

Wisconsin Indianhead Technical College  
Board Proceedings  
June 21, 2021

The Wisconsin Indianhead Technical College Board meeting was held on Monday, June 21, 2021, at 8:30 a.m., at the WITC-Rice Lake Campus, located at 1900 College Drive, Rice Lake, WI 54868. The use of technology to access the meeting was available to Board members as needed.

**CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM**

Chairperson Josh Robinson called the meeting to order at 8:35 a.m. Board members Andy Albarado, James Beistle, Carol DeYoung, Janelle Gruetzmacher, Lori Laberee, and Josh Robinson were present at the WITC-Rice Lake Campus. In addition, Brett Gerber and Troy Lambert joined the meeting via BlueJeans technology. A quorum was established. *Note: Chris Fitzgerald joined the meeting in Rice Lake at 10:39 a.m. during Executive Session.*

WITC employees Steve Decker, Kim Olson, and John Will, were in attendance during the meeting at the WITC-Rice Lake Campus. In addition, Anita Hacker joined the meeting via BlueJeans technology for a portion of the meeting.

Future Board members Nicki O'Connell and Amber Richardson joined the meeting via BlueJeans technology to observe this meeting.

**OPEN MEETING STATEMENT**

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The June 21, 2021, meeting of the Wisconsin Indianhead Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on June 18, 2021, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

**APPROVAL OF AGENDA AND AUTHORIZATION OF ELECTRONIC SIGNATURES**

Chairperson Robinson reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology, and requested approval to authorize the use of electronic signatures for all Board documents.

James Beistle moved, seconded by Carol DeYoung, to approve the agenda and authorize the use of electronic signatures for all Board documents. Upon a unanimous yes vote of all members present, motion carried.

**AUDIENCE RECOGNITION ANNOUNCEMENT**

Time was reserved for Chair Robinson to recognize people in the audience if needed. He noted that Nicki O'Connell, Amber Richardson, and Anita Hacker were in attendance via BlueJeans technology. The Audience Recognition Board policy (II.L.) was included in the Board book as a reference.

**BUDGET HEARING**

Time was reserved for the budget hearing per Wisconsin Statute §65.90. This hearing began at 8:38 a.m. and was open to the public to answer any questions they may have had. With no members of the public present at the budget hearing, Mr. Decker summarized the proposed 2021-2022 tentative operational budget with the Board, which was publicly noticed within 10 days following Board approval in May per Wisconsin Statute §65.90 (5). The Budget Summary - General Fund and Notice of Public Hearing budget documents were provided for the Board's information. A link to the Budget book for Fiscal Year 2021-2022 and a PowerPoint were provided for the Board's information.

President Will thanked Ms. Hacker and Mr. Decker for their hard work on the budget. Chair Robinson thanked Ms. Hacker for her hard work.

The Board Chair closed the budget hearing at 8:46 a.m. The budget will be considered for approval under the "Other Items Requiring Board Action" section of the agenda.

*Ms. Hacker was excused at 8:46 a.m.*

### **EXECUTIVE SESSION**

Chairperson Josh Robinson requested a motion for the Board to convene into Executive Session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f) to consider Bargaining Environment and Strategies, Performance Evaluations and Approval of 2021-2022 Compensation of Non-Represented Employees, Approval of Select Employees' Compensation Eligibility, President's Annual Performance Evaluation, and Approval of the President's 2021-2022 Compensation and Contract.

Lori Laberee moved, seconded by Janelle Gruetzmacher, to convene into Executive Session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f) for the purposes noted in the preceding paragraph. Chair Robinson announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

Chairperson Robinson called the executive session to order at 8:47 a.m. Board members Andy Albarado, James Beistle, Carol DeYoung, Janelle Gruetzmacher, Lori Laberee, and Josh Robinson were present at the WITC-Rice Lake Campus. In addition, Brett Gerber and Troy Lambert were present via BlueJeans technology. *Note: Chris Fitzgerald joined the meeting in Rice Lake at 10:39 a.m. during Executive Session.*

WITC employees Steve Decker, Kim Olson, and John Will were in attendance during the executive session. Per past practice, newly appointed Board members Nicki O'Connell and Amber Richardson were invited to attend the Executive Session.

#### 1. Approval of the May 17, 2021, Executive Meeting Minutes

Andy Albarado moved, seconded by Carol DeYoung, to approve the executive meeting minutes as printed. Upon a unanimous yes vote of all members present, motion carried.

*Mr. Decker and Mr. Albarado were excused at 9:02 a.m.*

*Ms. Olson was excused at 9:30 a.m. and Mr. Albarado returned to the meeting.*

*President Will was excused at 10 a.m.*

*Mr. Fitzgerald arrived at 10:39 a.m.*

*President Will was invited back into the meeting at 10:41 a.m.*

#### 2. Motion to Reconvene into Open Session

A motion was needed to reconvene in open session. Any action to be taken on matters discussed in Executive Session will be considered in open session under "Other Items Requiring Board Action."

Carol DeYoung moved, seconded by James Beistle, to adjourn the Executive Session and reconvene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes; motion carried (9-0) and the executive session adjourned at 11:03 a.m.

### **OPEN SESSION RECONVENED**

*Chair Robinson recessed the meeting at 11:03 a.m. and reconvened the meeting at 11:14 a.m.*

*Ms. Olson and Mr. Decker returned to the meeting at 11:04 a.m.*

### **MEETING MINUTES**

#### 1. Approval of the May 17, 2021, Regular Meeting Minutes

Lori Laberee moved, seconded by Carol DeYoung, to approve the regular meeting minutes as printed. Upon a unanimous yes vote of all members present, motion carried. The signed contract listing from the May meeting will be attached to the official minutes. Ms. Olson will

forward the approved minutes (without attachments) to the newspaper of record per Wisconsin Statutes §38.12(4) and §985.01(4)(6).

### **CONSENT AGENDA**

Chairperson Robinson asked if there were any items to be pulled off the Consent Agenda and acted on separately; however, there were none.

