

Northwood Technical College
Board Proceedings
June 18, 2025

The Northwood Technical College Board meeting was held on Wednesday, June 18, 2025 at 8:30 a.m., at the Northwood Tech Health Education Center, located at 505 Pine Ridge Drive, Shell Lake, WI 54817. 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 Andy Albarado, Brett Gerber, Janelle Gruetzmacher, Lori Laberee, Joe Simonich, Amber Richardson, Pete Vrieze, and Tim Widiker were present. A quorum was established.

Northwood Tech employees Steve Bitzer, Aliesha Crowe, Steve Decker, Amanda Gohde, Jessica Kidd, Deanna Lapacinski, Sara Nick, Bambi Pattermann, Kim Pearson, Jena Vogtman, John Will, and Susan Yohnk Lockwood were in attendance. In addition, Neil Kline was in attendance and Kristin Lewis, Bethanie Zeller, and Tate Walker from OPN Architects were in attendance for a portion of the meeting.

OPEN MEETING STATEMENT

Deanna Lapacinski, Executive Assistant to the President and Board, read the following open-meeting statement: "The June 18, 2025 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 June 13, 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

Board 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.

Joe Simonich moved, seconded by Lori Laberee, 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.

BUDGET HEARING

Time was reserved for the budget hearing per Wisconsin Statute §65.90. This hearing began at 8:31 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 2025-2026 and a PowerPoint were provided for the Board's information.

Ms. Sara Nick reviewed the proposed 2025-2026 tentative operational budget with the Board, which was publicly noticed within 10 days following Board approval in May per Wisconsin Statute §65.90 (5). The Budget Summary – General Fund and Notice of Public Hearing budget documents were also provided for the Board's information.

Board Chairperson Richardson made an announcement that the Budget hearing was closed at 8:32 a.m. The budget will be considered for approval under the "Other Items Requiring Board Action" section of the agenda.

EXECUTIVE SESSION

Board Chairperson Richardson requested a motion for the Board to convene into Executive Session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(f) and §118.22 to consider Bargaining Environment and Strategies, Performance Evaluations and Considering Approval of 2025-2026 Compensation of Non-Represented Employees, and Considering Approval of the President's 2025-2026 Compensation and Contract.

Pete Vrieze moved, seconded by Brett Gerber, to convene into Executive Session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(f) and §118.22 for the purposes noted in the preceding paragraph. Board Chairperson Richardson announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

Board Chairperson Richardson called the executive session to order at 8:33 a.m. Board members Andy Albarado, Brett Gerber, Janelle Gruetzmacher, Lori Laberee, Joe Simonich, Amber Richardson, Pete Vrieze, and Tim Widiker were present. A quorum was established.

Northwood Tech employees Amanda Gohde, Deanna Lapacinski, and John Will were in attendance during the Executive Session.

1. Approval of the May 21, 2025, Executive Meeting Minutes

Tim Widiker moved, seconded by Joe Simonich, to approve the executive meeting minutes as printed. Upon a unanimous yes vote of all members present, motion carried.

2. Motion to Reconvene into Open Session

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

Lori Laberee moved, seconded by Pete Vrieze, 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 (8-0) and the executive session adjourned at 9:09 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the May 21, 2025, Regular Meeting Minutes

Joe Simonich moved, seconded by Lori Laberee, to approve the regular meeting minutes as printed. Upon a unanimous yes vote of all members present, motion carried. The signed contract listings from the May 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

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

Pete Vrieze moved, seconded by Andy Albarado, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

1. Personnel:

- A. **New Hire:** Alexis Anderson, Project Manager, Staff, New Richmond; annual salary \$63,629/year, effective July 1, 2025.
- B. **New Hire:** Cynthia Belmont, Faculty Developer, Staff, Ashland; annual salary \$63,629/year, effective July 14, 2025.
- C. **New Hire:** Alethea Cook, Director, Distance Education and Organizational Development, Staff, New Richmond; annual salary \$99,489/year, effective July 1, 2025. *Note: Ms. Cook is currently an Associate Dean at the New Richmond Campus.*

