

Wisconsin Indianhead Technical College
Board Proceedings
November 21, 2011

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, November 21, 2011, at 8:00 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, Wisconsin 54871.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, David Minor, called the meeting to order at 8:00 a.m. with the following Board members present: James Beistle, Lorraine C. Laberee, David Minor, James Schultz, Jean Serum, and Eileen Yeakley. A quorum was established. *Note: Chris Fitzgerald arrived at 8:15 a.m. and Aimee Curtis arrived at 10 a.m. Morrie Veilleux provided notice that he would not be in attendance at this meeting.*

The following WITC employees were in attendance during the meeting: Steve Decker, Jennifer Kunselman, Karla Meier, Bob Meyer, Kim Olson, Tina Pocernich, and Cher Vink. In addition, John Will, Financial Advisor for Springsted, Incorporated was present for a portion of the meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The November 21, 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 November 18 in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA

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

AUDIENCE RECOGNITION ANNOUNCEMENT

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

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 and the president's compensation. Lori Laberee moved, seconded by Jean Serum, to go into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e) for the purposes noted in the preceding paragraph. Chair Minor announced the motion. Upon a roll-call vote, all members present voted yes (6-0); motion carried.

Chairperson, Dave Minor, called the executive session to order at 8:02 a.m. with the following Board members present: James Beistle, Lorraine C. Laberee, David Minor, James Schultz, Jean Serum, and Eileen Yeakley. *Note: Chris Fitzgerald arrived at 8:15 a.m. (during the president's compensation item) and Aimee Curtis arrived at 10 a.m. Morrie Veilleux provided notice that he would not be in attendance at this meeting.*

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

I. Approval of the October 17, 2011, Executive Meeting Minutes

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

2. Approval of the November 3, 2011, Executive Special Meeting Minutes

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

James Schultz moved, seconded by Eileen Yeakley, to adjourn the Executive Session and convene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes (7-0); motion carried and the executive session adjourned at 8:27 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the October 17, 2011, Regular Meeting Minutes

Jean Serum moved, seconded by Chris Fitzgerald, to approve the regular October 17, 2011, meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. *Note: The signed list of contracts and resolutions from the October meeting were attached to the official minutes.*

2. Approval of the November 3, 2011, Special Meeting Minutes

Lori Laberee moved, seconded by Eileen Yeakley, to approve the November 3, 2011, special meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

CONSENT AGENDA

Chairperson Minor asked if there were any items to be pulled off the consent agenda and acted on separately; however, there were none. Clarification was provided by Mr. Decker on items 5.B. and 5.C., noting that the divisional deans feel the bids are good ones and both did meet the specifications.

Chris Fitzgerald moved, seconded by Eileen Yeakley, to approve the consent agenda. Upon a roll-call vote, all members present voted yes (6-0); motion carried. *Note: Ms. Laberee was not present for this vote.*

1. Personnel:

There were no personnel items for this meeting.

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 October 31, 2011, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 122051 through 122773 and electronic transfer payments totaling \$5,210,869 were approved.

5. Bids/Purchases

- A. **Addition and Remodeling Project Change Order – Rice Lake:** The Board approved Change Order G-06 by SDS Architects in the total amount of \$37,934 for Project #1018 at the Rice Lake Campus. This change order includes miscellaneous changes and additions in the addition and remodeling project. A financial summary was provided for the Board's review.
- B. **Computer Numeric Controlled (CNC) Lathe – Superior:** The Board accepted the low bid meeting specifications received for bid number 1751-420-S6 from Productivity, Inc. of Plymouth, MN, in the amount of \$42,000. The purchase of this CNC lathe will give students real-life experience and more hands-on experience on industry-used equipment including operating, set-up, and programming of the CNC lathe. The lathe will be used in the Machine Tool program at the Superior Campus.

