



BOARD OF CONTROL REGULAR MEETING MINUTES February 14, 2013

1. Call to Order

The meeting was called to order by Marty Hallock at 7:08 p.m.

2. Roll Call and Mileage

<u> </u> P Deanna Heiman	<u> </u> A Keith Herrmann	<u> </u> P Marty Hallock
<u> </u> P Rhonna Casey	<u> </u> P Rick Eloranta	<u> </u> P Cheryl Ploeckelman
<u> </u> P Valorie Kulesa	<u> </u> P Rozanne Traczek	<u> </u> P Corey Grape
<u> </u> P Jordan Franklin	<u> </u> P Troy Thomas	

3. Financial Reports

Motion by Jordan Franklin and seconded by Rozanne Traczek to approve the treasurer’s recommendation of issuing CESA checks numbered 63623 through 63921 (voided checks #61909) and, the January 2013 Reconciliation Statements. Motion Carried.

4. Consent Agenda

Board of Control member, Jordan Franklin, asked to pull the recommendation to approve ongoing travel to contiguous states from the consent agenda for further discussion.

Motion by Jordan Franklin and seconded by Val Kulesa to approve the following consent agenda items as presented. Motion Carried.

- A. Minutes: January 10, 2013 Board of Control Regular Meeting
 February 1, 2013 Board of Control Special Meeting

- B. Employment:
 Rachel Denning, Maternity Leave, Approximately April 2-May 13, 2013 (6 weeks)

- C. Out of State Travel:
 - Joe Kottwitz, Seminar for Certified Energy Managers, April 21-26, Minneapolis, MN
 - Jill Koenitzer, Association for Positive Behavior Supports Conference, March 26-30, San Diego, CA
 - Randy Bowe, Weidenhammer Business Partner Meeting, April 14-18, Las Vegas, NV
 - Michelle Parks, Ellen Mihm, Mary Ann Modrak, Math Conference, April 22, Minneapolis, MN
 - Mary Kampa, March 11-14, Training for the State Toolkit for Examining Post-School Success (STEPSS) and Indicators 1, 2, 13 and 14, Portland, OR

The Board of Control discussed the recommendation to approve ongoing travel to contiguous states. Suggestions were made to consider a dollar cap and the purpose of travel, such as staff development or agency business. The Board asked Administrator Haynes and Randy Bowe to create a policy for the Board’s consideration.

Jordan Franklin amended the motion to approve the consent agenda to include ongoing travel to contiguous states up to a cap of \$1,000 per individual until a travel policy is approved. Rozanne Traczek seconded the motion. Motion Carried.

5. Reports and Discussion Items: Agency Administrator’s Report

Administrator Haynes thanked the Board of Control and their district administrators for participation in the vision and strategic planning session on February 1. Based on the results of that session, the next steps will include further development of the vision statement and

"transparency goal." It is recommended that the mission statement, the beliefs, and the final draft of the vision statement be incorporated into Policy 110 for a first reading at the March Board of Control meeting. Administrator Haynes and the Directors will develop an action plan to address the goal identified on February 1st.

6. Consider Recommendation to Approve the 2011-12 Audit Report

The Executive Committee met at 6:30 p.m. to review the 2011-12 Audit Report and Rick Eloranta presented a summary of the findings.

Motion by Jordan Franklin and seconded by Rick Eloranta to approve the 2011-12 Audit Report. Motion Carried.

7. Consider Recommendation Regarding Agency Administrator's Evaluation

Administrator Haynes recommended a process and format for his annual evaluation, which is intended to maximize the opportunity for continued growth through the use of a 360° feedback tool and an evaluation instrument that is aligned to the same criteria as the feedback tool.

The 360° tool will be used to obtain feedback from the Board of Control, CESA Directors and Nucleus Committee members in areas that are essential to the job, including: Relationships, Leadership, Management and Personal Qualities. This tool is intended to provide quantifiable data that will assist the Agency Administrator in a self-assessment and to develop priorities for the coming year.

The Board was pleased with the proposed process and discussed whether or not the survey should be anonymous, who would have access, and expanding the process to all staff in the future. A "not applicable" response will be added to all questions. The survey will be distributed electronically through a web-based tool with a deadline of March 1.

Motion by Rick Eloranta and seconded by Deanna Heiman to approve the recommended tools and process. Motion Carried.

8. Consider Recommendation Regarding the Timeline and Process to Arrive at Employee Wage and Benefit Levels for 2013-14

A proposed timeline and process for employee wage and benefits was presented to the Board of Control. The process includes identified actions, responsible parties, resources, target completion dates, and outcomes.

Motion by Val Kulesa and seconded by Rozanne Traczek to approve the recommended timeline and process for wages and benefits for 2013-14. Motion Carried.

9. Other Organizational Business Which Might Legally Come Before the Board

Rick Eloranta thanked Administrator Haynes for submitting the article regarding school vouchers to the Leader Telegram. Mike indicated that the article will also be sent to the Milwaukee Journal. Board members asked Mike to submit the article to their local newspapers as well.

Deanna Heiman gave an update on the upcoming Educational Summit which will be held on February 22 in Greenwood. She will give a follow-up report at the March meeting.

Marty Hallock thanked the Board of Control for their attendance and participation at the Vision and Strategic Planning session on February 1.

10. Adjourn

Motion by Jordan Franklin and seconded by Rick Eloranta to adjourn the meeting at 8:23 p.m. Motion Carried.