

Wisconsin Indianhead Technical College
Board Proceedings
May 20, 2013

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, May 20, 2013, at 8:30 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, WI 54871.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, David Minor, called the meeting to order at 8:33 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, Lorraine C. Laberee, David Minor, James Schultz, Jean Serum, Morrie Veilleux, and Eileen Yeakley.

The following WITC employees were in attendance during the meeting: Steve Decker, Anita Hacker, Jennifer Kunselman, Bob Meyer, Kim Olson, and Cher Vink.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The May 20, 2013, 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 17, 2013, 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.

Lori Laberee moved, seconded by Jean Serum, 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.

EXECUTIVE SESSION

Chair, David Minor, requested a motion for the Board to adjourn into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f) for the purpose of considering Bargaining Strategies and Employment, Promotion, Compensation, and Performance Evaluations of Employees.

Jean Serum moved, seconded by Morrie Veilleux, to go into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f) for the purposes noted in the preceding paragraph. Chair Minor announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

Chairperson, David Minor, called the executive session 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, Morrie Veilleux, and Eileen Yeakley.

The following WITC employees were also in attendance during executive session: Steve Decker, Bob Meyer, Kim Olson, and Cher Vink.

Approval of the April 15, 2013, Executive Meeting Minutes

Lori Laberee moved, seconded by Aimee Curtis, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

Lori Laberee 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; motion carried (9-0) and the executive session adjourned at 9:24 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the April 15, 2013, Regular Meeting Minutes

Jean Serum moved, seconded by Lori Laberee, to approve the April 15, 2013, regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. *Note: The signed list of contracts and resolutions from the April meeting were attached to the official minutes.*

BUDGET CONSIDERATIONS REQUIRING BOARD ACTION

1. Budget Modifications

A summary of the budget modifications listed below, will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90 (5), was included for the Board's approval. A two-thirds majority of the full Board was required to approve these budget modifications.

A. **Special Revenue/Non-Aidable Fund:** Administration recommended changes to the allocations between functions in the Special Revenue - Non-aidable expense budgets by \$400,000. The increase reflects instruction function expenditures as related to trustee activities for the Northern Wisconsin Educational Communications System (NWECS) project.

Morrie Veilleux moved, seconded by Chris Fitzgerald, to increase the Special Revenue/Non-Aidable Fund expense budgets by \$400,000 as presented. Upon a roll-call vote, all members present voted yes, motion carried (9-0).

B. **Debt Service and General Fund:** Administration recommends increasing the Debt Service Fund and decreasing the General Fund by \$300,000. The adjustment reflects an interfund transfer from the General Fund to increase funds available for carryover resources needed for October 2013 debt service payments.

Lori Laberee moved, seconded by James Beistle, to increase the Debt Service Fund and decrease the General Fund by 300,000 as presented. Upon a roll-call vote, all members present voted yes, motion carried (9-0).

2. Approval of 2013-2014 Tentative Authorization of Budget

Mr. Decker reviewed the proposed 2013-2014 tentative operational budget with the Board, which will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90 (5). The Budget Summary - General Fund and Notice of Public Hearing budget documents were provided for the Board's review. Mr. Decker recommended that the Board approve the proposed budget for the purpose of publication in the district newspapers.

Mr. Decker also presented the assumptions used to develop the budget. The budget presentation PowerPoint was included in the Board book. A preliminary copy of the WITC 2013-2014 Budget book was posted separately on the Board of Trustees Connection site. Steve Decker recognized Anita Hacker for her work on the Budget book. Mr. Decker noted that we maintained our Aaa rating from Moody's Investor Service.

Chris Fitzgerald moved, seconded by Aimee Curtis, to approve 2013-2014 Tentative Authorization of Budget as presented. Upon a roll-call vote, all members present voted yes, motion carried (9-0).

3. Approval to 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 needs to be established by the Board. Administration recommended a start time of 8:30 a.m. on Monday, June 17, 2013, at the WITC -Administrative Office in Shell Lake.

Morrie Veilleux moved, seconded by Eileen Yeakley, to approve recommended budget hearing date, time, and location as presented. Upon a unanimous vote of all members present, motion carried.

4. Approval of 2013–2014 Major Equipment

Mr. Decker provided a 2013–2014 major equipment listing for the Board's consideration and approval. This approval allows the College to purchase the equipment on the listing for the upcoming fiscal year. The Board will be informed of the details of all equipment purchased in the correspondence and information monthly agendas.

