

Wisconsin Indianhead Technical College  
Board Proceedings  
October 17, 2011

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, October 17, 2011, at 8:30 a.m., at the WITC–Rice Lake Campus, located at 1900 College Drive, Rice Lake, Wisconsin 54868.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, David Minor, called the meeting to order at 8:30 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, Lorraine C. Laberee, David Minor, Jean Serum, and Morrie Veilleux. *James Schultz and Eileen Yeakley provided notice that they would not be in attendance at this meeting.*

The following WITC employees were in attendance: Steve Decker, Craig Fowler, Ellen Riely Hauser, Bob Meyer, Kim Olson, and Cher Vink. Representative Roger Rivard was also present for a portion of this meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The October 17, 2011, 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 October 14 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. An amended agenda was provided at the meeting and was properly noticed with the newspaper of record. James Beistle moved, seconded by Jean Serum, to approve the amended agenda. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

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

CAMPUS ADMINISTRATOR WELCOME AND INTRODUCTION

Craig Fowler, Vice President, Continuing Education/Executive Director, Foundation and Rice Lake Campus Administrator, welcomed the Board and provided them with information on his roles and responsibilities for the College. He noted that Board member James Schultz was instrumental in getting the Dental program going at the Rice Lake Campus. In addition, the following items were highlighted for the Board: 1) Collaboration with the UW–Barron County Campus, 2) Rice Lake student housing, 3) Being the top technical college in the state in staff support for the Foundation, 4) Putting our scholarships online, 5) Comprehensive Plan, 6) Learning Resources Network (LERN), and 7) Lori Laberee's organization of the Board's Leadership Scholarship (Mr. Fowler will provide the scholarship statistics for the Board at their next meeting). Mr. Fowler announced that the Wisconsin Women in Government organization awards six \$3,500 scholarships per year to women in higher education, and two of our WITC students won!

EXECUTIVE SESSION

Chair, Dave Minor, requested a motion for the Board to adjourn into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e) for the purpose of considering bargaining strategies.

Morrie Veilleux moved, seconded by Jean Serum, to go into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e) for the purpose noted in the preceding paragraph. Chair Minor announced the motion. Upon a roll-call vote, all members present voted yes (7–0); motion carried.

Chairperson, Dave Minor, called the executive session to order at 8:50 a.m. with the following Board members present: James Beistle, Aimee Curtis, Chris Fitzgerald, Lorraine C. Laberee, David Minor, Jean Serum, and Morrie Veilleux. *James Schultz and Eileen Yeakley provided notice that they would not be in attendance at this meeting.*

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

#### Approval of the September 19, 2011, Executive Meeting Minutes

Jean Serum moved, seconded by Morrie Veilleux, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

James Beistle moved, seconded by Morrie Veilleux, 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 9:47 a.m.

#### OPEN SESSION RECONVENED

*The Board recessed the meeting at 9:47 a.m. and reconvened the meeting at 9:52 a.m.*

#### MEETING MINUTES

##### 1. Approval of the September 19, 2011, Regular Meeting Minutes

Chris Fitzgerald moved, seconded by James Beistle, to approve the regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. *Note: The signed list of contracts and resolution from the September meeting were attached to the official minutes.*

#### BUDGET CONSIDERATIONS

##### 1. 2010-2011 Budget Modification Approvals

The following budget modifications were summarized in the Board book. The 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 budget modifications.

###### A. Approval to Adjust the General Fund for 2010-2011:

Administration recommended reallocating the General Fund Physical Plant expense budget for a total of \$50,000 to the General Instructional budget. The increase reflects additional expenditures for 2010-2011 in the General Instructional budget.

Morrie Veilleux moved, seconded by James Beistle, to approve the recommended increase to the General Fund for 2010-2011 as presented. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

###### B. Approval to Adjust the Capital Projects Fund for 2010-2011:

Administration recommended reallocating the Physical Plant expense budget for a total of \$50,000 to the General Institutional budget. The increase reflects additional General Institutional expenditures for 2010-2011.