- D. **New Hire:** Brooke Fitzgerald, Criminal Justice Studies Instructor, Faculty, Superior; annual salary \$67,872/year, effective July 1, 2025.
- E. **New Hire:** Bryson Gavinski, Talent & Culture Assistant, Staff, Rice Lake; \$21.05/hour, effective June 16, 2025.
- F. **New Hire:** Kristine Gotch, Cosmetology Instructor, Faculty, Rice Lake; annual salary \$67,150/year, effective July 1, 2025.
- G. **New Hire:** Tamara Haupt, DL Grants Project Coordinator (LTE), Staff, New Richmond; \$30.13/hour, effective July 1, 2025. *Note: Ms. Haupt is currently the Executive Assistant to the Vice President, Academic Affairs at the Rice Lake Campus.*
- H. **New Hire:** Christy Kobernick, Dean of Workforce & Community Development, Staff, New Richmond; annual salary \$99,489/year, effective July 1, 2025. *Note: Ms. Kobernick is currently the Director, Distance Education & Organizational Development at the New Richmond Campus.*
- I. **New Hire:** Louis Livangood, Facility Maintenance Manager, Staff, Superior; annual salary \$63,629/year, effective June 2, 2025.
- J. **New Hire:** Elizabeth Pizzi, Grants and Resource Development Manager, Staff, New Richmond; annual salary \$99,704/year, effective July 1, 2025. *Note: Ms. Pizzi is currently an Associate Dean of Workforce and Community Development at the New Richmond Campus.*
- K. **New Hire:** Jeff Rybacki, IT-Web and Software Developer Instructor, Faculty, New Richmond; annual salary \$67,872/year, effective July 1, 2025.
- L. **New Hire:** Erin Ruggles, Payroll & Benefits Associate, Staff, Rice Lake; \$24.18/hour, effective April 28, 2025.
- M. **New Hire:** Victoria Strom, Student Services Assistant, Staff, Rice Lake; \$18.76/hour, effective May 27, 2025.
- N. **New Hire:** Daniel Wicklund, Agricultural Power & Equipment Technician Instructor, Faculty, New Richmond; annual salary \$65,293/year, effective July 1, 2025.
- O. **Resignation:** Stephan Cleveland, Medical Laboratory Technician Instructor/Program Director; New Richmond, effective June 30, 2025.
- P. **Resignation:** Alethea Cook, Associate Dean, New Richmond, effective June 30, 2025.
- Q. **Resignation:** Tamara Haupt, Executive Assistant to the Vice President, Academic Affairs; Rice Lake, effective June 30, 2025.
- R. **Resignation:** Christy Kobernick, Director, Distance Education & Organizational Development; New Richmond, effective June 30, 2025.
- S. **Resignation:** Nathan Parent, Student Services Assistant; Ashland, effective June 6, 2025.
- T. **Resignation:** Elizabeth Pizzi, Associate Dean of Workforce and Community Development; New Richmond, effective June 30, 2025.
- U. **Resignation:** Heather Souders, Associate Degree Nursing Instructor; Superior, effective June 30, 2025.
- V. **Resignation:** Melinda Wells, EMT/AEMT Instructor; New Richmond, effective June 30, 2025.

2. Contracts

The contract listings were approved.

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 the vendor and payroll related expenditures totaling \$3,487,135.74.

5. Bids and Purchases

A. **Medical Laboratory Education Center (Phase 2) – New Richmond**

Administration recommended accepting the base bid received for Project No. 24706004 from Derrick Building Solutions of New Richmond, WI. The total award for this project is

\$262,800. This project will complete the remodel of the MLEC building.

OTHER ITEMS REQUIRING BOARD ACTION

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

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

A. **Considering Approval of 2025-2026 Faculty Union Tentative Agreement (Local 395, AFT-Wisconsin, AFL-CIO)**

Board approval was requested for the faculty union's one-year collective bargaining tentative agreement. The estimated increase based on the tentative agreement is 3.22%, which includes a 1.23011% table adjustment. Additionally, Administration recommended providing a discretionary increase of .30%, which is not subject to the bargaining process.

Pete Vrieze moved, seconded by Andy Albarado, to approve the 2025-2026 Faculty Union Tentative Agreement (Local 395, AFT-Wisconsin, AFL-CIO). Upon a roll-call vote, all members present voted yes; motion carried (8-0).

B. **Considering Approval of 2025-2026 Compensation for Non-Represented Employees**
Board approval was requested for non-represented employees' compensation.

Tim Widiker moved, seconded by Lori Laberee, to authorize providing a wage range table increase of 1.23011% for 2025-2026 and advancement on the Wage Range Table. The estimated cost based on advancement within the tables for eligible employees is 3.61%. Upon a roll-call vote, all members present voted yes; motion carried (7-0). *Andy Albarado abstained from this vote.*

C. **Considering Approval of Individual Employment Contract for President Will**

Board approval was requested on a contract addendum for the President covering 2024-2027.

Joe Simonich moved, seconded by Lori Laberee, to approve a compensation adjustment per the existing contract for President Will's individual employment contract. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

2. **Approval of Resolution 25-10, Bank Depositories**

The Board is asked annually to review the financial institutions utilized by the College for depositing its funds. A resolution was presented to the Board designating the depositories requiring approval. The Board was requested to take action in adopting the resolution. Approving the resolution helps the administration safeguard the College's funds by providing a diverse range of depositories. Also included was a Public Depository Listing for the Board's review.

