

Wisconsin Indianhead Technical College
Board Proceedings
June 20, 2016

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, June 20, 2016, at 8:30 a.m., at the WITC-Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, WI 54871.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, Chris Fitzgerald, called the meeting to order at 8:30 a.m. with the following Board members present: James Beistle, Chris Fitzgerald, Brett Gerber, Lorraine C. Laberee, Troy Lambert, Agnes Ring, and Eileen Yeakley. *Note: Lori Laberee joined the meeting via a Wisline telephone conference. Dave Minor and Josh Robinson provided notice that they would not be in attendance at this meeting.*

The following WITC employees in attendance during the meeting were: Steve Decker, Kim Olson, Cher Vink, and John Will. Anita Hacker was in attendance for a portion of the meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The June 20, 2016, 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 17, 2016, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA

Chair Fitzgerald reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology. James Beistle moved, seconded by Brett Gerber, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

Time was reserved for Chair Fitzgerald to recognize people in the audience if needed. The Audience Recognition Board policy (II.M.) 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 8:34 a.m. and was open to the public in order to answer any questions they may have had. A link to the Budget book for Fiscal Year 2016-2017 and a PowerPoint were provided.

There were no members from the public present at the budget hearing; however, Mr. Decker, Vice President, Business and Technology Services/Chief Financial Officer and Interim New Richmond Campus Administrator, presented the tentative 2016-2017 operational budget information 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 included for the Board's information. A change to the Notice of Public Hearing document included the addition of a "reserve for post-employment stipend/stipend benefit termination" in the amount of \$424,000 to the 2015-2016 fund balance estimate column. WITC received the Government Finance Officers Association Distinguished Budget Presentation Award for the fiscal year beginning July 1, 2015. Mr. Decker and President Will recognized Ms. Hacker for her work on the Budget Book. It was noted that the 2016-2017 budget would be considered for approval under the "Other Items Requiring Board Action" section of the agenda. The Budget hearing closed at 8:44 a.m.

EXECUTIVE SESSION

Chairperson, Chris Fitzgerald, requested a motion for the Board to convene into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f) for the purpose of considering Bargaining Environment and Strategies, Performance Evaluations and Considering Approval of 2016-2017 Compensation of Non-Represented Employees, Considering Approval of Select Employees' Compensation Eligibility, President's Annual Performance Evaluation, and Considering Approval of the President's 2016-2017 Compensation and Contract.

Eileen Yeakley moved, seconded by Agnes Ring, 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 Fitzgerald announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

Chairperson, Chris Fitzgerald, called the executive session to order at 8:45 a.m. with the following Board members present: James Beistle, Chris Fitzgerald, Brett Gerber, Lorraine C. Laberee, Troy Lambert, Agnes Ring, and Eileen Yeakley. *Note: Lori Laberee joined the meeting via a Wisline telephone conference. Dave Minor and Josh Robinson provided notice that they would not be in attendance at this meeting.*

The following WITC employees in attendance during executive session were: Steve Decker, Kim Olson, Cher Vink, and John Will.

Approval of the May 16, 2016, Executive Meeting Minutes

Brett Gerber moved, seconded by Troy Lambert, to approve the May executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

Steve Decker, Kim Olson, and Cher Vink were excused at 9:07 a.m. President Will was excused at 9:25 a.m. President Will was invited back into the meeting at 9:50 a.m.

James Beistle moved, seconded by Brett Gerber, 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 (7-0) and the executive session adjourned at 9:57 a.m.

OPEN SESSION RECONVENED

The Board Chair recessed the meeting at 9:57 a.m. and reconvened the meeting at 10:05 a.m.

MEETING MINUTES

1. Approval of the May 16, 2016, Regular Meeting Minutes

Eileen Yeakley moved, seconded by Brett Gerber, to approve the May 16, 2016, meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listing and resolutions from the May meeting were attached to the official minutes.

CONSENT AGENDA

A Personnel Addendum was provided at the meeting and item 1.F. was modified. Chairperson Fitzgerald asked if there were any items to be pulled off the Consent Agenda and acted on separately; however, there were none.

James Beistle moved, seconded by Agnes Ring, to approve the Consent Agenda and correction as noted on item 1.F. of personnel addendum. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