Janelle Gruetzmacher moved, seconded by James Beistle, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (8-0). *Note: Mr. Albarado was not present during this motion.*

#### 1. Personnel:

- A. **New Hire:** Rachel Dalton, Associate Degree Nursing Instructor; Faculty; annual salary \$60,375; New Richmond, effective July 1, 2021.
- B. **New Hire:** Ethan Hager, Power Sports Technician Instructor; Faculty; annual salary \$58,044; New Richmond, effective July 1, 2021.
- C. **New Hire:** Ashley McKay, Associate Degree Nursing Instructor; Faculty; annual salary \$60,375; Rice Lake, effective July 1, 2021.
- D. **New Hire:** Alison Moffat, Dean, Academic Programs; Management; annual salary \$95,812; Superior, effective June 1, 2021. *Note: Ms. Moffat is currently an Associate Dean at the Superior Campus.*
- E. **New Hire:** Lori Weigel, Instructional Designer; Faculty; annual salary \$63,203; Rice Lake, effective July 30, 2021.
- F. **Resignation:** Dee Barabe, Learning Resource Center Technician; Ashland, effective December 17, 2021.
- G. **Resignation:** Susan Clark, Distance Learning Specialist; Rice Lake, effective December 10, 2021.
- H. **Resignation:** Amanda Koteris, Human Services Associate Instructor; Rice Lake, effective June 30, 2021.
- I. **Resignation:** Alison Moffat, Associate Dean; Superior, effective June 30, 2021.
- J. **Resignation:** Torey Shilts, Custodian; New Richmond, effective June 18, 2021.
- K. **Resignation:** Tammy Thome, Academic Affairs Technician; Rice Lake, effective December 31, 2021.

*There were a total of 54 years of service from those who resigned (will retire/leave the College); Ms. Barabee served 19 years, Ms. Clark served 15 years, Ms. Koteris served 2 years, Mr. Shilts served 3 years, and Ms. Thome served 15 years. The Board expressed its appreciation for this service to the College.*

#### 2. Contracts

The contract listings were approved (see attached lists).

#### 3. Financial/Cash Position Report

The College's Financial and Cash Position Report, as of last month, was approved.

#### 4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 258946 through 259286, and electronic transfer payments totaling \$4,317,404.81 were approved.

#### 5. Bids/Purchases

- A. **OPEB Management Services – Collegewide:** The Board approved contracting with PFM Asset Management of Milwaukee, WI, in the total amount of \$20,000 minimum annual fee under RFP 21-95300-CW-OPEBMGMTSERV. PFM will serve as the College's management services firm for providing investment advisory services specific to the Other Post Employment Benefit (OPEB) trust assets. The contract term is for an initial base term of 5 years with the option to exercise two (2) additional, consecutive one (1)

year contract extensions. If all extensions are exercised, the contract will extend to June 30, 2028.

- B. **Training Engine – New Richmond:** The Board approved the purchase of a used GHG17 DD15 Training Engine in the amount of \$35,000 from the River States Truck and Trailer, Inc. of Eau Claire, WI. This purchase exceeded the approved budget and is for the Diesel Engine Program at the New Richmond Campus.
- C. **TIG Welders – Ashland:** The Board approved the purchase of 2 TIG Welders in the amount of \$8,773 from AirGas, Inc. of Eau Claire, WI. This purchase was later added to the major equipment budget to replace 2 non-functioning welders for the Welding Program at the Ashland Campus.
- D. **Tractor Trailers – Rice Lake and New Richmond:** The Board approved the purchase of 2 used tractor-trailers in the amount of 21,040 from Mastell Brothers Trailer Service, Inc. of Columbus, MN. These trailers exceeded the approved budget amount and are for the Truck Driving CDL Program at the Rice Lake and New Richmond Campuses.
- E. **Promotional Items – Collegewide:** The Board approved contracting with 6 vendors under RFP 22-96300-CW-PROMOITEMS. The contract term is for an initial base term of 1 year with the option to exercise six (6) additional, consecutive one (1) year contract extensions. If all extensions are exercised, the contract will extend to June 30, 2028.
- F. **Remodeling Change Order – Rice Lake:** The Board approved Change Order 1 by HSR Architects in the total credit amount of \$699 for Project #20022-4 at the Rice Lake Campus. This change order included electrical modifications, credit for painting, and ceiling systems.
- G. **Remodeling Change Order – Shell Lake:** The Board approved Change Order 1 by HSR Architects in the total credit amount of \$95,173 for Project #20022-1 at the Shell Lake Campus. This change order included the elimination of interior stonework, the elimination of exterior eave brackets and sunshades, and roofing modifications. A financial summary was also provided.

#### **OTHER ITEMS REQUIRING BOARD ACTION**

##### **1. Action to be Considered on Matters Discussed in Executive Session**

Time was reserved for the Board to consider action to be taken on matters discussed in Executive Session, if appropriate.

##### **A. Considering Approval of 2021-2022 Faculty Union Tentative Agreement (Local 395, AFT-Wisconsin, AFL-CIO)**

Board approval was requested for the faculty union's one-year collective bargaining tentative agreement.

Lori Laberee moved, seconded by Chris Fitzgerald, to approve the 2021-2022 Faculty Union Tentative Agreement (Local 395, AFT-Wisconsin, AFL-CIO) table adjustment of 1.23%. Upon a roll-call vote, eight members present voted yes; motion carried (8-0).

*Note: Mr. Albarado was not available during this vote.*

Chris Fitzgerald moved, seconded by Janelle Gruetzmacher, to separately approve a discretionary table adjustment of .1178% and advancement on established wage tables for employees in good standing as determined by administration. Upon a roll-call vote, eight members present voted yes, Mr. Albarado abstained; motion carried (8-0-1).

- B. Considering Approval of 2021-2022 Compensation for Non-Represented Employees**  
Board approval was requested for non-represented employees (Managers, Office & Technical Support, Custodians, and Vice Presidents) compensation.

Chris Fitzgerald moved, seconded by Lori Laberee, to authorize providing a schedule increase of 1.3478% for all non-represented group employees in good standing as determined by administration and advancement based upon established wage tables. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

- C. Considering Approval of Initial Employment Contract for the Vice President, Academic Affairs Dr. Aliesha Crowe**  
Board approval was requested on an initial 2021-2023 contract for the Vice President, Academic Affairs.

James Beistle moved, seconded by Carol DeYoung, to approve the Initial Employment Contract for the Vice President, Academic Affairs Dr. Aliesha Crowe. Upon a roll-call vote, eight members present voted yes, Mr. Albarado abstained; motion carried (8-0-1).

- D. Considering Approval of Individual Employment Contract for President Will**  
Board approval was requested on an updated contract for the President covering 2021-2024.

James Beistle moved, seconded by Troy Lambert, to approve changes to the individual employment contract for President Will based on the parameters discussed in Executive Session. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

2. Approval of Resolution 21-11, Bank Depositories

The Board is asked annually to review the financial institutions utilized by the College for depositing its funds. A resolution was presented to the Board designating the depositories requiring approval. The Board was requested to adopt this resolution as approval of the resolution helps the administration safeguard the College's funds by providing a diverse range of depositories. Resolution 21-11 (attached) and a Public Depository Listing (attached) were provided for the Board.

Troy Lambert moved, seconded by Lori Laberee, to approve the Resolution 21-11, Bank Depositories as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

3. Approval of 2021-2022 Operating Budget:

Mr. Decker reviewed the proposed 2021-2022 operating budget with the Board. A link to the 2021-2022 Budget book was provided.