James Beistle moved, seconded by Lori Laberee, to approve the recommended increase to the Capital Projects Fund for 2010-2011 as presented. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

## BUDGET CONSIDERATIONS

### 2. 2011-2012 Tax Levy

Administration presented the tax levy and recommended approval of Resolution 12-05 with a tax levy of \$37,197,012. This is an increase of .4% over the prior year.

#### A. Financial Forecast Model Update

Mr. Decker, Associate Vice President, Finance and Business Services, presented an initial forecast of WITC's financial position for 2011-12 through 2016-17. The forecast model highlighted the impact of tax levy changes for the College. A forecast was uploaded to the Board of Trustees *Connection* site prior to the meeting. Mr. Decker reviewed the key assumptions to the forecast model.

Supplemental schedules were provided under a cover letter from Mr. Decker, and uploaded to the Board of Trustees *Connection* site prior to the meeting. The purpose of the memo and its attachments was to provide the Board with supporting materials pertaining to administration's tax levy recommendations. The materials were reviewed and pertained to Resolution 12-05.

It was noted that adopting a tax levy that is different from the budgeted amount requires a 2/3 vote of the full Board and will be publicly noticed within 10 days of Board approval per Wisconsin Statute §65.90(5).

#### B. Approval of Resolution 12-05, District Tax Levy for 2011-2012 *(per Wisconsin Statute §65.90)*

Board approval was requested for Resolution 12-05, District Tax Levy for 2011-2012 (see attached).

Morrie Veilleux moved, seconded by James Beistle, to approve Resolution 12-05, District Tax Levy for 2011-2012 as presented. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

*Board Chair Minor moved to Representative Roger Rivard's Update under Correspondence and Information at 10:30 a.m.*

## CONSENT AGENDA

*Chair Minor moved from the Information Report to the Consent Agenda at 11:25 a.m.*

Jean Serum moved, seconded by James Beistle, to approve the consent agenda. Upon a roll-call vote, all members present voted yes (7-0); motion carried.

### 1. Personnel:

- A. New Hire: Tina Hagstrom, Associate Degree Nursing Instructor, Faculty, Ashland; effective October 11, 2011; annual salary \$51,392.
- B. New Hire: Laura Youngblom, Manager, Enrollment Services, Manager, Superior; Grade 6, Step 1; effective October 14, 2011; annual salary \$46,848.

### 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 September 30, 2011, was approved.

### 4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 121186 through 122050 and electronic transfer payments totaling \$11,481,459 were approved.

5. Bids/Purchases

- A. **Career Impact Magazine Printing – Collegewide:** The Board accepted the low bid received for bid number CIFALL11 from Johnson Lithographics of Eau Claire, WI, in the amount of \$30,370. The bid represented the cost of printing 279,000 *Career Impact* magazines to potential WITC customers.
- B. **Vision Plan – Collegewide:** The Board accepted the low bid from National Vision Administrators (NVA) of Clifton, NJ, as the vision insurance carrier effective January 1, 2012, for a two-year contract. NVA is the College’s current vision plan provider. Vision coverage is a voluntary insurance program that is paid in full by participating employees.

Monthly premiums bid by NVA reflect no increase to the current premiums.

	<u>Current</u>	<u>Proposed</u>
Single	\$ 6.95	\$ 6.95
Employee + One	\$11.88	\$11.88
Family	\$17.37	\$17.37

A scoring rubric was included in the Board book for the Board’s review.

- C. **Surface Grinder – New Richmond:** The Board accepted the low bid meeting specifications received for bid number 1727-420-N20 from Concept Machine Tool Sales of Minneapolis, MN, in the amount of \$25,350. The purchase of this grinder will enhance the student learning environment in the New Richmond Campus Machine Tooling Technics program and better prepare them for what they will find in the machine tool profession.
- D. **Addition and Remodeling Project Change Order – Rice Lake:** The Board approved Change Order G-05 by SDS Architects in the total amount of \$17,956 for Project #1018 at the Rice Lake Campus. This change order included miscellaneous changes and additions in the addition and remodeling project. A financial summary was also provided for the Board’s review.

