

REGULAR MEETING MINUTES

CESA 10 Board of Control
725 W Park Avenue, Chippewa Falls, WI
Thursday, April 10, 2014



Where service and leadership unite.

► **CALL TO ORDER**

The meeting was called to order by Marty Hallock at 7:02 p.m. The meeting was properly noticed and was in compliance with the open meetings law.

► **ROLL CALL AND MILEAGE**

<u>P</u> Deanna Heiman	<u>A</u> Doug Dicus	<u>P</u> Marty Hallock
<u>P</u> Rhonna Casey	<u>P</u> Rick Eloranta	<u>P</u> Cheryl Ploeckelman
<u>P</u> Valorie Kulesa	<u>P</u> Rozanne Traczek	<u>A</u> Corey Grape
<u>A</u> Jordan Franklin	<u>A</u> Russell Dean	

► **FINANCIAL REPORTS**

Motion by Rick Eloranta and seconded by Rhonna Casey to approve the treasurer's recommendation of issuing CESA checks numbered 66928 through 67042 (voided check #66090); and the March 2014 Reconciliation Statements. Motion carried by a unanimous roll call vote.

► **CONSENT AGENDA**

- A. Minutes: Board of Control Meeting – March 13, 2014
- B. Employment:
 - B.1 Susan Nelson, Title I Educational Consultant, Resignation, June 13, 2014
 - B.2 Linda Weiher, Speech and Language Pathologist, Resignation, April 8, 2014
 - B.3 Randy Bowe, Director of Business Services, Retirement, June 30, 2014
 - B.4 Toni Dakins, Occupational Therapist, March 31, 2014
 - B.5 Brittani Morrow, Speech and Language Aide, March 26, 2014
 - B.6 Karen Whitmire, Program Assistant
 - B.7 Paul Vigue, Environmental, Health and Safety Consultant
 - B.8 Eric Shipman, Information Technology Specialist
- C. Out of State Travel:
 - C.1 Linda Stead, National Council on Educating Black Children, New Orleans, LA, April 15-18
 - C.2 Kent Smith, National Council on Educating Black Children, New Orleans, LA, April 15-18
 - C.3 Milaney Levenson, National Council on Educating Black Children, New Orleans, LA, April 15-18
 - C.4 Tad Beeksma, Measurement and Verification Training, Chicago, IL, May 6-9
 - C.5 Mary Kampa, Transition Improvement Grant National Meeting, Charlotte, NC, May 11-16
 - C.6 Sheila Thompson, Project Search Annual Conference, Omaha, NE, July 21-25

Motion by Val Kulesa and seconded by Cheryl Ploeckelman to approve the consent agenda as presented. Motion carried by a unanimous roll call vote.

► **REPORTS AND DISCUSSION ITEMS**

1. Personnel Planning

A preliminary recommendation regarding salary and benefits was shared at the meeting. Because health insurance rate changes are not going to be finalized until late April, the data and information provided were estimates only. Discussion included the rate of salary increase, potential changes to insurance co-pays and deductibles and the health insurance cap.

The agency administrator reviewed plans to restructure the Business Services Department which included a summary of changes in titles and responsibilities, compensation/savings summary, salary comparables, feedback, and a transition timeline.

► **ACTION ITEMS**

1. Consider Approval of Second Reading of Policies in Section 500 Personnel

- A. Policy 511 Equal Employment Opportunity and Affirmative Action Plan (Revised)
- B. Policy 512 Hostile Work Environment and Sexual Harassment (Revised Policy/Current Handbook Language)
- C. Policy 520 Creating a Position (New)
- D. Policy 521 Recruitment and Hiring (New Policy/Current Handbook Language)
- E. Policy 521.1 Staff Assignments, Transfers, and Promotions (New Policy/Current Handbook Language)
- F. Policy 521.2 Separation from Employment (New Policy/Current Handbook Language)
- G. Policy 522.1 Alcohol and Drug-Free Workplace (Revised/Current Handbook Language)
- H. Policy 522.4 Code of Ethics and Conduct (New)
- I. Policy 522.7 Internet Acceptable Use (Current Policy)
- J. Policy 522.9 Staff Use and Possession of Weapons (Current Policy)
- K. Policy 523.1 Physical Examinations (New Policy/Current Handbook Language)
- L. Policy 523.2 Bloodborne Pathogens Exposure Control (Revised)
- M. Policy 526 Personnel Records (New Policy/Current Handbook Language)
- N. Policy 527 Grievance Procedures (New Policy/Current Handbook Language)
- O. Policy 529 Corrective Discipline (Revised/Current Handbook Language)
- P. Policy 532 Compensation/Fringe Benefits (Revised)
- Q. Policy 533 Background Checks (New Policy/Current Handbook Language)
- R. Policy 537 Staff Development (Revised Policy/Current Handbook Language)
- S. Policy 538 Employee Evaluations (Revised)

Motion by Deanna Heiman and seconded by Val Kulesa to approve the second reading of policies in Series 500 as presented. Motion carried by unanimous roll call vote.

2. Consider Recommendation to Approve Painting the Building Exterior

Last fall the 10-year facilities plan was shared with the Board of Control which included the repainting of the building exterior. During the 1999/2000 addition and remodeling project, old sections of the building were tuck-pointed and the entire building was painted. The paint is fading and there is a need to tuck point and repair blocks on the old sections again.

Estimates were requested from multiple contractors and to date three have responded. In addition to the fading paint, a lot of damage has occurred to the blocks, requiring a fair amount of repair work. Administration is recommending to contract with Brownell Painting. Brownell's estimate includes tuck-pointing 200 feet of joints, soaping 80 blocks and caulking 100 feet for \$23,000.

Motion by Rozanne Traczek and seconded by Deanna Heiman to approve the recommendation to contract with Brownell Painting as presented. Motion carried by unanimous roll call vote.

3. Consider Recommendation to Approve Preliminary Notice of Nonrenewals

In compliance with Wisconsin State Statute 118.22, the Board of Control was asked to approve the Preliminary List of Intent to Nonrenew for 2014-15 based on preliminary staffing needs.

Motion by Rhonna Casey and seconded by Deanna Heiman to approve the Preliminary Nonrenewals as presented. Motion carried by unanimous roll call vote.

► OTHER ORGANIZATIONAL BUSINESS WHICH MIGHT LEGALLY COME BEFORE THE BOARD

Rick Eloranta reported on the legislative meeting held in Medford.

Motion by Val Kulesa and seconded by Rozanne Traczek to adjourn the meeting at 9:08 p.m. Motion carried by unanimous roll call vote.