1. Personnel:

- A. **New Hire:** Rachel Berg, Counselor/Accommodations Specialist, Faculty; annual salary \$56,285, Rice Lake; effective July 1, 2016.
- B. **New Hire:** Abigail Brueggen, Education Technology Center Technician, Support and Technical Personnel; \$16.75/hour, Rice Lake; effective June 13, 2016.
- C. **New Hire:** Pamela Brunclik, Assistant Dean, Business, Manager; annual salary \$72,812, New Richmond; effective July 5, 2016.
- D. **New Hire:** Courtney Dahle, Distance Learning Network Technician, Support and Technical Personnel; \$16.46/hour, Rice Lake; effective June 13, 2016.
- E. **New Hire:** Randy Deli, Divisional Dean, Continuing Education, Manager; annual salary \$104,605, Rice Lake; effective July 1, 2016. *Note: Mr. Deli was previously Divisional Dean, Trade and Technical.*
- F. **New Hire:** Chery Maki, Academic Affairs Specialist – Curriculum and Scheduling Systems; Manager; annual salary \$47,919; effective May 30, 2016. *Note: Ms. Maki was previously Educational Technology Center Technician at the Rice Lake Campus.*
- G. **New Hire:** Jennifer Siem, Administrative Specialist/Supervisor, Manager; annual salary \$42,717, Rice Lake; effective June 6, 2016. *Note: Ms. Siem was previously Career Prep Technician at the Shell Lake Administrative Office.*
- H. **New Hire:** Julie Wadzinski, Farm Business and Production Management Instructor, Faculty; annual salary \$51,315, Rice Lake; effective July 1, 2016.
- I. **New Hire:** Bonita Whiting, Medical Assistant Instructor, Faculty; annual salary \$52,923, Ashland; effective July 1, 2016.
- J. **New Hire:** Melissa Zappa, Business Services Manager, Manager; annual salary \$53,641, Shell Lake; effective July 1, 2016. *Note: Ms. Zappa was previously Business Office Technician at the Shell Lake Administrative Office.*
- K. **Position Elimination:** Sandra Repka, Duplication/Distribution Center Staff, Rice Lake; effective June 30, 2016.
- L. **Resignation:** Mark Alfuth, Business Division Instructor, New Richmond; effective June 30, 2016.
- M. **Resignation:** Randy Deli, Divisional Dean, Trade and Technical, Rice Lake, effective June 30, 2016.
- N. **Resignation:** Julie Emerson, Distance Learning Network Technician, Rice Lake; effective May 31, 2016.
- O. **Resignation:** Chery Maki, Educational Technology Center Technician, Rice Lake; effective May 27, 2016.
- P. **Resignation:** Kristine Rikkola, Medical Assistant Instructor, Ashland; effective June 30, 2016.
- Q. **Resignation:** Jennifer Siem, Career Prep Technician, Shell Lake; effective June 5, 2016.
- R. **Resignation:** Melissa Zappa, Business Office Technician, Shell Lake; effective June 30, 2016.

President Will noted that there were a total of 30 years of service from those who resigned (retired/leaving the College); Mr. Alfuth served 3 years, Ms. Emerson served 4 years, Ms. Repka served 17 years, and Ms. Rikkola served 6 years. The Board expressed its appreciation for this service to the College.

2. Contracts

The contract listing was approved (see attached list).

3. Financial/Cash Position Report

The College's Financial and Cash Position Report, as of May 31, 2016, was approved.

4. Approval of Bills
Expenditures and revenue from the budget, covering check numbers 218000 through 218557 and electronic transfer payments totaling \$5,007,019.57 were approved.
5. Bids/Purchases
 - A. **Tractor Splitting Stands – New Richmond:** The Board approved the purchase of tractor splitting stands in the total amount of \$5,400 from Frontier Ag and Turf of New Richmond, WI, under National Joint Powers Alliance (NJPA) Contract # 505ENT-O14-GNDMNTCEQP-O1. The stands are over the original approved amount. The tractor splitting stands are for the Agricultural Power and Equipment Technician Program at the New Richmond Campus.
 - B. **Hydraulic Adapter Kit – New Richmond:** The Board approved the purchase of a hydraulic adapter kit in the total amount of \$1,329 from Frontier Ag and Turf of New Richmond, WI, under National Joint Powers Alliance (NJPA) Contract # 505ENT-O14-GNDMNTCEQP-O1. The kit is over the original approved amount. The hydraulic adapter kit is for the Agricultural Power and Equipment Technician Program at the New Richmond Campus.
 - C. **Vans – New Richmond:** The Board approved the purchase of a 10-passenger and a 12-passenger van in the total amount of \$61,820 from Ewald Automotive of Oconomowoc, WI, under Department of Administration (DOA) Contract # 505ENT-M16-2016VEHICS-00. The vans are over the original approved amount. The vans are for the New Richmond Campus.
 - D. **Microphone – Rice Lake:** The Board approved the purchase of a microphone in the total amount of \$2,296 from B&H Photo from New York, NY, under E&I Cooperative Services Contract # CNR01341. The microphone was not included on the approved equipment list. The microphone is for the Conference Center at the Rice Lake Campus.
 - E. **ControlLogix PLC – New Richmond:** The Board approved the purchase of ControlLogix PLC's in the total amount of \$18,146 from Werner Electric of Cottage Grove, WI. The PLC's are over the original approved amount. The ControlLogix PLC's are for the Industrial Automation, Controls, and Networking Program at the New Richmond Campus.
 - F. **IE Software Tool – Shell Lake:** The Board approved the quote received from Strategic Planning Online LLC of Coral Springs, FL, in the total amount of \$35,500 under Quote # Q16-91916-SL-001 as provided for the Board. The IE Software Tool is for Institutional Effectiveness Department.
 - G. **HVAC/R Equipment – Superior:** The Board accepted the bid received from United Refrigeration, Inc. of Duluth, MN, in the total amount of \$68,597 under Bid #16-60100-SUP-HVACEQUIP. This was the sole bid received despite soliciting various regional vendors during the process. The equipment is for the Heating, Ventilation, and Air Conditioning/Refrigeration Program at the Superior Campus.
 - H. **Remodeling – Rice Lake:** The Board accepted the low bid received for Project No. 150487.00 from V&S Construction Services, Inc. of Rice Lake, WI, as summarized on the bid tabulation document for the project base bid and alternates 1 and 2 for the remodeling at the Rice Lake Campus.