**A. Approval of Resolution 21-12, Reservation of Fund Balance**

Resolution 21-12 (attached) was provided for the Board's review and approval.

Janelle Gruetzmacher moved, seconded by Andy Albarado, to approve the Resolution 21-12, Reservation of Fund Balance as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

**B. Approval of Resolution 21-13, Approval and Adoption of the 2021-2022 Operating Budget Authorizing Expenditures and Appropriating Funds (Authorization of Annual Budget)**

Resolution 21-13 (attached) and a position summary were provided for the Board's review and approval.

Brett Gerber moved, seconded by Lori Laberee, to approve the Resolution 21-13, Approval and Adoption of the 2021-2022 Operating Budget Authorizing Expenditures and Appropriating Funds (Authorization of Annual Budget) as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

Mr. Decker noted that budget modifications would be done if there are any changes to the budget.

4. Approval of Resolution 21-14, Awarding the Sale of the \$3,000,000 General Obligation Promissory Notes for Series 2021A

The sale of the \$3,000,000 promissory notes closed at 10:00 a.m. on Monday, June 21, 2021. Mr. Decker presented Resolution 21-14 (attached) and the bid results to the Board at the meeting. Based on the bid results received from five (5) bidders, administration recommended the lowest bid from Piper Sandler & Co. of Minneapolis, MN, at 1.068464%, for the Board's approval. The borrowing will be used for movable equipment, remodeling, site improvement, and a new construction project throughout the district. An Official Statement was also provided for the Board's information.

Lori Laberee moved, seconded by Andy Albarado, to approve the Resolution 21-14, Awarding the Sale of the \$3,000,000 General Obligation Promissory Notes for Series 2021A as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

5. First Reading of Board Governance Process Policy – Mission, Vision, and Values (II.B.)

This monitoring schedule item was delayed from May to June. Time was reserved for the Board to review the Board Governance Process Policy (II.B.) - Mission, Visions, and Values. President Will recommended changing "effectiveness" to "growth" in the Mission statement. It was also recommended that this policy not be reviewed again until 2023 (2-year cycle), as noted on the revised Monitoring Schedules.

Chris Fitzgerald moved, seconded by Janelle Gruetzmacher, to approve the Board Governance Process Policy – Mission, Vision, and Values (II.B.) as recommended. Upon a unanimous yes vote of all members present, motion carried.

It was noted that the policy would not be brought back for a second reading.

6. First Reading of Tenets

This monitoring schedule item was delayed from May to June. Time was reserved for the Board to review the Tenets. President Will had no recommended Tenet changes and requested that the Tenets not be reviewed again until 2023 (2-year cycle) as noted on the revised Monitoring Schedules.

Lori Laberee moved, seconded by Andy Albarado, to affirm the Tenets as printed (no changes). Upon a unanimous yes vote of all members present, motion carried.

It was noted that the Tenets would not be brought back for a second reading.

7. First Reading of New 2021-2023 Strategic Plan

This monitoring schedule item was delayed from May to June. Time was reserved for the Board's first reading of the 2021-2023 Strategic Plan entitled EVOLVE XXIII, branded under the new Northwood Technical College name. This item will be brought back with key data elements for a second reading and final approval in July.

Lori Laberee moved, seconded by James Beistle, to approve the first reading of the new 2021-2023 Strategic Plan (EVOLVE XXIII). Upon a unanimous yes vote of all members present, motion carried.

*Note: Mr. Fitzgerald was excused at 11:47 a.m.*

## **CORRESPONDENCE AND INFORMATION**

### 1. **Meeting Information Sharing**

Time was reserved for Board members to report on any meetings they attended. Mr. Albarado attended a Joint Review Board meeting.

### 2. **Travel Sign Up**

#### A. **Board Events Schedule**

Time was reserved for Board members to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was included in the Board book, and Board members were requested to notify the Executive Assistant as soon as plans are confirmed. In addition, links to state and national Board meetings and events were included in the Board book. Ms. Olson will register Board members for the ACCT Leadership Congress but requested information on arrival and return dates.

### 3. **Monitoring Schedule Review and Updates**

#### A. **Monitoring Schedule**

Time was reserved to review and update the Board Monitoring Schedule as needed. Administration recommended May and June updates to reflect the 2-year review cycle for the Strategic Plan and corresponding Mission, Vision, Values, and Tenets. There were no objections.

#### B. **Review Monitoring Schedule for Next Fiscal Year (FY22) for Approval in July**

This item was reviewed in April and was brought back in June per the Board's request. Time was reserved for the Board to review the FY22 Monitoring Schedule and make recommendations for changes/additions. Minor updates noted in red text included the 2-year review cycle for the Strategic Plan and corresponding Mission, Vision, Values, and Tenets, and a March report was added since the last update. Final approval of the schedule will be requested at the Board's annual organizational meeting in July.

President Will requested that Board members submit any remaining FY21 Board expenses this week. In addition, he noted that Ms. Laberee's name was submitted as the nominee for the national ACCT Leadership Award as a result of being selected Board Member of the Year by the District Boards Association.

### 4. **President's Updates:**

#### A. **Enrollment Update**

President Will provided a brief update on the most recent enrollment information. A Plan Enrollment Funnel was provided. Enrollment is heading in the right direction for new program students, and we are bouncing back from COVID-19.

#### B. **WITC Graduate Update**

President Will provided an update on WITC's graduate data.

#### C. **Annual Review of Administrative Policy D-602 Review (Tax Incremental Districts: Joint Review Board Membership and Responsibilities)**

The requirements and travel expectations for Joint Review Board meetings were outlined in Administrative Policy D-602. President Will noted that this policy is a reminder that we have a process for the Joint Review Board meetings, and we appreciate the Board's attendance at these meetings.

### 5. **Legislative Updates**

Time was reserved for legislative updates; however, there were none for this meeting. *Note: District legislators have an open invitation to attend WITC Board meetings to provide legislative updates.*

6. Board Appointment Update

The WTCS Board officially approved the following WITC Board members on May 18, 2021:

- 1) Josh Robinson, School District Administrator member; Region 3 (Burnett, Polk, Washburn Counties)
- 2) Amber Richardson, Employee member; Region 3 (Burnett, Polk, Washburn Counties)
- 3) Nicole O'Connell, Employer member; Region 4 (St. Croix County)

7. 2021 Distinguished Alumni Award Call for Nomination and Approval

The District Boards Association requested a nomination for an extraordinary graduate of a Wisconsin Technical College for the 2021 Distinguished Alumni Award. The award will be presented at the Fall Association meeting.

Administration provided a nomination recommendation for the Board's consideration and approval. WITC's nomination is due by August 1, 2021.

