

Northwood Technical College  
Board Proceedings  
December 10, 2025

The Northwood Technical College Board meeting was held on Wednesday, December 10, 2025, at 9:30 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 Pete Vrieze called the meeting to order at 9:30 a.m. Board members Craig Fowler, Brett Gerber, Janelle Gruetzmacher, Neil Kline, Lori Laberee, Amber Richardson, Tim Widiker and Pete Vrieze were in attendance for the meeting. A quorum was established. Joe Simonich provided advance notice he would be absent.

Northwood Tech employees Steve Bitzer, McKenzie Buehler, Aliesha Crowe, Amanda Gohde, Cara Greene, Deanna Lapacinski, Susan Yohnk Lockwood, Sara Nick, Kim Pearson, Jena Vogtman, and John Will were in attendance during the meeting at the Northwood Tech Health Education Center.

Rob Ganschow and Emily Tomlinson of Wipfli, LLP 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 December 10, 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 December 5, 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 Vrieze 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.

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

**EXECUTIVE SESSION**

Board Chairperson Vrieze requested a motion for the Board to convene into Executive Session under the provisions of Wisconsin Statutes §19.85(1)(c)(e)(g) to consider personnel, employment, performance evaluation, and compensation matters and deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session period.

Amber Richardson moved, seconded by Neil Kline, to convene into Executive Session in accordance with Wisconsin Statutes §19.85(1)(c)(e)(g) for the purposes noted in the preceding paragraph. Board Chairperson Vrieze announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

Board Chairperson Vrieze called the executive session to order at 9:31 a.m. Board members, Board members Craig Fowler, Brett Gerber, Janelle Gruetzmacher, Neil Kline, Lori Laberee, Amber Richardson, Tim Widiker and Pete Vrieze were in attendance for the meeting. A quorum was established.

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

*Janelle Gruetzmacher joined the meeting at 9:32 a.m.*

**1. Approval of October 15, 2025, Executive Meeting Minutes**

Craig Fowler moved, seconded by Tim Widiker, 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".

Amber Richardson moved, seconded by Craig Fowler, 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 9:56 a.m.

**OPEN SESSION RECONVENED**

**MEETING MINUTES**

**1. Approval of the October 15, 2025, Regular Meeting Minutes**

Amber Richardson moved, seconded by Tim Widiker, to approve the regular meeting minutes as printed. Upon a unanimous yes vote of all members present, motion carried. The signed contract listing and resolutions from the October 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.

Tim Widiker moved, seconded by Amber Richardson, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

**1. Personnel:**

- A. **New Hire:** Paula Anich, Learning Technology Technician; Staff; Ashland, \$21.31/hour, effective December 9, 2025.
- B. **New Hire:** Rayna Case, Custodian; Staff; Rice Lake, \$18.99/hour, effective November 10, 2025.
- C. **New Hire:** Jamie Coleman, Service Desk Technician II; Staff; Ashland, \$24.48/hour, effective October 20, 2025. *Note: Mr. Coleman is currently a Learning Technology Technician at the Ashland Campus.*
- D. **New Hire:** Diane Hofsteadt, Career Planner-WIOA Services; Staff; Rice Lake, \$23.79/hour, effective November 11, 2025.
- E. **New Hire:** Lisa Lee, Nursing Assistant Instructor; Faculty; Superior, annual salary \$63,485, effective November 3, 2025.
- F. **New Hire:** Allison Musolf, Career Planner – WIOA Services; Staff, Rice Lake, \$23.79/hour, effective November 24, 2025.
- G. **New Hire:** Andrew Rubino, Mechatronics Basics Instructor; Faculty; Rice Lake, annual salary \$63,485, effective November 26, 2025.
- H. **Resignation:** Evan Barshack, Accounting Instructor; New Richmond, effective December 31, 2025.
- I. **Resignation:** Yvonne Bretting, Event Scheduling Technician; Ashland, effective June 30, 2026.