Lori Laberee moved, seconded by Eileen Yeakley, to approve the 2013–2014 Major Equipment listing. Upon a roll–call vote, all members present voted yes, motion carried (9–0).

Chair Minor recessed the meeting at 10:25 a.m. and reconvened the meeting at 10:36 a.m.

CONSENT AGENDA

A personnel addendum was provided at the Board meeting and item 1.H. was added.

Chairperson Minor asked if there were any items to be pulled off the consent agenda and acted on separately; however, there were none.

James Schultz moved, seconded by James Beistle, to approve the consent agenda and addendum. Upon a roll–call vote, all members present voted yes; motion carried (9–0).

1. Personnel:

- A. **New Hire:** Jolene Colburn, Health Information Technology Instructor, New Richmond; Faculty; effective July 1, 2013, annual salary \$49,710.
- B. **New Hire:** Aleasha Hladilek, Welding Instructor, Superior; Faculty; effective July 1, 2013, annual salary \$55,554.
- C. **New Hire:** Alison Klawiter, General Studies – Communications Instructor, Ashland; Faculty; effective July 1, 2013, annual salary \$61,002.
- D. **New Hire:** Jamie Lynch, Early Childhood Instructor, Rice Lake; Faculty; effective July 1, 2013, annual salary \$61,819.
- E. **New Hire:** Becky Peterson, Adult Basic Education Instructor, New Richmond; Faculty; effective July 1, 2013, annual salary \$57,162.
- F. **Resignation:** Joanne Kocik, Career Specialist, New Richmond; Faculty; effective May 31, 2013.
- G. **Termination:** Annette Ancel–Wisner, Student Affairs Technician, Shell Lake; Office and Technical Support; effective April 22, 2013.
- H. **New Hire:** Bonny Copenhaver, Vice President, Academic Affairs & Campus Administrator, Superior; Management, effective July 1, 2013; annual salary \$119,000.

President Meyer noted that Ms. Kocik will have served 16 years with the College.

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, 2013, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 138271 through 138866 and electronic transfer payments totaling \$4,527,743 were approved.

5. Bids/Purchases

- A. **Parking Lot Improvements – Rice Lake and New Richmond:** The Board gave approval of the lowest bids for New Richmond – Project A received by Monarch Paving of Amery, WI, in the total amount of \$153,682 for Project #09288005 and Rice Lake – Project B received by Fahrner Asphalt of Eau Claire, WI, in the total amount of \$37,085 for Project #09288004 at the New Richmond and Rice Lake Campuses. At the New Richmond Campus the reconstruction of a parking lot will include crushed aggregate base course and bituminous pavement. The New Richmond project will also include seal coating parking lots and pavement markings. At the Rice Lake Campus the project will include seal coating parking lots and pavement markings. All work will require appropriate traffic control and erosion control measures.
- B. **Roofing Replacement – Rice Lake:** The Board gave approval of the lowest bid received by Paul's Sheet Metal of Rice Lake, WI, in the total amount of \$55,671 for Project #1307 at the Rice Lake Campus. The project will involve a 7,500 square foot roof replacement and related mechanical and electrical work for removal and re-installation of rooftop equipment.
- C. **Legal Firm Services Request for Proposal – Collegewide:** The Board accepted the five-year contract proposal from Michael Best & Friedrich LLP of Madison, WI, for legal firm services for fiscal years 2013–2014 through 2017–2018 with optional 2 one-year extensions in the total of \$315 per billable hour with a 3% per year maximum allowable increase. The recommendation was based upon evaluation of proposals submitted by 5 firms to a Request for Proposal (RFP). A Score Summary was included in the Board book.
- D. **Superior Composite Lab Remodeling Rejection – Superior:** As recommended by administration, the Board rejected the one bid received for the Superior Composite Lab Remodeling at the Superior Campus. The College will rebid the project for approval at the June 2013 Board meeting. The project involves HVAC and electrical work to complete a lab for the new Composite Technology Program at the Superior Campus starting this fall. Mr. Decker noted that this will not delay the fall start date for the program.

6. Summary of Grant Awards

The Board approved the receipt of the grant awards in the amount of \$3,012,663 as presented in the 2013–2014 Summary of Grants Awards document that was provided.

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. However, there was nothing to announce.