Lori Laberee moved, seconded by James Beistle, to nominate Holly Hale for the 2021 Distinguished Alumni Award as recommended. Upon a unanimous yes vote of all members present, motion carried.

On behalf of the Board, Chair Robinson congratulated Ms. Hale. Ms. Olson will submit the nomination to the District Boards Association.

8. Student Updates and News

Time was reserved for the following items:

A. **The Best Community Colleges in America Niche College Ranking**

To determine the top community colleges in America, 24/7 Wall St. reviewed data on academics, admissions, finance, and student life for colleges nationwide from school data platform Niche. WITC was ranked 3rd in Wisconsin and 16th in the United States in the "Best Community Colleges" category. A 24/7 Wall St. reference was provided.

B. **Value Colleges Releases Rankings of the Best Online Community Colleges in the US**

Value Colleges, an independent online guide to the best values in undergraduate and graduate education, shared its new ranking of the Top 50 Best Online Community Colleges from 2021 in a reference that was provided. WITC ranked number 14 on the list, which included seven other colleges from Wisconsin. Programs were ranked according to factors including the cost and student satisfaction, and the colleges on the list are fully accredited institutions.

C. **Rebranding Press Releases:**

1) Community Colleges Change Their Names to Reflect More Inclusivity

A link to an *Inside Higher Ed* article was provided.

2) From WITC to Northwood Tech; College Introduces New Name, Mascot, Logo

A link to a *CBS 3 Duluth* article was provided.

3) From WITC to Northwood Tech; College Introduces New Name, Mascot, Logo

A link to a *KBJR6* article was provided.

4) New College Name and Logo Reveals, Mascot Introduced

A link to a *Drydenwire* article was provided.

5) New Name, New Mascot for WITC

A link to a *Business North* article was provided.



- 6) Northwood Technical College Logo Explained  
A link to a *Hudson Star-Observer* article was provided.
- 7) Tech College to Adopt New Moniker, Mascot  
A link to a *Rice Lake Chronotype* article was provided.
- 8) Wisconsin Indian Head Technical College Adopts New Name and Mascot  
A link to a *WDIO* article was provided.
- 9) Wisconsin Indianhead Community College will become Northwood Tech  
A link to a *TwinCities.com Pioneer Press* article was provided.
- 10) Wisconsin Indianhead Technical College becomes Northwood Tech  
A link to a *Duluth News Tribune* article was provided.
- 11) Wisconsin Indianhead Technical College becomes Northwood Tech  
A link to a *Pine Journal* article was provided.
- 12) Wisconsin Indianhead Technical College will become Northwood Tech  
A link to a *Hudson Star-Observer* article was provided.
- 13) WITC Adopts New Name, Logo, and Mascot  
A link to a *Spooner Advocate* article was provided.
- 14) WITC Changes Name, Logo  
A link to a *Burnett County Sentinel* article was provided.
- 15) WITC Rebranding Itself as Northwood Technical College  
A link to a *Leader-Telegram* article was provided.
- 16) WITC to Become Northwood Technical College  
A link to a *Fox 21* article was provided.
- 17) WITC Name Change a Loss to History  
A link to a *Rice Lake Chronotype* article was provided.

**D. WITC, UWS Offer Flexible Path to Academic Degree**

The University of Wisconsin-Superior and WITC have partnered to offer flexible, online University Transfer Degree – Associate to Bachelor’s programs. The new partnership, which was officially recognized on May 26, allows students to combine classes from both WITC and UWS to earn either an Associate of Arts or an Associate of Science degree from WITC (a *Superior Telegram* reference was provided).

9. Recognition of Carol DeYoung, Employer Member (Region 4: St. Croix County)  
Time was reserved to recognize Carol DeYoung for her outstanding dedication and service to the WITC Board of Trustees. Ms. DeYoung served on the Board since January 2019. Board Chair Robinson made the presentation on behalf of the Board and thanked Ms. DeYoung for her dedicated service.
10. Recognition of Troy Lambert, Employee Member (Region 1: Ashland, Bayfield, Douglas, and Iron Counties)  
Time was reserved to recognize Troy Lambert for his outstanding dedication and service to the WITC Board of Trustees. Mr. Lambert served on the Board since July 2014 and as the Chair (2017-2019) and the Vice-Chair (2015-2017). Board Chair Robinson made the presentation on behalf of the Board and thanked Mr. Lambert for his dedicated service.

President Will thanked Ms. DeYoung and Mr. Lambert for being supportive and advocates for the College.

### **INFORMATION REPORTS**

#### **1. Strategic Plan Final Report**

President Will provided a final District Team Monitoring report on the 2018-2021 Strategic Plan. A one-page final review of the plan was included in this report.

Janelle Gruetzmacher moved, seconded by Andy Albarado, to accept the 2018-2021 Strategic Plan final report as it related to the interpretation of the ENDS statement for the President's annual evaluation. Upon a unanimous yes vote of all members present, motion carried.

### **ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS**

#### **1. Review Meeting Dates, Locations, and Start Times**

Time was reserved for the Board to confirm its plans for the organizational meeting scheduled on Monday, July 12, 2021, beginning 8:30 a.m., at the WITC-Rice Lake Campus. The July meeting is scheduled for the second Monday of the month per Wisconsin Statutes §38.08 (3). The Board meeting schedule was provided for the Board's information.

*Note: A 2021-2022 Board Meeting Schedule (draft) was provided for the Board's review. Board members were requested to identify any known conflicts before administration brings a revised schedule back for final approval in July. There was one suggestion to consider switching the locations for the April, September, and October meetings; however, it was agreed that the draft schedule with assigned locations was okay as printed.*

#### **2. Review/Add Agenda Items**

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the next meeting were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed. *Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Thursday, June 24, 2021. This request does not obligate the Chair to include these items on the agenda. The Chair will notify administration of agenda items before the Board book is prepared.*

### **MEETING EVALUATION**

#### **PLUS +/-DELTA ^**

- + CFO Decker and staff; budget development; congratulations to the college on promissory note interest rates/Moody AAA rating
- + Congratulations to distinguished alumni Holly Hale
- + Congratulations to College on Niche College Ranking
- + Congratulations to Carol and Troy for their service and dedication to the WITC Board
- + Steve Decker - great budget update
- + Great reporting on compensation and salaries for staff and Dr. Will
- + A huge thank you to the Board for honoring me and allowing me to be a part of this amazing organization - Carol

^ None

Carol DeYoung moved, seconded by Troy Lambert, to adjourn the meeting at 12:18 p.m.