In addition, the Board rejected the bid received for alternate 3. The total award for this remodel project is \$1,914,600 including \$1,874,000 from the base bid and \$40,600 from the alternates. Included in the base bid was the WTCS approved CNC/Auto remodeling budget of \$1,500,000 and Welding approved remodeling budget of \$900,000.

OTHER ITEMS REQUIRING BOARD ACTION

1. **Announcements and/or Action from Executive Session**

Time was reserved for the Board Chair to provide an announcement about the closed session, if appropriate.

The Board Chair announced that the Board approved the executive meeting minutes and approved compensation for represented and non-represented employees including President Will in executive session.

2. **Approval of Resolution 16-21, Bank Depositories**

The Board is asked annually to review the financial institutions utilized by the College for depositing its funds. Resolution 16-21 (see attached) was presented to the Board designating the depositories requiring approval. The Board was requested to take action in adopting this resolution. Approval of the resolution helps the administration safeguard the College's funds by providing a diverse range of depositories. A Public Depository Listing (see attached) was also provided for the Board's review.

Eileen Yeakley moved, seconded by James Beistle, to approve Resolution 16-21, Bank Depositories and the Public Depository Listing as presented. Upon a roll-call vote, 6 members present voted yes; 0 members present voted no, and 1 member present (Mr. Gerber) abstained; motion carried (6-0-1). *Note: Mr. Gerber informed the Board that he is a member of Chippewa Valley Bank's Board of Directors.*

3. **Approval of 2016-2017 Operating Budget:**

Mr. Decker reviewed the proposed 2016-2017 operating budget with the Board during the Budget Hearing. A link was provided to the 2016-2017 Budget book for the Board's reference.

A. **Approval of Resolution 16-22, Reservation of Fund Balance**

Resolution 16-22 (see attached) was provided for the Board's review and approval.

Agnes Ring moved, seconded by Eileen Yeakley, to approve Resolution 16-22, Reservation of Fund Balance as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

B. **Approval of Resolution 16-23, Approval and Adoption of the 2016-2017 Operating Budget Authorizing Expenditures and Appropriating Funds (Authorization of Annual Budget)**

Resolution 16-23 (see attached) and a position summary (see attached) were provided for the Board's review and approval.

Agnes Ring moved, seconded by Eileen Yeakley, to approve Resolution 16-23, Approval and Adoption of the 2016-2017 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 (7-0).

4. Approval of Resolution 16-24, Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2016E

The sale of the \$1,500,000 promissory notes occurred and bids closed at 10:00 a.m. on Monday, June 20, 2016. Mr. Decker presented Resolution 16-24 (see attached) and the results of the bid to the Board at the meeting. Based on the bid results from four (4) bidders, administration recommended FTN Financial Capital Markets with the lowest bid at 1.421840% for the Board's approval. The borrowing will be used for building remodeling at the District's campuses. An Official Statement was provided for the Board's information. Moody's Investor Service gave WITC a Aaa rating.

Agnes Ring moved, seconded by Brett Gerber, to approve Resolution 16-24, Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2016E as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

5. Considering Approval of 2016-2017 Faculty Union Contract (Local 395, AFT-Wisconsin, AFL-CIO)

Board approval was requested for the Faculty union one-year collective bargaining agreement.

James Beistle moved, seconded by Troy Lambert, to approve the 2016-2017 Faculty Union Contract (Local 395, AFT-Wisconsin, AFL-CIO) as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

6. Considering Approval of 2016-2017 Office and Technical Support (OTS) Union Contract, Local 395, AFT-Wisconsin, AFL-CIO)

Board approval was requested for the OTS union one-year collective bargaining agreement.

Eileen Yeakley moved, seconded by Agnes Ring, to approve the 2016-2017 Office and Technical Support (OTS) Union Contract, Local 395, AFT-Wisconsin, AFL-CIO) as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

7. Considering Approval of 2016-2017 Custodial Union Contract (Labor Association of Wisconsin, Local 722)

Board approval was requested for the Custodial union one-year collective bargaining agreement.

Eileen Yeakley moved, seconded by Agnes Ring, to approve the 2016-2017 Custodial Union Contract (Labor Association of Wisconsin, Local 722) as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

8. Approval of Revised Administrative Addendum D-450A ADD - Contracting Rates 2016-2017

Mr. Decker recommended approval of the revised contracting rates addendum (D-450A ADD) for fiscal year 2017. Administration updated the out-of-state hourly on and off campus rates from \$170.00 to \$175.00.

Brett Gerber moved, seconded by James Beistle, to approve the Revised Administrative Addendum D-450A ADD - Contracting Rates 2016-2017 as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

9. Resolution 16-25, Petition WTC SB Requesting Approval for the Rental of Facilities for the WITC Hayward Center - Hayward

Resolution 16-25 (see attached) and the rental agreement (see attached) for the WITC-Hayward Center were provided. Mr. Decker requested Board approval to submit a resolution to the state Board requesting approval for the rental of approximately 5,224 square feet for the WITC-Hayward Center in the amount of \$4,500 per month for the time period of July 1,

2016, through June 30, 2017. The rental agreement represents a 1% increase in the cost over last year due to increases in overhead expenses.