- C. **ImageNow Annual Fee – Collegewide:** The Board approved payment to Perceptive Software in the amount of \$25,962 for WITC’s annual maintenance fees for the College’s digital imaging software, ImageNow. This software is utilized to digitally image employee records, Board records, student records, and financial records across the College and integrates with the College’s PeopleSoft administrative software.
- D. **Instructional Desktop Computers – New Richmond and Rice Lake:** The Board approved the purchase of 60 instructional desktop computers in the amount of \$49,300. The computers will be purchased from Paragon Development Systems (PDS) of Oconomowoc, WI, under the Western States Contracting Alliance (WSCA) state contract #15-20400-95. The computers are instructional replacements at the New Richmond and Rice Lake Campuses.
- E. **Motion Controller Training Kits – New Richmond:** The Board accepted the low bid meeting specifications received for bid number Motion Controller Training Kits from Werner Electric Supply of St. Cloud, MN, in the amount of \$68,264. The purchase of these training kits will allow for consistency in student labs, training experiences, and assessments in the Automotive Packaging Systems Technician program at the New Richmond Campus. These kits will be mobile enough to take to career fairs, high school visits, and trade shows as promotional units. These kits will also be utilized in Business and Industry Training.
- F. **WiscNet Network Annual Fee – Collegewide:** The Board approved payment to WiscNet in the amount of \$54,100 for WITC’s annual membership and services fee. WiscNet is a research and education consortium whose ultimate goal is to empower members to use the full power of the network to enhance instruction, research, and public service across the state. Membership includes most of Wisconsin’s colleges and universities, around 75 percent of the state’s K-12 school districts, most library systems, the State of Wisconsin, many local and municipal governments, hospitals, and several nonprofit affiliated organizations.

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. He noted that the Board approved a new contract with President Meyer.
- 2. **Considering Approval of 2011-2012 Faculty Union Contract – Local 395, AFT-Wisconsin, AFL-CIO**
Board approval was requested for the one-year Faculty union collective bargaining agreement. Jean Serum moved, seconded by Chris Fitzgerald, to approve the 2011-2012 faculty union contract as presented. Upon a roll-call-vote, all members present voted yes (6-0); motion carried. *Note: Ms. Curtis was not yet present at the meeting for this vote. Ms. Laberee was not present for this vote.*
- 3. **Resolution 12-06, Authorizing the Sale of \$3,900,000 General Obligation Promissory Notes, Series 2011C**
Chair Minor came back to this item at 11:04 a.m. It was noticed that this item would not be reviewed until 10:45 a.m. or later.

Bids for the \$3,900,000 promissory notes were opened at 10:00 a.m. on Monday, November 21, 2011. John Will, Springsted Financial Advisor, presented Resolution 12-06 (see attached) and the results of the bid to the Board at the meeting. The bids will be used at New Richmond on remodeling and equipment purchases. There were 7 bidders and based on the bid results, Mr. Will recommended BMO Capital Markets, Chicago, IL, with the lowest bid (.8994% true interest rate) for the Board’s approval. Moody’s Investors Service gave us an Aaa rating, which is the highest rating they give. A portion of these funds (\$1,500,000) are for the purpose of financing building remodeling and improvement projects. The remaining funds (\$2,400,000) are for the purpose of financing major equipment purchases. An Official Statement from Springsted, Incorporated was provided.

James Schultz moved, seconded by Lori Laberee, to approve Resolution 12-06, Authorizing the Sale of \$3,900,000 General Obligation Promissory Notes, Series 2011C, as presented. Upon a roll-call-vote, all members present voted yes (8-0); motion carried.

4. Second 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. A first reading of this policy took place at the October Board meeting.

Eileen Yeakley moved, seconded by Lori Laberee, to approve Administrative Policy J-242 – Student Fees as presented. Upon a unanimous vote of all members present; motion carried.

5. Second Reading of Revised Board Governance Process Policy – Audience Recognition (II. M.)

Time was reserved for the Board to approve recommended updates to the Audience Recognition policy. A first reading of this policy took place at the October Board meeting. Changes included encouraging citizens to contact the Executive Assistant at least one business day prior to the Board meeting to identify the names of each presenter and the topic(s) to be discussed, as well as requesting that citizens wishing to speak or be present during the Audience Recognition period register with the Executive Assistant prior to the start of the meeting for the record.

Chris Fitzgerald moved, seconded by James Beistle, to approve the Governance Process Policy as presented. Upon a unanimous vote of all members present; motion carried.

6. Resolution 12-07, Petition Wisconsin Technical College System (WTCS) Board Requesting Approval for the Acquisition of a Building and Land at 525 Clough Avenue, Superior, WI 54888

Resolution 12-07 (see attached) and an *Agreement Between Douglas County and WITC* were provided for the Board’s review. Administration requested Board approval to submit the *Request for Approval to the WTCS Board for the Acquisition of a Building and Land at 525 Clough Avenue, Superior, WI*. WTCS Board approval is also required per Wisconsin Statutes.