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 executive session, if appropriate. However, there were no announcements.

2. Procurement Annual Review

In accordance with Wisconsin Administrative Code TCS 6.05(2)(h), the College is to provide an annual procurement review to the Board to determine if a more competitive procurement process should be used in subsequent years.

Mr. Decker recommended approval of the current procurement process. Included in the Board book was the 2010–2011 annual procurement review of vendors that paid \$25,000 or more by VISA card and/or by accounts payable check. These amounts included purchases that were approved by the Board.

<b>Range of Bids</b>	<b>State Administrative Rule Procurement – TCS 6.05(2)(h)</b>	<b>WITC Policy Purchasing Policy – D-550</b>
\$0 - 10,000		May purchase with a purchasing card (College VISA)
\$10,000 – \$25,000	Requires quotations	Requires quotations
Over \$25,000	Requires sealed bids; submitted to the Board for approval to procurement	Requires sealed bids; submitted to the Board for approval prior to procurement

Administration has established controls in the use of purchasing cards, and has made every effort to review purchases to ensure compliance with state procurement requirements. In addition, WITC has been proactive in attempting to minimize processing work by extensively using purchasing cards, which has dramatically reduced the number of purchase orders and accounts payable checks issued by the College.

There were no objections to continue with the procurement process that is in place, and no action was taken on this item.

3. Approval of Resolution 12-03, Authorizing the Issuance of \$3,900,000 General Obligation Promissory Notes, Series 2011C, of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof

Administration recommended approval of Resolution 12-03 (see attached), presented to the Board with the intent to borrow \$3,900,000 for the 2011-2012 capital budget requirements. Bids will be presented to the Board at the November 21, 2011, meeting for their consideration. A *WITC District, Wisconsin Revised Recommendations for Issuance of Notes (\$3,900,000 General Obligation Promissory Notes, Series 2011C)* document was provided as additional supporting documentation.

The borrowing will be as follows:

Major Equipment	\$2,400,000
Remodeling	<u>\$1,500,000</u>
Total	\$3,900,000

Morrie Veilleux moved, seconded by James Beistle, to approve Resolution 12-03, Authorizing the Issuance of \$3,900,000 General Obligation Promissory Notes, Series 2011C, of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof, as presented. Upon a roll-call-vote, all members present voted yes (7-0); motion carried.

4. First Reading of Revised Administrative Policy J-242 - Student Fees

Administration recommended approval of Administrative Policy J-242. The changes to the policy included an increase in the GED/HSED Fee from \$80 to \$92 effective January 1, 2012, and an added fee of \$12 for an "on-demand" transcript service fee. There were no recommended changes; therefore, a second reading of this policy will take place at the November Board meeting.

5. First Reading of Revised Board Governance Process Policy - Audience Recognition (II. M.)

Time was reserved for the Board to review recommended updates to the Audience Recognition policy. Ms. Vink noted that the changes were made for planning the time parameters of the meeting. The Board had some minor recommended changes that will be brought back for a second reading at the November meeting.

6. Health Information Technology Program Proposal

Administration requested Board approval for submission of the Program Proposal for the Health Information Technology (HIT) two-year associate degree program to the Wisconsin Technical College System (WTCS). The proposal will include required detailed information on the proposed program curriculum and program budget requirements. Curriculum for the Health Information Technology program is a statewide curriculum. President Meyer provided some background on the Health Information Technology program for the Board.

Aimee Curtis moved, seconded by Lori Laberee, to approve submission of the Program Proposal for the Health Information Technology (HIT) two-year associate degree program to the Wisconsin Technical College System (WTCS) as presented. Upon a unanimous vote of all members present, motion carried.