Lori Laberee moved, seconded by Pete Vrieze, to approve the Resolution 25-10, Bank Depositories as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

3. **Approval of 2025-2026 Operating Budget**

Ms. Nick reviewed the proposed 2025-2026 operating budget with the Board.

A. **Approval of Resolution 25-11, Reservation of Fund Balance**

Resolution 25-11 was provided for the Board's review and approval.

Joe Simonich moved, seconded by Andy Albarado, to approve Resolution 25-11, Reservation of Fund Balance as presented. Upon a roll-call vote, all members present

voted yes; motion carried (8-0).

B. Approval of Resolution 25-12, Approval and Adoption of the 2025-2026 Operating Budget Authorizing Expenditures and Appropriating Funds (Authorization of Annual Budget)

Resolution 25-12 and a position summary were provided for the Board's review and approval.

Lori Laberee moved, seconded by Pete Vrieze, to approve Resolution 25-12, Approval and Adoption of the 2025-2026 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 (8-0).

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

Time was reserved for the Board to review the Board Governance Process Policy – Mission, Vision, and values.

Brett Gerber moved, seconded by Joe Simonich, to approve the Board Governance Process Policy – Mission, Vision, and Values, as presented. Upon a unanimous yes vote of all members present, motion carried.

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. Monitoring Schedule Review and Updates

A. Monitoring Schedule

Time was reserved to review and update *the Board Monitoring Schedule* as needed. There were no recommended updates from Administration.

B. FY26 Board Schedule Options

Administration prepared two schedule options for FY26, for the Board's review. The FY26 Board schedule will be approved at the July organizational meeting.

4. President's Updates:

A. Enrollment Update

President Will reviewed the current enrollment report.

B. Northwood Tech Graduate Update

President Will provided an update on Northwood Tech graduate data.

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

Administration discussed the requirements and travel expectations within Administrative Policy 602.

5. 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.*

6. 2025 Board Appointment Update

President Will noted that the WTCS Board officially approved the following Northwood Tech Board members on May 20, 2025:

- A. Brett Gerber, Additional member; Region 2 (Barron, Sawyer and Rusk Counties)
- B. Neil Kline, Employer member; Region 3 (Burnett, Polk, and Washburn Counties)
- C. Janelle Gruetzmacher, Employee member; Region 2 (Barron, Sawyer and Rusk Counties)

7. Series 2025B Bond Sale Results

Sara Nick, VP of Business Services and Chief Financial Officer shared results from the Series 2025B bond sale.

8. District Boards Association Annual Award Nominations

The DBA is soliciting nominations for annual awards. Nominations are due by July 21, 2025, and awards will be presented at the fall meeting. Administration will prepare potential nominations and bring them to the July organizational meeting, for the Board's consideration.

9. Student Updates and News

Time was reserved for the following items:

A. **Northwood Tech BPA students capture the moment and celebrate major wins**

May 21, 2025 - Drydenwire

May 22, 2025 - The Chronotype

May 28, 2025 - Inter-County Leader

May 29, 2025 - The Times

Four students from Northwood Technical College earned top national honors at the Business Professionals of America (BPA) National Leadership Conference held May 9-11 in Orlando, Florida. Accompanied by adviser Brenda Kretzschmar, Amy Drain, Gianna Froelich, Katherine Hegg, and Kate Meck competed in events related to their academic programs and earned multiple top-ten finishes, including two first-place, two second-place, and two third-place awards. The students also achieved nationally recognized certifications in Word and Advanced Interview Skills, gaining valuable real-world experience and professional credentials while competing against peers from across the U.S. and China.

B. **Ashland, New Richmond, Rice Lake and Superior campuses celebrate Northwood Tech graduates**

May 19, 2025 - The Chronotype, Drydenwire

May 20, 2025 - Superior Telegram

May 28, 2025 - The Connection

May 29, 2025 - The Daily Press

Northwood Technical College honored the Class of 2025 during spring commencement ceremonies held May 16, 2025, at each of its four campuses. The ceremonies celebrated students who completed their programs in fall 2024 and spring 2025. A total of 730 students graduated collegewide during the 2024-25 academic year, including 606 in the spring and 124 in the fall. Campus-specific totals included 288 graduates in New Richmond, 207 in Rice Lake, 157 in Superior, and 78 in Ashland. Each event featured a reception and formal ceremony recognizing graduates who are now part of Northwood Tech's growing alumni community.

C. **Impact Seven breaks ground on affordable workforce housing**

June 11, 2025 - Sawyer County Record

Impact Seven broke ground this week on Trailview Cottages, a \$16.5 million, 40-unit workforce housing development in Hayward, Wisconsin, expected to be completed by June 2026. The project, located on Highway 77 and Hospital Road on land provided by

Tamarack Health, will offer affordable rental units and on-site workforce education through a partnership with Northwood Technical College. Mobile training units will deliver instruction in fields like welding and dental assisting as part of Northwood Tech's HOMES project, funded by a \$9.8 million Workforce Innovation Grant. The development aims to address local housing and labor shortages while serving as a model for combining housing and education.

