Cooperative Educational Service Agency 3
Board of Control Meeting Minutes

CESA #3 Conference Room
Fennimore, WI 53809

Tuesday, September 26, 2017
6:30 p.m.

The Meeting of the Board of Control of the CESA 3 Agency was called to order by Chair Mike Humke at 6:30 p.m. on Tuesday, September 26, 2017, in Conference Room C/D, Grant County, Fennimore, WI. The following Board members attended: Gary Andrews, Jill Gaskell, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Janet Matthes, Wendi Stitzer, and JoAnn Wiederholt. Members not in attendance: Renee Linscheid and Rick Rolfsmeyer.

Chair Humke noted the official posting of the meeting by the Proof of Public Notice and the Agenda. A motion was made by Gary Andrews and seconded by JoAnn Wiederholt that the Proof of Public Notice and Adoption of the Agenda be sufficient under the requirements of the open meeting law and be declared the official Agenda of the meeting. Upon voice vote, with all members voting aye, motion carried.

No public comment.

Minutes:
A motion was made by Gary Andrews and seconded by Janet Matthes to approve the minutes of the regular meeting on August 29, 2017. Upon voice vote, with all members voting Aye, motion carried.

Financial Report:
Disbursements - the Board reviewed the A/P detail check register for August 2017. A motion was made by Bob Hermanson and seconded by April Jennings to approve the disbursements as presented. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Jill Gaskell, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Janet Matthes, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Revenues and Expenditures – we are not there yet. Working on itinerant billing, make sure we are ok, will have revenue report next month.

Board Discussion and Information:
TEACH Grant – CESA 3 is fiscal agent for TEACH. Fee to handle claims for districts will be $750 this year ($500 last year). Picked up more training opportunities for this year.

WASB Reception/Convention – this would be an opportunity for Board Members to network. Need to work together! Discussed scheduling this after meeting or right before meal. Board felt that an informal gathering on Thursday evening from 5:00-7:00 at the Hilton or Hyatt would work.

Youth Apprenticeship Overview – Act 59 Reimbursement for Apprenticeship up to $1,000 (only reimbursed once) for up to two classes. Youth Apprenticeship funding is $900 per student for classes. Need to bring Superintendent and School to Work Coordinator together. What are the goals for your students? Look at ALL stakeholders - businesses using YA could explain to other businesses. Jamie will send the program area list to the BOC. YA students work 450 hours in one year. Our goal is to have 153 YA students.

Mental Health First Aid – Deb Goold, CESA 3 Behavior Support Specialist, is working with Stevens Point and Fort Atkinson on doing this training for our Districts.

Security Preparedness Training – this is scheduled Friday, September 29th at CESA 3. This training will be completed by a certified criminal justice and law enforcement instructor; will train and certify teams on threat assessment and emergency planning. Cost is $1,000 per team, with a $200 refund after plan is completed and approved.

Jamie stated that we are developing an app that districts can download – will provide to our communications schools. This app will make it much easier for people to register for classes (we currently use MyQuickReg), look for information, etc.

Jamie asked the Board Members if they would be interested in attending a special board meeting on Thursday, October 12th here at CESA (before the WASB Governance Workshop). He would give a similar presentation as he did at the Annual Meeting. It was agreed to schedule this from 5:00-6:00 (before the WASB Workshop).

Jamie asked the Board if they received their copy of the CESA magazine "Cornerstone News". We did get sponsorship from Tricor Insurance on this first printing. Board would like us to continue to get sponsorship for printing the magazine. We have received great feedback.

Action Items:
Physical Therapy Assistant – we have contracted with CESA 4 for our Physical Therapy services. Jamie recommends that we approve a part-time contract for Amber Anderson. She will work with Southwestern, River Ridge, Cassville, and Wauzeka School Districts. A motion was made by Wendi Stitzer and seconded by April Jennings to approve a part-time contract for Amber Anderson. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Jill Gaskell, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Janet Matthes, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Business Leadership – Audit went very well (very clean). We need to reduce our cash flow needs and our short-term borrowing. CESA 4 is willing to provide Business Leadership support to us for one day a week. After some discussion, a motion was made by Gary Andrews and seconded by Bob Hermanson to approve a contract with CESA 4 for Business Leadership support, one day a week, $550/day (this would include mileage). Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Jill Gaskell, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Janet Matthes, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Tile Issue in Main Entrance – Jamie showed Board Members the tile issue in the front entrance. The tile needs to be removed, and replaced with carpet tiles. (This is an accident waiting to happen!) Work would be done during the Holiday break. Before this is approved, the Board would like several bids submitted for the work. A motion was made by Gary Andrews and seconded by April Jennings to review bids at our October meeting. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Jill Gaskell, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Janet Matthes, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Recommendations for area tile/flooring businesses:
- Gobin & Allion Flooring Center – Platteville
- Black's Flooring – Darlington
- WI Woodworks, Inc. - Dickeyville
- J & C Floorshop, Inc. - Dodgeville

The next regular Board of Control Meeting will be held Tuesday, October 24th at 6:30 p.m. at CESA 3.

There being no further business to discuss, a motion was made by Bob Hermanson and seconded by April Jennings to adjourn the meeting at 8:35 p.m. Upon voice vote, with all members voting Aye, motion carried.