## INFORMATION REPORT

*Chair Minor moved from the Legislative Update to the Information Report at 11:05 a.m.*

### 1. Annual Academic Quality Improvement Program (AQIP) Report

Ellen Riely Hauser, Associate Vice President, Institutional Effectiveness shared the *Academic Quality Improvement Program (AQIP) Systems Portfolio Report* with the Board. The report highlighted the Systems Portfolio and current Action Projects. Ms. Riely Hauser also provided an AQIP and Accreditation Update PowerPoint, highlighting the roles and responsibilities of the Office of Institutional Effectiveness, the current and completed AQIP action projects, and next steps. The Higher Learning Commission needs to approve the New Richmond Community Commons and will be visiting us in January or February 2012. The AQIP Systems Portfolio must be done every 4 years, and this year's 99 pages are due by November 1. She also noted that we have to submit any less than associate degree programs to the Higher Learning Commission.

*Chair Minor moved from the Information Report to the Consent Agenda at 11:25 a.m.*

## CORRESPONDENCE AND INFORMATION

### 1. Meeting Information Sharing

Board members shared information from the meetings they attended.

#### A. Board Forward Meeting Planning

Time was reserved for Board Forward meeting planning. Prior to the meeting, it was determined that all Board members are available to meet on Monday, November 21, following the regular Board meeting; therefore, the Board Forward meeting was scheduled to begin at approximately 12 – 3 p.m. on that day. President Meyer and Ms. Olson will contact Jan Adelman regarding the confirmed date and time for her to provide Policy Governance training at the Board Forward meeting. A draft Board Forward Agenda was posted prior to the meeting for the Board's review. Chair Minor will give further consideration to a Board Self-Evaluation. *Note: Chair Minor noted that the regular Board meeting on November 21 will begin at 8 a.m. (instead of 8:30 a.m.) in Shell Lake.*

#### B. New Board Member Orientation Planning

Time was reserved to plan the New Board Member Orientation. Prior to the meeting, it was determined that all Board members are available to meet on Monday, December 19, following the regular Board meeting; therefore, the New Board Member Orientation was scheduled to begin at approximately 12:30 – 3 p.m. on that day. The three newest Board members, as well as James Beistle, Lori Laberee, Bob Meyer, and Kim Olson will be present for the orientation. Ms. Olson will prepare the new Board member orientation electronic materials for the December 19 orientation meeting.

### 2. Travel Sign Up

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.

### 3. Monitoring Schedule

Time was reserved for the Board to review the *Board Monitoring Schedule* for next month's agenda items.

#### A. Monitoring Schedule Updates

There were no recommended changes to the *Board Monitoring Schedule*.

4. President's Updates:

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

A. **WITC–Superior Bookstore Ribbon Cutting – October 4, 2011**

President Meyer provided an update on the WITC–Superior bookstore event. A photo of the event was shared in the Board book. *Ambassadors from the Superior–Douglas County Chamber of Commerce, including Dave Minor, as well as other WITC staff joined the grand opening celebration.* Additional photos were circulated.

B. **WITC Staff Inservice Update – October 10, 2011**

President Meyer shared the October 10 Collegewide inservice agenda with the Board. The presenters included Mark Tyler, WTCS Board President and President of OEM Fabricators; Dan Conroy, NEXEN Group Plant Manager; Bart Halling, Health Savings Account Representative; and J.P. Damico, WITC–Ashland Computer Networking Technology graduate. Ms. Vink talked about the enrichment expo sessions, noting that Chris Fitzgerald did a break out session on family safety/drug and alcohol.

C. **WITC General Employee Handbook Progress Report**

On October 6, 2011, administration released to all staff the first version of the *WITC General Employee Handbook*. Sessions to gather employee input/feedback on the Handbook were held via IP video. President Meyer e-mailed a video communication to notify staff of the release of the first version of the *Employee Handbook*. The Handbook is available to staff on *The Connection* and is in print at each campus. A survey was provided to staff to gather additional feedback on the Handbook content.

