

Northwood Technical College  
Board Proceedings  
July 14, 2025

The annual organizational meeting of the Northwood Technical College Board was held on Monday, July 14, 2025, at 8:30 a.m., at the Northwood Tech Health Education Center, located at 505 Pine Ridge Drive, Shell Lake, WI 54871. The use of technology to access the meeting was available to Board members as needed.

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

Chairperson Amber Richardson called the meeting to order at 8:30 a.m. Board members Brett Gerber, Janelle Gruetzmacher, Neil Kline, Lori Laberee, Amber Richardson, Joe Simonich, Pete Vrieze, Tim Widiker were present. A quorum was established.

Northwood Tech employees Steve Bitzer, Aliesha Crowe, Cara Greene, Amanda Gohde, Deanna Lapacinski, Sara Nick, Kim Pearson, John Will, and Susan Yohnk Lockwood were in attendance during the meeting.

**OPEN MEETING STATEMENT**

Deanna Lapacinski, Executive Assistant to the President and Board, read the following open-meeting statement: "The July 14, 2025, organizational meeting of the Northwood 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 July 11, 2025, 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 Richardson 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.

Janell Gruetzmacher moved, seconded by Pete Vrieze, 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 Chairperson Richardson to recognize people in the audience if needed. The Audience Recognition Board policy (II.L.) was included in the Board book as a reference.

**BOARD ORGANIZATION**

1. Oath of Office: Brett Gerber, Janelle Gruetzmacher, and Neil Kline

The verbal Oath of Office was administered to Board members Brett Gerber, Janelle Gruetzmacher, and Neil Kline having them read the Oath of Office statement at the meeting. The Oath of Office forms were signed and notarized by Northwood Tech employee, Cara Greene, at the meeting.

2. Election of Officers

In accordance with Wisconsin Statute §38.08 (3), the district Board shall hold its annual organizational meeting on the 2<sup>nd</sup> Monday in July, at which time it shall elect from among its members a chairperson, vice-chairperson, secretary, and treasurer. It was noted that no person may serve as a Chairperson for more than two successive annual terms, per Wisconsin Statute §38.08 (3). All officers, except the Chair, may serve multiple consecutive terms of office.

The following Northwood Tech Board officers served in 2024-2025:

- a. Chair – Amber Richardson served two years in this position.
- b. Vice-Chair – Andy Albarado served two years in this position.
- c. Secretary – Brett Gerber served the past ten years in this position.
- d. Treasurer – Joe Simonich served two years in this position.

The Board conducted its election of officers with Chairperson Richardson calling for nominations for the office of chairperson. A sample election process for Board officers was provided.

#### Chair

Amber Richardson moved to nominate Pete Vrieze for the office of chairperson.

Following three calls for nominations, Lori Laberee moved, seconded by Tim Widiker, that nominations be closed and to cast a unanimous vote for Pete Vrieze for the office of chairperson of the Board. Upon a unanimous vote of all members present, motion carried.

Chairperson Pete Vrieze facilitated the nomination process for the remaining officer positions.

#### Vice-Chair

Lori Laberee moved to nominate Amber Richardson for the office of vice-chairperson.

Following three calls for nominations, Brett Gerber moved, seconded by Lori Laberee, that nominations be closed and to cast a unanimous vote for Amber Richardson for the office of vice-chairperson of the Board. Upon a unanimous vote of all members present, motion carried.

#### Secretary

Lori Laberee moved to nominate Brett Gerber for the office of secretary.

Following three calls for nominations, Amber Richardson moved, seconded by Lori Laberee, that nominations be closed and to cast a unanimous vote for Brett Gerber for the office of secretary of the Board. Upon a unanimous vote of all members present, motion carried.

#### Treasurer

Amber Richardson moved to nominate Joe Simonich for the office of treasurer.

Following three calls for nominations, Lori Laberee moved, seconded by Amber Richardson, that nominations be closed and to cast a unanimous vote for Joe Simonich for the office of treasurer of the Board. Upon a unanimous vote of all members present, motion carried.

The officers assumed their duties following the election process. If a vacancy occurs in any of the District Board officer positions after the annual organizational meeting, the District Board may elect an officer to fill the vacancy at any subsequent district Board meeting. The Board Officers policy (II.E.) was provided for the Board's information.

### 3. Selection of Regular Meeting Dates

Time was reserved for the Board to approve the 2025-2026 Board Meeting Schedule.

Two draft 2025-2026 Board Meeting schedules were provided at the June meeting with tentative dates for the third Wednesday of the month for most meetings, to begin at 8:30 a.m., for the Board's final consideration. In July, the Board's annual organizational meeting is scheduled on the second Monday of the month per Wisconsin Statute §38.08(3).

Lori Laberee moved, seconded by Amber Richardson, to approve the 2025-2026 Board Meeting Schedule which will combine the November and December Board meetings, and the meeting will be held on Wednesday, December 10, 2025. Upon a unanimous vote of all members present, motion carried.

4. Appointment to Northwood Tech Foundation Board of Directors

Time was reserved for the Northwood Tech Board Chair to appoint a liaison to the Northwood Tech Foundation Board of Directors. The Northwood Tech Foundation is governed by a 17-member Board of Directors comprised of three representatives from each of the four campus areas plus a liaison from the Northwood Tech Board of Trustees. The primary responsibility of the Northwood Tech Board liaison is to represent the Board of Trustees' perspective on the Foundation Board. The Foundation Board meets in the fall and spring of each year to establish Foundation policy and conduct business.