2. Approval of Contracting Rates 2013–2014

Mr. Decker recommended approval of the revised contracting rates (D-450 A ADD) for fiscal year 2013–2014. The standard cost rate, out-of-state rate, and 118.15 hour rate were increased. The direct cost rate was changed to an hourly wage rate with additional details as well as additional details in the standard cost rate. The Department of Corrections exception was deleted.

Jean Serum moved, seconded by Aimee Curtis, to approve the 2013–2014 Contracting Rates as presented. Upon a roll-call vote, all members present voted yes; motion carried (9–0).

3. Approval of Resolution 13-12, Authorizing the Sale of \$2,020,000 General Obligation Promissory Notes, Series 2013A

Bids for the \$2,020,000 promissory notes were opened at 10:00 a.m. on Monday, May 20, 2013. Mr. Decker presented Resolution 13-12 (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 0.7253% be awarded to Raymond James & Associates, Inc. of Memphis, TN. \$1,500,000 for the public purpose of financing building remodeling and improvement projects; \$100,000 for the public purpose of financing the construction of building additions or enlargements, consisting of an addition on the Ashland Campus; and \$420,000 for the public purpose of financing site improvement projects. An Official Statement was provided in the Board book. WITC has maintained its Aaa bond rating from Moody's Investment Service.

James Beistle moved, seconded by Lori Laberee, to approve Resolution 13-12, Authorizing the Sale of \$2,020,000 General Obligation Promissory Notes, Series 2013A, with the low bid being awarded to Raymond James & Associates, Inc. as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

INFORMATION REPORT SUMMARY

1. Annual Graduate Follow-Up Survey Report

Jennifer Kunselman, Research and Planning Coordinator, presented the 2012 Graduate Follow-Up results of the 2011-2012 graduates, which included information on graduates' satisfaction with training received at WITC, current employment status, and salary information by degree level and program. The *2012 Graduate Survey Executive Summary* and a PowerPoint presentation were provided in the Board book. The following link was provided to the complete *2012 Graduate Survey Results*: www.witc.edu/gradfollowup. A brochure was provided at the Board meeting. President Meyer asked Ms. Kunselman to provide the WITC Foundation with 500 brochures to use up at the WITC golfing events.

Morrie Veilleux moved, seconded by Jean Serum, to receive the Annual Graduate Follow-Up Survey 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

Time was reserved for Board members to report on any meetings they have attended.

A. District Boards Association Spring Meeting Update

Mr. Beistle, Ms. Laberee, Ms. Serum, and Ms. Yeakley attended the District Boards Association Spring meeting on April 26 - 27, 2013, in Eau Claire, WI. A copy of the agenda was included for the Board's information. An e-mail from Steve Tenpas with the meeting highlights was sent to the Board. There was a good presentation about what Wisconsin is doing for student success. Other meeting materials were circulated during the meeting. In July the District Boards Association will be in Rice Lake. Ms. Serum said that J. Noah Brown signed WITC's copy of his book *First in the World: Community Colleges and America's Future*. Mr. Beistle noted that the association budget increase of 1.6% was approved for the coming year at the Board of Directors meeting. Action was also taken by the Board of Directors on an adjustment that was made from this year's reserves for the Executive Director's salary.

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. As noted in the two ACCT proposals that were provided in the Board book, President Meyer announced that Mr. Beistle, Mr. Minor, and Mr. Veilleux volunteered to present with him the "Meeting Local Workforce needs through Strategic Partnerships" proposal; and Ms. Laberee, Mr. Minor, Ms. Yeakley volunteered to present with him the "Data-driven Strategies that Promote Student Success" proposal.

Chair Minor announced that he will work with President Meyer to provide the Board with a solution to this year's Board attendance at the ACCT Congress by the June Board meeting. He would like to wait to see if ACCT selects both of our proposals.

3. Monitoring Schedule Review and Updates

A. Monitoring Schedule

Time was reserved to review and update the *Board Monitoring Schedule* as needed. Ms. Olson noted that we are waiting to hear if the District Boards Association Update can be rescheduled.

B. Preparation of President's June Evaluation

President Meyer noted that according to the Monitoring Schedule, the Board was provided with the following documents in preparation for the President's Evaluation in June: District Board Policy index, Board-Staff Relationship policies, Executive Limitations policies, President's job description, and President's contract; the job description and contract were included in the Board packet.

