

COOPERATIVE EDUCATIONAL SERVICE AGENCY #4

The Board of Control met on Wednesday, October 7, 2009 at Riverview Inn, North Bend, Wisconsin.

Chairman David Amundson called the meeting to order at 8:05 p.m.

Board Members Present: David Amundson, Curt Brieske, Donald Forsting, Errol Kindschy, Julie Meyers, Doug Muller, Jo Ressie, and David Smikrud.

Absent: Marlane Anderson, Steve Koop and Amanda Running.

Also present: Guy Leavitt and Michelle Kotek.

Don Forsting introduced Kristi Hanson to the group. Ms. Hanson will be taking Don's place on the Board of Control officially in November.

PUBLIC INPUT

None

APPROVAL OF MEETING AGENDA

Errol Kindschy moved to approve the agenda with the addition of 5 a. Approval of Vouchers for September and 6 c. Approve FMLA Leave. Jo Ressie seconded the motion. Motion carried.

APPROVAL OF MEETING MINUTES

Don Forsting moved to approve the minutes of the September 2, 2009 meeting. Julie Meyers seconded the motion. Motion carried.

APPROVAL OF VOUCHERS

Curt Brieske moved to approve the vouchers for September as presented. Jo Ressie seconded the motion. Motion carried.

NEW BUSINESS

GRANT AWARDS APPROVAL

Errol Kindschy moved to approve the following grant awards: RSN (\$139,804); Carl Perkins (\$132,852); WSPEI (\$31,000); and COMPASS (\$125,000). Julie Meyers seconded the motion. Motion carried.

FIRST READING OF POLICIES

The first reading of the following policies was done.

- 2001 Code of Ethics for Administrators
- 2002 Qualifications and Employment of Administrator
- 2003 Duties of the Agency Administrator
- 2004 Administrator Salary and Benefits
- 2005 Travel Expenses
- 2006 Board – Agency Administrator Relationship
- 2007 Evaluation of the Agency Administrator
- 2008 Administrator Termination of Employment

- 3003 Equal Opportunity Employment
- 3300 Staff Code of Conduct
- 3302 Drug Free Workplace
- 3305 Employee Evaluation
- 3308 Sexual Discrimination and Harassment
- 3309 Harassment in the Workplace
- 4003 Short Term Borrowing
- 4102 Contracts for Services Authority
- 4105 Depository
- 4305 Petty Cash
- 4602 Direct Deposit of Payroll
- 5002 Building Security
- 5304 Assistive Technology Policy for Individuals with Special Needs

The following policies were pulled for further review and will be brought back to the Board at a later date:

- 3009 Resignation/Termination
- 3202 Family Medical Leave Act
- 3303 Tobacco Free Environment
- 3304 Conflict of Interest – Non Compete

APPROVE FMLA LEAVE

Dave Smikrud moved to approve the FMLA leave for Lacie Ketelhut from approximately October 27, 2009 through January 19, 2010. Don Forsting seconded the motion. Motion carried.

AGENCY ADMINISTRATOR' S REPORT TO THE BOARD

- Board Outreach – October 22, 2009 – Attorney Steve Weld – Weld, Riley, Prens & Ricci.
- Part-Time Title I Director position has been advertised. CESA #4 will be receiving \$80,000 in additional funding to extend Title I services to school districts.
- Response to Intervention (RtI) Center: Academic Technical Assistance Center, Data-Based Decision Making Technical Assistance Center, Organizational Structure and Capacity Technical Assistance Center, and Social, Economic and Behavior Technical Assistance Center. Positive Behavioral Interventions and Support (PBIS) is a multi-year process that is part of the RtI Center.
- The 2005 Chrysler Town and Country Mini van was sold for \$3,250.
- Refinancing the Building Debt is on schedule and should be complete by October 19, 2009.
- Guy has started presentations to area boards of education on utilizing CESA #4. West Salem is complete; Onalaska and Blair-Taylor are scheduled yet this month.
- Internal Planning with inhouse staff. Looking at hiring an external facilitator to help us work through the process.
- A Wisconsin Taxpayer's Alliance Focus bulletin was distributed outlining the budget earmarks.

BOARD OF CONTROL MEMBER INPUT/CRACKER BARREL

Discussion on cooperative purchasing between school districts (i.e, bulk copy paper).

OTHER

Next meeting: Wednesday evening, November 4, 2009 at 7 p.m. at CESA #4, 923 East Garland, West Salem.

Errol Kindschy moved that the meeting adjourn. Dave Smikrud seconded the motion. Motion carried.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,
Guy Leavitt