Respectfully submitted,



Board Secretary

ko

Wisconsin Indianhead Technical College  
Contract Estimated Full Cost Report

Fiscal Year:  
2021

6/1/21

9:38 15 am

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

State Designated Indirect Cost Factors:  
Off Campus = 36.51 %  
On Campus = 43.25%


\*-----ESTIMATED-----\*

Contract Number	Account Name	Location of Training	On/Off	Contract Revenue	Est.Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Totat	=	Full Cost	Difference
<b>Approval Date: June 2020 (1 records)</b>												
721316	St Croix County Jail	Online	Off	\$ 1,535.00	\$ 2,340.80	\$	854.62	\$	300.00	\$	3,495.42	\$ (1,960.42)
36 Hours of Essential Employee Skills for St. Croix County inmates. The cost of this training will be covered by a WITC grant. St. Croix County Jail will not be billed for this service.												
<b>Approval Date: August 2020 (2 records)</b>												
721325	Clayton High School	Clayton	Off	\$ 23,192.00	\$ 1,522.40	\$	556.75	\$	7,150.00	\$	9,229.15	\$ 13,962.85
9 Academy students for the Constuction Foundations Technical Diploma and 10 students for the applied technical Math 1.												
721326	Osceola EMS	Osceola	Off	\$ 1,620.00	\$ 1,073.60	\$	391.97	\$	-	\$	1,465.57	\$ 154.43
Two hours of Practical Skills Review on the second Thursday of every month starting August 13, 2020, and ending May 14, 2021. Adjusted the contract as they did not meet in December or January												
<b>Approval Date: December 2020 (1 records)</b>												
721386	Barron Area School District	Barron High School	Off	\$ 6,487.00	\$ -	\$	-	\$	4,711.00	\$	4,711.00	\$ 1,776.00
Up to 10 students of Barron High School will receive 3 credits of Oral/Interpersonal Communication upon successful completion of course. Course is capped at 18 students. Additional student enrollment will result in added costs of \$495 per student. Course will start on January 18, 2021 and end May14, 2021; Wednesday nights, 5:45-8:45PM.. WITC's calendar will be followed for dates of instruction.												
<b>Approval Date: March 2021 (3 records)</b>												
721427	Lac Courte Oreilles Ojibwe College	LCO	Off	\$ 491.00	\$ 338.80	\$	123.70	\$	95.00	\$	557.50	\$ (66.50)
CPR for Healthcare Provider course												
721424	Sevenwinds Casino Lodge & Conference Center	Hayward	Off	\$ 1,266.00	\$ 833.80	\$	304.43	\$	254.00	\$	1,392.23	\$ (126.23)
ASHI Adult/Child CPR/AED & 1st aid												
721231	McLane Company, Inc	New Richmond	On	\$ 1,600.00	\$ -	\$	-	\$	1,600.00	\$	1,600.00	\$ -
CDL Exams for 4 students from McLane. Contract price may change if students fail parts of their exam and need to be retested. This will be reflected on the billing invoice.												
<b>Approval Date: April 2021 (1 records)</b>												
721435	Northlakes Community Clinic	WITC Ashland	Off	\$ 1,749.00	\$ 580.80	\$	212.05	\$	53.00	\$	845.85	\$ 903.15
CPR for Healthcare Providers Full Course(5/20)*2 students & 4 Hour Recertification Course(5/18)*3 students - AHA for up to 8 employees in each class.												
<b>Approval Date: May 2021 (5 records)</b>												
721442	Russ Davis Wholesale	Hammond	Off	\$ 1,384.00	\$ 501.60	\$	183.13	\$	45.00	\$	729.73	\$ 654.27
CDL Permit Prep for 2 employees												
721441	Maple Ridge Care Center	Spoooner	Off	\$ 1,718.00	\$ 721.60	\$	263.46	\$	60.00	\$	1,045.06	\$ 672.94
Offer 1 CPR for Healthcare Recert class and 1 CPR for Healthcare Provider class.												
721235	United States Steel Corporation	WITC Superior	On	\$ 2,132.00	\$ 699.60	\$	302.58	\$	140.00	\$	1,142.18	\$ 989.82
Staff of USS will be assessed on their machine tool competence. Results to be reported back to Unites States Steel Corp.												
721440	Bayfield County Nurse	Bayfield County Health	Off	\$ 512.00	\$ 193.60	\$	70.68	\$	153.00	\$	417.28	\$ 94.72
Seven Bayfield County Employees will receive AHA CPR Healthcare Provider Renewal instruction. Upon successful completion, participants will receive documentation.												

721443 St. Croix Valley Food Bank Hudson Off \$ 856.00 \$ 330.00 \$ 120.48 \$ 112.00 \$ 562.48 \$ 293.52  
2 hour Safety Training for 5 staff members and a 2 hour walk-thru safety consult.

**Grand Totals (13 records)**

\*indicates an amended contract

  
\_\_\_\_\_  
Board Secretary

6-21-21  
Date

Wisconsin Indianhead Technical College  
Contract Estimated Full Cost Report

Fiscal Year:  
2022

6/1/21  
9:38 15 am

State Designated Indirect Cost Factors:  
Off Campus = 37.19 %  
On Campus = 43.68%

The Board is requested to ratify the President's action in entering into a contractual arrangement with the following agencies:

