executive Director Foundation and Rice Lake Campus Administrator, introduced Steve Salisbury, Assistant Principal and Athletic Director, from the Rice Lake School District. Mr. Salisbury recognized WITC-Rice Lake Bricklaying and Masonry program instructor Todd Larson, and Wood Technics program instructor Scott Theilig for their work on the Rice Lake School District's new athletic fields. Mike Boyle, WITC Divisional Dean - Trade and Technical, and Steve Lewis from the Rice Lake School District were also recognized. A letter of commendation was provided.

EXECUTIVE SESSION

Chair, James Beistle, requested a motion for the Board to adjourn into executive session under the provisions of Wisconsin Statutes §19.85 (1)(c)(f) for the purpose of considering a Board hearing on a discrimination complaint and performance evaluation and compensation for non-union employees.

Carolyn Milbrath moved, seconded by Dan Olson, to go into executive session in accordance with Wisconsin Statutes §19.85 (1)(c)(f) for the purpose of considering a Board hearing on a discrimination complaint and performance evaluation and compensation for non-union employees.

Chair Beistle announced the motion. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

Chairperson, James Beistle, called the executive session to order at 8:37 a.m. with the following Board members present: James Beistle, Marc Christianson, Hal Helwig, Lorraine C. Laberee, Carolyn Milbrath, Dan Olson, and James Schultz. *Thomas Gordon, Sr. and Susan Wojtkiewicz provided notice that they would not be in attendance at this meeting.*

The following WITC employees were also in attendance during executive session: Bob Meyer and Kim Olson.

Approval of the April 19, 2010, Executive Meeting Minutes

Chair Beistle announced that as there were no corrections, the executive meeting minutes are approved as printed.

James Schultz moved, seconded by Hal Helwig, to adjourn the Executive Session and convene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes (7-0); motion carried and the executive session adjourned at 8:43 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

Chair Beistle announced that as there were no corrections, the April 19, 2010, regular meeting minutes and the May 3, 2010, special meeting minutes are approved as printed. The signed list of contracts and resolution from April's meeting were attached to the official minutes.

BUDGET CONSIDERATIONS REQUIRING BOARD ACTION

1. Health and Dental Insurance Rate Adjustments

Administration recommended approval of the monthly rate adjustments in WITC's self-insured health and dental insurance programs, effective July 1, 2010. Hal Helwig moved, seconded by Marc Christianson, to approve the Health and Dental Insurance Rate Adjustments as presented. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

2. Employee Positions for FY11

Administration proposed 405.5 positions for FY11 per the full-time positions schedule that was provided. This was an increase of 6 total positions over FY10 totals.

Marc Christianson moved, seconded by Lori Laberee, to approve the Employee Positions for FY11 as presented. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

3. Budget Modifications

The following budget modifications will be publicly noticed within 10 days of Board approval per Wisconsin Statutes §65.90 (5). A two-thirds majority of the full Board was required to approve the following budget modifications:

- A. **Internal Service Fund:** Administration recommended increasing the Internal Service Fund expense budget by \$432,500. The increase recognized additional costs associated with higher than anticipated claims experience in the self-funded insurance program. *Note: See approval of this agenda item in number 3.B. below.*
- B. **Special Revenue/Non-Aidable Fund:** Administration recommended increasing the Special Revenue/Non-aidable revenue and expense budgets by \$2,236,500. The increase recognized additional revenue and expense associated with increased student financial aid eligibility and increased federal funding award amounts.

Hal Helwig moved, seconded by James Schultz, to approve the Internal Service Fund expense budget and the Special Revenue/Non-Aidable Fund expense budgets as presented. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

4. 2010-2011 Tentative Authorization of Budget

Steve Decker presented the proposed 2010-2011 tentative operational budget, including the assumptions that were used to develop the budget, and recommended that the Board approve the proposed budget for the purpose of publication in the district newspapers. Mr. Decker provided a revised *Notice of Public Hearing* and a revised *Budget Summary of the General Fund*, and noted some changes highlighted in yellow. A copy of the budget PowerPoint was also provided at the meeting. Mr. Decker stated that the Board will get a Budget book two weeks (prior to the public hearing in June).