- J. **Resignation:** Jamie Coleman, Learning Technology Technician; Ashland, effective October 19, 2025.
- K. **Resignation:** Jean Engebretson, Cosmetology Instructor; Superior, effective June 30, 2026.
- L. **Resignation:** Tessa Feeney, Associate Degree Nursing Instructor; New Richmond, effective December 31, 2025.
- M. **Resignation:** Tim McRaith, Dean, Academic Programs; Rice Lake, effective May 22, 2026.
- N. **Resignation:** Brenda Rouzer, Distance Learning Network Technician; Rice Lake, effective December 31, 2025.
- O. **Resignation:** Kim Terry, Financial Aid Coordinator; Ashland, effective April 30, 2026.
- P. **Resignation:** Frank Vidas, HVAC/R Instructor; Superior, effective June 30, 2026.

2. **Contracts**

The contract listing was approved (see attached).

3. **Financial/Cash Position Report**

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

4. **Approval of Bills**

Administration recommends, per WI Statute 38.12(2), approval of the vendor and payroll related expenditures totaling \$3,152,892.95 for October 2025 and \$2,245,007.51 for November 2025.

5. **Bids/Purchases**

A. **Network Infrastructure – Collegewide:** Administration recommended awarding a contract under RFP 26-96100-CW-NETWORK-INFRASTRUCTURE for the installation of a scalable, updated infrastructure at all campuses to Mosaic Technologies of Cameron, WI. This project will be completed in phases over the next several years as budget allows.

**OTHER ITEMS REQUIRING BOARD ACTION**

1. **Approval of Annual Financial Audit Report**

The annual financial audit report for year ending June 30, 2025, was presented by Rob Ganschow and Emily Tomlinson of Wipfli, LLP. The report was posted on the Board Connection page and included the following items requiring Board approval: General Audit and Letter of Necessary Disclosures, and Financial Statement. Mr. Ganschow stated that in his opinion the College is in a good financial position. The audit opinion was "unmodified," which means the financial statements are presented accurately. The Single Audit Report, once complete, will come back to the Board for approval.

Amber Richardson moved, seconded by Brett Gerber, to approve the Annual Financial Audit Report as presented. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

The Board and President Will provided gratitude to Sara Nick, Zach Decker, and the Business Services Department for their work on the audit report.

2. **Approval of Resolution 26-04, Petition to the Wisconsin Technical College System Board Requesting Approval for Remodeling at the Northwood Technical College Ashland Campus**

Administration requested Board approval to submit a Request for Approval to the WTCS Board for the Ashland Campus Student Services, Administration Area, and Conference Center Remodel Projects. The projects include renovation of the student services, administration office area, Duplication/Mail area, and Conference Center Room. The remodel will affect 6,560 total interior square footage and will include new interior finishes and LED lighting. The project includes the addition of a Welcome Center which will better serve our students and community to help with traffic flow and informational services. Service rooms will be added to provide them with specialized remote services access from the district. Furthermore, the overall space will be right sized to accommodate administrative and student services staff.

WTCS Board approval is required per Wisconsin statutes. The Northwood Tech Board is authorized to act on bids after the WTCS Board acts on the Request for Approval.

3. Approval of Resolution 26-05, Petition to the Wisconsin Technical College System Board Requesting Approval for Remodeling at the Northwood Technical College New Richmond Campus - Medical Laboratory Education Center

Administration requested Board approval to submit a Request for Approval to the WTCS Board for the New Richmond Campus exterior building and parking lot project. The project includes replacement of the building exterior siding, window replacement, and revisions and replacement of the parking lot. The remodel will replace end of life wall cladding materials and includes replacement of existing exterior single pane 30+ year old windows and upgrading to energy efficient windows on the 8,000 square foot existing building. The site improvements include an improved site layout on the 1.7 acre site that will reduce asphalt pavement by 16,000 square feet and be replaced by both native and manicured landscaping. The pavement reduction will reduce on-site parking from 80 existing stalls down to 46 parking stalls. Other site improvements are energy efficient site lighting, and pavement restoration and resurfacing. WTCS Board approval is required per Wisconsin statutes. The Northwood Tech Board is authorized to act on bids after the WTCS Board acts on the Request for Approval.