\*-----ESTIMATED-----\*

Contract Number	Account Name	Location of Training	On/Off	Contract Revenue	Est.Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Total	=	Full Cost	Difference
Approval Date: May 2021 (24 records)												
722311	Webster High School Nursing Assistant Limited-Term course for 4 Webster Students.	Grantsburg	Off	\$ 2,195.00	\$ 193.60	\$	72.00	\$	731.00	\$	996.60	\$ 1,198.40
722301	Community Action Duluth 13 Community Action Duluth workers will receive Construction Foundations Training which includes: Construction Framing, Math for Trades, Print Reading for Trades, CPR/First Aid and OSHA 10. Building materials will be covered by CAD and delivered to WITC Superior.	Community Action Duluth	Off	\$ 38,748.00	\$ 11,761.20	\$	4,294.01	\$	4,279.00	\$	20,334.21	\$ 18,413.79
722313	Interim Health Care BLS Provider Refresher for 6 employees.	Hudson	Off	\$ 689.00	\$ 235.40	\$	87.55	\$	41.00	\$	363.95	\$ 325.05
722317	Green Valley Dental Care Inc CPR for Healthcare recert class	Spooner	Off	\$ 643.00	\$ 360.80	\$	131.73	\$	40.00	\$	532.53	\$ 110.47
722306	St. Croix Valley Youth Apprenticeship Consortium  EMR Training for up to 12 students from local school districts. St. Croix Valley Youth Apprenticeship will only be billed for the number of books and supplies they are covering for the students attending. Which is \$195.60 per student. The rest is being covered by grant funds. We will need at least 8 students to make this run.	New Richmond	On	\$ 7,891.00	\$ 6,859.05	\$	2,966.54	\$	757.00	\$	10,582.59	\$ (2,691.59)
722309	Peter Christensen Health Center 5 students will receive 16 hours of PALS Recognition training on June 23 and 24, 2021.	PCHC	Off	\$ 1,440.00	\$ 752.40	\$	274.70	\$	-	\$	1,027.10	\$ 412.90
722305	Grantsburg Senior High School Nursing Assistant Limited-Term course for 2 Grantsburg students.	Grantsburg	Off	\$ 977.00	\$ 96.80	\$	36.00	\$	245.00	\$	377.80	\$ 599.20
722310	Peter Christensen Health Center 5 students will receive 16 hours of PALS Recognition training on June 16 and 17, 2021.	PCHC	Off	\$ 1,440.00	\$ 752.40	\$	274.70	\$	-	\$	1,027.10	\$ 412.90
722308	Peter Christensen Health Center 5 students will receive 16 hours of PALS Recognition training on June 9 and 10, 2021.	PCHC	Off	\$ 1,440.00	\$ 752.40	\$	279.82	\$	-	\$	1,032.22	\$ 407.78
722303	Lac Courte Oreilles Ojibwa College Up to 15 students from Lac Courte Oreilles Ojibwa College will attend 10 hours of OSHA training. Training to be held at Lac Courte Oreilles Ojibwa College.	Lac Courte Oreilles College	Off	\$ 1,794.00	\$ 871.20	\$	318.07	\$	345.00	\$	1,534.27	\$ 259.73
722302	Northern Clearing Inc  Employees of Northern Clearing will receive but not limited to Safety Training, EMS Training and Arborist & Vegetation Safety Training. *Actual number of students will be determined at the end of the fiscal year.	Off Campus	Off	\$ 1,860.00	\$ -	\$	-	\$	-	\$	-	\$ 1,860.00
722304	Northwest WI Workforce Investment Board 8 Students will take the Child Development course.	WITC Ashland	Off	\$ 5,447.00	\$ 3,144.35	\$	1,169.38	\$	1,890.00	\$	6,203.73	\$ (756.73)
722300	Turtle Lake High School Up to 8 students at Turtle Lake High School will receive 75 hours (2 credits) of CNA training. Turtle Lake High School will purchase books for students.	Turtle Lake High School	Off	\$ 3,345.00	\$ -	\$	-	\$	3,041.00	\$	3,041.00	\$ 304.00
722307	City of Amery Leadership and Supervisory Training for up to 5 staff members.	Amery	Off	\$ 1,042.00	\$ 858.00	\$	319.09	\$	20.00	\$	1,197.09	\$ (155.09)
722312	Workforce Resource - Menomonie	Grantsburg	Off	\$ 1,076.00	\$ 96.80	\$	36.00	\$	346.00	\$	478.80	\$ 597.20

Nursing Assistant course for 2 clients															
722318	Birch Point Dental CPR for Healthcare recert	Hayward	Off	\$	395.00	\$	183.70	\$	68.32	\$	24.00	\$	276.02	\$	118.98
722319	Schaffer Manufacturing ASHI First Aid/CPR/AED for 10 employees	Milltown	Off	\$	877.00	\$	374.00	\$	139.09	\$	154.00	\$	667.09	\$	209.91
722320	Pathways Transport Up to 10 employees of Pathways Transport will receive CPR/AED/Basic First Aid Renewal-ASHI instruction. Upon successful completion, participants will receive documentation.	WITC Ashland	On	\$	808.00	\$	387.20	\$	169.12	\$	115.00	\$	671.32	\$	136.68
722316	Peter E Rydell DDS CPR for Healthcare recert class	Hayward	Off	\$	400.00	\$	183.70	\$	68.32	\$	28.00	\$	280.02	\$	119.98
722323	Hill Avenue Dental Up to 6 employees of Hill Avenue Dental will receive AHA CPR for Healthcare Provider Renewal-ASHI instruction. Upon successful completion, participants will receive documentation.	Hill Avenue Dental	Off	\$	534.00	\$	193.60	\$	72.00	\$	108.00	\$	373.60	\$	160.40
722322	Northlakes Community Clinic Up to 8 employees of Northlakes Clinic will receive AHA CPR for Healthcare Provider Full 8 hour-ASHI instruction. Upon successful completion, participants will receive documentation. *Contract will be adjusted after completion based on employees attending.	WITC Ashland	On	\$	1,190.00	\$	387.20	\$	169.13	\$	303.00	\$	859.33	\$	330.67
722314	Ashland County after School SPARK Program 10 students will receive ASHI-CPR/AED/Basic First Aid training.	Off Campus	Off	\$	729.00	\$	387.20	\$	144.00	\$	115.00	\$	646.20	\$	82.80
722321	Northlakes Community Clinic Up to 8 employees of Northlakes Clinic will receive AHA CPR for Healthcare Provider Renewal-ASHI instruction. Upon successful completion, participants will receive documentation.	WITC Ashland	On	\$	602.00	\$	193.60	\$	84.56	\$	156.00	\$	434.16	\$	167.84
722315	Hawksford Dental Care CPR for Healthcare recert	Hayward	Off	\$	500.00	\$	232.10	\$	86.32	\$	28.00	\$	346.42	\$	153.58

**Grand Totals (24 records)**

\*indicates an amended contract

  
 \_\_\_\_\_  
 Board Secretary

6-21-21  
 \_\_\_\_\_  
 Date

## RESOLUTION 21-11

**BE IT RESOLVED** by the Wisconsin Indianhead Technical College District that the attached list of financial institutions as public depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated, until further action, as public depositories for all public monies coming into the hands of treasurer of the Wisconsin Indianhead Technical College District, Washburn County, State of Wisconsin; and

**BE IT FURTHER RESOLVED** district funds shall be invested only in options permitted by Section 66.04(2), Wisconsin Statutes, and in such a manner as to maximize the investment income within these options; and

**BE IT FURTHER RESOLVED** the administration is encouraged to make investments in institutions within the geographic boundaries of the district. If, however, the ability to maintain a balance between safety and yield, as determined by Chief Financial Officer and approved by the district President, is being adversely affected, investments may be made in public depositories outside the geographic boundaries of the district or other options permitted by Section 66.04(2), Wisconsin Statutes; and

**BE IT FURTHER RESOLVED** for funds to be deposited and invested under Chapter 34 of Wisconsin Statute (Public Deposits), which provides a limit of \$400,000 of coverage in any public depository. In addition to the financial institution's Federal Deposit Insurance Corporation insurance of \$250,000 a depository can now offer \$650,000 total insurance. Therefore, funds to be deposited must be placed in institutions which provide insurance, and collateralization must be provided by the depository for amounts above the \$650,000 to the full amount of deposits and investments, including principal and interest. Collateralization requires pledging bonds or securities which have been issued or guaranteed by the federal government or its agencies and are held by a third party.