Hal Helwig moved, seconded by Marc Christianson, to approve the tentative authorization of the 2010-2011 budget for the purpose of publication in the district newspapers as presented. Upon a unanimous vote of all members present; motion carried.

5. Set Budget Hearing Date, Time, and Location

Upon approval of the budget for publication in May, the Board must conduct a public hearing for final budget adoption at the June meeting. The budget hearing date, time, and location needed to be established by the Board. Administration recommended a budget hearing start time of 8:30 a.m. on Monday, June 21, 2010, at the WITC-Administrative Office in Shell Lake. Chair Beistle noted that Ms. Wojtkiewicz is unable to attend the June 21 Board meeting.

James Schultz moved, seconded by Carolyn Milbrath, to set the budget hearing date, time, and location as recommended by administration. Upon a unanimous vote of all members present; motion carried.

CONSENT AGENDA

A personnel addendum was provided at the Board meeting and items 1.E. and 1.F. were added. Lori Laberee moved, seconded by Carolyn Milbrath, to approve the consent agenda and addendum. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

1. Personnel:

- A. **New Hire:** Johanna Garrison, Human Services Associate Instructor, Faculty, Education Specialist, Step 8, Superior; effective April 20, 2010; annual salary \$63,629.
- B. **New Hire:** Jolie Losey, Barber/Cosmetologist Instructor, Faculty, Non-Degree, Step 6, Rice Lake; effective July 1, 2010; annual salary \$52,456.

- C. **New Hire:** Diane Schmitt, Bookstore Supervisor, Manager, Grade 5, Step 1, Superior; effective May 3, 2010; annual salary \$41,762.
- D. **New Hire:** Stephanie (Katrice) Shuler, General Studies Instructor, Faculty, Masters, Step 4, Rice Lake; effective July 1, 2010; annual salary \$54,167.
- E. **New Hire:** Duane Lasley, Energy Efficiency Technician Instructor, Faculty, Master's Step 7, Superior; effective May 17, 2010, annual salary \$58,393.
- F. **New Hire:** Nathaniel Fry, Web Manager, Manager, Level 5, Step 1, Shell Lake; effective June 1, 2010; annual salary \$41,762.

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 April 30, 2010, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 104024 through 104683, and electronic transfer payments totaling \$4,379,338, were approved.

5. Bids/Purchases

- A. **Administrative and Instructional Printers – Superior and Rice Lake:** The Board approved the purchase of one instructional printer and one administrative printer in the amount of \$3,975 from Paragone Development Systems (PDS) of Oconomowoc, WI, under state contract #15-20453-800. The printers are replacements for administrative and instructional units at Superior and Rice Lake Campuses.
- B. **Learning Resource Center (LRC) Projectors, Televisions, and Monitors – Collegewide:**
The Board approved the purchase of 22 XGA projectors, 2 Liquid Crystal Display (LCD) televisions, and 11 document cameras in the total amount of \$45,610 from AT&T of Madison, WI, under state contract #11-84086-701. This equipment will replace current instructional and administrative equipment at all WITC locations.
- C. **Smart Classroom Equipment – Collegewide:**
The Board approved the purchase of 109 pieces of new Smart classroom equipment in the amount of \$54,110 from AT & T of Madison, WI, under state contract #11-84086-701. This equipment will be used to upgrade current classrooms to Smart classrooms at all WITC campuses.
- D. **Smart Classroom Teacher Stations – Collegewide:**
The Board approved the purchase of 24 new Smart classroom teacher stations in the amount of \$24,267 from AVI Systems of Madison, WI, under state contract #15-42500-601. These stations will be utilized in the new Smart classrooms at all WITC campuses.
- E. **Telecommunications Contract Including Monthly Service and Long Distance Service – New Richmond:** The Board approved the quote received from Frontier in the amount of \$51,000 over a 5 year contract for telecommunications services through the use of Primary Rate Interface (PRI) at the New Richmond Campus. Since there were no bids received for this location in the bid approved in April, 2010, the district requested a quote from the sole source provider for the New Richmond area. This service will provide improved services over the current system and help maintain consistent technology across the district where PRI is available.