Chairperson Vrieze appointed Lori Laberee to serve as the Northwood Tech Foundation Board of Directors liaison for 2025-2026.

5. Approval of Official Newspaper of Record Selection

Annually the Board approves the "newspaper of record" for the College. The College recently conducted an RFI to all certified newspapers within the Northwood Tech district. Six newspapers submitted information for consideration. All six newspapers publish their notices one (1) day per week and the cost per column inch pricing was similar across all newspapers.

Considering the largest audience/circulation numbers, Administration recommends the Board's approval to establish the *Inter-County Leader in Frederic, WI* as the College's "newspaper of record" for FY26.

Joe Simonich moved, seconded by Amber Richardson, to establish the *Inter-County Leader* as the College's official newspaper of record for 2025-2026. Upon a unanimous vote of all members present, motion carried.

6. Approval of Board Monitoring Schedule for Fiscal Year 2026

Time was reserved for final approval of the *2025-2026 Northwood Tech Board Monitoring Schedule* as discussed in June.

Janelle Gruetzmacher moved, seconded by Tim Widiker, to approve the 2025-2026 Northwood Tech Board Monitoring Schedule with revisions as presented. Upon a unanimous vote of all members present, motion carried.

7. Request for Board Organizational Meeting Appointments to the District Boards Association Positions – Standing Committees

The District Boards Association (DBA) requested that all districts review and assign their members to the association's standing committees. Northwood Tech Board members may volunteer to serve on a DBA committee. A District Boards Association Standing Committees packet was provided for the Board's information:

There are four DBA committees that need Northwood Tech representation as follows:

- 1) **Awards Committee** – One representative from each technical college is needed (*Mr. Albarado was the College's representative in 2024-2025*).

- 2) **Bylaws, Policies, and Procedures Committee** – One representative from each technical college is needed (*Mr. Gerber was the College’s representative in 2024-2025*).
- 3) **Internal Best Practices Committee** – Up to four representatives are needed from each technical college Up to four representatives are needed from each technical college (*Mr. Fitzgerald, Mr. Gerber, and Ms. Laberee were the College’s representatives in 2024-2025*).
- 4) **External Partnerships Committee** – Up to four representatives are needed from each technical college (*Mr. Fitzgerald, Ms. Gruetzmacher, Mr. Widiker, and Ms. Richardson were the College’s representatives in 2024-2025*).

Brett Gerber requested to be removed from the Bylaws, Policies and Procedures Committee. Neil Kline requested to be assigned to the Internal Best Practices Committee. Chairperson Vrieze requested the Board contact Deanna Lapacinski if they would like to be assigned to and/or removed from a specific DBA committee, otherwise previous assignments would carry forward.

### **MEETING MINUTES**

1. Approval of the June 18, 2025, Regular Meeting Minutes  
Joe Simonich moved, seconded by Amber Richardson, to approve the regular meeting minutes as printed. Upon a voice vote, motion carried. The signed contract listings and resolutions from the June meeting will be attached to the official minutes. Ms. Lapacinski 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 Vrieze asked if there were any items to be pulled off the Consent Agenda and acted on separately; however, there were none.

Lori Laberee moved, seconded by Janelle Gruetzmacher, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

1. Personnel:
  - A. **New Hire**: Lindsey Boehm, Associate Degree Nursing Instructor, Faculty; New Richmond; annual salary \$71,421, effective July 1, 2025.
  - B. **New Hire**: Dorinda Cook, Business Office Associate, Staff; Superior; \$28.56/hour, effective July 1, 2025.
  - C. **New Hire**: Andrew Eliason, Institutional Effectiveness-Data Analysis, Staff; New Richmond; \$23.50/hour, effective July 7, 2025.
  - D. **New Hire**: Alissa Uttech, Counselor, Faculty; Superior; annual salary \$64,409, effective July 1, 2025.
  - E. **Resignation**: Lauren Duffy-Pechacek, Student Recruitment Specialist; Ashland, effective June 30, 2025.
  - F. **Resignation**: Sara Kroeplin, Health Information Technology Instructor/Program Director; Ashland, effective June 30, 2025.
  - G. **Resignation**: Vincent Zilka, Mechatronics Basics Instructor; Rice Lake, effective June 30, 2025.
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  
Administration recommended, per WI Statute 38.12(2), approval of this month's vendor and payroll related expenditures totaling \$2,418,261.25.
5. Out-of-State Tuition Remission Report  
In accordance with Wisconsin Technical College System Board Administrative Bulletin, AB 04-02, Remission of Out-of-State Tuition – Needy and Worthy, staff with delegated authority shall annually report remission activity for the academic year (by July 15). The report shall include the number of individuals for whom tuition was remitted, the total credits remitted, the financial impact of the actual remissions, and the percentage of total actual credits (net of Community Services), which were remitted for the academic year.

The Out-of-State Tuition Remission Report was submitted for the entire 2024-2025 academic year. The Board was informed that Northwood Tech submitted no students for the 2024-2025 academic year.

6. Bids/Purchases
  - A. **Blackboard Renewal:** Administration recommended renewing the Blackboard contract with Anthology, Inc. of Orlando, FL for five years (FY26-FY30) at a total cost of \$543,253. This price includes a licensing credit of \$30,329 that was prepaid through December 2025.

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

1. Requesting Approval of the Three-Year Facilities Plan  
Administration recommended approval of the Northwood Tech Three-Year Facilities Plan for FY26-FY28. State administrative procedures require districts to submit a three-year facilities plan to the system office to include building repairs, remodeling, and new construction. The plan summarized the remodeling and new construction proposed in Northwood Tech's three-year plan.

