



# BOARD OF CONTROL REGULAR MEETING MINUTES November 8, 2012

## 1. Call to Order

The meeting was called to order by Marty Hallock at 7:05 p.m.

## 2. Roll Call and Mileage

<u>    </u> P Deanna Heiman	<u>    </u> P 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 Report & Actuarial Study Report

Motion by Jordan Franklin and seconded by Rozanne Traczek to approve the treasurer's recommendation of issuing CESA checks numbered 62807 through 63056; and, the October 2012 Reconciliation Statements. Motion Carried.

Randy Bowe distributed and reviewed the Accounting and Sample Funding Report of Liabilities for Participants' Post Employment Benefits prepared by Key Benefits Concepts, an independent actuarial and employee benefits consulting firm. He noted that this is the first time since ACT 10 that the employees taking a cash payout in lieu of health insurance were separated from employees on the health plan. The results of the study showed that the OPEB Trust has \$123,960 more than necessary for our current employees as of June 30, 2012. Our ARC has been reduced from \$285,139 to \$100,303 because of a reduction in staff and changes to benefits. This will reduce our OPEB benefit for each employee by 65%. We continue to have an ARC because new employees will be earning health insurance in the future. Key Benefit Concepts has said that we are only their second client to have a fully funded OPEB Trust retirement account. This is great news!

## 4. Consent Agenda

A. Minutes: October 11, 2012 Board of Control Regular Meeting

B. Employment:

Hires:

- Chris Hambuch-Boyle, Early Childhood Program Support Teacher, .21 FTE

C. Out of State Travel:

- Jill Koenitzer, RtI Innovations Conference, September 26-28, 2012, Salt Lake City, Utah
- Mary Kampa, Evidence-Based Practices, October 28-November 2, 2012, Missouri

Motion by Rick Eloranta and seconded by Val Kulesa to approve the consent agenda as presented. Motion Carried.

## **5. Reports and Discussion Items**

Administrator Haynes met with Mr. Mike Schoch on November 8 to begin the planning process for the strategic planning meetings. The Board of Control will meet with Mr. Schoch and the CESA 10 directors on January 10 during the regularly scheduled meeting. A second meeting has been scheduled for February 1 with the Board of Control, CESA 10 leadership, and Ad Hoc Committee members.

On November 2 PAC identified three priority areas which include: 1) Personalized Learning Systems (PLS), 2) 1:1 Technology Access and 3) Common Core State Standards. CESA 10 is also putting together a credit course for administrators with a focus on leading discussion based on readings that focus on mass customization of learning. Mike has been in contact with the authors for distance learning opportunities.

On November 5 the CESA 10 leadership team held a post-mortem regarding the Race to the Top grant process and spent a great deal of time talking about the process and documenting ideas for the next grant opportunity. Candy Lund, Director of Instructional Service, said the grant brought district administrators and principals together into one cohesive group. She has never seen so much engaged conversation about instruction and curriculum. It was an incredible experience. Ross Wilson, Director of Educational Technology commented that the grant elevated CESA 10's position with the Department of Public Instruction and others around the state.

## **6. Consider Recommendation Regarding Distribution of Other Post Employment Benefits (OPEB) Trust Funds from Moderate to Fixed Investment**

Now that CESA 10 has met the OPEB funding goals, Administrator Haynes recommended that \$25,000 per month be moved from the variable to fixed account until the portfolio is balanced. Jordan Franklin asked whether or not we could maintain the growth percentage in the actuarial report if the funds are transferred. Randy Bowe replied that as of now we are guaranteed 2.7% in our fixed investment until December 2013. Another study could be completed in a year to review the investments and transfer funds if needed.

Motion by Rick Eloranta and seconded by Deanna Heiman to approve the proposal as presented. Motion Carried.

## **7. Consider Recommendation to Approve Second Reading of Policies:**

- A. Policy 347 Family Educational Rights and Privacy Act (FERPA)
- B. Policy 113 Non-Discrimination and Complaint Procedures
  - Change Board of Education to Board of Control
- C. Policy 680 Fiscal Accounting and Reporting – Transparency
- D. Policy 672.5 Use of Purchasing Cards & 672.5-R Purchasing Card Procedures

Motion by Deanna Heiman and seconded by Val Kulesa to approve the second reading of the policies listed above with the revision as noted above. Motion Carried.

## **8. Consideration Recommendation to Remove the Bylaws from Policy and Approve First Reading of Policies:**

- A. Policy 110 Mission, Purpose and Beliefs of CESA 10
- B. Policy 120 Service Agency Legal Status
- C. Policy 130 Board of Control Legal Status
- D. Policy 131 Board of Control Elections
  - Add a reference to the Bylaws for the definition of terminated vacancies
- E. Policy 150 Board of Control Duties
- F. Policy 151 Policy Development
- G. Policy 160.2 Oath of Office
- H. Policy 162 Orientation for New Board of Control Member

- Paragraph 3 – change programs to departments
- I. Policy 164 Board of Control Member Expenses
- J. Policy 170 Board of Control Meetings
- K. Policy 181 Rules of Order
- L. Policy 182 Board of Control Quorum
  - Add introductory sentence: "A quorum must be present to enact any business legally before the Board."
- M. Policy 184 Board of Control Records

Connie Wislinsky reviewed the first reading of the policies listed above. The Board was asked to remove the Bylaws from policy based upon a recommendation from Attorney Daniel Mallin, WASB Staff Counsel. Since CESAs have a legal requirement in state statute 116.02(2) to create specific bylaws which must be established and approved at the annual convention, they should be kept separate from agency policies that are adopted and modified by the Board of Control.

Motion by Deanna Heiman and seconded by Rozanne Traczek to approve the first reading of the policies listed above with modifications as discussed and remove the Bylaws from the Policy Manual. Motion Carried.

## **9. Consider Recommendation for Distance Learning Improvements**

Ross Wilson, Director of Educational Technology distributed and reviewed a packet of information for the Board including a history of the distance learning rooms, the services provided, and rationale for the transformation of the current distance learning room to a collaborative tele-presence center. A cost analysis and proposed blue print was also included in the handout.

The current DL room has served over 25,000 students since its design in 1997. The configuration of the meeting space is limited due to the wiring and furniture; the equipment is no longer supported. CESA 10 needs to serve as a role model for our districts. This proposal would allow for a greater level of collaboration and staff development opportunities for district staff, saving travel time and sub costs. Funding for the project would come from department budgets (57%) and the CESA 10 building fund (43%). If approved, the projected completion date is January 1, 2013.

Motion by Deanna Heiman and seconded by Troy Thomas to make the distance learning improvements as recommended not to exceed \$95,000. Motion Carried.

## **10. December 13 Board of Control Meeting**

The December 13 Board of Control Meeting will be held at 6:30 p.m. at Norma's Place, 34009 State Hwy 64, Gilman, 715-447-5557. More information will be sent out within the next few weeks.

## **11. Other Organizational Business Which Might Legally Come Before the Board**

## **12. Adjourn**

Motion by Jordan Franklin and seconded by Keith Herrmann to adjourn the meeting at 8:22 p.m. Motion Carried.