6. Contracting Rates 2010-11

The Board approved the modifications to the 2010-2011 fiscal year contracting rates for 118.15 contracts with school districts within the district boundaries.

7. Summary of Grant Awards

The Board approved the 2010-2011 grant awards in the amount of \$2,125,027 as presented.

8. First Reading of Revised Administrative Board Policy G-199.1 – Group Life Insurance Policy

As part of the management compensation update for FY11, the Board approved a first reading of an increase in the employee death benefit to one-half times the employee's annual base salary to a maximum of \$150,000 for management.

9. First Reading of Revised Administrative Board Policy G-357.1 –Bereavement Leave Policy

As part of the management compensation update for FY11, the Board approved a first reading to add brother-in-law and sister-in-law to the listing of family included in bereavement leave.

10. First Reading of Revised Administrative Board Policy G-358 – Management Vacation Policy

As part of the management compensation update for FY11, the Board approved a first reading for a change in the manager vacation policy that included 112.5 hours (3 weeks) of vacation from one to four years of employment, 150 hours (4 weeks) of vacation from five to 10 years of employment, and 187.5 (5 weeks) of vacation from 11 years to employment separation. Prior to this change, those managers hired or appointed after October 4, 1993, were required to have 20 years of employment before receiving 5 weeks of vacation.

OTHER ITEMS REQUIRING BOARD ACTION

1. Announcements and/or Action from Executive Session

Chair Beistle announced that there was no action taken during executive session.

2. Resolution 10-09, Petition WTCSB Requesting Approval for the Rental of Facilities for the Washburn County Learning Center – Spooner

Resolution 10-09 (attached) and the rental agreement for the Washburn County Learning Center were provided. Administration requested Board approval to submit a resolution to the state Board requesting approval for the rental of approximately 800 square feet for the Washburn County Learning Center from Top-O-Wisconsin in the amount of \$707.00 per month for the time period of July 1, 2010 through June 30, 2011. This represented a 0% increase in the monthly lease amount. *Note: See approval of this agenda item in number 4 below.*

3. Resolution 10-10, Petition WTCSB Requesting Approval for the Rental of Facilities for the WITC Ladysmith Center – Ladysmith

Resolution 10-10 (attached) for the WITC-Ladysmith Center rental agreement was provided. Administration requested Board approval to submit a resolution to the state Board requesting approval for the rental of approximately 3327 square feet for the WITC-Ladysmith Center in the amount of \$2,848.50 per month for the time period of July 1, 2010 through June 30, 2013. There was no change in the lease cost for this space. *Note: See approval of this agenda item in number 4 below.*

4. Resolution 10-11, Petition WTCSB Requesting Approval for the Rental of Facilities for the WITC Hayward Center – Hayward
Resolution 10-11 (attached) for the WITC-Hayward Center rental agreement was provided. Administration requested Board approval to submit a resolution to the state Board requesting approval for the rental of approximately 5,260 square feet for the WITC-Hayward Center in the amount of \$4,530 per month for the time period of July 1, 2010 through June 30, 2013. This cost represented an increase of 760 square feet thus an increase of 9% over the existing lease. The cost per square foot decreased by approximately 7%.