Brett Gerber moved, seconded by Eileen Yeakley, to approve Resolution 16-25, Petition WTCSB Requesting Approval for the Rental of Facilities for the WITC Hayward Center – Hayward as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

10. Approval for the Rental of Facilities for the WITC Ladysmith Center – Ladysmith
Mr. Decker requested Board approval of the rental of space for the WITC-Ladysmith Center in the amount of \$2,848.50 per month for the time period of July 1, 2016, through June 30, 2017. There is no change in the lease cost for this space. The rental agreement for the Ladysmith Center was included for the Board’s review.

Brett Gerber moved, seconded by Troy Lambert, to approve the Rental of Facilities for the WITC Ladysmith Center – Ladysmith as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

Time was reserved for Board members to report on any meetings they attended.

Mr. Beistle provided an update on a Polk County Governmental Committee meeting concerning the presence of WITC in Polk County. Mr. Beistle, Susan Yohnk, and Christy Roshell attended the meeting. Representative Jarchow and Senator Harsdorf were also in attendance.

2. Travel Sign Up

- A. **Board Events Schedule**

Time was reserved for the Board to update administration on their plans for upcoming Board events. A copy of the *Board Events Schedule* was routed during the meeting for Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. Chair Fitzgerald requested that the Board report any changes on the *Board Events Schedule* to Ms. Olson. Links to state and national Board meetings and events were included in the Board book.

- B. **WTCS Board Meeting Update**

Time was reserved for President Will to update the Board on the upcoming WTCS Board meeting hosted by WITC at the Rice Lake Campus. The meeting is scheduled on Tuesday, July 12, from 4:30 – 6 p.m., with a reception, dinner, and Futuremakers Partner Award presentation. The award recipient will remain confidential until the presentation on July 12, 2016. The WTCS Board meeting continues on Wednesday, July 13, beginning at 8 a.m. Ms. Olson routed a Board list to verify attendance at the dinner and meeting.

3. Monitoring Schedule Review and Updates

- A. **Approval of Monitoring Schedule Recommended Updates**

Time was reserved to review and update the *Board Monitoring Schedule* as needed. Minor updates were noted in red text for the months of December and January.

- B. **Review Monitoring Schedule for Next Fiscal Year (FY17) for Approval in July**

Time was reserved for the Board to review the Monitoring Schedule for FY17 as it related to recommendations for changes/additions. Administration requested approval to move the Longitudinal Graduate Follow-Up Results report from January 2017 to August 2016

since the information will be available at that time. Final approval of the schedule will be requested at the Board's annual organizational meeting in July.

James Beistle moved, seconded by Troy Lambert, to approve updates to both Monitoring Schedules as recommended. Upon a unanimous vote of all members present, motion carried.

4. President's Updates:

Time was reserved for President Will to provide an update on the following items:

A. **Student Updates and News**

This is a placeholder for student updates and College news items:

1) **Survey Shows WITC Graduates Are Better Off**

WITC continues to improve and graduates are earning more according to the results of the 2014-2015 Graduate Survey Results. WITC's annual report shows that within six months, 95 percent of graduates are employed and 79 percent of graduates are employed in jobs related to their training. The average annual salary for WITC's graduates employed in jobs related to their training is \$37,938, an increase from the 2013-2014 survey. A *Superior Telegram* article was provided.

2) **Graduates, Jobs, and the Future**

A reporter from the *New Richmond News* attended WITC-New Richmond's graduation ceremony and featured a photo on the front page and the back page of the publication. The related article discussed the uncertainty college graduates face and the continually evolving employment landscape. A *New Richmond News* article was provided.

3) **New Richmond Chamber Professional Business Woman of the Year Luncheon**

The fifth annual Professional Business Woman of the Year Luncheon and Expo was held at R and D Catering in New Richmond in early May. Dori Marty, Associate Dean of Education, and Susan Yohnk, who was selected as the WITC-New Richmond Campus Administrator and Collegewide Vice President of Institutional Effectiveness, were both among the seven nominees for the prestigious award. A *New Richmond News* article was provided.

4) **WITC's Diversity Awards Announced**

The recipients of the 14th annual WITC-Rice Lake Diversity Award went to Susan Janetski and Ann Hanson. The selection committee was faced with a difficult decision between the two candidates, so they decided to present a 2016 Diversity Award to both of them. As part of the Diversity Award, Janetski and Hanson received a stipend to select a piece of artwork to add to the WITC-Rice Lake permanent art collection. A *Hayward, Sawyer County Record* article was provided. WITC-New Richmond's Diversity Award was awarded to Tina Nygren.

5) **Interns Give WIN-Lake Superior Web Site a New Look**

Two WITC-Ashland Administrative Professional students designed a new Web site for Innovation Network as part of an internship. The interns, Paige Haderly and Kysa Granger, presented the finished product to the WIN-Lake Superior Advisory Board showing the various pages that were reconstructed, describing some of the elements that went into it, the coloration, the ease of access and other Web site changes that made it more usable. An *Ashland Daily Press News* article was provided.

6) **Yohnk Lockwood Takes on Leadership Role at WITC-New Richmond**

Susan Yohnk Lockwood was recently selected for a position that will give her a dual role and a title nearly as long as a preacher's sermon: WITC-New Richmond Campus Administrator and Collegewide Vice President of Institutional Effectiveness. Yohnk Lockwood is not new to WITC, having been with the College for the past 19 years. A *New Richmond News* article was provided.

B. Fall Enrollment Report

The fall enrollment report was reviewed by President Will. This will be a standing agenda item through October.