D. **Health Benefits Options**

Administration issued a request for proposal for qualified bidders to submit responses to provide health insurance, including a Health Savings Account option. Selection of a health benefit provider will be completed no later than November 1, 2011, and shall be communicated to employees in open enrollment sessions as well as employee education sessions to more fully explain a Health Savings Account. We are looking at options and are exploring health savings accounts.

E. **Association of Community College Trustees (ACCT) Congress Update**

President Meyer, Dave Minor, Eileen Yeakley, James Schultz, Jim Beistle, and Lori Laberee attended the 42<sup>nd</sup> Annual Leadership Conference in Dallas, Texas, which was sponsored by the Association of Community College Trustees (ACCT). President Meyer noted that next year the Board may want to submit a proposal on the internal processes we have. Chair Minor reminded Board members to fill out their evaluation forms on the ACCT sessions they attended and submit them to Ms. Olson for discussion at November's meeting.

F. **WITC–Rice Lake Tour of Facilities Reminder**

President Meyer reminded the Board that a tour of the new WITC–Rice Lake facilities will be available following the Board luncheon. Jack Haines provided the tour.

G. **WTC District Boards Association Membership – Madison College**

Materials were shared on this agenda item for the Board's information.

H. **WITC–New Richmond Community Commons Open House – October 24, 2011**

An open house is scheduled on Monday, October 24, from 5:30 – 6:30 p.m., at the New Richmond Community Commons, located at 421 S Green Ave, in New Richmond. The time recently changed from what was listed in the Board book, and a flyer was posted on the Board's *Connection* site.

*President Meyer also handed out a 2010–2011 High School Relations Report to each Board member and circulated a thank you note from Benita Allen.*

5. Legislative Updates:

*As scheduled, Chair Minor moved to the following item at 10:30 a.m.*

A. Representative Roger Rivard Update

Representative Roger Rivard of Rice Lake provided the Board with a brief legislative update, with time for questions and answers following the update. Representative Rivard previously attended the July Board meeting. Some of the topics discussed were: focusing on the real needs of business and industry (he suggested we survey them to find out exactly what they are looking for in our graduates), being prepared for a change in focus from academia to technical education, frac sand mining (could be a boom to the system), providing a faster training path to a certificate (because the manufacturers will provide additional training), the vocational high school diploma legislation, and the concern about the legislation that was written to change the "Technical College Board" composition. Representative Rivard asked Chair Minor to send him an e-mail on the LRB 1712/1 bill that would change the composition of all Technical College Boards, since it really only concerns two technical colleges and should not be applied to all technical colleges. Representative Rivard will talk with Representative Mark Honadel about this bill. President Meyer thanked Representative Rivard for attending nearly every event that WITC has held.

*Chair Minor moved to the Information Report at 11:05 a.m.*

**ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS**

1. Selection of Meeting Dates, Times, and Locations

Time was reserved for the Board to confirm their plans for the regular meeting scheduled on Monday, November 21, 2011, at 8 a.m., at the WITC-Administrative Office in Shell Lake. The Board meeting schedule was provided for the Board's information. The Board Forward meeting will take place following the regular November 21 Board meeting. The New Board Member Orientation will take place following the December 19 regular Board meeting.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the regular meeting on November 21 were listed on the Board's Monitoring Schedule. The November 21 Board Forward agenda was previously reviewed during this meeting.

*Note: Board members who wish to add additional items to next month's Board agenda can do so by contacting the Board Chair before Thursday, November 3, 2011. 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**

PLUS +	DELTA ^
+ Good meeting	^
+ Appreciated Steve Decker's detail and discussion on health insurance	^
+ Ellen Riely Hauser did a nice job on her presentation	^

Chair Minor adjourned the meeting at 12:17 p.m.