James Schultz moved, seconded by Hal Helwig, to approve Resolution 10-09, Petition WTCSB Requesting Approval for the Rental of Facilities for the Washburn County Learning Center – Spooner; Resolution 10-10, Petition WTCSB Requesting Approval for the Rental of Facilities for the WITC Ladysmith Center – Ladysmith; and Resolution 10-11, Petition WTCSB Requesting Approval for the Rental of Facilities for the WITC Hayward Center – Hayward as presented. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

5. Resolution 10-12, Membership Request to Wisconsin Project for Automated Libraries (WISPALS) Library Consortium
Resolution 10-12 (attached) for the membership request to the WISPALS Consortium was provided. Administration requested Board approval for membership to the WISPALS Library Consortium, which provides member libraries shared access to an integrated library system, information resources, electronic databases and other services and technologies at reduced costs. It promotes the exchange of knowledge, skills and best practices for libraries. WISPALS also serves as a liaison between member libraries, and local, state, and national library organizations and vendors. WITC is the 11th Wisconsin Technical College to join this consortium.

Lori Laberee moved, seconded by Carolyn Milbrath, to approve the Resolution 10-12, Membership Request to Wisconsin Project for Automated Libraries (WISPALS) Library Consortium, as presented. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

6. Approval of President's Evaluation Process
On behalf of the President's Evaluation Board subcommittee, Carolyn Milbrath reviewed a written draft of the President's evaluation process. Approval of the written evaluation process was requested at the meeting. Lori Laberee moved, seconded by James Schultz, to approve the President's evaluation process as printed. Upon a unanimous vote of all members present; motion carried.

The Board cover letter that was used for the President's 360° evaluation survey and a timeline for the process were also provided. Ms. Milbrath noted that the subcommittee, which also includes James Schultz and Susan Wojtkiewicz, plans to analyze the survey results after June 1. It was noted that if the full Board receives replies to the survey, they should forward those to Ms. Milbrath for a response.

Chair Beistle thanked Ms. Milbrath for her work on the subcommittee. Mr. Christianson also commended Ms. Milbrath on the President's evaluation process. It was suggested that the Board debrief on this year's evaluation process at a later date.

The Board took at recess at 10 a.m. and reconvened at 10:12 a.m. The Board moved to the Correspondence and Information section of the agenda and came back to the information reports at their scheduled times.

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Board members shared information from the meetings they attended.

- A. **District Boards Association Meeting Report:** Chair Beistle and Mr. Helwig updated the Board on the recent District Boards Association meeting they attended in Racine. Mr. Helwig talked about the Burlington Community Learning Campus tour he took and the cooperative efforts being made. Chair Beistle attended the Human Resources Committee meeting and noted that Human Resources staff from Chippewa Valley Technical College gave a presentation on the training of the adjunct professors they have on staff. Materials were shared with Board members.
- B. **NIST/MEP National Conference:** President Meyer provided an update on the National Institute of Standards and Technology (NIST)/Manufacturing Extension Partnership (MEP) conference he attended in May. A conference catalog was shared with the Board at the meeting. President Meyer stated that he has been involved with this organization since the mid-1990s and was nominated for the Manufacturing Extension Partnership (MEP) Lifetime Achievement Award.

2. Travel Sign Up

Chair Beistle requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson.

3. Monitoring Schedule

The Board to review the *Board Monitoring Schedule* for next month's agenda items.

4. President's Updates

President Meyer provided the following updates:

A. **New Richmond Building Project Update**

President Meyer announced that the bidding process for the New Richmond Campus addition is complete. President Meyer and Ms. Milbrath were in attendance for a "gold shovel" ceremony at the New Richmond Campus on Friday, May 14. A photo was taken and will be in the local newspaper.