10. Recognition of Andy Albarado, Additional Member (Region 2: Barron, Sawyer, and Rusk Counties)

Time was reserved to recognize Andy Albarado for his outstanding dedication and service to the Northwood Tech Board of Trustees. Mr. Albarado served on the Board since 2017. Board Chair Richardson and President Will made a presentation on behalf of the Board.

11. Recognition of Chris Fitzgerald, Elected Official Member (Region 2: Barron, Sawyer, and Rusk Counties)

Time was reserved to recognize Chris Fitzgerald for his outstanding dedication and service to the Northwood Tech Board of Trustees. Mr. Fitzgerald served on the Board since 2011. Board Chair Richardson and President Will made a presentation on behalf of the Board.

12. Recognition of Retirees

President Will recognized College employees who are retiring at the end of the fiscal year.

13. Draft Master Facilities Plan Presentation by OPN Architects

The college architects, OPN Architects, provided a summary to the board of their recommended Master Facility Plan Report, including an overview of the planning outline, detailed campus profiles, key recommendations, and next steps for institutional facilities planning. A PowerPoint presentation was provided to the Board, and a copy of the full Master Facility Plan Report was available.

BOARD EDUCATION

1. Workforce and Community Development Report

Bambi Pattermann, Dean, Workforce and Community Development (WCD), provided a WCD overview and highlights from the past year. A PowerPoint presentation was shared.

Lori Laberee moved, seconded by Janelle Gruetzmacher, to accept the Workforce and Community Development 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

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm its plans for the organizational Board meeting scheduled for **Monday, July 14, 2025**, beginning **8:30 a.m.**, at the Northwood Tech Health Education Center. The Board meeting schedule was provided for the Board's information.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the next meeting were listed on the Board's Monitoring Schedule. Additional agenda items for this meeting were discussed.

*Note: Board members may add additional items to next month's Board agenda by contacting the Chair before **Thursday, June 25, 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.*

Chairperson Richardson adjourned the meeting at 10:22 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott G. Hahn", written in a cursive style.