C. County Board Meeting Update

President Will is scheduled to attend the Rusk County Board meeting on Tuesday, June 28, at 7 p.m., at the Rusk County Government Center in Ladysmith. *Note: The Rusk County Board subsequently canceled its meeting and President Will notified the Board.*

5. **Legislative Updates**

Time was reserved for legislative updates as needed.

6. **2016 Distinguished Alumni Award Call for Nomination**

The District Boards Association is looking for a nomination for an extraordinary graduate of a Wisconsin Technical College for the 2016 Distinguished Alumni Award. The award will be given out at the Fall Association meeting in Milwaukee. The description of the criteria was provided for the Board's information. For the Board's consideration and approval, President Will recommended nominating Shay Horton for the 2016 Distinguished Alumni Award.

Eileen Yeakley moved, seconded by Brett Gerber, to nominate Shay Horton for the 2016 Distinguished Alumni Award as recommended. Upon a unanimous vote of all members present, motion carried.

Ms. Olson will submit WITC's nomination to the District Boards Association by the August 1, 2016, due date.

7. **Annual Update to the Five-Year Affirmative Action Plan Update**

Time was reserved for Ms. Vink to update the Board on the progress of the Five-Year Affirmative Action Plan (2014-2019) for Fiscal Year 2014-2015. The Annual Update to the Plan was provided for the Board's information. Part of the Plan's requirement is that the College provide annual updates to the Board for review before they are sent to the system office to demonstrate compliance. College efforts are on target based on certain benchmarks in the Five-Year Plan.

Brett Gerber moved, seconded by Troy Lambert, to approve the report as presented. Upon a unanimous vote of all members present, motion carried.

8. **Capital Equipment Purchases**

A. **CNC Mini-Mill – Ashland:** A purchase was made of a CNC mini-mill in the total amount of \$38,485 from Productivity Inc. of Minneapolis, MN. The mini-mill was a demonstration model and does not require competitive negotiation. The mini-mill is for the Machine Tool Operation Program at the Ashland Campus.

B. **Fume Extraction Units – Ashland:** A purchase was made of fume extraction units in the total amount of \$14,340 from Chicago Iron & Supplies Inc. of Ashland, WI, under the quote process. The extraction units are for the Welding Program at the Ashland Campus.

- C. **Printer – Ashland:** A purchase was made of a printer in the total amount of \$17,853 from Integrated Office Solutions of Duluth, MN, under CESA Contract #013.1. The printer for the Administration area at the Ashland Campus.
- D. **Touchscreen PanelView – New Richmond:** A purchase was made of touchscreen PanelView equipment in the total amount of \$16,380 from Werner Electric of Cottage Grove, WI. The PanelView equipment is for the Industrial Automation, Controls, and Networking Program at the New Richmond Campus.

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 meeting scheduled on Monday, July 11, 2016, beginning 8:30 a.m., at the WITC-Administrative Office in Shell Lake. This meeting is scheduled on the second Monday of the month of July per Wisconsin Statutes §38.08 (3). The Board meeting schedule was provided for the Board’s information. *Note: Mr. Fitzgerald may not be able to attend the July Board meeting.*

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 meeting on Monday, July 11, 2016, were listed on the Board’s Monitoring Schedule. Additional agenda items for this meeting were discussed. A 2016-2017 Board Meeting Schedule (draft) was provided at the meeting for the Board’s review prior to the July Board meeting. Administration will bring back some examples of aligning Board meetings with key Foundation events.

Note: Board members may add additional items to next month’s Board agenda by contacting the Chair before Thursday, June 23, 2016. 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 and copied.


MEETING EVALUATION

PLUS +/-DELTA ^

- + Good discussion
- ^ None

Troy Lambert moved, seconded by James Beistle, to adjourn the meeting at 10:58 a.m.

Respectfully submitted,



Board Secretary

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Note: A Board luncheon was provided following the meeting; however, no action was taken.

5/31/2016
1:13:28
PM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

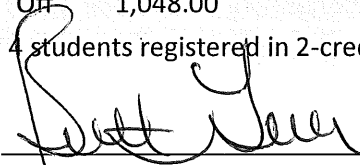
Fiscal Year:
2016

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:
On Campus = 43.3% Off Campus = 36.45%

Contract Number	Service Recipient	Location	On/Off	*----- ESTIMATED -----*				Difference +/-	
				Contract Revenue	Est.Salary/ Fringe Cost	+	Indirect		= Full Cost
227*	Bending Branches	New Richmond	On	16,731.00	7,450.00		3,226.00	10,676.00	6,056.00
	Aid in R&D for aluminum molds for use in compression molding of composite fiberglass/carbon paddle blades. Work on prototype version so match fiber lay-ups								
230	My Lake Superior Nothwoods	WITC Ashland	On	223.00	101.00		44.00	145.00	79.00
	ACCESS instruction for My Lake Superior Northwoods staff.								
556	Rice Lake High School	Rice Lake High School	Off	6,814.00	-		-	6,814.00	-
	Transcripted credit classes at Rice Lake High School. 10 students registered in 3-credit 10114125 Personal Finance, and 11 students registered in 2-credit 10101177 Financial Accounting 1B.								
557	Midwest Energy Resources Company	MERC	Off	829.00	450.00		55.00	505.00	324.00
	Employees of MERC will receive Mobile Refrigeration instruction.								
558	Amery High School	Amery High School	Off	11,744.00	-		-	11,744.00	-
	Transcripted credit class at Amery High School. 12 students registered in 3-credit 10114125 Personal Finance. 16 students registered in 3-credit 10105100 Intro to Business. 1 student registered in 1-credit 10103128 Intro to Computers and 10106181 Keyboarding. 2 students registered in 2-credit 10106110 Document Formatting.								
559	Northwest Builders, Inc.	NW Builders - Rice Lake	Off	579.00	315.00		75.00	389.00	190.00
	Provide Adult CPR/AED training for employees								
560	Hayward High School	Hayward High School	Off	10,216.00	-		-	10,216.00	-