4. President's Updates:

Time was reserved for the President to provide an update on the following items:

A. Vice President, Academic Affairs and Superior Campus Administrator Search Update

President Meyer updated the Board on the Vice President, Academic Affairs search process. There were 12 employees, 1 community member, and 1 student on the Screening Committee that was co-chaired by Steve Bitzer and Cher Vink. The Human Resources Office received 59 applications and 52 of those were moved forward to the Screening Committee who selected 8 to interview. The Screening Committee moved forward 3 finalists to be interviewed at forums that were broadcasted to all WITC locations via IP video technology. Some Superior community members attended the forums. The President's Cabinet and President Meyer interviewed the 3 finalists, with President Meyer making the final selection. President Meyer thought we had a very good pool of candidates and process.

B. Heart of the North Days Update

President Meyer attended the Heart of the North Days on April 16, 2013, in Madison, WI. A letter and photo were provided.

C. Joint Finance Committee Hearing Update

President Meyer and James Beistle attended the Joint Finance Committee Hearing on April 18, 2013, in Baldwin, WI.

D. WTCS Budget Update

President Meyer gave the Board a WTCS Budget Update.

E. Ashland Listening Sessions Update

President Meyer conducted staff and student listening sessions on April 25 in Ashland. He noted that the sessions went well and the students had a lot of good things to say about the faculty.

F. Dual Credit Day Update

President Meyer provided an update on Dual Credit Day that was scheduled at every technical college on April 30, 2013. A document was provided that included an article, proclamation, and photos for the Board's information.

5. Legislative Updates

There were no legislators scheduled to attend this meeting; however, Regional Representative for U.S. Congressman Duffy, Mary Willett, is planning on attending the June 17, 2013, WITC Board meeting. Representative Stephen Smith is tentatively planning on attending a WITC Board meeting in June or July 2013.

6. 2013 Board Appointment Update

A second Board Appointment hearing/meeting is scheduled on Thursday, June 27, at 10 a.m., for the Employer member position representing Rusk, Sawyer, and Washburn Counties (Region 3). IP video technology will be utilized at WITC's seven locations in the district (pending room and equipment availability) from which the County Board Chairs (and the public) may participate. Notarized applications are due by 4 p.m. on Tuesday, May 21, 2013; however, it was noted that no applications have been received to date and a third Board Appointment may need to be scheduled. It was noted that Mr. Schultz's term on the Board will be extended until the position is filled. The Board Appointment Web site is updated for the Board's information at <http://www.witc.edu/board/appointments.htm>.

7. 2013 ACCT Faculty Member Award Nomination

Time was reserved for the Board to consider a nomination for the 2013 ACCT Faculty Member Award. The nomination must be received by June 21, 2013. President Meyer provided a nomination for Steven Miller (Superior Campus) for the 2013 ACCT Faculty Member Award at the meeting for the Board's approval.

Lori Laberee moved, seconded by Eileen Yeakley, to nominate Steven Miller for the 2013 ACCT Faculty Member Award as presented. Upon a unanimous vote of all members present, motion carried. Ms. Olson will submit the paper work for this nomination.

8. 2013 Distinguished Alumni Award Call for Nomination

The District Boards Association is looking for a nomination for an extraordinary graduate of a Wisconsin Technical College for the 2013 Distinguished Alumni Award. The award will be given out at the November Association meeting in Pewaukee. Administration will provide a nomination at the July 8 meeting for the Board's consideration. WITC's nomination is due by August 1, 2013.

9. Capital Equipment Purchases

A. Presetter Lathe – Rice Lake: A purchase was made of a presetter lathe in the total amount of \$8,819 from Productivity, Inc. of Plymouth, MN. This equipment is for the new one-year technical diploma Computer Numerical Controlled (CNC) Machine Tool Operation program at the Rice Lake Campus.

B. Truck – New Richmond: A purchase was made of a Chevrolet truck in the total amount of \$39,976 from Ewald Chevrolet Buick LLC of Oconomowoc, WI, under Value Bid 1305. This truck is for the Continuing Education division at the New Richmond Campus.

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, June 17, 2013, 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 meeting on June 17 were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed. Mr. Fitzgerald reminded the Board that he is unable to attend the July Board meeting.

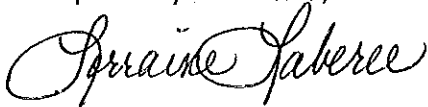
Note: Board members who wish to add additional items to next month's Board agenda may do so by contacting the Board Chair before Thursday, May 30, 2013. This request does not obligate the Board Chairperson to include the item on the agenda. The Board Chair will notify administration of agenda items before the Board book is prepared and copied.