B. **Plan of Representation Review**

As requested by the Board Appointment Committee, President Meyer asked the WITC Board for input on the Plan of Representation suggested language changes for the Board Appointment Committee's consideration. The following feedback was received from the WITC Board:

- Allow the School District Administrator to serve for two consecutive terms; however, the CESA 11 and CESA 12 rotation will no longer be possible.
- Get the School District Administrator to the Board meetings to become familiar with WITC (purpose).
- Consider the workload of the School District Administrator.
- Consider when the School District Administrator is from one CESA (CESA 12 has approximately 17 schools and CESA 11 has approximately 30 schools) that the other CESA isn't getting updates. Should there be representation from both CESAs?
- Consider allowing the School District Administrator to serve more than one term; but not consecutively. The CESA rotation would remain in effect.

- In the paragraph, “The school district administrator will be selected from the school districts within the WITC district. There shall not be more than one school district administrator on the Board, and s/he will not serve more than one term. No region will have more than two members on the Board.”, add the word “consecutive” between the word “one” and “term”. In addition, move the sentence “No region will have more than two members on the Board” out of this paragraph
- If used, add the CESA rotation language to the Plan of Representation.

One Board member felt that the person who fills the remaining two years of the School District Administrator’s term is fulfilling the previous member’s term and should have his/her own term; however, President Meyer explained that according to the Plan of Representation there is rotation between the CESAs and it would be CESA 11’s turn for the new three-year term.

The WITC Board requested that the Board Appointment Committee (11 County Board representatives) decide what language changes should be made to the Plan of Representation.

President Meyer suggested that Chair Beistle attend the next Board Appointment Committee meeting to provide them with the WITC Board’s thoughts on the Plan of Representation language.

- C. **Legislative Updates:** Enclosed in the packet for the Board was information about Congressman David Obey and State Representative Mary Hubler not seeking re-election.

5. ACCT 2010 Awards Program Information

Information on the Association of Community College Trustees (ACCT) Awards Program was provided for the Board’s consideration. The due date for nominations and materials for the Trustee Leadership, Chief Executive Officer, Faculty Member, Professional Staff Member, and Equity Regional awards is July 2, 2010.

At this meeting, administration recommended that the Board nominate Al Filipa, Accounting Assistant Instructor, for the ACCT Faculty Award. President Meyer noted that Mr. Filipa has been highly involved with the Wisconsin Association for Career and Technical Education (WACTE); pushed students to excel; advised flex lab students into full-time programs; served on many campus, regional, and district committees; developed the flex lab concept, which has run successfully at WITC-New Richmond for approximately fifteen years; mentored new faculty, advised students, and provided leadership among his peers; and has been an all-around good person.

Lori Laberee moved, seconded by Carolyn Milbrath, to nominate Al Filipa for the ACCT faculty award. Upon a unanimous vote of all members present; motion carried.

Chair Beistle noted that nothing will be submitted to ACCT from WITC for the call for presentations for the ACCT Congress in October.

6. 2010 Distinguished Alumni Award

Chair Beistle reviewed the 2010 Distinguished Alumni Award information that was provided. The District Boards Association is looking for a nomination for an extraordinary WITC graduate. The award will be given out at the September Association meeting in Janesville. WITC’s nomination is due by July 2. Administration is working on providing the Board with a recommendation at the June Board meeting.

7. Preparation of President's June Evaluation

The Board-Staff Relationship and Executive Limitations policies, the President's job description, and the President's contract were provided in preparation of the President's annual evaluation for the June 2010 meeting. Strategic Goals (2009-2012) Progress Report booklets were provided at the meeting for the Board's review before the President's evaluation in June. Chair Beistle suggested that the President's Evaluation subcommittee should let President Meyer know if there are additional items that he needs to report on in June.

8. School District Administrator Board Member Resignation (June 30, 2010)

School District Administrator Board member, Marc Christianson, officially resigned from the WITC Board of Trustees, effective June 30, 2010, to take a position out of the WITC district. Lori Laberee moved, seconded by James Schultz, to acknowledge Mr. Christianson's letter of resignation. Upon a unanimous vote; motion carried.