	Transcribed credit class at Hayward High School. 16 students registered in 3-credit 10103197 Adobe Dreamweaver and 15 students registered in 2-credit 10106127 Desktop Publishing.							
561	Chetek-Weyerhaeuser Area School District	Chetek-Weyerhaeuser High School	Off	4,536.00	-	-	4,536.00	-
	Transcribed credit class at Chetek-Weyerhaeuser High School. 4 students registered in 3-credit 10104102 Marketing Principles. 5 students registered in 1-credit 10103129 Intro to MS Office, 10103146 MS Word A, and 10103151 MS Excel A. 2 students registered in 2-credit 32420362 Milling Fundamentals and 3-credit 32420363.							
562	Ladysmith High School	Ladysmith High School	Off	2,504.00	-	-	2,504.00	-
	Transcribed credit class at Ladysmith High School. 8 students registered in 2-credit 10510135 Anatomy, Physiology, and Disease Concepts.							
563	Lutheran Social Services	Lutheran Social Services	Off	1,600.00	546.00	199.00	745.00	855.00
	Employees of LSS will receive Basic First Aid & CPR/AED training. Upon successful completion, participants will receive documentation.							
564	Washburn High School	Washburn High School	On	8,161.00	-	-	8,161.00	-
	Transcribed credit class at Washburn High School. 12 students registered in 2-credit 10106110 Document Formatting. 11 students registered in 1-credit MS PowerPoint. 9 students registered in 3-credit Personal Finance.							
565	Hanco Utilities	Hanco Utilities shop	Off	461.00	300.00	110.00	410.00	52.00
	Employees of Hanco Utilities will receive 2 hours of DOT Safety Training.							
566	Douglas County Emergency Communications Center	Government Center	Off	377.00	-	-	-	377.00
	EXCHANGE OF SERVICES CONTRACT- Dispatchers will receive CPR recertification.							
567	Washburn High School	Washburn High School	Off	1,048.00	-	-	1,048.00	-
	Transcribed credit class at Washburn High School. 4 students registered in 2-credit 10101176 Financial Accounting 1A.							



 Board Secretary

 Date

6-20-16

*** End Of Report ***

* indicates an amended contract

RESOLUTION 16-21

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

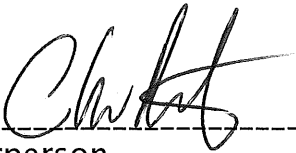
BE IT FURTHER RESOLVED the administration is encouraged to make investments in institutions within the geographic boundaries of the district. If, however, the ability to maintain a balance between safety and yield, as determined by Chief Financial Officer and approved by the district President, is being 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.

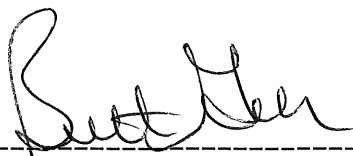
This is to certify that the foregoing is a true and correct copy of a resolution duly and legally adopted by the Wisconsin Indianhead Technical College District at an official meeting held on June 20, 2016.

Adopted and approved this 20th day of June, 2016.

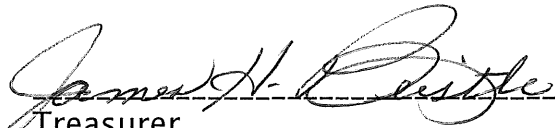


Chairperson

Attest:



Secretary



Treasurer

Wisconsin Indianhead Technical College
Public Depository Listing

1. Anchor Bank
2. Associated Bank
3. Bank of the West
4. BMO Harris Bank
5. Bremer Bank
6. Central Bank
7. Central Bank Trust
8. Chippewa Valley Bank
9. Citizens State Bank
10. Community Bank of Northern Wisconsin
11. Dairy State Bank
12. Eagle Valley Bank, N.A.
13. First National Community Bank
14. Johnson Bank
15. Local Government Pooled Investment Fund
16. National Bank of Commerce
17. Northern State Bank
18. Northern Trust Company
19. Royal Credit Union
20. Security State Bank
21. Shell Lake State Bank
22. State Bank of Drummond
23. Sterling Bank
24. U.S. Bank
25. UBS Financial Services, Inc.
26. Wells Fargo Bank
27. Wisconsin Investment Series Cooperative

RESOLUTION NO. 16-22

RESERVATION OF FUND BALANCE RESOLUTION

WHEREAS, the Wisconsin Administrative Code A-V 7(5) 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 2016-2017 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 \$8,038,607 as of June 30, 2016. 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 \$3,744,155 as of June 30, 2016. 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 \$381,520 as of June 30, 2016. 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 \$254,347 as of June 30, 2016. 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, 2016. This designation is established for a term of one year.