MEETING EVALUATION

None

Chair Minor adjourned the meeting at 11:58 a.m.

Respectfully submitted,



Lorraine Laberee
Board Secretary

ko

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

5/3/2013
10:23:25
AM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2013

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 = 43.3% Off Campus = 36.45%

----- ESTIMATED -----										
Contract Number	Service Recipient	Location	On/Off	Contract Revenue	Est.Salary/ Fringe Cost	+	Indirect	=	Full Cost	Difference +/-
476*	Specialty Coatings Systems	Clear Lake	Off	462.00	186.00		68.00		254.00	208.00
	First Aid, CPR / AED training for employees of Specialty Coatings Systems									
480	Cumberland Police Department	Rice Lake Police Department	Off	30.00	26.00		10.00		35.00	(5.00)
	Shoot/Don't Shoot Scenario based training with Instructor Tom Vandeberg. Each officer attends one (30) minute session with the instructor. Training held at the Rice Lake Police Department.									
481	U.S. National Forest Service	WITC Ashland Room 306	On	647.00	494.00		188.00		681.00	(35.00)
	Medic First Aid									
482	Hudson High School	Hudson High School	Off	54,158.00	-		-		54,158.00	-
	Transcribed credit instruction at Hudson High School. 8 students in 1 cr. 10103151 MS Excel A; 8 students in 2 dr. 10106110 Document Formatting; 11 students in 2 cr. 10101176 Fin Acctg 1A; 6 students in 2 cr. 10101177 Fin Acctg 1B; 10 students in 1 cr. 32420321 Print Reading for Machine Trades; 11 students in 1 cr. 32420338 CAD Basics; 77 students in 3 cr. 10501101 Medical Terminology; 32 students in 3 cr. 10114125 Personal Finance; 14 students in 2 cr. 32442307 Welding for Mechanics; 6 students in 2 cr. 32420306 Machine Shop Theory 1.									
483	Cumberland School District	Cumberland High School	Off	19,710.00	-		-		19,710.00	-
	Transcribed credit instruction at Cumberland High School. 22 students in 3 cr. 10501101 Medical Terminology; 20 students in 3 cr. 10105100 Intro to Business; 20 students in 1 cr. 10103146 MS Word A; 20 students in 1 cr. 10106181 Keyboarding.									
484	Superior High School	Superior High School	Off	19,424.00	-		-		19,424.00	-
	Transcribed credit classes offered at Superior High School. 13 students in 1 cr. 10103162 MS Access A; 31 students in each--1 cr.									

10103151 MS Excel A and 1 cr. 10103146 MS Word A. 4 students in 1 cr. 10103147 MS Word B; 5 students in 2 cr. 10101177 Fin Acctg 1B; 5 students in 2 cr. 10106127 Desktop Publishing; 21 students in 3 cr. 10114125 Personal Finance.

485	Dr Rydell Dental Office	Dr. Rydell Dental office - Hayward	Off	274.00	128.00	34.00	162.00	113.00
	Provide CPR for Healthcare recert to employees.							
486	FG Products	FG Products - Rice Lake	Off	714.00	306.00	96.00	401.00	313.00
	Provide Heartsaver 1st aid/Adult & Child CPR & AED, and Bloodborne Pathogen training to employees.							
487	Family Forum Head Start- Brule	Family Forum-Brule	Off	136.00	110.00	41.00	150.00	(15.00)
	Employees of Brule Family Forum Head Start will receive AHA Heartsaver Pediatric First Aid Renewal instruction. Successful participants will receive documentation upon completion.							
488	Ziegler Cat	Ziegler Cat, Columbus, MN	Off	1,543.00	1,131.00	237.00	1,368.00	176.00
	Employees of Ziegler Cat will receive instruction in Mobile Refrigeration. Successful participants will receive documentation upon completion.							
489	Liquid Waste Technologies	New Richmond	Off	462.00	184.00	67.00	251.00	212.00
	First Aid and CPR							
490	Great Northern Sand Mine	Rice Lake Campus	On	2,774.00	1,511.00	542.00	2,053.00	722.00
	New employees of Great Northern Sand will receive MSHA New Miner training.							
491	Ladysmith High School	Ladysmith High School	Off	3,247.00	-	-	3,247.00	-
	Transcripted credit classes at Ladysmith High School. 6 students in 1 cr. 10106181 Keyboarding. 6 students in 1 cr. 10103129 Intro to MS Office; 6 students in 2 cr. 10106110 Document Formatting. 1 student in 3 cr. 10114125 Personal Finance.							
492	Barron Police Department	Rice Lake Airport	Off	78.00	66.00	25.00	91.00	(13.00)
	Emergency Vehicle Operations Pursuit Driving with Instructor Joe Belany. Each student attends (1) four hour class							
493	Ashland School District	WITC- Ashland	On	22,737.00	18,947.00	6,256.00	25,203.00	(2,467.00)
	Students of the Ashland School District will receive skills and knowledge in the trades and technology.							
494	Chetek-Weyerhaeuser Area School District	Chetek-Weyerhaeuser High School	Off	13,376.00	-	-	13,376.00	-
	Transcripted credit instruction at Chetek-Weyerhaeuser High School. 8 students in 2 cr 10101176 Fin Acctg 1A; 12 students in 3 cr							

