

Cooperative Educational Service Agency 3 Board of Control (BOC) Meeting Minutes

Monday, November 22, 2021, 6:30 p.m. (VIRTUAL)

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 Monday, November 22, 2021. Roll call was taken, with the following Board members participating online: Chantel Hampton, Bob Hermanson, Mike Humke, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, Wendi Stitzer, and JoAnn Wiederholt. Member(s) who did not participate: Gary Andrews and April Jennings.

Chair Mike Humke led the Board Members in the Pledge of Allegiance.

Chair Humke noted the official posting of the meeting by the Proof of Public Notice and the Agenda. A motion was made by Bob Hermanson and seconded by Wendi Stitzer 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 Renee Linscheid and seconded by Janet Matthes to approve the minutes of the regular meeting on September 27, 2021 **and** October 25, 2021. Upon voice vote, with all members voting Aye, motion carried.

DISCUSSION:

Overview of Program – moved to January meeting.

FINANCIAL REPORT:

Disbursements - the Board reviewed the A/P detail check register for September 2021 **and** October 2021. A motion was made by Chantel Hampton and seconded by Bob Hermanson to approve the disbursements as presented. Upon roll call vote the following Board Members voted Aye: Chantel Hampton, Bob Hermanson, Mike Humke, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

2021-2022 Budget Overview – Jamie reviewed the budget for the Board: (local funds: 25, 80, 97, & 99) (grants: 21, 22, 24, & 29) – Board reviewed the difference between revenue and expenses.

ACTION ITEMS:

Approve Vehicle Purchase – we have an opportunity to trade the 2015 Subaru (transmission is out and it has over 150 thousand miles on it) for a 2020 Fusion that will cost us \$20,000 after trade (at Fillback's in Highland). A motion was made by Mark Johnson and seconded by Renee Linscheid to approve the trade of the 2015 Subaru for the 2020 Fusion at Fillback's. Upon roll call vote the following Board Members voted Aye: Chantel Hampton, Bob Hermanson, Mike Humke, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Consider Trading a Vehicle Toward Purchase of a New Vehicle – recommendation to trade Ford Fiesta (30+ thousand miles) for a red 2021 Ford Eco Sport SE AWD (\$15,633.50 difference) at Fillback's in Prairie du Chien. A motion was made by Bob Hermanson and seconded by Chantel Hampton to approve trading the Ford Fiesta in for the 2021 Ford Eco Sport SE. Upon roll call vote the following Board Members voted Aye: Chantel Hampton, Bob Hermanson, Mike Humke, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Approve Hiring Grant Writer – after looking into recruiting candidates for a grant writer for CESA 3, recommending Tarasa Lown, who knows WISEDash, DPI grants, etc. A motion was made by Janet Matthes and seconded by Renee Linscheid to approve hiring Tarasa Lown for the position of Grant Writer. Upon roll call vote the following Board Members voted Aye: Chantel Hampton, Bob Hermanson, Mike Humke, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

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Approve Hiring Paraprofessional for DHH – a recommendation has been made to hire Lisa Zabel (retired teacher) for the position of Paraprofessional for DHH. Lisa would be working three days a week under Pam Kurihara and Jenny Richardson. A motion was made by Bob Hermanson and seconded by Janet Matthes to approve hiring Lisa Zabel for this position. Upon roll call vote, the following Board Members voted Aye: Chantel Hampton, Bob Hermanson, Mike Humke, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Approve Hiring DHH Teacher – a recommendation has been made to hire Pam Kurihara as the DHH Teacher. Pam is currently the DHH Paraprofessional for CESA 3. A motion was made by Mark Johnson and seconded by Renee Linscheid to approve hiring Pam Kurihara as the DHH Teacher. Upon roll call vote the following Board Members voted Aye: Chantel Hampton, Bob Hermanson, Mike Humke, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, Wendi Stitzer, and JoAnn Wiederholt. Members voting no: none. Motion carried.

After some discussion, it was agreed to reschedule the December Board of Control Meeting for:
Wednesday, December 22nd, 2021 at 6:30 p.m. (Reminders will be sent out.)

There being no further business to discuss, a motion was made by Bob Hermanson and seconded by Renee Linscheid to adjourn the meeting at 7:16 p.m. Upon voice vote, with all members voting Aye, motion carried.