Board Secretary

dl

6/2/25
9:38 15 am

Northwood Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2025

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

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

-----ESTIMATED-----												
Contract Number	Account Name	Location of Training	On/Off	Contract Revenue	Est.Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Totat	=	Full Cost	Difference
Approval Date: May 2024 (1 records)												
725305	Northern Clearing Inc Employees* of Northern Clearing will receive but not limited to Safety Training, EMS Training and Arborist & Vegetation Safety Training. *Actual number of students will be determined at the end of the fiscal year.	Off Campus	Off	\$ 35,229.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,229.00	\$
Approval Date: June 2024 (2 records)												
725317	Ashland Public Works Dept	Ashland Public Works	Off	\$ 199.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 199.00	\$
CDL A Online Theory(40 hours) *The behind-the-wheel training will be moved to another contract starting in the next fiscal year, June 1st or after.												
725334	Bear Gas LLC CDL A Online Theory(40 hours) *The behind the wheel training has been moved to another contract starting in June.(new fiscal year) contract 726319	Northwood Tech Ashland Parking Lot	Off	\$ 199.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 199.00	\$
Approval Date: July 2024 (1 records)												
725356	West Central Wisconsin Workforce Development Board	New Richmond Campus	Off	\$ 23,960.00	\$ 6,529.60	\$ 2,411.39	\$ 10,300.00	\$ 19,240.99	\$ 4,719.01	\$	\$	\$
QUEST GRANT- Up to 16 students in the St. Croix County area will take the Guiding Children's Behavior Course and the Children with Differing Abilities course included in the ECE Guiding & Supporting Children Pathway through a partnership with the West Central Wisconsin Workforce Development Board. A minimum of 8 students is required to run the program. The contract will be canceled if under 8 students.												
Approval Date: September 2024 (1 records)												
725391	United States Forest Service	Northwood Technical College	On	\$ 4,078.00	\$ 1,546.60	\$ 674.16	\$ 924.00	\$ 3,144.76	\$ 933.24	\$	\$	\$
CDL A online Theory and hands-on driver training for 1 employee of the US Forest Service. This contract shall include up to 40 hours of behind-the-wheel training. If fewer hours are required, the contract shall be adjusted to reflect the actual number of hours needed for training.												
Approval Date: October 2024 (1 records)												
725431	Fresh Logistics	Fresh Logistics	Off	\$ 2,809.00	\$ 1,254.00	\$ 463.10	\$ 349.00	\$ 2,066.10	\$ 742.90	\$	\$	\$
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.												
Approval Date: November 2025 (2 records)												
725238	Superior-Lidgerwood-Mundy Corp	Superior-Lidgerwood-Mundy	Off	\$ 4,061.00	\$ 1,509.20	\$ 557.35	\$ -	\$ 2,066.55	\$ 1,994.45	\$	\$	\$
WPS TIG Root Technical Assistance Contract-Projected at 26 hours. Contract can be adjusted to the exact number of hours needed.												
725443	Jennie O Turkey Store Co CDL A online theory course for 1 employee of Jennie-O Turkey Store. The course must be completed by May 31, 2025. Behind-the-wheel training will be scheduled after June 1, 2025.	Northwood Technical College, Rice Lake Campus	On	\$ 259.00	\$ -	\$ -	\$ 199.00	\$ 199.00	\$ 60.00	\$	\$	\$
Approval Date: January 2025 (2 records)												
725465	Action Battery	Action Battery Somerset	Off	\$ 2,222.00	\$ 968.00	\$ 357.48	\$ 478.00	\$ 1,803.48	\$ 418.52	\$	\$	\$
CPR, First Aid & Bloodborne Pathogens Training for up to 40 employees from Action Battery. There will be 4 different training sessions with a max of 10 students per class. Class dates are April 3rd, April 4th, April 24th, and April 25th from 8:00 am to 1:00 pm.												
725466	Wisconsin Dept of Corrections - Madison Up to 9 Gordon Correctional Center student/inmates will be instructed in the Machine Tool Basics-Operator Academy, covering the following classes: Machine Tool Theory 1, Machine Tool Applications, Print Reading, CPR/AED, and OSHA 10. Training will take place at the Northwood Tech Superior Campus. *5/19/25 Six calculators were added to the contract.	Superior Campus	On	\$ 26,736.00	\$ 18,101.82	\$ 7,890.59	\$ 3,336.00	\$ 29,328.41	\$ (2,592.41)	\$	\$	\$
Approval Date: February 2025 (1records)												
725473	Douglas County Highway Dept	Douglas County Highway Dept. - Hawthorne	Off	\$ 1,757.00	\$ 774.40	\$ 285.99	\$ 381.00	\$ 1,441.39	\$ 315.61	\$	\$	\$
Up to 28 Douglas County Employees will receive 8 hours of AHSI CPR/AED/Basic First Aid Training. Two instructors will be needed.												
Approval Date: March 2025 (5 records)												
725490	C G Bretting Mfg Co Inc	Bretting Mfg. - Training Room	Off	\$ 3,608.00	\$ 1,548.80	\$ 571.97	\$ 806.00	\$ 2,926.77	\$ 681.23	\$	\$	\$