INFORMATION REPORTS

1. WITC Employee Evaluation Process Report

Sandy Sutter, Director, Human Resources, presented to the Board an informational report on the current WITC employee performance evaluation process. A PowerPoint was provided in the Board book. A handout on the *Employee Performance Process* and an example of a *WITC Performance Improvement Plan* were provided at the meeting.

Dan Olson excused himself from the meeting at 11:45 a.m.

2. Graduate Follow-Up Survey Report

Jennifer Kunselman, Research and Planning Coordinator, presented the 2009 Graduate Follow-up results of the 2008-2009 graduates, which included information on graduates' satisfaction with training received at WITC, current employment status, and salary information by degree level and program. An executive summary was included in the Board book and will be sent to the County Board Chairs. A *2009 Graduate Survey Results* and a "first look" at the *Employer Satisfaction Study of 2009 Graduates* were shared at the meeting.

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 next regular meeting, which is scheduled on Monday, June 21, 2010, beginning at 8:30 a.m., at the WITC-Administrative Office in Shell Lake.

A Board dinner was scheduled on Sunday, June 20, at 7 p.m., at the Lakeview in Shell Lake. As requested, Ms. Olson will e-mail the Board to confirm their plans to attend. It was noted that spouses are invited.

2. Review/Add Agenda Items

In June, the Board plans to review the Annual Budget and conduct the President's Evaluation. *Note: Board members who wanted to add additional items to next month's Board agenda were asked to do so by contacting the Board Chair before Friday, June 4.*

MEETING EVALUATION

PLUS +	DELTA ^
+ Steve Decker did a wonderful job on behalf of John Will	^ None

Hal Helwig moved, seconded by James Schultz, to adjourn the meeting. The meeting adjourned at 12:07 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lorraine Laberee".

Lorraine Laberee
Board Secretary

ko

Note: A Board luncheon followed the Board meeting; however, no action was taken.

5/03/10
13:52:33

WISCONSIN INDIANHEAD TECHNICAL COLLEGE
CONTRACT ESTIMATED FULL COST REPORT

(CNT906Y) PAGE: 1
FISCAL YEAR: 2010

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

State Designated Indirect Cost Factors:
On Campus = .00 Off Campus = .00

Contract Number	Service Recipient	Location	On/Off	*-----ESTIMATED-----*			Difference + (-)	
				Contract Revenue	Est. Salary/ Fringe Cost	+ Indirect = Full Cost		
414	NATIONAL PARK SERVICE MEDIC FIRST AID	USGS LAKE SUPERIOR BIO STATION	Off	367.00	289.43	.00	289.43	77.57
423	MIDWEST DENTAL HEALTHCARE PROVIDER CPR RENEWAL	MIDWEST DENTAL - NEW RICHMOND	Off	335.00	140.57	.00	140.57	194.43
424	MELLEN HIGH SCHOOL TRANSCRIPTED CREDIT COURSEWORK	MELLEN HIGH SCHOOL VIA ITV	Off	105.00	105.40	.00	105.40	.40-
426	BURNETT DAIRY COOPERATIVE ADVANCED GENERAL FIREFIGHTING	BURNETTE DAIRY - GRANTSBURG	Off	230.00	200.00	.00	200.00	30.00
427	WI CO MUTUAL INSURANCE CO MEDIC FIRST AID CERTIFICATION	GREAT LAKES VISITOR CENTER	Off	639.00	289.43	.00	289.43	349.57
428	LADYSMITH HIGH SCHOOL TRANSCRIPTED CREDIT COURSE FOR SUCCESS STRATEGIES	LADYSMITH HIGH SCHOOL	Off	738.00	737.80	.00	737.80	.20
429	HAYWARD HIGH SCHOOL TRANSCRIPTED CREDIT COURSEWORK	HAYWARD HIGH SCHOOL	Off	10,406.00	10,406.10	.00	10,406.10	.10-
430	NWCEP, INC (IM) ADVANCED MANUFACTURING-WI SECTOR STRATEGIES GRANT-INDUSTRIAL MAINT TEC	WITC SUPERIOR	On	50,545.00	13,008.86	.00	13,008.86	37,536.14
431	NWCEP, INC (MTO) ADVANCED MANUFACTURING-WI SECTOR STATIGIES GRANT FOR MACHINE TOOL OPER	WITC SUPERIOR	On	58,945.00	14,333.16	.00	14,333.16	44,611.84
432	RICE LAKE HIGH SCHOOL TRANSCRIPTED CREDIT COURSEWORK	RICE LAKE HIGH SCHOOL	Off	5,353.00	5,352.90	.00	5,352.90	.10
433	SUPERIOR SCHOOL DISTRICT AHA HEARTSAVER FIRST AID AEC RECERTIFICATION	OFF CAMPUS	On	95.00	72.36	.00	72.36	22.64
434	GENESIS ATTACHMENTS, INC MEDIC FIRST AID TRAINING FOR EMPLOYEES	GENESIS ATTACHMENTS, INC	Off	1,339.00	578.86	.00	578.86	760.14
435	ACTION BATTERY MATH 372 SKILLS IN PREPARATION OF CUSTOMIZED ELECTRICAL COURSE	ACTION BATTERY - SOMERSET	On	3,088.00	1,915.49	.00	1,915.49	1,172.51