Joe Simonich moved, seconded by Lori Laberee, to approve the Three-Year Facilities Plan as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

#### **CORRESPONDENCE AND INFORMATION**

1. Meeting Information Sharing  
Time was reserved for Board members to report on any meetings they attended.
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.
3. President's Updates:
  - A. **Enrollment Funnel Report**  
President Will provided a brief update on the most recent enrollment information.
  - B. **Board Orientation**  
A Board Orientation took place following the July 14<sup>th</sup> Board meeting for new Board

members. The Board Orientation Handbook was provided to all Board members, for their review.

**C. Enrollments by Student Location Report**

President Will shared a report with the Board that lists enrollment numbers by student location.

4. Legislative Updates

Time was reserved for legislative updates. *Note: District legislators have an open invitation to attend Northwood Tech Board meetings to provide legislative updates.*

5. Student Updates and News

Time was reserved for the following items:

**A. Governor Evers visits Hayward site for Northwood Tech and Impact Seven's Trailview Cottages workforce housing project**

June 18, 2025 – Sawyer County Record, Sawyer County Gazette

Governor Tony Evers and Elmer Moore Jr., CEO and executive director of WHEDA, visited Hayward on June 16 to tour the future site of Trailview Cottages, a 40-unit workforce housing development supported by Northwood Tech's HOMES Workforce Innovation Grant in collaboration with IMPACT Seven. The project will feature affordable housing, a community building with amenities, and a Workforce Accelerator classroom. Northwood Tech will deliver mobile training in high-demand fields like manufacturing, welding, and dental assisting.

**B. Innovation program trains employees at workplace**

June 18, 2025 – Barron News-Shield

Northwood Technical College and Jack Link's celebrated eight employees on May 22 for completing the one-year mechatronics basics technical diploma through customized, on-site training delivered by Northwood Tech faculty. The program, held at the Jack Link's facility in Minong from September 2023 to May 2025, used the College's Industry 4.0 Mobile Training Unit to provide hands-on instruction without disrupting operations. Three apprenticeship completers were also honored. Funded through the Workforce Innovation Grant as part of the HOMES project, this initiative highlights Northwood Tech's commitment to workforce development.

**C. Building the workforce to power broadband expansion**

June 26, 2025 – The Evollution

Northwood Technical College's recent op-ed highlights the vital role of broadband in today's digital economy and the growing need for a skilled telecommunications workforce, especially in rural areas. In response, Northwood Tech launched the Broadband Academy—a fully online, self-paced, stackable credential program developed with NTCA—The Rural Broadband Association. Recognized by the White House's Talent Pipeline Challenge, the Academy offers flexible, industry-informed training that supports both new and incumbent workers, helping to build a stronger broadband workforce. By meeting learners and employers where they are, Northwood Tech is transforming communities through access, equity, and opportunity in a rapidly evolving field.

**D. Northwood Technical College offered \$144,514 for fall 2025 semester scholarships**

June 26, 2025 – The Stanley Republican

The Northwood Technical College Foundation continues to provide vital financial support to students, awarding 276 scholarships totaling \$144,514 to 237 students for the upcoming fall 2025 semester. With an average award of \$524, these scholarships

help cover essential education costs such as tuition, books and classroom supplies.

6. District Boards Association Annual Award Nominations and Approvals

Each year the Association recognizes individuals and business leaders in the state that exemplify the very best of Wisconsin's technical education system and colleges. Administration will submit the approved nominations to the DBA by July 21, 2025 due date and awards will be presented at the fall meeting. Administration recommended submitting a Media Award nomination for a previous Facebook post that was created by the Barron County Sheriff's Department. The social media post highlighted the partnership between Northwood Tech and the Barron County Sheriff's Department in which HSED programming is being offered at the Barron County Jail.

Lori Laberee moved, seconded by Brett Gerber, to submit a nomination for the Media Award to the DBA, as presented. Upon a unanimous vote of all members present, motion carried.

**BOARD EDUCATION**

1. Strategic Plan Progress Report

Dr. John Will, President, presented the Strategic Planning Progress Report to the Board. The report included updates regarding strategic themes and strategies of the 2024-2027 EVOLVE Strategic Plan.

Joe Simonich moved, seconded by Amber Richardson, to accept the Strategic Plan Progress Report as it relates 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**

2. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm its plans for the regular meeting scheduled on Wednesday, August 20, 2025, beginning 8:30 a.m., at the Northwood Tech Health Education Center.

3. 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, July 31, 2025**. 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.*

Lori Laberee moved, seconded by Amber Richardson to adjourn the meeting. Chairperson Vrieze adjourned the meeting at 9:51 a.m.