Mr. Decker presented the details related to this land and building acquisition at the Board meeting. The land and building will be purchased for \$1 and utilized for the Building Performance Technician (previously titled Energy Efficiency Technician) and Heating, Ventilation, and Air Conditioning/ Refrigeration (HVAC/R) programs. The intent is that once our students have made improvements to the manufactured house and are no longer receiving an educational benefit, the land and building will be sold with the proceeds being distributed as outlined in the agreement with Douglas County that was provided. The WITC Board would first need to approve the resolution and then an environmental assessment would be needed before we would sign off with Douglas County. We would then need to go to the WTCS State Board for approval of the new building. When we sell the building, we would need to seek WTCS State Board approval again because it is a College-owned property. This is a new venture. The program faculty are excited to provide the students with some hands-on experiences. The building is within 10-12 blocks of the WITC-Superior Campus.

James Beistle moved, seconded by Jean Serum, to approve Resolution 12-07, Petition Wisconsin Technical College System (WTCS) Board Requesting Approval for the Acquisition of a Building and Land at 525 Clough Avenue, Superior, WI 54888 as presented. Upon a roll-call-vote, all members present voted yes (7-0); motion carried. *Note: Aimee Curtis was not yet present for this vote.*

INFORMATION REPORT

1. Community College Survey of Student Engagement (CCSSE) Survey Results

Jennifer Kunselman, Research and Planning Coordinator, highlighted the results of the 2011 Community College Survey of Student Engagement (CCSSE). This survey was administered to over 568 WITC students in the spring of 2011. The study is a powerful tool to assist community and technical colleges assess quality, identify good educational practices that help students learn, and also identify areas in which the College can improve. This is the same study that WITC was a part of in 2009, which led to the College to being ranked the "6th Best 2-year College in the Nation". A *2011 CCSSE Executive Summary* was provided to show the benchmark comparison results for 2011 and 2009. A full report of the study's findings, including a profile of respondents, student satisfaction, goals and retention factors, relationships at WITC, student services, paying for College, and special-focus questions was presented at the Board meeting via a PowerPoint. The PowerPoint was uploaded to the Board of Trustees Connection meeting folder prior to the meeting. The full narrative report was made available in the Board of Trustees Connection meeting folder and copies were also available at the Board meeting. Karla Meyer and Tina Pocerlich, Research Technicians, were introduced (they did most of the work for this survey).

Note: Aimee Curtis arrived at 10 a.m. The Board recessed the meeting at 10:07 a.m. and reconvened the meeting at 10:20 a.m.

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Board members shared information from the meetings they attended.

A. Association of Community College Trustees (ACCT) Reports

Time was reserved for ACCT attendees James Beistle, Lori Laberee, Eileen Yeakley, James Schultz, and Dave Minor to highlight their session notes that were prepared for the Board's information. Chair Minor noted that he would like the Board to provide highlights when they attend these events for other Board members and for President Meyer to take to staff after the meeting. Ms. Olson posted the sessions notes on the Board of Trustees Connection. Mr. Beistle, Ms. Laberee, Ms. Yeakley reviewed their sessions notes with the Board. There was time for discussion during the review of these documents.

Chair Minor noted that he would like to lean on our ACCT Board representative to get the ACCT session schedule out to Board members earlier than in the past.

B. Wisconsin Technical College District Boards Association Reports

Time was reserved for attendees Mr. Beistle and President Meyer to share information from the WTC District Boards Association meeting that was held on November 2-4 in Pewaukee, WI. Ms. Vink was also in attendance and involved with legal and Human Resources issues. In addition, WITC Vice Presidents Steve Bitzer and Diane Vertin were at the 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

Time was reserved to review the *Board Monitoring Schedule* and the recommended updates that were provided.

4. President's Updates:

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

A. **Concealed Carry Weapons Update**

Ms. Vink provided an interpretation of the Concealed Carry Weapons legislation. This became law on November 1, 2011. A "No Firearms or Weapons Allowed" sign was shared. In order to reduce the liability as much as possible, our risk management insurance WTCS group and our legal counsel suggested we have a tight policy (that there is an expectation of safety and that there is no risk), enforce it, and make sure every employee and student signs up that they have received notice of the policy. There are lots of questions and changes that may still be needed. President Meyer noted that the Ashland Campus is within 1,000 feet of a K-12 system (Ashland Schools). We don't plan to hire any enforcement. It is a work in progress.

B. **Higher Learning Commission (HLC) review of Coconino County Community College - November 13-16, 2011**

President Meyer provided an update on his November 13-16 visit to the Coconino County Community College, in Flagstaff, Arizona. He shared a photo of the location he was at for this visit.