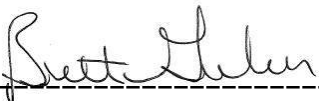
**BE IT FURTHER RESOLVED** that a certified copy of this resolution should be delivered to each of the above-named depositories and said depositories may rely on this resolution until change by lawful resolution and a certified copy of such resolution has been given to the cashier of the respective above-named depositories.

This is to certify that the foregoing is a true and correct copy of a resolution duly and legally adopted by the Wisconsin Indianhead Technical College District at an official meeting held on June 21, 2021.

Adopted and approved this 21<sup>st</sup> day of June, 2021.

Attest:

  
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Chairperson

  
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Secretary

  
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Treasurer



**RESOLUTION NO. 21-12****RESERVATION OF FUND BALANCE RESOLUTION**

**WHEREAS**, the Wisconsin Administrative Code TCS 7.05 requires that a district board adopt a resolution creating reservations and other segregations of a fund balance and requires that, prior to the adoption of its budget, each district shall disclose all reserves maintained by it, the amount contained in each reservation during the year for which the budget is adopted, and

**WHEREAS**, the Wisconsin Indianhead Technical College district board will be approving the district's 2021-2022 annual report.

**THEREFORE, BE IT RESOLVED THAT THE WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT BOARD HEREBY APPROVES THE FOLLOWING RESOLUTIONS AND SEGREGATIONS OF FUND BALANCES:**

**General Fund**

Designated for operations - a designated segregation of a portion of fund balance to provide for fluctuations in operating cash balances, which is \$8,575,018 as of June 30, 2021. This designation is established for a term of one year.

Designated for subsequent year - a designated segregation of a portion of fund balance to provide funds for operations for the forthcoming budget year, which is \$3,679,233 as of June 30, 2021. This designation is established for a term of one year.

Designated for subsequent years - a designated segregation of a portion of fund balance to provide funds for operations subsequent to the forthcoming budget year, which is \$450,048 as of June 30, 2021. This designation is established for a term of one year.

Designated for state aid fluctuations - a designated segregation of a portion of the fund balance to provide funds for operations due to fluctuations in the amount of state aid the district receives, which is \$300,032 as of June 30, 2021. This designation is established for a term of one year.

Designated for post-employment benefits - a designated segregation of a portion of the fund balance to provide funds for the non-current portion of post-employment benefits, which is planned to be \$2,500,000 as of June 30, 2021. This designation is established for a term of one year.

### **Special Revenue Operational Fund**

Designated for operations - a designated segregation of a portion of fund balance to provide for fluctuations in operating cash balances, which is \$1,119,013 as of June 30, 2021. This designation is established for a term of one year.

### **Capital Projects Fund**

Reserve for capital projects - a designated segregation of a portion of fund balance to be provided for working capital for improvement and remodeling, which is \$671,044 as of June 30, 2021. This designation is established for a term of one year.

### **Debt Services Fund**

Reserve for debt service - a designated segregation of a portion of fund balance to provide for future year payments of principal and interest is \$7,849,981 as of June 30, 2021.

### **Enterprise Fund**

Retained earnings - a designated segregation of a portion of fund balance that is invested for maintaining the inventory of consumable resale materials is \$690,341 as of June 30, 2021. This designation is established for a term of one year.

**Internal Service Fund**

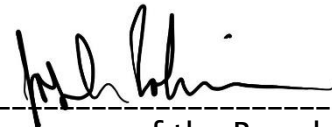
Reserve for self-funded insurance – a reserved segregation of a portion of fund balance to provide working capital for the district’s self-funded dental insurance is \$595,725 as of June 30, 2021. This reserve is established for the term of one year.

**Special Revenue/Non-aidable**

Reserve for student financial assistance – a designated segregation of a portion of fund balance to provide working capital for financial aid to students, which is \$126,449 as of June 30, 2021. This designation is established for a term of one year.

Reserve for student organizations – a reserved segregation of a portion of fund balance to provide working capital for the district student organization balances, which is \$464,566 as of June 30, 2021. This reserve is established for a term of one year.

Adopted and approved this 21<sup>st</sup> day of June 2021.



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Chairperson of the Board

ATTEST:



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Secretary of the Board

**RESOLUTION 21-13  
RESOLUTION APPROVING AND ADOPTING THE  
2021-2022 OPERATING BUDGET  
AUTHORIZING EXPENDITURES AND APPROPRIATING FUNDS**

**WHEREAS**, the proposed budget of the Wisconsin Indianhead Technical College District has been formulated and presented at a public hearing at 8:30 a.m. at the WITC Rice Lake Campus, Rice Lake, Wisconsin on Monday, June 21, 2021.


**WHEREAS**, published notice of said budget was given as provided by law and which said notice included a summary of said budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF THE WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT AS FOLLOWS, TO WIT:**

1. That a 2021-22 budget in the total sum of \$80,759,895 reflecting the changes resulting from the additional facts and estimates referred to in the preamble as presented at the budget hearing be and the same is hereby approved, authorized and adopted as the budget for said district for the 2021-22 fiscal year, being July 1, 2021 to June 30, 2022.
2. That the sum of \$31,221,615 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Instruction" and the sum of \$31,221,615 is hereby appropriated for such purpose.
3. That the sum of \$1,893,334 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Instructional Resources," and the sum of \$1,893,334 is hereby appropriated for such purpose.
4. That the sum of \$18,259,467 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Student Services" and the sum of \$18,259,467 is hereby appropriated for such purpose.

5. That the sum of \$10,232,978 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "General Institutional" and the sum of \$10,232,978 is hereby appropriated for such purpose.
  
6. That the sum of \$16,737,551 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Physical Plant Purposes" and the sum of \$16,737,551 is hereby appropriated for such purpose.
  
7. That the sum of \$2,414,950 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Auxiliary Services" and the sum of \$2,414,950 is hereby appropriated for such purpose.
  
8. That within the sum payment of \$16,737,551 appropriated for "Physical Plant Purposes" is a separate sum in the amount of \$7,916,188 to cover the principle and interest payments on several promissory note issues and that the sum of \$7,916,188 is appropriated as part of the total physical plant appropriation.
  
9. That the attached position summary is hereby approved and that authority is hereby given the administration to proceed to recruit personnel for those positions.

Adopted and approved this 21<sup>st</sup> day of June, 2021.