Respectfully submitted,



Board Secretary

**Northwood Technical College  
Contract Estimated Full Cost Report**

**Fiscal Year:  
2025**

**State Designated Indirect Cost Factors:  
Off Campus = 36.93 %  
On Campus = 43.59%**

7/1/25  
9:38 15 am

**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 Totat	=	Full Cost	Difference
<b>Approval Date: June 2024 (2 records)</b>												
725319	St. Croix Native Tribe Excel A and MS Word A for up to 12 participants from St. Croix Chippewa Tribe and YES program. There is a \$0 cost to the Tribe due to grant funding.	Online	Off	\$ 20,241.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,241.00	\$ 20,241.00
725325	Bayfield County Jail Northwood Technical College is contracting with Bayfield County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Bayfield County Jail owes \$0 for the services.	Bayfield County Jail	Off	\$ 16,563.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,563.00	\$ 16,563.00
725323	Ashland County Jail Northwood Technical College is contracting with Ashland County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Ashland County Jail owes \$0 for the services.	Ashland County Jail	Off	\$ 16,616.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,616.00	\$ 16,616.00
725324	Barron County Jail Northwood Tech is contracting with Barron County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Barron County Jail owes \$0 for the services.	Barron County Jail	Off	\$ 21,118.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,118.00	\$ 21,118.00
725326	Polk County Jail Northwood Technical College is contracting with Polk County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Polk County Jail owes \$0 for the services.	Polk County Jail	On	\$ 17,881.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,881.00	\$ 17,881.00
725327	St Croix County Jail Northwood Technical College is contracting with St. Croix County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. St. Croix County Jail owes \$0 for the services.	St. Croix County Jail	Off	\$ 19,327.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,327.00	\$ 19,327.00
725328	Rusk County Jail Northwood Technical College is contracting with Rusk County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Rusk County Jail owes \$0 for the services.	Rusk County Jail	Off	\$ 752.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 752.00	\$ 752.00
725329	Douglas County Jail Northwood Technical College is contracting with Douglas County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Douglas County Jail owes \$0 for the services.	Douglas County Jail	Off	\$ 16,296.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,296.00	\$ 16,296.00
725340	Allied Emergency Services EMR Refresher and Practical Skills Review training for up to 30 individuals. The contract runs from June 17, 2025, to May 30 of 2025. The contract will be adjusted accordingly if classes are canceled. Allied will receive a bill once training is completed. *Note small price increase due to mileage increase. Northwood Tech also added a second instructor to 4 sessions due to the EMR Refresher courses added to the contract. Each instructor gets paid for 3 hours per training.	Alden/Garfield/Dresser	Off	\$ 2,351.00	\$ 1,016.40	\$ 375.35	\$ 369.00	\$ -	\$ -	\$ -	\$ 1,760.75	\$ 590.25
725335	Osceola EMS Two hours of Practical Skills Review on the third Monday of every month starting June 17, 2024, and ending on May 19, 2024. Adjustments will be made to the contract if we can't meet in a certain month.	Osceola EMS	Off	\$ 3,871.00	\$ 1,839.20	\$ 679.21	\$ 360.00	\$ -	\$ -	\$ -	\$ 2,878.41	\$ 992.59
725336	Sawyer County Jail Northwood Technical College is contracting with Sawyer County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Sawyer County Jail owes \$0 for the services.	Sawyer County Jail	Off	\$ 19,491.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,491.00	\$ 19,491.00
<b>Approval Date: July 2024 (2 records)</b>												
725357	Superior Senior High School Applied Technical Math 1. This quote is for 12 students. Classes will be in person on M(9:40-10:27) & W(10:12-11:00) at the Superior H. S. and Online on T & TH(9:40-10:27). Class will be held totally online during a short time during the Spring, these dates still TBD.	Superior H.S. and Online	Off	\$ 6,101.00	\$ 1,078.00	\$ 398.10	\$ -	\$ -	\$ -	\$ -	\$ 1,476.10	\$ 4,624.90
725226	Western Wisconsin Health Wage & Fringe for Surgical Tech Program Director from June 1st to December 31st for initiation, development, and certification of the program. Once the signed contract is received, Northwood Tech will bill Western Wisconsin Health.	No Training	Off	\$ 84,164.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,164.00	\$ 84,164.00
<b>Approval Date: August 2024 (2 records)</b>												
725358	Ashland School District Up to 12 students per semester(24 total for the year) from Ashland High School will receive basic machine tool instruction in MTO 1 & 2. MTO 1 will be offered during the Fall Semester and the MTO 2 will be offered during the Spring Semester. Students will receive 4 credits per course. Please confirm that the class will run 1:48-3:22p.m.	Northwood Tech Ashland Campus	On	\$ 25,445.00	\$ 1,239.70	\$ 540.39	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 5,780.09	\$ 19,664.91