Designated for post-employment stipend benefit termination - 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 \$424,000 as of June 30, 2016. 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 \$717,753 as of June 30, 2016. 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 \$422,652 as of June 30, 2016. 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 \$6,861,310 as of June 30, 2016.

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 \$0 as of June 30, 2016. 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 \$320,693 as of June 30, 2016. 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 \$126,869 as of June 30, 2016. This designation is established for a term of one year.

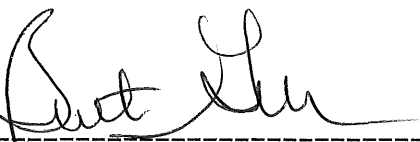
Reserve for student organizations – a reserved segregation of a portion of fund balance to provide working capital for the district student organization balances, which is \$449,847 as of June 30, 2016. This reserve is established for a term of one year.

Adopted and approved this 20th day of June 2016.



Chairperson of the Board

ATTEST:



Secretary of the Board

RESOLUTION 16-23
RESOLUTION APPROVING AND ADOPTING THE
2016-2017 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 Administrative Office, Shell Lake, Wisconsin on Monday, June 20, 2016.

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

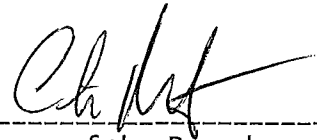
NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF THE WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT AS FOLLOWS, TO WIT:

1. That a 2016-17 budget in the total sum of \$79,268,718 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 2016-17 fiscal year, being July 1, 2016 to June 30, 2017.
2. That the sum of \$30,526,950 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 \$30,526,950 is hereby appropriated for such purpose.
3. That the sum of \$2,433,314 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 \$2,433,314 is hereby appropriated for such purpose.
4. That the sum of \$16,971,204 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 \$16,971,204 is hereby appropriated for such purpose.

5. That the sum of \$9,629,091 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 \$9,629,091 is hereby appropriated for such purpose.
6. That the sum of \$16,440,159 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 \$16,440,159 is hereby appropriated for such purpose.
7. That the sum of \$3,268,000 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 \$3,268,000 is hereby appropriated for such purpose.
8. That the sum of \$60,000 be and the same is hereby approved and authorized as the amount budgeted for the district activity as an operating transfer within the general fund-operating in the 2016-17 budget and the sum of \$60,000 is hereby approved for such purpose.
9. That the sum of \$62,400 be and the same is hereby approved and authorized as the amount budgeted for the district activity as an operating transfer within the special revenue fund-operating in the 2016-17 budget and the sum of \$62,400 is hereby approved for such purpose.
10. That the sum of \$92,180 be and the same is hereby approved and authorized as the amount budgeted for the district activity as an operating transfer within the capital projects fund in the 2016-17 budget and the sum of \$92,180 is hereby approved for such purpose.
11. That within the sum payment of \$16,440,159 appropriated for "Physical Plant Purposes" is a separate sum in the amount of \$7,128,470 to cover the principle and interest payments on several promissory note issues and that the sum of \$7,128,470 is appropriated as part of the total physical plant appropriation.

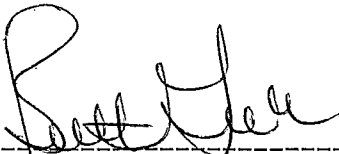
12. That the attached position summary is hereby approved and that authority is hereby given the administration to proceed to recruit personnel for those positions.

Adopted and approved this 20th day of June, 2016.



Chairperson of the Board

ATTEST:



Secretary of the Board

POSITION SUMMARY Board Approved

Position Type	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	Changes*	2016-17 Budget
President	1.0	1.0	1.0	1.0	1.0	1.0	-	1.0
Management	89.0	89.0	87.0	88.0	89.0	91.0	(1.0)	90.0
Instruction - Professional/Instructional	153.0	149.0	152.0	152.0	151.0	152.0	5.0	157.0
Professional/Support Services	21.0	21.0	22.0	22.0	23.0	22.0	(2.0)	20.0
Office & Technical Support	130.0	129.0	130.0	129.0	128.0	124.0	1.0	125.0
Custodial	21.0	22.0	23.0	23.0	23.0	22.0	-	22.0
Total positions	415.0	411.0	415.0	415.0	415.0	412.0	3.0	415.0

Resignations/Terminations	Additions
Management Conference Center Manager - Rice Lake Ladysmith Outreach Center Manager Vice President Technology Services - New Richmond	Management Food Service Operations Manager - Rice Lake Associate Dean, Continuing Education - Customized Training
Instruction - Professional/Instructional Auto Repair & Refinish Instructor - Rice Lake	Instruction - Professional/Instructional Gerontology Instructor - Northern Tier Gerontology Instructor - Southern Tier Broadband Technology Instructor - IMPACT Grant Mechatronics Instructor - WTCS Grant Residential Construction Instructor - WTCS Grant Adult Basic Education Instructor - Rice Lake
Professional/Support Services Counselor - Superior Student Success Instructor - Rice Lake	Professional/Support Services
Office & Technical Support Bookstore Technician - Ashland Food Service Assistant - Rice Lake	Office & Technical Support Continuing Education Technician - Hayward Outreach Center Technician - Ladysmith Outreach Center Technician - Hayward
Custodial	Custodial

