

REGULAR MEETING MINUTES

CESA 10 Board of Control

Thursday, March 14, 2024

7:00 pm

725 W. Park Avenue, Chippewa Falls, WI

OR

Zoom Link: <https://us02web.zoom.us/j/87509944959>



Where service and leadership unite.

Important Notice: Upon request, reasonable auxiliary aids and services will be provided for individuals with disabilities. If accommodations are required, please provide 24-hour notice by calling 715.720.2023. The meeting can be accessed via Zoom conference. By phone, the number is 1-312-626-6799. Once prompted the meeting ID is: 875 0994 4959. By computer or Zoom app: the link is <https://us02web.zoom.us/j/87509944959>. If prompted the meeting ID is: 875 0994 4959.

► CALL TO ORDER

The meeting was called to order by Deanna Heiman at 7:00 p.m.

► COMPLIANCE WITH OPEN MEETINGS LAW NOTIFICATION §19.84(2)

Meeting notices were posted in compliance with the open meeting law.

► ROLL CALL AND MILEAGE

<u> </u> P	Lanse Carlson	<u> </u> P	Val Kulesa	<u> </u> P	Eileen Sikora
<u> </u> P	Jamie Gardner	<u> </u> P	Lauren Otto	<u> </u> P	Rozanne Traczek
<u> </u> P	Deanna Heiman	<u> </u> P	Cheryl Ploeckelman	<u> </u> P	Julie Wendler
<u> </u> P	Kristen Husby				

► FINANCIAL REPORTS

Motion by Val Kulesa and seconded by Eileen Sikora to approve the treasurer's recommendation of issuing CESA checks numbered 73564 through 73640, ACH checks numbered 9000015107 through 9000015524, and the February 2024 Reconciliation Statements. Voice Vote Taken. Motion Carried.

► CONSENT AGENDA

A. Minutes of Board of Control Meeting – February 8, 2024

B. Employment:

New Hires:

- B1. Brian Anderson – Environmental Health and Safety Program Technician – Facilities Management – Start Date March 18, 2024
- B2. Dionne Anderson – Business and Industry Partnership Consultant – College and Career Readiness – Start Date March 25, 2024
- B3. Claire Brown – STEM/Career and Technical Education Consultant – College and Career Readiness – Start Date July 1, 2024
- B4. Dave Schmitt – Environmental Health and Safety Program Technician – Facilities Management – Start Date March 18, 2024
- B5. Phillip Tibbett – Project Manager – Facilities Management – Start Date March 29, 2024
- B6. Amy Traynor – Director of Learning Services – Learning Services – Start Date March 29, 2024

Retirements:

- B7. Jennifer Peck – Educational Consultant – College and Career Readiness – Last Day of Work March 1, 2024
- B8. Charlie Schneider – Executive Director of Facilities Management – Facilities Management – Last Day of Work March 1, 2024

Resignations:

B9. Lissa Ziehr – Budget and Grant Specialist – Learning Services – Last Day of Work March 22, 2024.

Transfers:

B10. Heather Feigum transferring from Director of Facilities Management to Executive Director of Facilities Management – Effective March 4, 2024

B11. Luke Schultz transferring from Associate Director of Facilities Management to Director of Facilities Management – Effective March 4, 2024

C. Out of State Travel:

C1. Jodi Hubbard – Special Education/Pupil Services – MACMH Child and Adolescent Conference – April 28-30, 2024 - Duluth, MN (\$1,300)

D. Contracts: None

Motion by Julie Wendler and seconded by Jamie Gardner to approve the consent agenda. Voice Vote Taken. Motion Carried.

► **REPORTS AND DISCUSSION ITEMS**

1. Review of 2022-23 Audit Report

April Anderson from CliftonLarsonAllen reviewed the 2022-23 audit and financial statements. Questions and discussion followed regarding the audit.

2. Learning Services Department Update – Learning Services Staff

Kent Smith and Kirsten Wagner from the Learning Services Department presented an update and overview of the Learning Services Department for this year. Questions and discussion followed the presentation.

3. Agency Administrator’s Quarterly Progress Report

As a part of the evaluation/feedback process, Jordan Sinz, Agency Administrator, provided updates regarding the third quarter of the 2023-24 fiscal year. The updates focused on progress relative to the mission, vision, and strategic direction of CESA 10. Discussion and questions followed.

► **ACTION ITEMS**

1. Consider Approval of the 2022-23 Audit Report

Motion by Cheryl Ploeckelman and seconded by Eileen Sikora to approve the 2022-23 Audit Report. Voice Vote Taken. Motion Carried.

2. Consider Approval of the First Reading of the Telework Policy

Motion by Val Kulesa and seconded by Eileen Sikora to approve the first reading of the Telework Policy. Voice Vote Taken. Motion Carried.

► **NOTICE OF CLOSED SESSION §19.85 (1)(c)**

Convene to closed session as per WI Statutes §19.85 (1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employees over which the governmental body had jurisdiction or exercises responsibility. The Board may take action in closed session.

1. Agency Administrator’s Evaluation

Staff present was Leigh McMahon

► **CONVENE IN CLOSED SESSION**

Motion by Cheryl Ploeckelman and seconded by Val Kulesa to convene to closed session, at 8:18 p.m., Roll Call Vote Was Taken. Motion Carried

Roll call is required to convene into closed session.

<u>Y</u>	Lanse Carlson	<u>Y</u>	Val Kulesa	<u>Y</u>	Eileen Sikora
<u>Y</u>	Jamie Gardner	<u>Y</u>	Lauren Otto	<u>Y</u>	Rozanne Traczek
<u>Y</u>	Deanna Heiman	<u>Y</u>	Cheryl Ploeckelman	<u>Y</u>	Julie Wendler
<u>Y</u>	Kris Husby				

► **ADJOURN CLOSED SESSION AND RECONVENE IN OPEN SESSION**

Motion by Eileen Sikora and seconded by Val Kulesa to adjourn closed session and reconvene to open session at 9:00 p.m., Voice Vote Taken. Motion Carried.

► **POSSIBLE DISCUSSION AND ACTION RELATED TO CLOSED SESSION**

1. Consider Approval of the Agency Administrator’s Evaluation

Motion by Cheryl Ploeckelman and seconded by Eileen Sikora to approve the Agency Administrator’s evaluation as documented. Voice Vote Taken. Motion Carried.

► **OTHER ORGANIZATIONAL BUSINESS WHICH MIGHT LEGALLY COME BEFORE THE BOARD**

- Deanna Heiman reminded everyone of the Puddle Jump on April 20th. Registration closes on April 1st.

► **ADJOURN**

Motion by Eileen Sikora and seconded by Lauren Otto to adjourn the meeting at 9:04 p.m. Voice Vote Taken. Motion Carried.