	10105100 Intro to Business; 6 students in 3 cr. 10104102 Marketing Principles; 14 students in each of these 1 cr. courses: 10103129 Intro to MS Office, 10103151 MS Excel A, 10106181 Keyboarding							
495	Bad River Dept. of Natural Resources	Bad River Convention Center	Off	525.00	445.00	158.00	603.00	(78.00)
	Medic First Aid							
496	McCain Food Service	McCain Foods - Rice Lake	Off	1,473.00	563.00	206.00	768.00	705.00
	Provide Heartsaver 1st aid/Adult & Child CPR & AED.							
497	Hayward High School	Hayward High School	Off	19,327.00	-	-	19,327.00	-
	Transcribed credit classes at Hayward High School. 20 students in 3 cr. 10103197 Adobe Dreamweaver; 16 students in 2cr. 10106127 Desktop Publishing; 9 students in each: 2 credit 10103156 Adobe Photoshop, 2 cr. 10103157 Adobe Illustrator, 1 cr. 10106112 Layout and Design. 8 students in each 1 cr. 10103128 Intro to Computers and 1 cr. 10103129 Intro to MS Office; 3 students in 3 cr. 10105100 Intro to Business.							
498	LCO Early Headstart	LCO Headstart	Off	583.00	494.00	155.00	649.00	(66.00)
	Provide Pediatric Medic First aid class to employees.							
499	Chetek Police Department	Barron County Range	Off	119.00	101.00	37.00	138.00	(19.00)
	Patrol weapons training on handgun and rifle with Instructor Tom Vandeberg. There are (2) sessions and each officer will be attending only (1) two hour training.							
500	Somerset High School	Somerset High School	Off	6,704.00	-	-	6,704.00	-
	Transcribed credit classes offered at Somerset High School. 18 students in 2 cr. 10101176 Financial Accounting 1A and 20 students in 1 cr. 10103151 MS Excel A							
501	Glenwood City School District	Glenwood City High School	Off	4,485.00	-	-	4,485.00	-
	Transcribed credit class at Glenwood City HS. 13 students enrolled in 2 cr. 32442307 Welding for Mechanics.							
502	Baldwin-Woodville High School	Baldwin-Woodville High School	Off	968.00	-	-	968.00	-
	Transcribed credit class taught at Baldwin-Woodville HS. 8 students in 1 credit 32420311 Materials for Machine Tool Technics.							
503	Solon Springs School District	Solon Springs High School	Off	605.00	-	-	605.00	-
	Transcribed credit classes at Solon Springs High School. 1 student in 10103106 MS PowerPoint; 1 student in 10103151 MS Excel							