Respectfully submitted,



Lorraine Laberee  
Board Secretary

ko

*Note: A Board luncheon and tour of the WITC-Rice Lake facilities followed the Board meeting; however, no action was taken.*



10/3/2011  
9:01:00  
AM

Wisconsin Indianhead Technical College  
Contract Estimated Full Cost Report

Fiscal Year:  
2012

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 +/-
345*	Leadership Barron County	Heartwood Resort and Conference Center in Trego	Off	826.00	700.00	256.00	956.00	(130.00)
	Participants will be trained in True Colors							
348	McCain Food Service	McCain Foods - Rice Lake	Off	1,430.00	554.00	202.00	756.00	675.00
	Provide Heartsaver 1st aid/CPR & AED for Adults & child.							
349	Physician Neck and Back (PNBC of Western Wisconsin)	PBNC in Hudson	Off	342.00	232.00	68.00	300.00	43.00
	Customer Service training for two employees							
350	Douglas County Sheriff Department	Douglas County Government Center	Off	175.00	148.00	54.00	202.00	(28.00)
	Douglas County dispatchers will receive American Heart Association CPR training in an exchange of services contract.							
351	Turtle Lake Physical Therapy & Rehab Specialists	Clear Lake	Off	437.00	193.00	54.00	247.00	191.00
	Provide CPR for Healthcare Provider recert class							
352	Surpass, Inc.	Surpass, Inc., Osceola, WI	Off	437.00	193.00	54.00	247.00	191.00
	Forklift Recertification for four employees.							
353	Indianhead Federated Library System	WITC Ladysmith Outreach Center, Ladysmith, WI	On	700.00	700.00	-	700.00	-
	MS Word Basic 2010							
354	Indianhead Federated Library	WITC New Richmond Campus	On	700.00	700.00	-	700.00	-

System

MS Word Basic 2010

355 Hudson High School

Hudson High School

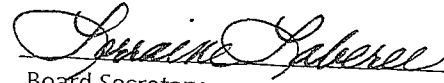
Off 3,280.00

- - 3,280.00

Transcribed Credit course: 10 students in (3) credits of 32442307 Welding for Mechanics at Hudson High School.

\*\*\* End Of Report \*\*\*

\* indicates an amended contract



Board Secretary

Date

Resolution No. 12-03

RESOLUTION AUTHORIZING THE ISSUANCE OF  
\$3,900,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2011C,  
OF WISCONSIN INDIANHEAD TECHNICAL COLLEGE  
DISTRICT, WISCONSIN, AND SETTING THE SALE THEREOF

WHEREAS, Wisconsin Indianhead Technical College District, Wisconsin (the "District") is presently in need of \$1,500,000 for the public purpose of financing building remodeling and improvement projects and \$2,400,000 for the public purpose of financing the acquisition of movable equipment; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purposes through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$1,500,000 for the public purpose of financing building remodeling and improvement projects; and be it further

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$2,400,000 for the public purpose of financing the acquisition of movable equipment; and be it further

RESOLVED, that:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in an aggregate principal amount not to exceed \$3,900,000 (the "Notes"), the proceeds of which shall be used for the purposes specified above in the amounts authorized for those purposes.

Section 2. Notice to Electors. The District Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of this resolution to be given to the electors of the District by publishing notices thereof in The Ashland Daily Press, the official District newspaper published and having general circulation in the District, which newspaper is found and determined to


be likely to give notice to the electors, such notices to be in the forms set forth on Exhibits A and B hereto.

Section 3. Direct Annual Irrepealable Tax. There shall be levied on all the taxable property of the District a direct, annual, irrepealable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof.

Section 4. Sale of Notes. The Notes shall be offered for public sale in accordance with the Official Terms of Offering attached to this resolution. The District Secretary shall cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Secretary may determine and shall cause copies of the Official Terms of Offering and other pertinent data to be forwarded to prospective bidders. At its meeting on November 21, 2011, the District Board shall consider such bids as may have been received and take action thereon.