4. Approval of Resolution 26-06, Petition to the Wisconsin Technical College System Board Requesting Approval for Remodeling at the Northwood Technical College Rice Lake Campus

Administration requested Board approval to submit a Request for Approval to the WTCS Board for the Rice Lake Campus conference center project. The project The remodel will affect 6,983 total interior square footage. Updated finishes in the lobby, restrooms, and conference rooms will better serve students and the community by providing a modern space for learning and engagement. The remodel will include new interior finishes and LED lighting, replacement of outdoor air handling equipment and converting from pneumatic to direct digital control (DDC) system. Additionally, the project includes converting the underutilized space into a preparation kitchen, meeting, mail room, and storage. WTCS Board approval is required per Wisconsin statutes. The Northwood Tech Board is authorized to act on bids after the WTCS Board acts on the Request for Approval.

5. Approval of Resolution 26-07, Petition to the Wisconsin Technical College System Board Requesting Approval for Remodeling at the Northwood Technical College Superior Campus

Administration requested Board approval to submit a Request for Approval to the WTCS Board for the Rice Lake Campus conference center project. The project includes renovation to the Student Services and Innovative Teaching and Learning Center. The remodel will affect 11,632 total interior square footage. The student services project will include new interior finishes and LED lighting. The project includes the addition of a welcome center which will better serve our students and community to help with traffic flow and informational services. A new Student Life area will be incorporated for student engagement events, event planning, and student group meeting space. Service rooms will be added to provide them specialized remote services access from the district. Furthermore, the overall space will be right sized to accommodate student services staff. The Innovative Teaching & Learning Center remodel will include new interior finishes and LED lighting. The project includes the addition of testing/study rooms and small group meeting rooms as well as open study areas. The Learning Technology Center will be right sized and centralized to help with traffic flow and informational services for students. The Academic Success Center will have increased office areas, meeting, and testing rooms to accommodate student testing and specialized learning needs. Larger meeting spaces were incorporated outside of the innovation Technology Learning Center so that labs and meeting spaces can be utilized by faculty and staff for classes and meetings as needed. WTCS Board approval is required per Wisconsin statutes. The Northwood Tech Board is authorized to act on bids after the WTCS Board acts on the Request for Approval.

Amber Richardson moved, seconded by Craig Fowler, to approve Resolutions 26-04, 26-05, 26-06 and 26-07 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.

#### **A. ACCT Congress**

Time was reserved for attendees to report out on sessions they attended.

#### **B. DBA Newsletters**

The District Boards Association monthly newsletters for November and December 2025 were shared.

### **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.

#### **B. National Legislative Summit**

Time was reserved for Board members to discuss travel plans for the upcoming National Legislative Summit which will take place February 8 – 11, 2026 in Washington, D.C. Board members, Neil Kline, Lori Laberee, and Pete Vrieze, are registered to attend. Additionally, President Will plans to attend.

### **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.

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

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

President Will provided a brief update on the most recent enrollment information.

#### **B. Program Advisory Committee Information Update**

Dr. Crowe informed the Board that there are currently 71 advisory committees representing all associate degree, diploma, and certificate programs, as well as Federal project service areas. Advisory committee members represent business and industry, community-based organizations, and other educational institutions. During AY25-26, all advisory committees engaged in conversations regarding Artificial Intelligence (AI). Committees have been asked to discuss current AI use in industry, anticipated industry impact of AI, and knowledge, skill, & ability expectations related to AI for program graduates. Advisory committee input is used in planning technology incorporation and relevant curriculum changes for all programs.

#### **C. Assurance of Compliance-Civil Rights Certificate Update**

President Will updated the Board on the annual required submission of the Assurance of Compliance-Civil Rights Certificate. The updated certificate replaces all Assurance of Compliance Certificates previously submitted to the Office of Civil Rights by the District in the past.

#### **D. Master Facility Plan Update**

President Will shared the 2026-2036 Master Facility Plan Executive Summary with the Board. Additionally, President Will reviewed the Master Facility Plan project sequencing and engaged in Q&A with the Board.