*** END OF REPORT ***

Smacine Feberce
Board Secretary

5-17-10
Date

Exhibit 2

RESOLUTION #10-09

**PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD
REQUESTING APPROVAL FOR THE RENTAL OF FACILITIES
FOR THE WASHBURN COUNTY LEARNING CENTER - SPOONER**

WHEREAS, the Wisconsin Indianhead Technical College board has heard reports detailing the need for the rental of a facility for the Washburn County Learning Center - Spooner.

WHEREAS, the board, in renting this facility, does not meet TCS 5.09 exclusion of minor remodeling and minor rentals which now requires state board approval.

NOW, THEREFORE, BE IT RESOLVED that the Wisconsin Indianhead Technical College board goes on record petitioning the Wisconsin Technical College System board to allow the district board to enter into this rental agreement for the rental of facilities.

Adopted and approved this 17th day of May, 2010.


District Board Chairperson

ATTEST:


District Board Secretary

WISCONSIN INDIANHEAD TECHNICAL COLLEGE

AGREEMENT

Top-O-Wisc, (Lessors) owners of a facility located at 522 Service Road A, Spooner, WI 54801, agree to rent space to Wisconsin Indianhead Technical College (Lessee) with Administrative Offices located in Shell Lake for the purpose of providing instruction to area citizens. This contract shall be effective from July 1, 2010 to June 30, 2011.

Top-O-Wisc (Lessor) agrees to:

1. Rent classrooms to WITC, housing the Washburn County Learning Center at 522 Service Road A, Spooner, WI 54801.
2. Provide approximately 800 square feet of space.
3. Charge rental at \$707.00 per month.
4. Maintain a clean and safe environment in rooms, hallways, bathrooms, and on sidewalks and parking lots.
5. Provide adequate heat, light, electricity, and air conditioning in rooms for Learning Center activities.
6. Make repairs in a timely manner so that disruption to Learning Center activities will be kept to a minimum.
7. Be responsible for updating and maintaining the facility to meet ADA requirements.

Wisconsin Indianhead Technical College (Lessee) agrees to:

1. Pay Top-O-Wisc rental in the amount of \$707.00 per month for each month during the period of July 1, 2010 to June 30, 2011.
2. Maintain a smoke-free environment.
3. Take reasonable steps to assure facility is not defaced or damaged.
4. Submit rent to the Lessor by the tenth day of each month.

Lessors and Lessee Agree:

1. To renegotiate terms of the agreement at the end of the contract period.
2. Wisconsin Indianhead Technical College has the right within 30 days written notice to renegotiate or terminate this contract contingent upon external funding sources.

Agreed to on May 17, 2010.