C. **Legislation Review**

President Meyer previously sent an e-mail to the Board on the request from Representative Janet Bewley. He summarized the bills and other information in the e-mail. President Meyer provided a summary of the status of key pieces of proposed legislation. He also noted that there is a Governor's 2011 Northern Wisconsin Economic Summit being held on December 13 - 14, in Minocqua, WI.

D. **Brittingham House Event**

President Meyer was invited to a meeting on credit transfers with Mark Tyler, WTCS Board President, and UW President Kevin Reilly at his Brittingham House. A group will likely be formed to work on credit transfers.

E. **AQIP Systems Portfolio Submission**

Ms. Riely Hauser will present the final AQIP Systems Portfolio at the December 19 Board meeting, and all Board members will receive a final copy of the report.

F. **Design Change for New Richmond Addition**

We received good news on the New Richmond addition. There were some borings done and there is bedrock that we can build on; which means we don't need as many footings and can reallocate those funds for other things that are needed.

G. **Listening Sessions Update - New Richmond and Shell Lake**

On October 24, President Meyer held staff and student listening sessions at WITC-New Richmond. Many of the questions were about what's happening with the *Employee Handbook*. He also visited the New Richmond Community Commons. He received suggestions on how to improve it.

On October 31, President Meyer held listening sessions at the Administrative Office in Shell Lake. There was one request that staff noticed the Board attended the ACCT Congress and they would like to know more about what they learned at their sessions.

H. **New Board Member Meetings Update**

President Meyer reported that he has met one-on-one with each of the three new Board members (Aimee Curtis, Chris Fitzgerald, and Eileen Yeakley). He reviewed Policy Governance and Board roles with each of them.

5. Board Leadership Scholarship Update

Time was reserved for Ms. Laberee to provide an update on the Board Leadership Scholarship for the Board. A *2011 WITC Foundation Annual Report and 2012 Calendar* and a letter *Celebrating 100 Years of Making Futures* were provided at the meeting. Ms. Laberee noted that the Board should have received a recent mailing from Mr. Fowler, requesting that the Board consider donating. She noted that 70% of our faculty and staff contribute to the Foundation, which is well above any other technical college in the state. The Board has established a Board Leadership Scholarship and is currently \$2,000 short, but has 2 more years to meet the \$5,000 endowment in order to initiate this scholarship. She asked that everyone consider donating to the scholarship, which will be a \$250 scholarship that will be rotated around the district.

6. Mill Rate and Tax Levy, Wisconsin Technical College System (WTCS) Report Update

A report was provided summarizing tax levy information for the 16 technical college districts. The system's average levy increase (including the debt service increase) is 1.84%. WITC's operational mill rate is the lowest in the system and the debt service mill rate is the fourth lowest in the system.

7. Health and Dental Insurance Premiums

The monthly premiums for WITC's fully-insured health and dental insurance plans were presented. The new plans were approved at the special Board meeting on November 3, 2011. A document that included the premiums for the health and dental plans was provided, and the rates are effective January 1, 2012.

8. New Board Member Orientation Planning

Time was reserved to review the agenda for the new Board member orientation that will be held following the December 19, 2011, regular Board meeting. Ms. Olson will create an electronic version of the orientation binder for this meeting. Ms. Laberee and Mr. Beistle will also be in attendance.

9. Legislative Updates

There were no legislative updates at this meeting.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm their plans for the regular meeting scheduled on Monday, December 19, 2011, at 8:30 a.m., at the WITC-Administrative Office in Shell Lake. The Board meeting schedule was provided for the Board's information. The New Board Member Orientation was discussed earlier in the meeting and will follow the December 19 Board meeting.

Chair Minor requested that the Board tour the New Richmond High School. Ms. Laberee asked if there is a way to go in on Sunday evening to tour the facility; however, Chair Minor thought it would be best to see it when the students are there. Ms. Laberee would like it to be reflected on and built into the agenda. President Meyer recommended that the Board tour the New Richmond new addition instead. President Meyer will work on getting expressed interest from the Board before the tour.

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 December 19 were listed on the Board's Monitoring Schedule.

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, December 1, 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 ^
+ None	^ None

The meeting adjourned at 11:16 a.m.