**E. Strategic Planning Timeline**

President Will shared the new strategic planning timeline.

**5. Legislative Updates**

Representative Rob Kreibich joined the meeting at 11:00 a.m. and provided legislative updates to the Board.

**6. Board Leadership Scholarship**

President Will and Board Chair Vrieze provided an overview of the Board Leadership Scholarship.

**7. Northwood Tech Board Appointment Update**

Administration provided information on the 2026 Northwood Technical College Board Appointment process. Wisconsin Statute §38.08(1)(a)1 states that a District Board shall administer the district and shall be composed of **nine (9)** members who are *residents of the district*, including:

- **two (2)** employers
- **two (2)** employees
- **three (3)** additional members
- **one (1)** school district administrator (SDA), as defined under §115.001(8)
- **one (1)** elected official who holds a state or local office, as defined in §5.02

In accordance with the Northwood Tech Plan of Representation, no region will have less than two (2) members and no more than three (3) members on the district Board. The Plan of Representation is provided and includes a district map as well as population estimates.

The Board Appointment Committee consists of the County Board Chairs who represent the 11 counties in Northwood Tech's district. St. Croix County Board Chair, Bob Long, is designated as the chair of the Northwood Tech Board Appointment Committee since St. Croix County has the largest population in the 11-county Northwood Tech district [Wisconsin Statutes §38.10(2)(b)]. The committee is required to give equal consideration to the general population distribution within the district and the distribution of women and minorities within the district. According to the Wisconsin Technical College System, this has been interpreted to mean the following:

- a) **Male/Female Representation** – members of each gender (male/female) must hold at least **three (3)** positions on the district Board.
- b) **Minority Representation** – must reflect the distribution of minorities within a district. While all districts are encouraged to have minority representation on their District Boards, if the total percentage of minorities within the district exceeds **6.5%**, at least **one (1) minority** must hold a position on the District Board. *Note: Northwood Tech's most recent estimated minority population is 11.5%.*

There will be **three (3)** open Board positions as the terms for Board members holding those positions will expire on **June 30, 2026**. The spring 2026 Board openings are for 3-year terms beginning **July 1, 2026 - June 30, 2029**. Incumbents may reapply if qualifications haven't changed since taking the Oath of Office.

The Board Appointment hearing/committee meeting date has been scheduled for **Thursday, March 12, 2026, at 2 p.m.**, at the Northwood Tech Health Education Center in Shell Lake, WI. Candidates and committee members are allowed to join the meeting virtually. The application deadline is **Wednesday, February 4, 2026**.

President Will informed the Board that member, Brett Gerber, submit his resignation effective

June 30, 2026. Therefore, the 'Additional' Board position currently held by Mr. Gerber will also be included in the 2026 Board Appointment process.

#### Current 2025-2026 Board Composition Chart

No.	Region that Board member lives	Categories	Members	Gender	Term Expires
1.	<b>Region 1: Ashland, Bayfield, Douglas, and Iron</b>	Additional	Lorraine Laberee	Female	2026
2.	<b>Region 1: Ashland, Bayfield, Douglas, and Iron</b>	Additional	Joe Simonich	Male	2026
3.	<b>Region 2: Barron, Rusk, and Sawyer</b>	Elected Official	Craig Fowler	Male	2026
4.	<b>Region 2: Barron, Rusk, and Sawyer</b>	Employee	Janelle Gruetzmacher	Female	2028
5.	<b>Region 2: Barron, Rusk, and Sawyer</b>	Additional	Brett Gerber	Male	2028
6.	<b>Region 3: Burnett, Polk, and Washburn</b>	Employee	Amber Richardson	Female	2027
8.	<b>Region 3: Burnett, Polk, and Washburn</b>	Employer	Neil Kline	Male	2028
9.	<b>Region 4: St. Croix</b>	School District Administrator	Tim Widiker	Male	2027
10.	<b>Region 4: St. Croix</b>	Employer	Pete Vrieze	Male	2027

#### 8. 2026A Bond Sale Results

Sara Nick, Vice President, Business Services and Chief Financial Officer, shared results from the recent 2026A Bond Sale.