RESOLUTION NO. 16-24

RESOLUTION AWARDING THE SALE OF
\$1,500,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2016E

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on May 16, 2016 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2016E (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes in the aggregate principal amount of \$1,500,000.00, all for the public purpose (the "Public Purposes") of financing building remodeling and improvement projects at the District's campuses; and

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Daily Press on May 20, 2016 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 has been filed with the Secretary and the time to file such a petition will expire on June 20, 2016;

WHEREAS, the District has directed PMA Securities, Inc. ("PMA") to take the steps necessary to sell the Notes authorized by the Authorizing Resolution, assuming that no petition is filed prior to June 20, 2016;

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 20, 2016, 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 2016E"; shall be issued in the aggregate principal amount of \$1,500,000; shall be dated June 30, 2016; 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, 2016. 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 shall not be subject to optional redemption, except that the Notes maturing on or after October 1, 2025 are subject to redemption prior to maturity, in whole or in part, from and after October 1, 2024 in such manner as the District may elect. If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference.

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.

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 2015 through

2024 for the payments due in the years 2016 through 2025 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 \$1,500,000 General Obligation Promissory Notes, Series 2016E, dated June 30, 2016" (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 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 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 but, unless the District has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. 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.

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.

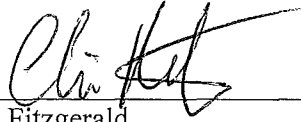
Section 18. Record Book. The Secretary shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

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 20, 2016.



Chris Fitzgerald
Chairperson

ATTEST:



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)

REGISTERED UNITED STATES OF AMERICA
STATE OF WISCONSIN DOLLARS
WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT
NO. R-___ GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2016E \$ _____

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
October 1, _____ % _____

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

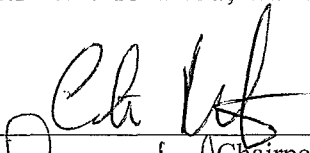
to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to 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.

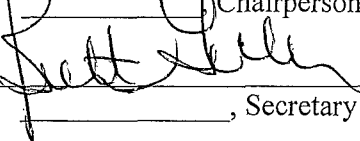
No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

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 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: 

Chairperson

By: 

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)

RESOLUTION #16-25

PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD
REQUESTING APPROVAL FOR THE RENTAL OF FACILITIES
FOR THE WITC-HAYWARD CENTER

WHEREAS, the Wisconsin Indianhead Technical College Board has heard reports detailing the need for the rental of a facility for the WITC-Hayward center.

WHEREAS, the board, in renting this facility, does not meet TCS 5.09 exclusion of minor remodeling and minor rentals which now requires state board approval.

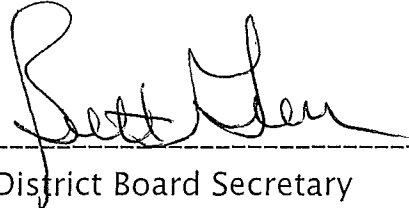
NOW, THEREFORE, BE IT RESOLVED that the Wisconsin Indianhead Technical College board goes on record petitioning the Wisconsin Technical College System Board to allow the district board to enter into this rental agreement for the rental of facilities.

Adopted and approved this 20th day of June 2016.



District Board Chairperson

ATTEST:



District Board Secretary

WISCONSIN INDIANHEAD TECHNICAL COLLEGE

AGREEMENT

John Passolt (Northland Companies, Inc.), (Lessor) owner of a facility located at the intersection of Highway 63 North and Highway 77 in Hayward, Wisconsin, agrees to rent space to Wisconsin Indianhead Technical College (Lessee) with Administrative Offices located in Shell Lake for the purpose of providing instruction to area citizens. This contract shall be effective from July 1, 2016 to June 30, 2017.

John Passolt (Northland Companies, Inc.), (Lessor) agrees to:

1. Rent classrooms to WITC, housing WITC-Hayward at the intersection of Highway 63 North and Highway 77 in Hayward, Wisconsin.
2. Provide approximately 5,224 square feet of space.
3. Charge rental at \$4,500 per month.
4. Maintain a clean and safe environment in rooms, hallways, bathrooms, and on sidewalks and parking lots.
5. Provide adequate heat, light, electricity, and air conditioning in rooms for WITC-Hayward activities.
6. Make repairs in a timely manner so that disruption to WITC-Hayward activities will be kept to a minimum.
7. Be responsible for updating and maintaining the facility to meet ADA requirements.

Wisconsin Indianhead Technical College (Lessee) agrees to:

1. Pay John Passolt (Northland Companies, Inc.), rental in the amount of \$4,500 per month for each month during the period of July 1, 2016 to June 30, 2017.
2. Maintain a smoke-free environment.
3. Take reasonable steps to assure facility is not defaced or damaged.
4. Submit rent to the Lessor by the tenth day of each month.

Lessors and Lessee Agree:

1. To renegotiate terms of the agreement at the end of the contract period.
2. Wisconsin Indianhead Technical College has the right within 30 days written notice to renegotiate or terminate this contract contingent upon external funding sources.

Agreed to on _____.

John Passolt
Northland Companies, Inc.

PO Box 589
Hayward, WI 54843
715-492-6405

Steve Decker
Vice President of Business and
Technology Services/Chief Financial
Officer
Wisconsin Indianhead Technical College
Shell Lake, WI 54871
715-468-2815, Ext. 2234