  
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Chairperson of the Board

ATTEST:

  
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Secretary of the Board

## RESOLUTION NO. 21-14

RESOLUTION AWARDING THE SALE OF  
\$3,000,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021A

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on April 19, 2021 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2021A (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes in the aggregate principal amount of \$3,000,000 for the public purposes of: (a) financing \$1,500,000.00 of building remodeling and improvement projects at the District's campuses; (b) financing \$1,500,000.00 of site improvements at the District's campuses; and (c) paying related closing costs (the "Public Purpose"); and

WHEREAS, the Secretary of the District caused Notices to Electors to be published in the Ashland Daily Press on April 23, 2021 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance the Public Purposes;

WHEREAS, no petition for referendum was filed with the Secretary and the time to file such a petition expired on May 23, 2021;

WHEREAS, the District has directed PMA Securities, Inc. ("PMA") to take the steps necessary to sell the Notes authorized by the Authorizing Resolution, assuming the petition period expires;

WHEREAS, PMA, in consultation with the officials of the District, prepared Official Bid Form (Open Internet Auction) (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, the "Official Bid Form") setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on June 21, 2021, subject to the petition rights which may cause the issuance to be terminated;

WHEREAS, the Secretary (in consultation with PMA) caused notice of the sale of the Notes to be published and/or announced and caused the Official Bid Form to be distributed to potential bidders offering the Notes for public sale;

WHEREAS, the District has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Bid Form and is deemed to be the most advantageous to the District. PMA has recommended that the District accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the District Board of the District that:

Section 1A. Ratification of the Official Bid Form and Offering Materials. The District Board of the District hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Bid Form and any other offering materials prepared and circulated by PMA are hereby ratified and approved in all respects. All actions taken by officers of the District and PMA in connection with the preparation and distribution of the Official Bid Form and any other offering materials are hereby ratified and approved in all respects.

Section 1B. Award of the Notes. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, is hereby accepted. The Chairperson and Secretary or other appropriate officers of the District are authorized and directed to execute an acceptance of the Proposal on behalf of the District. The good faith deposit of the Purchaser shall be retained by the District Treasurer and applied in accordance with the Official Bid Form, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2021A"; shall be issued in the aggregate principal amount of \$3,000,000; shall be dated June 30, 2021; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on October 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2021. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes are not subject to optional redemption.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference. The Notes may be executed electronically.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2020 through 2027 for the payments due in the years 2020 through 2028 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the District then available, which sums shall be replaced upon the collection of the taxes herein levied.

#### Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the District, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the District may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for \$3,000,000 General Obligation Promissory Notes, Series 2021A, dated June 30, 2021" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The District Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the District, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes



("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the District, unless the District Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the District and disbursed solely for the purposes for which borrowed or for the payment of the principal of and the interest on the Notes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purposes shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the District, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The District represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The District further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The District further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Secretary or other officer of the District charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the District certifying that the District can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the District by the manual, electronic or facsimile signatures of the Chairperson and Secretary, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the District of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The electronic or facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The District hereby authorizes the officers and agents of the District to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects. The District authorizes, agrees and acknowledges that all documents associated with the 2021A issuance may be executed electronically.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by U.S. Bank National Association, St. Paul, Minnesota, which is hereby appointed as the District's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Fiscal Agency Agreement between the District and the Fiscal Agent shall be substantially in the form attached hereto as Exhibit F and incorporated herein by this reference.

Section 13. Persons Treated as Owners; Transfer of Notes. The District shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment

duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The District shall cooperate in any such transfer, and the Chairperson and Secretary are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the District at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the District agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the District and on file in the District office.

Section 16. Official Statement. The District Board hereby approves the Official Statement with respect to the Notes and deems the Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the District in connection with the preparation of such Official Statement and any addenda to it or Addendum are hereby ratified and approved. In connection with the Closing, the appropriate District official shall certify the Official Statement and any addenda or Addendum. The Secretary shall cause copies of the Official Statement and any addenda or Addendum to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The District hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the District to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and Secretary, or other officer of the District charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the District's Undertaking.

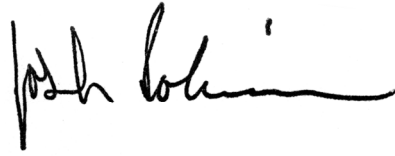
Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the District are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and Secretary are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and Secretary including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the District Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

[signature page to follow]

Adopted, approved and recorded June 21, 2021.



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Josh Robinson, Chairperson

ATTEST:



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Brett Gerber, Secretary

EXHIBIT A

Official Bid Form

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT B

Bid Tabulation

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT C

Winning Bid

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)



EXHIBIT D-1

Pricing Summary

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by PMA Securities and incorporated into the Resolution.

(See Attached)

EXHIBIT E

(Form of Note)

UNITED STATES OF AMERICA  
STATE OF WISCONSIN  
WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT  
GENERAL OBLIGATION PROMISSORY NOTE, SERIES \_\_\_\_\_

<u>Number</u>	<u>Maturity Date</u>	<u>Dated Date</u>	<u>Interest Rate</u>	<u>CUSIP Number</u>
R-__	_____	_____	_____	97671K__

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
(\$ \_\_\_\_\_)

FOR VALUE RECEIVED, Wisconsin Indianhead Technical College District, Wisconsin (the "District"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable semi-annually on April 1 and October 1 of each year commencing on \_\_\_\_\_ until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by U.S. Bank National Association, St. Paul, Minnesota (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding the semi-annual interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the District are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$ \_\_\_\_\_, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the District pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of \_\_\_\_\_ all as authorized by resolutions of the District Board duly adopted by said governing body at meetings held on \_\_\_\_\_. Said resolutions are recorded in the official minutes of the District Board for said dates.

**This Note is not subject to optional redemption. OR**

**[The Notes maturing in the years \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ are subject to optional redemption by lot, in integral multiples of \$5,000, as provided in the resolution awarding the sale of the Notes at the redemption price of par plus accrued interest to the date of redemption and without premium.]**

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the District, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the District Board as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the District kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the District appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, upon surrender of this Note together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the District for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with

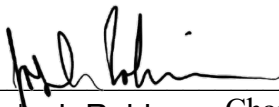
respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

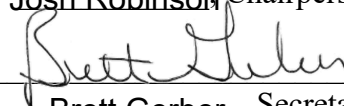
This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, Wisconsin Indianhead Technical College District, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual, electronic or facsimile signatures of its duly qualified Chairperson and Secretary; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

WISCONSIN INDIANHEAD TECHNICAL  
COLLEGE DISTRICT, WISCONSIN

By:   
Josh Robinson Chairperson

By:   
Brett Gerber, Secretary

Date of Authentication: \_\_\_\_\_, \_\_\_\_\_

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolution of Wisconsin Indianhead Technical College District, Wisconsin.

U.S. BANK NATIONAL ASSOCIATION,  
ST. PAUL, MINNESOTA

By \_\_\_\_\_  
Authorized Signatory

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints \_\_\_\_\_, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_  
(e.g. Bank, Trust Company  
or Securities Firm)

\_\_\_\_\_  
(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

\_\_\_\_\_  
(Authorized Officer)