A; 3 students in 1 credit 10103152 MS Excel B.								
504	Eagle WI Forge Company	Eagle WI Forge Company	Off	824.00	451.00	128.00	578.00	246.00
Employees of Forge Resources Group/Eagle WI Forge Company will receive ARC Flash safety training. Successful participants will receive documentation upon completion.								
505	Hamon Deltak, Inc.	Plymouth, MN	Off	733.00	537.00	-	537.00	196.00
Confined Space Rescue Refresher								
506	Walmart - St. Croix Falls	Walmart - St. Croix Falls	Off	464.00	208.00	55.00	263.00	202.00
Provide Responsible Beverage course for employees.								
507	Douglas County Sheriff Department	Douglas County Jail	Off	354.00	300.00	110.00	410.00	(56.00)
Douglas County Jailers will receive First Aid instruction. Success participants will receive documentation upon completion of training. This contract is an exchange for services contract.								
508	Quanex Homeshield LLC	Quanex Homeshield, Rice Lake	Off	1,038.00	420.00	137.00	557.00	481.00
Employees of Quanex Homeshield will receive supervisory training on the subjects of Conflict Resolution/Dealing with Difficult People and Change Management/Maintaining a Positive Attitude. Two, three-hour sessions will be offered.								
509	Rice Lake High School	Rice Lake High School	Off	7,810.00	-	-	7,810.00	-
Transcripted credit courses at Rice Lake High School. 11 students in 3 cr. 10103197 Adobe Dreamweaver and 11 students in 3 cr. 10105125 Business Law.								
510	Washburn County Sheriff	Rice Lake Airport	Off	39.00	33.00	13.00	46.00	(7.00)
Emergency Vehicle Operations Pursuit Driving bi-annual certification with instructor Joe Belany. The cost of this class has been divided by multi agencies with separate contracts.								
511	Workforce Resource	Workforce Resource Outreach Center, Osceola	Off	6,700.00	5,678.00	1,853.00	7,531.00	(831.00)
Participants of Workforce Resource Outreach Center will receive 45 hours of instruction in Mathematics for Manufacturing.								
512	Wisconsin Department of Corrections	WITC Superior	On	25,221.00	21,018.00	3,688.00	24,706.00	516.00
Clients of the Wisconsin Department of Corrections will receive basic welding and blue print reading instruction.								
513	Hayward High School	Hayward High School	Off	8,212.00	-	-	8,212.00	-
Transcripted credit classes at Hayward HS. 16 students in 2 credit, 10106127 Desktop Publishing; 18 students in 1 credit,								

10103151 MS Excel A and 18 students in 1 credit, 10103152 MS Excel B.

514	Workforce Resource	Workforce Resource Outreach Center, Osceola	Off	3,712.00	3,146.00	1,026.00	4,171.00	(459.00)
-----	--------------------	--	-----	----------	----------	----------	----------	----------

Participants of Workforce Resource Outreach Center will receive 45 hours of Blueprint Reading and Welding instruction. This contract DOES NOT include the price of Welding instruction and associated materials.

515	Barron Police Department	Arland Range	Off	140.00	98.00	36.00	134.00	6.00
-----	--------------------------	--------------	-----	--------	-------	-------	--------	------

Re certification training in handgun and shotgun for officers by Firearms Instructor Tom Vandenberg. There will be 2 sessions with officers attending only 1 session. Each training session will be 2 hours in length.



Board Secretary

5-20-13

Date

*** End Of Report ***

* indicates an amended contract

RESOLUTION NO. 13-12

RESOLUTION AWARDING THE SALE OF
\$2,020,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2013A

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on April 15, 2013 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2013A (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes in the amount of \$1,500,000 for the public purpose of financing building remodeling and improvement projects, in the amount of \$100,000 for the public purpose of financing the construction of building additions and enlargements, consisting of an addition on the Ashland campus, and in the amount of \$420,000 for the public purpose of financing site improvement projects;

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Daily Press on April 17, 2013 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 May 20, 2013;

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 2013A"; shall be issued in the aggregate principal amount of \$2,020,000; shall be dated June 1, 2013; 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 April 1, 2014. 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. If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference.

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 2013 through 2017 for the payments due in the years 2014 through 2018 in the amounts set forth on the Schedule.

(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.

Section 6. Segregated Debt Service Fund Account.

(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 \$2,020,000 General Obligation Promissory Notes, Series 2013A, dated June 1, 2013" (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 District 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 Addendum are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Official Statement and any addenda or Addendum. The Secretary shall cause copies of the Official Statement and any addenda or Addendum 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 Chairperson and 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.

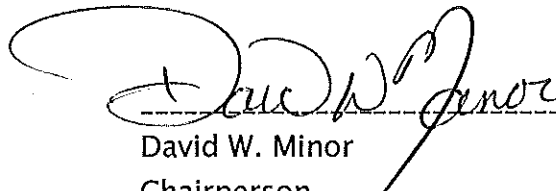
Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and

correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

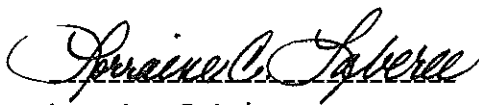
Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional 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 May 20, 2013.


David W. Minor
Chairperson

ATTEST:


Lorraine C. Laberee
Secretary

(SEAL)