	ASHI Adult Only CPR/AED/First Aid Renewal & Blood Borne Pathogens training for Bretting Mfg. employees. There will be eight 4-hour classes offered between 4/11-4/24. Up to 10 employees in each class. * The contract will be adjusted at the end to reflect the exact number of employees.														
725489	Arctic Compressor	Arctic Compressor	Off	\$	745.00	\$	387.20	\$	142.99	\$	81.00	\$	611.19	\$	133.81
	Up to 8 Arctic Compressor employees will receive American Safety & Health Institute CPR, AED, and basic first aid renewal instruction and up to 8 employees for the full 8-hour class. Upon successful completion, participants will receive documentation. Training will take place at Arctic Compressor.														
725491	C G Bretting Mfg Co Inc	Absolut Mfg. Iron River	Off	\$	527.00	\$	193.60	\$	71.50	\$	159.00	\$	424.10	\$	102.90
	ASHI Adult Only CPR/AED/First Aid Renewal & Blood Borne Pathogens training for Absolut Mfg. employees. One 4-hour class for up to 10 students. The contract will be adjusted at the end to reflect the exact number of employees. Training will take place at Absolut Mfg. in Iron River.														
725492	C G Bretting Mfg Co Inc	T&T Mfg. Spooner	Off	\$	593.00	\$	193.60	\$	71.50	\$	210.00	\$	475.10	\$	117.90
	ASHI Adult Only CPR/AED/First Aid Renewal & Blood Borne Pathogens training for T & T Mfg. employees. One 4-hour class for up to 10 students. The contract will be adjusted at the end to reflect the exact number of employees. Training will take place at T&T Mfg. in Spooner.														
725501	Bayfield County Health Department	Bayfield County EOC	Off	\$	367.00	\$	193.60	\$	71.50	\$	38.00	\$	303.10	\$	63.90
	Up to 8 Bayfield County Employees will receive AHA Basic Life Support Renewal instruction. Upon successful completion, participants will receive documentation. Training will take place at the Bayfield County EOC.														
Approval Date: April 2025 (3 records)															
725505	Hoffman Bros Sod	New Richmond Campus	Off	\$	286.00	\$	-	\$	-	\$	199.00	\$	199.00	\$	87.00
	Wisconsin Department of Natural Resources employees will receive 4 hours of trailer safety training at the Crex Meadows State Wildlife Park in Grantsburg, WI, from 8 AM to noon on May 27, 2025. Up to 12 employees can attend this session.														
725506	Hoffman Bros Sod	New Richmond Campus	Off	\$	3,971.00	\$	1,672.00	\$	617.47	\$	349.00	\$	2,638.47	\$	1,332.53
	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.														
725508	Wisconsin Department of Natural Resources	Crex Meadows State Wildlife Park, Grantsburg	Off	\$	584.00	\$	266.20	\$	98.31	\$	71.00	\$	435.51	\$	148.49
	Wisconsin Department of Natural Resources employees will receive 4 hours of trailer safety training at the Crex Meadows State Wildlife Park in Grantsburg, WI, from 8 AM to noon on May 27, 2025. Up to 12 employees can attend this session.														
Approval Date: May 2025 (3 records)															
725510	Soyring Brothers, LLC	-	Off	\$	4,313.00	\$	1,609.30	\$	594.31	\$	1,326.00	\$	3,529.61	\$	783.39
	CDL A Behind the Wheel training for 1 employee of Soyering Brothers, LLC. 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. The contract includes the rental of a Northwood Tech truck. Training will take place at the Superior Campus. *UPDATE: The contract was adjusted to 38.5 hours of behind the wheel training.														
725246	United States Steel Corporation	Northwood Tech Machine Tool Lab	On	\$	2,045.00	\$	660.00	\$	287.70	\$	200.00	\$	1,147.70	\$	897.30
	One staff member of USS will be assessed on their machine tool competence. An 8-hour assessment will be given on 5/9/25 in the Machine Tool lab at Northwood Tech. Results are to be reported back to United States Steel Corp.														
725511	Iron County Emergency Govt Dir	Iron County Courthouse Meeting Room	Off	\$	2,298.00	\$	968.00	\$	357.49	\$	558.00	\$	1,883.49	\$	414.51
	Up to 40 Iron County Emergency Management employees will receive American Safety & Health Institute CPR, AED, and basic first aid instruction. (10 employees in each class)														
Grand Totals (22 records)															

*indicates an amended contract


Board Secretary

6-18-2025
Date

6/1/25
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
Approval Date: May 2025 (26 records)												
726318	Ducommun Incorporated	Ducommun Incorporated	Off	\$ 2,642.00	\$ 910.80	\$	336.36	\$	139.00	\$	1,386.16	\$ 1,255.84
	On-site leadership training for up to 10 employees. Topics covered will be team building, clear & effective communication, conflict resolution, human resources and you, emotional intelligence, and leader vs manager.											
726301	Turtle Lake High School	Turtle Lake High School	Off	\$ 3,832.00	\$ 3,203.20	\$	1,231.31	\$	571.00	\$	5,005.51	\$ (1,173.51)
	Up to 8 students will receive 90 hours of Nursing Assistant training at Turtle Lake High School.											
726302	Ashland School District	Northwood Tech Ashland Campus	On	\$ 26,722.00	\$ 1,293.60	\$	572.54	\$	4,000.00	\$	5,866.14	\$ 20,855.86
726303	Hill Avenue Dental	Hill Avenue Dental	Off	\$ 352.00	\$ 193.60	\$	74.42	\$	24.00	\$	292.02	\$ 59.98
	Up to 6 employees of Hill Avenue Dental will receive BLS Basic Life Support Renewal instruction. Upon successful completion, participants will receive documentation.											
726304	Insurance Auto Auctions	Ashland Campus - MRT Lab	On	\$ 2,437.00	\$ 770.00	\$	340.81	\$	138.00	\$	1,248.81	\$ 1,188.19
	Up to 7 IAA employees will get basic Intro to Marine Repair training.											
726305	Northern Clearing Inc	Off Campus	Off	\$ 5,276.00	\$ -	\$	-	\$	-	\$	-	\$ 5,276.00
	Employees* of Northern Clearing will receive but not limited to Safety Training, EMS Training and Arborist & Vegetation Safety Training. *Actual number of students will be determined at the end of the fiscal year.											
726306	Iron County Emergency Govt Dir	Iron County Courthouse Meeting Room	Off	\$ 556.00	\$ 176.00	\$	67.65	\$	189.00	\$	432.65	\$ 123.35
	Up to 10 Iron County Emergency Management employees will receive American Safety & Health Institute CPR, AED, and Basic First Aid instruction(8 am-Noon). This class was moved from 5/21.											
726307	Northwest WI Workforce Investment Board	Online & Superior Campus	On	\$ 8,395.00	\$ 2,856.70	\$	1,264.37	\$	3,250.00	\$	7,371.07	\$ 1,023.93
	Up to 10 students will take the Child Development course included in the Group Childcare Essentials. The Health, Safety, and Nutrition course was created under the previous contract. This contract can be adjusted to reflect the actual number of students who complete.											
726201	Rice Lake Police Dept	Rice Lake City Hall	Off	\$ 346.00	\$ 165.00	\$	63.43	\$	60.00	\$	288.43	\$ 57.57
	Up to 25 employees of the Rice Lake Police Department will receive 2 hours of Leadership and Communication training. Training to be held at Rice Lake City Hall on July 9, 2025, 1 PM -3 PM.											
726308	Wisconsin Department of Natural Resources	Park Falls	Off	\$ 923.00	\$ 347.60	\$	133.62	\$	310.00	\$	791.22	\$ 131.78
	Wisconsin Department of Natural Resources employees will receive 4 hours of trailer safety training at the DNR office in Park Falls, WI, from 8 AM to noon on June 27, 2025. Up to 12 employees can attend this session.											
726221	Rice Lake Police Dept	Rice Lake City Hall	Off	\$ 346.00	\$ 165.00	\$	60.93	\$	60.00	\$	285.93	\$ 60.07
	Up to 25 employees of the Rice Lake Police Department will receive 2 hours of Leadership and Communication training. Training to be held at Rice Lake City Hall on July 9, 2025, 1 PM -3 PM.											
726309	Rydell Family Dental	Rydell Family Dental	Off	\$ 393.00	\$ 193.60	\$	74.42	\$	56.00	\$	324.02	\$ 68.98
	7 employees of Rydell Family Dental will receive basic life support renewal training. The training will be held at Rydell Family Dental's building on June 26, 2025, from 1 PM to 5 PM.											
726310	Ashland County Jail	Ashland County Jail	Off	\$ 9,039.00	\$ -	\$	-	\$	-	\$	-	\$ 9,039.00