725365	Somerset Senior High Applied Math for up to 19 students from Somerset High School. The contract will be adjusted for any student over 19 to reflect the cost per student. Somerset High School will be charged a minimum of 8 students.	Virtual	Off	\$ 8,902.00	\$ -	\$ -	\$ 8,245.00	\$ 8,245.00	\$ 657.00
<b>Approval Date: October 2024 (1 records)</b>									
725234	University Of WI-Superior	UW Superior & Northwood Tech	Off	\$ 11,385.00	\$ 6,818.35	\$ 2,518.02	\$ -	\$ 9,336.37	\$ 2,048.63
Northwood Technical College will provide RN to BSN program consultation through a technical assistance contract to include the following:									
<b>Approval Date: November 2024 (1 records)</b>									
725445	Unity High School	Unity High School	Off	\$ 39,216.00	\$ 9,482.00	\$ 3,501.70	\$ 25,798.00	\$ 38,781.70	\$ 434.30
CDL Permit Prep and Truck Driving Technical Diploma for six students from Unity High School and two students from Luck High School. The bill is \$4,902 per student. The Unity High School will be billed \$29,412, and the Luck High School will be billed \$9,804.									
<b>Approval Date: February 2025 (2 records)</b>									
725475	Skoglund Oil Company	Online and New Richmond Campus Parking Lot	Off	\$ 3,390.00	\$ 919.60	\$ 339.61	\$ 1,519.00	\$ 2,778.21	\$ 611.79
CDL Theory, Behind the Wheel, and Haz-Mat for 1 employee. Once registration forms are received, students will be sent the link with instructions on how to get started with the theory course. The employee must have their permit and theory class completed before they can start driving. The contract is written for 45 hours of behind-the-wheel time. Contact will be adjusted on how many hours are actually used.									
725476	Northwest WI Workforce Investment Board	Online & Superior Campus	On	\$ 8,407.00	\$ 2,829.20	\$ 1,233.25	\$ 3,112.00	\$ 7,174.45	\$ 1,232.55
Up to 15 students will take the Health, Safety & Nutrition course included in the Group Childcare Essentials. The Child Development course will be offered under another contract starting on 6/14/25. The contract can be adjusted to reflect the actual number of students who complete.									
<b>Approval Date: March 2025 (2 records)</b>									
725486	Action Battery	Online and New Richmond Campus Parking Lot	Off	\$ 4,623.00	\$ 1,839.20	\$ 679.22	\$ 1,494.00	\$ 4,012.42	\$ 610.58
CDL Theory, Behind the Wheel, and Haz-Mat for 1 employee. Once registration forms are received the student will be sent the link with instructions on how to get started with the theory course. The employee must have their permit and theory class completed before they can start driving. The contract is written for 45 hours of behind-the-wheel time. Contact will be adjusted on how many hours are actually used.									
725487	Action Battery	Online and New Richmond Campus Parking Lot	Off	\$ 473.00	\$ -	\$ -	\$ 294.00	\$ 294.00	\$ 179.00
CDL Theory and Haz-Mat for 1 employee. His Behind the Wheel will be moved to a FY26 contract.									
<b>Approval Date: April 2025 (1 records)</b>									
725506	Hoffman Bros Sod	New Richmond Campus	Off	\$ 2,894.00	\$ 1,139.05	\$ 420.65	\$ 399.00	\$ 1,958.70	\$ 935.30
CDL A theory and behind-the-wheel training for 1 employee. The contract includes one CDL exam for \$150. The contract will be adjusted to reflect the actual amount of hours driven and the appropriate fees for the test.									
<b>Approval Date: June 2025 (29 records)</b>									
725385	Amery High School Amery HS Dual Credit	Amery High School	Off	\$ 43,966.00	\$ -	\$ -	\$ 43,966.00	\$ 43,966.00	\$ -
725383	Rice Lake School District Rice Lake HS Dual Credit	Rice Lake High School	Off	\$ 53,170.00	\$ -	\$ -	\$ 53,170.00	\$ 53,170.00	\$ -
725384	Hudson High School Hudson HS Dual Credit	Hudson High School	Off	\$ 351,840.00	\$ -	\$ -	\$ 351,840.00	\$ 351,840.00	\$ -
725386	Hayward High School Hayward HS Dual Credit	Hayward High School	Off	\$ 108,194.00	\$ -	\$ -	\$ 108,194.00	\$ 108,194.00	\$ -
725395	Ashland High School Ashland high school dual credit classes.	Ashland High School	Off	\$ 27,533.00	\$ -	\$ -	\$ 27,533.00	\$ 27,533.00	\$ -
725403	Flambeau School Flambeau high school dual credit classes.	Flambeau High School	Off	\$ 5,020.00	\$ -	\$ -	\$ 5,020.00	\$ 5,020.00	\$ -
725396	Baldwin-Woodville High School Baldwin-Woodville high school dual credit classes.	Baldwin-Woodville High School	Off	\$ 7,735.00	\$ -	\$ -	\$ 7,735.00	\$ 7,735.00	\$ -
725416	Solon Springs School District Solon Springs high school dual credit classes.	Solon Springs High School	Off	\$ 3,731.00	\$ -	\$ -	\$ 3,731.00	\$ 3,731.00	\$ -
725400	Clayton High School Clayton high school dual credit classes.	Clayton High School	Off	\$ 2,275.00	\$ -	\$ -	\$ 2,275.00	\$ 2,275.00	\$ -
725406	Grantsburg Senior High School Grantsburg high school dual credit classes.	Grantsburg High School	Off	\$ 7,280.00	\$ -	\$ -	\$ 7,280.00	\$ 7,280.00	\$ -
725414	Prairie Farm High School Prairie Farm high school dual credit classes.	Prairie Farm High School	Off	\$ 4,550.00	\$ -	\$ -	\$ 4,550.00	\$ 4,550.00	\$ -
725413	Osceola High School Osceola high school dual credit classes.	Osceola High School	Off	\$ 46,455.00	\$ -	\$ -	\$ 46,455.00	\$ 46,455.00	\$ -
725410	Mellen High School Mellen high school dual credit classes.	Mellen High School	Off	\$ 19,200.00	\$ -	\$ -	\$ 19,200.00	\$ 19,200.00	\$ -