Respectfully submitted,



Lorraine Laberee
Board Secretary

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

11/1/2011
1:07:17
PM

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 +/-
223	Midwest Energy Resources Company	WITC Superior, Room 206	On	409.00	332.00	101.00	433.00	(25.00)
	Employees of Midwest Energy Resources Company will be assessed for numerical ability, mechanical reasoning, language usage, and verbal reasoning.							
346*	Northern Clearing Inc	Various	Off	9,015.00	4,845.00	1,580.00	6,425.00	2,591.00
	Employees of Northern Clearing will receive safety training.							
347*	LCO HEALTH CARE CENTER	LCO HEALTH CARE CENTER	Off	803.00	681.00	216.00	896.00	(93.00)
	Provide CPR for Healthcare provider and recertification course for employees.							
356	REM Arrowhead	REM Arrowhead	Off	289.00	74.00	27.00	101.00	188.00
	REM Arrowhead Employees will receive American Heart Association CPR and First Aid recertification							
357	Hawksford/Larson Dental Association	Hawksford/Larson Dental Clinic- Hayward	Off	386.00	160.00	59.00	219.00	168.00
	Provide Heartsaver AED - Adult and Child CPR & AED							
358	Red Cedar Canyon Assisted Living	Red Cedar Canyon Assisted Living - Hudson	Off	670.00	361.00	66.00	427.00	243.00
	Provide CBRF Fire Safety class.							
359	Bell Timber	Bell Timber - Barron	Off	572.00	222.00	81.00	303.00	270.00
	Provide Heartsaver First Aid/CPR for 7 employees and First Aid for 20 employees.							
360*	Genesis Attachments, Inc.	WITC Superior	On	12,658.00	10,105.00	3,543.00	13,647.00	(990.00)
	Employees of Genesis Attachments, Inc. will receive blue print reading instruction.							

361	Baldwin-Woodville High School	Baldwin-Woodville High School	Off	1,624.00	-	-	1,624.00	-
	Transcripted credit course at Baldwin-Woodville High School. 1 credit of 10890100 Success Strategies I for 14 students.							
362	School District of Superior	Senior Center of Superior	Off	431.00	-	-	-	431.00
	Participants of Superior School District will receive basic computer skills training.							
363	Douglas County Highway Department	Douglas County Highway Department	Off	852.00	722.00	263.00	985.00	(134.00)
	Employees will receive American Heart Association CPR and First Aid certification. After successful completion of coursework, participants will receive AHA certification cards.							
364	Riverfront Athletic Club	Hudson	Off	353.00	147.00	54.00	200.00	154.00
	Heartsaver CPR/AED course							
365	Chetek-Weyerhaeuser Area School District	Chetek-Weyerhaeuser High School	On	13,369.00	-	-	13,369.00	-
	Transcripted credit coursework for 7 students in the following: 1 cr 10103151 MS Excel A; 1 cr. 10103129 Intro to MS Office; 1 cr. 10106181 Keyboarding. 17 student in 3 cr. 10104012 Marketing Principles. 15 students in 3 cr. 10105100 Intro to Business							
366	Grantsburg School District	Grantsburg High School	Off	8,814.00	-	-	8,814.00	-
	Transcripted credit class for 26 students in 3 credit, 10114125 Personal Finance class.							
367	Butternut High School	Butternut High School	Off	340.00	-	-	340.00	-
	Transcripted Credit course in 3 credits of 10501101 Medical Terminology							
368	Amery High School	Amery High School	Off	27,636.00	-	-	27,636.00	-
	Transcripted credit courses at Amery High School. 10 students in 1 cr. 10103151 MS Excel A; 10 students in 1 cr. 10103146 MS Word A; 10 students in 1 cr. 10103129 Intro to MS Office; 4 students in 1 cr. 10103147 MS Word B; 4 students in 1 cr. 10103106 MS PowerPoint; 30 students in 1 cr. 10103128 Intro to Computers; 30 students in 1 cr. 10106181 Keyboarding; 14 students in 1 cr. 10890100 Success Strategies I; 14 students in 4 cr. 10101101 Financial Accounting I; 9 students in 2 cr.10106110 Document Formatting; 18 students in 3 cr. 10114125 Personal Finance							
369	St. Croix Central High School	St. Croix Central High School	Off	15,241.00	-	-	15,241.00	-
	Transcripted credit courses: 7 students in 1 credit 10103129 MS Office; 7 students in 1 credit 10103151 MS Excel A; 19 students in 4 credits Financial Accounting I; 14 students in 2 credit 10106110 Document Formatting and 1 credit 10103146 MS Word A.							
370	Christian Community	Christian Community Home	Off	768.00	441.00	66.00	507.00	262.00

	Homes	- Osceola						
	Provide CBRF Fire Safety class to employees							
371	Adoray Home Health	Baldwin Office	Off	353.00	147.00	54.00	200.00	154.00
	Health Care Provider CPR Renewal							
372	Phillips Plastic Corporation	Phillips Plastic	Off	193.00	157.00	-	157.00	36.00
	Fire Extinguisher Training							
373	Red Cliff Early Childhood Center	Red Cliff Early Childhood Center	Off	856.00	922.00	305.00	1,227.00	(371.00)
	Medic First Aid and Medic First Aid Refresher							
374	REM Arrowhead	REM Arrowhead	Off	866.00	222.00	81.00	303.00	564.00
	Employees of REM Arrowhead will receive American Heart Association CPR and First Aid recertification.							