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.															
726313	Douglas County Jail	Douglas County Jail	Off	\$	9,039.00	\$	-	\$	-	\$	-	\$	9,039.00		
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.															
726312	Bayfield County Jail	Bayfield County Jail	Off	\$	9,039.00	\$	-	\$	-	\$	-	\$	9,039.00		
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.															
726315	Rusk County Jail	Rusk County Jail	Off	\$	9,039.00	\$	-	\$	-	\$	-	\$	9,039.00		
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.															
726311	Barron County Jail	Barron County Jail	Off	\$	9,039.00	\$	-	\$	-	\$	-	\$	9,039.00		
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.															
726314	Polk County Jail	Polk County Jail	Off	\$	9,039.00	\$	-	\$	-	\$	-	\$	9,039.00		
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.															
726317	St Croix County Jail	St Croix County Jail	Off	\$	9,039.00	\$	-	\$	-	\$	-	\$	9,039.00		
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.															
726316	Sawyer County Jail	Sawyer County Jail	On	\$	9,039.00	\$	-	\$	-	\$	-	\$	9,039.00		
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.															
726319	Bear Gas LLC	Northwood Tech Ashland Parking Lot	Off	\$	4,933.00	\$	1,881.00	\$	723.06	\$	1,290.00	\$	3,894.06	\$	1,038.94
CDL A Behind the Wheel Training(45 hours) for one employee of Bear Gas, LLC. The contract will be adjusted to reflect the correct amount of training hours once the training is complete. This contract shall include the following CDL Exam test fees: *This shall depend upon each employee's needs as they enter the course.															
726320	Bayfield County Jail	Bayfield County EOC	Off	\$	1,480.00	\$	774.40	\$	297.68	\$	160.00	\$	1,232.08	\$	247.92
Up to 40 Bayfield County employees will receive BLS Basic Life Support recertification.															
726322	Shell Lake Arts Center	Shell Lake Arts Center	Off	\$	386.00	\$	193.60	\$	74.42	\$	50.00	\$	318.02	\$	67.98
Up to 8 people will receive CPR training on June 5, 2025. The training will be held at the Shell Lake Arts Center, 8 AM- Noon.															
726321	Apostle Islands Cruises	Apostle Island Cruises Service City Boat Dock	Off	\$	992.00	\$	334.40	\$	128.54	\$	269.00	\$	731.94	\$	260.06
Up to 4 Apostle Islands Cruise Service employees will receive ASHI CPR/AED/Basic 1st Aid Renewal training and 11 will be taking the full 8-hour course.. Training will be held at their city boat dock. If a secondary instructor is needed on the first night, the contract will be adjusted with this additional cost.															
726323	Hayward Gold Course	Northwood Technical College-Hayward Site	On	\$	425.00	\$	193.60	\$	85.69	\$	80.00	\$	359.29	\$	65.71
Up to 8 employees of Hayward Golf Course will receive CPR and AED training.															
723324	Hoffman Bros Sod	New Richmond Campus Driving Range	On	\$	3,702.00	\$	1,672.00	\$	642.72	\$	150.00	\$	2,464.72	\$	1,237.28
Behind-the-wheel training for Carter. The contract includes one CDL exam for \$150. The contract will be adjusted to reflect the actual number of hours driven and the appropriate fees for the test.															