725408	iForward Wisconsin iForward Wisconsin high school dual credit classes.	iForward Wisconsin High School	Off	\$	915.00	\$	-	\$	-	\$	915.00	\$	915.00	\$	-
725402	Eau Claire Memorial High School Eau Claire Memorial high school dual credit classes.	Eau Claire Memorial High School	Off	\$	16,464.00	\$	-	\$	-	\$	16,464.00	\$	16,464.00	\$	-
725409	Ladysmith High School Ladysmith high school dual credit classes.	Ladysmith High School	Off	\$	3,660.00	\$	-	\$	-	\$	3,660.00	\$	3,660.00	\$	-
725397	Barron Area School District Barron high school dual credit classes.	Barron Area School District	Off	\$	11,830.00	\$	-	\$	-	\$	11,830.00	\$	11,830.00	\$	-
725401	Cumberland School District Cumberland high school dual credit classes.	Cumberland High School	Off	\$	23,205.00	\$	-	\$	-	\$	23,205.00	\$	23,205.00	\$	-
725404	Frederic High School Frederic high school dual credit classes.	Frederic High School	Off	\$	5,540.00	\$	-	\$	-	\$	5,540.00	\$	5,540.00	\$	-
725398	Cameron School District Cameron high school dual credit classes.	Cameron High School	Off	\$	10,190.00	\$	-	\$	-	\$	10,190.00	\$	10,190.00	\$	-
725405	Glenwood City School District Glenwood City high school dual credit classes.	Glenwood City High School	Off	\$	6,412.00	\$	-	\$	-	\$	6,412.00	\$	6,412.00	\$	-
725415	Siren School District Siren high school dual credit classes.	Siren High School	Off	\$	2,056.00	\$	-	\$	-	\$	2,056.00	\$	2,056.00	\$	-
725412	Northwestern High School Northwestern high school dual credit classes.	Northwestern High School	Off	\$	22,998.00	\$	-	\$	-	\$	22,998.00	\$	22,998.00	\$	-
725417	Somerset Senior High Somerset high school dual credit classes.	Somerset High School	Off	\$	26,231.00	\$	-	\$	-	\$	26,231.00	\$	26,231.00	\$	-
725407	Hurley School District Hurley high school dual credit classes.	Hurley High School	Off	\$	7,735.00	\$	-	\$	-	\$	7,735.00	\$	7,735.00	\$	-
725419	St Croix Falls School District St Croix Falls high school dual credit classes.	St Croix Falls High School	Off	\$	2,440.00	\$	-	\$	-	\$	2,440.00	\$	2,440.00	\$	-
725418	St Croix Central High School St Croix Central high school dual credit classes.	St Croix Central High School	Off	\$	42,516.00	\$	-	\$	-	\$	42,516.00	\$	42,516.00	\$	-
725421	Turtle Lake High School Turtle Lake high school dual credit classes.	Turtle Lake High School	Off	\$	13,144.00	\$	-	\$	-	\$	13,144.00	\$	13,144.00	\$	-
725437	Luck High School Dual credit classes for Luck high school.	Luck High School	Off	\$	4,695.00	\$	-	\$	-	\$	4,695.00	\$	4,695.00	\$	-

**Grand Totals (51 records)**

\*indicates an amended contract

  
Board Secretary

7/14/2025  
Date

7/1/25  
9:38 15 am

**Northwood Technical College  
Contract Estimated Full Cost Report**

**Fiscal Year:  
2026**

**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 = 38.44 %  
On Campus = 44.26%**

\*-----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 2025 (34 records)</b>												
726326	St. Croix Native Tribe	St. Croix Education Center	Off	\$ 9,937.00	\$ 3,927.00	\$	325.59	\$	2,139.00	\$	6,391.59	\$ 3,545.41
	This hands-on course introduces students to foundational skills in automotive technology, including safe shop practices, basic vehicle maintenance, and professional conduct with customers. Students will explore career opportunities in the auto service industry while gaining experience with tools, service manuals, and entry-level diagnostics.This program is for up to 10 youth.											
726328	St. Croix Native Tribe	-	Off	\$ 4,129.00	\$ 1,452.00	\$	536.22	\$	1,383.00	\$	3,371.22	\$ 757.78
	ASHI First AID, CPR, AED training for up to 50 YES program students. Students will be broken up into groups of 10.											
726340	Serco Loaders	Serco Loaders Facility	Off	\$ 1,969.00	\$ 435.60	\$	160.86	\$	724.00	\$	1,320.46	\$ 648.54
	Up to 15 Serco employees will receive 6 hours of leadership training focusing on practical workplace skills. There will be three 2-hour training sessions on July 30th, Aug. 27th, and Sept. 17th from 12:30-2:30 p.m. Training will take place at the Serco Loaders facility.											
726331	DNR Worksite-Spooner	Ashland Campus Parking Lot	Off	\$ 8,161.00	\$ 3,762.00	\$	1,417.71	\$	908.00	\$	6,087.71	\$ 2,073.29
	CDL A Theory class and Behind the Wheel training for 2 employees of the WI DNR. Once the contract is signed registration information will be sent. Contract is written for 45 hours of behind the wheel time. Contact will be adjusted on how many hours are actually used. Training will take place at the Ashland Campus.											
726325	Jennie O Turkey Store Co - Barron	Northwood Technical College-CDL Lot	On	\$ 4,583.00	\$ 1,755.60	\$	765.27	\$	975.00	\$	3,495.87	\$ 1,087.13
	1 employee of Jennie-O Turkey Store will receive up to 40 hours of behind-the-wheel training. Each trainee will receive 1 CDL A test. Additional testing needs will be paid for by the trainee. The trainee will also need to complete pre-employment drug screening before attending behind-the-wheel training and obtain a CDL Permit.											
726343	Westfall Technik	Westfall Technik	Off	\$ 467.00	\$ 193.60	\$	74.42	\$	113.00	\$	381.02	\$ 85.98
	CPR/AED training for up to 10 people.											
726329	Jennie O Turkey Store Co - Barron	Northwood Technical College, Rice Lake CDL Lot	On	\$ 4,583.00	\$ 1,755.60	\$	777.03	\$	975.00	\$	3,507.63	\$ 1,075.37
	1 employee of Jennie-O Turkey Store will receive up to 40 hours of behind-the-wheel training. Each trainee will receive 1 CDL A test. Additional testing needs will be paid for by the trainee. The trainee will also need to complete pre-employment drug screening before attending behind-the-wheel training and obtain a CDL Permit.											
726327	Jennie O Turkey Store Co - Barron	Northwood Technical College, Rice Lake CDL Lot	On	\$ 4,583.00	\$ 1,755.60	\$	777.03	\$	975.00	\$	3,507.63	\$ 1,075.37
	1 employee of Jennie-O Turkey Store will receive up to 40 hours of behind-the-wheel training. Each trainee will receive 1 CDL A test. Additional testing needs will be paid for by the trainee. The trainee will also need to complete pre-employment drug screening before attending behind-the-wheel training and obtain a CDL Permit.											
726330	Jennie O Turkey Store Co - Barron	Northwood Technical College, Rice Lake CDL Lot	On	\$ 4,583.00	\$ 1,755.60	\$	777.03	\$	975.00	\$	3,507.63	\$ 1,075.37
	1 employee of Jennie-O Turkey Store will receive up to 40 hours of behind-the-wheel training. Each trainee will receive 1 CDL A test. Additional testing needs will be paid for by the trainee. The trainee will also need to complete pre-employment drug screening before attending behind-the-wheel training and obtain a CDL Permit.											
726332	Jennie O Turkey Store Co - Barron	Jennie-O Turkey Store Barron Plant	Off	\$ 3,245.00	\$ 1,742.40	\$	669.78	\$	280.00	\$	2,692.18	\$ 552.82