Jerry Thompson
Top-O-Wisc
PO Box 207
Spooner, WI 54801
715-635-3333
715-520-8889

John E Will
Vice President, Administrative Services
Wisconsin Indianhead Technical College
505 Pine Ridge Dr.
Shell Lake, WI 54871
715-468-2815, Ext. 2237

RESOLUTION #10-10

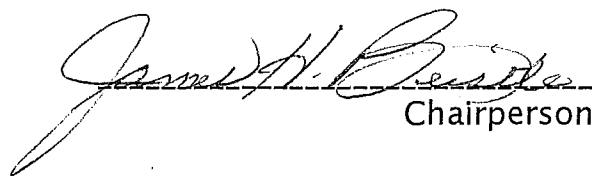
**PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD
REQUESTING APPROVAL FOR THE RENTAL OF FACILITIES
FOR THE WITC-LADYSMITH CENTER**

WHEREAS, the Wisconsin Indianhead Technical College board has heard reports detailing the need for the rental of a facility for the WITC-Ladysmith center.

WHEREAS, the board, in renting this facility, does not meet TCS 5.09 exclusion of minor remodeling and minor rentals which now requires state board approval.

NOW, THEREFORE, BE IT RESOLVED that the Wisconsin Indianhead Technical College board goes on record petitioning the Wisconsin Technical College System board to allow the district board to enter into this rental agreement for the rental of facilities.

Adopted and approved this 17th day of May, 2010.


Chairperson

ATTEST:


Secretary

RESOLUTION #10-11

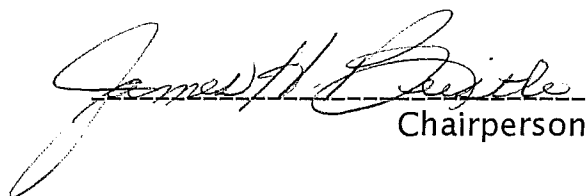
**PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD
REQUESTING APPROVAL FOR THE RENTAL OF FACILITIES
FOR THE WITC-HAYWARD CENTER**

WHEREAS, the Wisconsin Indianhead Technical College board has heard reports detailing the need for the rental of a facility for the WITC-Hayward center.

WHEREAS, the board, in renting this facility, does not meet TCS 5.09 exclusion of minor remodeling and minor rentals which now requires state board approval.

NOW, THEREFORE, BE IT RESOLVED that the Wisconsin Indianhead Technical College board goes on record petitioning the Wisconsin Technical College System board to allow the district board to enter into this rental agreement for the rental of facilities.

Adopted and approved this 17th day of May, 2010.


Chairperson

ATTEST:


Secretary

RESOLUTION #10-12

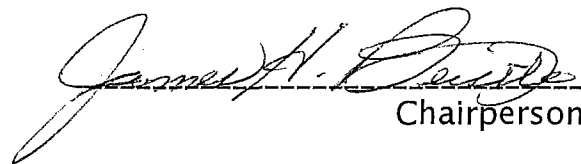
MEMBERSHIP REQUEST TO WISPALS CONSORTIUM

WHEREAS, the Wisconsin Indianhead Technical College Board seeks to participate in the Wisconsin Project for Automated Libraries (WISPALS).


WHEREAS, THE WISPALS Consortium acting in accordance with the Statutes of the State of Wisconsin, herewith agrees to constitute and operate an automated library project under Wisconsin Statute, s66.03(01), (02), intergovernmental cooperation, which gives municipalities, as defined therein to include WTCS districts, the authority to cooperate with other municipalities for the purpose of receiving or furnishing services or the joint exercise of any power or duty required or authorized by law.

NOW, THEREFORE, BE IT RESOLVED that the Wisconsin Indianhead Technical College Board authorizes full membership into the WISPALS consortium for a period of five (5) years.

Adopted and approved this 17th day of May, 2010.


Chairperson

ATTEST:


Secretary