Grand Totals (26 records)

*indicates an amended contract


Board Secretary

6-18-2025
Date

RESOLUTION 25-10

BE IT RESOLVED by the Northwood 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 Northwood Technical College District, Barron 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.

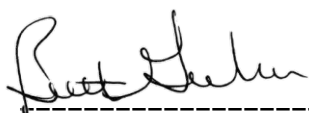
This is to certify that the foregoing is a true and correct copy of a resolution duly and legally adopted by the Northwood Technical College District at an official meeting held on June 18, 2025.

Adopted and approved this 18th day of June 2025.

Attest:

A handwritten signature in black ink, appearing to be "Christina", written over a dashed horizontal line.

Chairperson

A handwritten signature in black ink, appearing to be "Brett", written over a dashed horizontal line.

Secretary

A handwritten signature in black ink, appearing to be "Jay", written over a dashed horizontal line.

Treasurer

RESOLUTION NO. 25-11

RESERVATION OF FUND BALANCE RESOLUTION

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

WHEREAS, the Northwood Technical College district board will be approving the district's 2025-2026 annual report.

THEREFORE, BE IT RESOLVED THAT THE NORTHWOOD 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 \$11,987,673 as of June 30, 2025. 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 \$661,318 as of June 30, 2025. 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 \$490,684 as of June 30, 2025. 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 \$327,123 as of June 30, 2025. 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, 2025. This designation is established for a term of one year.

Special Revenue Operating Fund

Designated for operations – a designated segregation of a portion of fund balance to provide for fluctuations in operating cash balances, which is \$1,526,549 of June 30, 2025. 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 \$1,711,398 as of June 30, 2025. 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 \$8,859,581 as of June 30, 2025.

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 \$281,039 as of June 30, 2025. 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 \$1,601,572 as of June 30, 2025. 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 \$107,106 as of June 30, 2025. This designation is established for a term of one year.

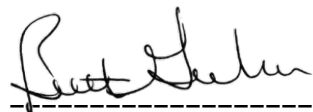
Reserve for student organizations – a reserved segregation of a portion of fund balance to provide working capital for the district student organization balances, which is \$495,045 as of June 30, 2025. This reserve is established for a term of one year.

Adopted and approved this 18th day of June 2025.



Chairperson of the Board

ATTEST:



Secretary of the Board

RESOLUTION 25-12
RESOLUTION APPROVING AND ADOPTING THE
2025-2026 OPERATING BUDGET
AUTHORIZING EXPENDITURES AND APPROPRIATING FUNDS

WHEREAS, the proposed budget of the Northwood Technical College District has been formulated and presented at a public hearing at 8:30 a.m. at the Northwood Tech Health Education Center, Shell Lake, Wisconsin on Wednesday, June 18, 2025.

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 NORTHWOOD TECHNICAL COLLEGE DISTRICT AS FOLLOWS, TO WIT:

1. That a 2025-26 budget in the total sum of \$92,714,291 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 2025-26 fiscal year, being July 1, 2025 to June 30, 2026.
2. That the sum of \$35,015,466 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 \$35,015,466 is hereby appropriated for such purpose.
3. That the sum of \$2,039,581 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 \$2,039,581 is hereby appropriated for such purpose.
4. That the sum of \$15,421,405 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 \$15,421,405 is hereby appropriated for such purpose.

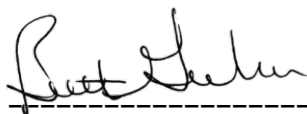
5. That the sum of \$15,676,312 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "General Institutional" and the sum of \$15,676,312 is hereby appropriated for such purpose.
6. That the sum of \$17,226,033 be and the same is hereby approved and authorized as the amount budgeted for the district activity and function identified as "Physical Plant Purposes" and the sum of \$17,226,033 is hereby appropriated for such purpose.
7. That the sum of \$7,335,494 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 \$7,335,494 is hereby appropriated for such purpose.
8. That within the sum payment of \$17,226,033 appropriated for "Physical Plant Purposes" is a separate sum in the amount of \$9,023,221 to cover the principal and interest payments on several promissory note issues and that the sum of \$8,202,812 is appropriated as part of the total physical plant appropriation.
9. That the attached position summary is hereby approved, and that authority is hereby given the administration to proceed to recruit personnel for those positions.

Adopted and approved this 18TH day of June 2025.



Chairperson of the Board

ATTEST:



Secretary of the Board