Provide Confined Space training for employees of Jennie-O Turkey Store. One initial training of 4 hours and 5 2-hour refresher training courses. Training is to be held at the Barron plant.															
726333	Ashland Public Works Dept	Northwood Tech Ashland Parking Lot	Off	\$	3,939.00	\$	1,881.00	\$	723.06	\$	301.00	\$	2,905.06	\$	1,033.94
CDL B Behind the Wheel training for 1 employee. **Exact dates are to be determined. The Theory Class has been completed under a previous contract. Contract is written for 40 hours of behind the wheel time. Contact will be adjusted on how many hours are actually used. Ashland Public Works will be supplying their own vehicle for training.															
726334	Birch Point Dental	Birch Point Dental Office	Off	\$	439.00	\$	193.60	\$	74.42	\$	91.00	\$	359.02	\$	79.98
Up to 7 employees of Birch Point Dental will receive BLS renewal training.															
726335	Cumberland School District	Cumberland High School	Off	\$	9,043.00	\$	-	\$	-	\$	8,221.00	\$	8,221.00	\$	822.00
Up to 15 students of Cumberland High School will receive 3 credits of Speech from Northwood Technical College after successfully completing the course. Classes will be delivered in person and through ITV. Monday and Wednesday classes will be delivered through ITV. On Tuesdays and Thursdays, classes will be held in person at CHS.															
726338	Rice Lake Police Dept	Airport Conference	Off	\$	621.00	\$	-	\$	-	\$	540.00	\$	540.00	\$	81.00
EVOC training for up to 18 officers. Training will be held on June 24 and June 25. Each officer will get 4 hours of training.															
726336	Cumberland School District	Cumberland High School	Off	\$	7,412.00	\$	-	\$	-	\$	6,738.00	\$	6,738.00	\$	674.00
Students will receive 3 credits in Medical Terminology upon successful completion of the course. Up to 12 students from Cumberland High School can enroll in this course. Class to be delivered 10:19-11:05. Monday and Wednesday onsite at Cumberland High School and through ITV on Fridays.															
726337	Ashland School District	Room 427	Off	\$	326.00	\$	193.60	\$	74.42	\$	40.00	\$	308.02	\$	17.98
Up to 10 Ashland School District employees will receive K12 Heartsaver Renewal training(4 hours). Certification cards are included.															
726339	Bishop Fixture & Millwork Inc	Balsam Lake Outreach Center	On	\$	377.00	\$	145.20	\$	64.27	\$	105.00	\$	314.47	\$	62.53
This contract covers recertification for up to 10 employees. At this time, only 6 certification cards are included in the contract price.															
726341	Jennie O Turkey Store Co - Barron	Northwood Technical College, Rice Lake CDL Lot	On	\$	4,583.00	\$	1,755.60	\$	777.03	\$	975.00	\$	3,507.63	\$	1,075.37
1 employee of Jennie-O Turkey Store will receive up to 40 hours of behind-the-wheel training. Each trainee will receive 1 CDL A test. Additional testing needs will be paid for by the trainee. The trainee will also need to complete pre-employment drug screening before attending behind-the-wheel training and obtain a CDL Permit.															
726342	Osceola EMS	Osceola EMS	Off	\$	4,431.00	\$	2,129.60	\$	818.62	\$	377.00	\$	3,325.22	\$	1,105.78
Two hours of Practical Skills Review on the third Monday of every month starting June 19, 2025, and ending on May 21, 2026. Adjustments will be made to the contract if we can't meet in a certain month.															
726344	Embark Supported Employment	Embark Training Room	Off	\$	420.00	\$	193.60	\$	74.42	\$	77.00	\$	345.02	\$	74.98
Up to 10 employees of Embark will receive 4 hours of Adult/child infant CPR/AED-ASHI training. Training will take place at the Embark training room.															
726345	LCO Head Start	LCO Head Start	Off	\$	534.00	\$	193.60	\$	74.42	\$	171.00	\$	439.02	\$	94.98
Up to 8 employees of LCO Headstart will receive CPR/AED/Basic 1st Aid Rnw ASHI training. depend upon each employee's needs as they enter the course.															
726346	Allied Emergency Services	Dresser, Alden, Garfield Stations	Off	\$	3,092.00	\$	1,403.60	\$	539.54	\$	385.00	\$	2,328.14	\$	763.86
EMR Refresher and Practical Skills Review training for up to 30 individuals. The contract runs from June 16, 2025, to May 30 of 2026. The contract will be adjusted accordingly if classes are canceled. Allied will receive a bill once training is completed. *Note small price increase due to mileage increase. Northwood Tech also added a second instructor to 4 sessions due to the EMR Refresher courses added to the contract. Each instructor gets paid for 3 hours per training.															
726349	American Structural Metals Inc	American Structural Metals	Off	\$	3,651.00	\$	1,742.40	\$	669.78	\$	202.00	\$	2,614.18	\$	1,036.82
Yearly safety training for up to 48 employees. Training begins in June 2025 and will be held monthly through May 2026.															
726347	Burnett County Jail	Burnett County Jail	Off	\$	9,039.00	\$	-	\$	-	\$	-	\$	-	\$	9,039.00