*** End Of Report ***

* indicates an amended contract


 Board Secretary

11/21/11
 Date

RESOLUTION NO. 12-06

RESOLUTION AWARDING THE SALE OF
\$3,900,000 GENERAL OBLIGATION PROMISSORY NOTES,
SERIES 2011C

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on October 17, 2011 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2011C (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes for the public purposes of financing building remodeling and improvement projects in the amount of \$1,500,000 and financing the acquisition of movable equipment in the amount of \$2,400,000;

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Daily Press on October 20, 2011 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 and the acquisition of movable equipment;

WHEREAS, no petition for referendum has been filed with the Secretary and the time to file such a petition will expire on November 21, 2011;

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 an 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 November 21, 2011;

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 (subject to the condition that no valid petition for a referendum is filed by November 21, 2011 in connection with the Authorizing Resolution). 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 2011C"; shall be issued in the aggregate principal amount of \$3,900,000; shall be dated December 1, 2011; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on October 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2012. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes shall not be subject to optional redemption. 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 irrevocable tax in the years 2012 through 2015 for the payments due in the years 2012 through 2016 in the amounts set forth on the Schedule. The amount of tax levied in the year 2012 shall be the total amount of debt service due on the Notes in the years 2012 and 2013; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of principal of or interest on the Notes in the year 2012.

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

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

(D) Appropriation. The District hereby appropriates from taxes levied in anticipation of the issuance of the Notes or other funds of the District on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay the principal of and interest on the Notes coming due on October 1, 2012 as set forth on the Schedule.

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 \$3,900,000 General Obligation Promissory Notes, Series 2011C, dated December 1, 2011" (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 Final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Official Statement and any addenda or Final Official Statement. The Secretary shall cause copies of the Official Statement and any addenda or Final Official Statement to be distributed to the Purchaser.

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

To the extent required under the Rule, the Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

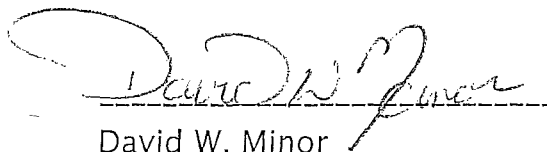
Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser of the Notes determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are

acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

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

Adopted, approved and recorded November 21, 2011.



David W. Minor
Chairperson

ATTEST:



Lorraine C. Laberee
Secretary

(SEAL)

EXHIBIT A

Official Terms of Offering

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

(See Attached)

EXHIBIT B

Bid Tabulation

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

(See Attached)

EXHIBIT C

Winning Bid

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

(See Attached)

EXHIBIT D-1

Pricing Summary

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

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

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

(See Attached)

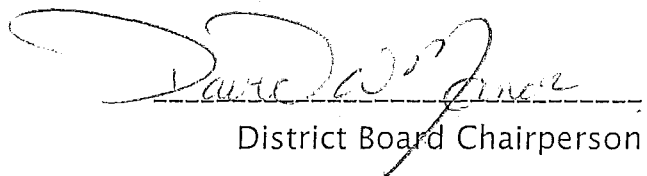
RESOLUTION #12-07

PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD
REQUESTING APPROVAL FOR THE LAND AND BUILDING ACQUISITION
AT 525 CLOUGH AVENUE, SUPERIOR, WI 54888

WHEREAS, the Wisconsin Indianhead Technical College Board has heard reports detailing the land and building acquisition at 525 Clough Avenue, Superior, WI 54888 near the WITC-Superior Campus:

NOW, THEREFORE, BE IT RESOLVED that the Wisconsin Indianhead Technical College Board goes on record petitioning the Wisconsin Technical College System Board to allow the district Board to enter into an agreement with Douglas County for a land and building acquisition at 525 Clough Avenue, Superior, WI 54888.

Adopted and approved this 21th day of November, 2011.


District Board Chairperson

ATTEST:


District Board Secretary