Section 5. Official Statement. The District Secretary shall cause an Official Statement concerning this issue to be prepared by the District's financial advisor, Springsted Incorporated. The appropriate District officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Adopted this 17th day of October, 2011.

  
Chairperson

Attest:

  
Secretary

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Wisconsin Indianhead Technical College  
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on October 17, 2011, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$1,500,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing building remodeling and improvement projects.

A copy of said Resolution is on file in the Administrative Office, 505 Pine Ridge Drive, Shell Lake, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said Resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)5, Wis. Stats., requesting a referendum thereon at a special election.

Dated October 17, 2011.

BY ORDER OF THE DISTRICT BOARD

District Secretary

EXHIBIT B

NOTICE

TO THE ELECTORS OF:

Wisconsin Indianhead Technical College  
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on October 17, 2011, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$2,400,000 be borrowed through the issuance of general obligation promissory notes of the District for the public purpose of financing the acquisition of movable equipment.

A copy of said Resolution is on file in the Administrative Office, 505 Pine Ridge Drive, Shell Lake, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said Resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)5, Wis. Stats., requesting a referendum thereon at a special election.

Dated October 17, 2011.

BY ORDER OF THE DISTRICT BOARD

District Secretary

## RESOLUTION NO. 12-05

## RESOLUTION LEVYING DISTRICT TAX FOR FISCAL YEAR 2011-12

WHEREAS, the district board of this district, pursuant to §65.90, Wis. Stats., has heretofore formulated a budget and adopted a budget as required by said section;

WHEREAS, said budget requires a tax levy in the sum of \$31,277,929 for the purpose of district operations for the fiscal year 2012 and whereas said tax does not exceed 1.5 mills on the full value of the taxable property of the district;

WHEREAS, additional taxes in the aggregate sum of \$5,919,083 has heretofore been levied and is necessary for the purpose of paying principle and interest on valid bonds or notes heretofore issued pursuant to Chapter 67, Wis. Stats., and now outstanding and whereas it is the practice of this board to confirm such previous levies for bond or note payments by including such previous levies each year as a part of the total levy;

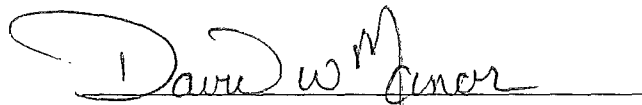
WHEREAS, a total aggregate tax for the fiscal year 2012 in the sum of \$37,197,012 is required to cover the amounts for each of the above purposes;

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF WISCONSIN INDIANHEAD TECHNICAL COLLEGE AS FOLLOWS, TO WIT:

1. That the district board of said technical college district pursuant to s. 38.16, Wis. Stats., hereby levies upon the full value of the taxable property of the district for FY 2012 a tax in the amount of \$37,197,012 for the purposes set forth in the preamble hereto.
2. That the district board secretary of said district is hereby directed pursuant to and as required by said s. 38.16, Wis. Stats., to file with the clerk of each city, village and town, any part of which is located in the district, a certified statement showing the amount of the levy and the proportionate amount of the tax to be spread upon the tax rolls for collection in each city, village and town. Such proportion shall be ascertained on the basis of the ratio of full value of the taxable property of that part of the city, village or town located in the district to the full value of all taxable property in the district, as certified to the district board secretary by the department of revenue.

3. Upon the receipt of the certified statement from the district board secretary, the clerk of each city, village and town is hereby ordered pursuant to said s. 38.16, Wis. Stats., and other applicable Wisconsin law to spread the amounts thereof upon the tax rolls for collection and said taxes certified to each said clerk shall be extended and collected by each of said cities, each of said villages and each of said towns in the same manner and at the same time as taxes for general city, general village and general town purposes are extended and collected.
4. That when such taxes are collected, such amounts shall be paid by the treasurer of each city, village and town to the district board treasurer of this district at the times and in the manner as required by law.

Adopted and approved this 17<sup>th</sup> day of October 2011.

  
Chairperson

ATTEST:

  
Secretary