Northwood Technical College is contracting with Burnett County Jail for GED/ABE/Employability Skills Training. Northwood Tech will be covering the cost of the contract. Burnett County Jail owes \$0 for the services. adjusted with this additional cost.															
726348	Aves Studio	Aves Studio	Off	\$	542.00	\$	387.20	\$	148.84	\$	28.00	\$	564.04	\$	(22.04)
Forklift Safety, Practical Skills, and Practice for up to 7 employees. Classroom time is 1.5 hours with 3 hours of observation. If Dave would like to sit in, Ellie can sign off for him for the next time around.															
726350	St Croix County Jail	Online	Off	\$	3,701.00	\$	-	\$	-	\$	-	\$	-	\$	3,701.00
Northwood Tech will be offering 3 micro-credentials in Print Reading for Machine Tool. Each class can have up to 10 students. The St. Croix County Jail is NOT responsible for covering the cost of the training															
736351	Shane Kreyer LLC	Northwood Technical College, Rice Lake CDL Lot	ON	\$	4,842.00	\$	1,755.60	\$	777.03	\$	1,174.00	\$	3,706.63	\$	1,135.37
CDL A Theory class and Behind the Wheel training for 1 employee of Shane Kreyer, LLC. Once the contract is signed registration information will be sent. Contract is written for 40 hours of behind the wheel time. Contact will be adjusted on how many hours are actually used.															
726352	Heritage Lakeside	Heritage Lakeside	Off	\$	842.00	\$	387.20	\$	148.84	\$	155.00	\$	691.04	\$	150.96
Up to 12 employees will receive AHA-BLS renewal training on July 2, 2025, 8 AM-Noon at Heritage Lakeside.															
726353	Burnett Dairy Co-up	Burnett Dairy	Off	\$	1,445.00	\$	52.80	\$	20.30	\$	373.00	\$	446.10	\$	998.90
First Aid/CPR/AED training for up to 20 individuals. Each class can only have 10 students in each course. depend upon each employee's needs as they enter the course.															
726354	Loparex LLC	Loparex	Off	\$	2,630.00	\$	290.40	\$	111.63	\$	-	\$	402.03	\$	2,227.97
Active shooter training for up to 160 employees. About 40 employees per session.															
726355	Action Battery	Online and New Richmond Campus Parking Lot	Off	\$	5,133.00	\$	1,881.00	\$	723.06	\$	1,444.00	\$	4,048.06	\$	1,084.94
CDL Theory, Behind the Wheel, and Haz-Mat for one employee. Once registration forms are received the student will be sent the link with instructions on how to get started with the theory course. The employee must have their permit and theory class completed before they can start driving. The contract is written for 45 hours of behind-the-wheel time. Contact will be adjusted on how many hours are actually used.															
726356	St. Croix Native Tribe	St. Croix Chippewa Tribe	Off	\$	81,442.00	\$	25,828.00	\$	9,928.30	\$	37,952.00	\$	73,708.30	\$	7,733.70
12 employees from the St. Croix Chippewa Tribe will receive an Automotive Maintenance and Light Repair Technician Program upon successful completion of the program. Employees must be paid during training. The WAT grant will cover \$53,954 of the contract price. The Tribe will owe \$27,488. Only 2 toolsets were covered by the grant.															
726358	Waadookodaading Ojibwe Language Institute	Waadookodaading Ojibwe Language Institute	Off	\$	995.00	\$	435.60	\$	167.44	\$	220.00	\$	823.04	\$	171.96
Employees of Waadookodaading Ojibwe Language Institute will receive training in Bloodborne Pathogens, K-12 Heart Saver initial and recertification training.															
726357	DreamShip Center	Northwood Technical College, Rice Lake Campus	On	\$	495.00	\$	193.60	\$	85.69	\$	134.00	\$	413.29	\$	81.71
Up to 10 employees of Dream Ship Play and Learn will receive 4 hours of ASHI Adult/Child First Aid/CPR/AED recertification training.															

Grand Totals (34 records)

\*indicates an amended contract

  
 Board Secretary

7/14/2025  
 Date