

## **COOPERATIVE EDUCATIONAL SERVICE AGENCY #4**

The Board of Control met on Wednesday, July 1, 2009 at CESA #4, 923 East Garland Street, West Salem, Wisconsin.

Chairman David Amundson called the meeting to order at 7:20 p.m.

Board Members Present: David Amundson, Marlane Anderson, Curt Brieske, Errol Kindschy, Steve Kopp, Doug Muller, Amanda Running and David Smikrud.

Absent: Don Forsting, Julie Meyers, and Jo Ressie

Also present: Guy Leavitt and Michelle Kotek.

### **APPROVAL OF MEETING AGENDA**

Errol Kindschy moved to approve the agenda with the addition of 8.e. Approval of Personnel Contract and 8.f. Legislative Letter. David Smikrud seconded the motion. Motion carried.

Guy Leavitt administered the oath of office to Amanda Running, Viroqua (Vernon County). Amanda was reelected at the Annual Convention on June 3, 2009.

### **APPROVAL OF MEETING MINUTES**

Curtis Brieske moved to approve the minutes of the June 3, 2009 organizational meeting. Doug Muller seconded the motion. Motion carried.

### **PUBLIC INPUT**

None

### **APPROVAL OF VOUCHERS**

Steve Kopp moved to approve the vouchers for the month as presented. Amanda Running seconded the motion. Motion carried.

### **NEW BUSINESS**

#### **RESIGNATION**

Doug Muller moved to approve the resignation of Wayde Issacson, Teacher of the Visually Impaired effective the end of his 2008-09 contract. Marlane Anderson seconded the motion. Motion carried.

#### **APPROVAL OF HVAC MAINTENANCE AGREEMENT**

Doug Muller moved to approve the bid from Bernie Buchner for the HVAC Maintenance Agreement 2009-10 and 2010-2011. Steve Kopp seconded the motion. Motion carried.

#### **APPROVAL OF DELIVERY VAN PURCHASE**

Doug Muller moved to approve the purchase of the 2009 Dodge Grand Caravan from Pischke Motors in West Salem. Errol Kindschy seconded the motion. Motion carried.

### ***FIRST READING OF BOARD OF CONTROL POLICIES***

The first reading of the below policies was conducted with the second reading and approval to be done at the September 2, 2009 Board of Control Meeting.

- Certification 3001
- Employment Status 3002
- Office Work Schedule 3004
- Employee Compensation 3005
- Employee Hiring 3006
- Criminal Background Check 3007
- Health Examination 3008
- Eligibility of Benefits 3100
- Health Insurance 3101
- Dental Insurance 3102
- Life Insurance 3103
- Wisconsin State Retirement 3104
- Unused Sick Leave Retirement Benefit 3105 (renumber only- approved June 6, 2007)
- Compensatory Time 3106
- Supplemental Benefits 3107
- Sick Leave 3201
- Bereavement Leave 3203
- Personal Leave 3204
- Un-Paid Leave/Educational Leave 3205
- Jury Duty 3206
- Holidays 3207
- Vacation 3208
- Staff Dress 3310
- Personnel Records 3311
- Publication/Creation of Materials 3401
- Worker's Compensation 3501
- Use of Agency Credit Cards 4302
- Use of Agency Vehicles 4501
- Personal Vehicle Use 4502
- Lodging Expense 4503
- Meal Expense Reimbursement 4504
- Payroll Days 4601
- Monthly Expense Reimbursement 4603

### ***APPROVE PERSONNEL CONTRACT***

Steve Kopp moved to approve a part-time technology contract for Jim Welander. David Smikrud seconded the motion. Motion carried.

### ***LEGISLATIVE LETTER***

Doug Muller moved to approve the letter to the area legislators with a signature block of those board members present at the meeting. Curt Brieske seconded the motion. Motion carried.

**AGENCY ADMINISTRATOR'S REPORT TO THE BOARD**

- CESA Networking – DPI is looking at funding a full time Wisconsin RtI Integrated Technical Assistance Center Director
- American Recovery and Reinvestment Act (ARRA) Funding – CESA #4 sent an email out to school district staff on June 12<sup>th</sup> offering assistance with ARRA funding issues.
- Update on Boiler and Air Conditioning – boilers have been installed and will be fired up in the fall, a new variable frequency drive has been ordered and until that's replaced the AC is on manual bypass

**ADJOURN TO CLOSED SESSION UNDER WIS. STATUTE 19.85 (1) [C] and [F] FOR PERSONNEL ISSUES**

Doug Muller moved to go into closed session at 8:45 p.m. Errol Kindschy seconded the motion. A roll call vote was taken: David Amundson - aye; Marlane Anderson - aye; Curtis Brieske - aye; Don Forsting - absent; Errol Kindschy - aye; Steve Kopp - aye; Julie Meyers - absent; Doug Muller - aye; Jo Ressie - absent; Amanda Running- aye; and David Smikrud - aye.

**RECONVENE TO OPEN SESSION**

Errol Kindschy moved to go into open session at 9 p.m. David Smikrud seconded the motion. A roll call vote was taken: David Amundson - aye; Marlane Anderson - aye; Curtis Brieske - aye; Don Forsting - absent; Errol Kindschy - aye; Steve Kopp - aye; Julie Meyers - absent; Doug Muller - aye; Jo Ressie - absent; Amanda Running- aye; and David Smikrud - aye.

**BOARD OF CONTROL MEMBER INPUT/CRACKER BARREL**

**OTHER**

Next meeting: Wednesday evening, September 2, 2009 at 7 p.m. at Riverview Inn, North Bend.

Errol Kindschy moved that the meeting adjourn. Doug Muller seconded the motion. Motion carried.

The meeting adjourned at 9:15 p.m.

Respectfully submitted,  
Guy Leavitt