#### 9. Student Updates and News

Time was reserved for the following items:

##### A. **Northwood Tech Cuts Ribbon for New State-of-the-Art Mobile Dental Lab**

Oct. 15, 2025 – Northern News Now

Oct. 15, 2025 – WDIO

Oct. 16, 2025 – Superior Telegram

Oct. 20, 2025 – Civic Media

Oct. 21, 2025 – The Chronotype

Oct. 22, 2025 – KDAL Northland News Radio

Oct. 23, 2025 – Drydenwire, Spectrum News 1

Oct. 29, 2025 – Tribune Press Reporter, Mellen Weekly Record

Nov. 12, 2025 – The Connection

Northwood Technical College celebrated the ribbon cutting of its new Mobile Dental Lab at the Superior campus. The unit—modeled after the Rice Lake dental lab—provides three dental operatories, radiography, sterilization space, and hands-on clinical training for Dental Assistant students. It addresses rising regional workforce demand, with projected growth of about 3.4% in dental assistant positions.

The lab will also support future EFDA certification programming. The \$349,919 project was funded through WTCS and Delta Dental grants and strengthens Northwood Tech's ability to deliver flexible, high-quality dental training across northwestern Wisconsin.

##### B. **Northwood Tech Student Receives \$2.6K P.E.O. Grant**

Nov. 10, 2025 – Newsbreak via The Chronotype

Northwood Technical College student Meriah Galatowitsch of Cumberland received a \$2,600 Philanthropic Educational Organization (P.E.O.) Program for Continuing Education grant. Sponsored by P.E.O. Chapter Z in Rice Lake, the grant supports women whose postsecondary education was interrupted and who have returned to complete their studies. Galatowitsch is in her final term of the Medical Assistant program at the Rice Lake campus and plans to work in area medical facilities.

**C. Northwood Tech Named Among Top 200 U.S. Community Colleges by the Aspen Institute**

Nov. 17, 2025 – Drydenwire, Newsbreak via Drydenwire

Nov. 20, 2025 – The Times, Woodville Leader

Northwood Technical College has again been named among the top 200 U.S. community colleges by the Aspen Institute and is eligible to apply for the 2027 Aspen Prize for Community College Excellence. This recognition highlights strong student success, workforce outcomes, and equitable results. Northwood Tech has previously earned this designation in 2021, 2023, and 2025, reflecting its continued commitment to innovation and a student-first mission.

**D. Northwood Technical College 2025 Gold Vets Ready Employer**

Nov. 24, 2025 – Business North

Nov. 26, 2025 – Barron News-Shield, The Times, Drydenwire

Dec. 1, 2025 – The Gazette/GazetteXtra, The Chronotype

Northwood Technical College has been named a 2025 Gold Vets Ready Employer by the Wisconsin Department of Workforce Development—one of only 25 employers statewide to receive the honor. The recognition highlights the college's strong support for veterans, service members, and military-connected families through hiring practices, campus resources, mentorship, and transition support. This designation reflects Northwood Tech's ongoing commitment to helping veterans succeed as students and employees.

**E. Northwood Tech Showcases EMS Immersive Training Room Through Lights, Sirens, and Simulation**

Nov. 28, 2025 – Drydenwire

Northwood Technical College hosted Lights. Sirens. Simulation., a community open house showcasing its new EMS Immersive Training Room at the Rice Lake campus. The \$247,050 simulation space—funded through the U.S. Department of Labor's EduSTAT in Rural Healthcare Grant—provides 360-degree projection, sound, wind, and scent effects to replicate high-pressure emergency scenes for EMT and paramedic training. The immersive environment strengthens hands-on skill development for students preparing to serve communities across the college's 11-county region.

**BOARD EDUCATION**

**1. Business Services Report**

Sara Nick, Vice President Business Services & Chief Financial Officer, provided an overview of the Business Service Division team, its service areas, and current projects. A PowerPoint was shared and was included for the Board's review.

*Janelle Gruetzmacher left the meeting at 11:50 a.m.*

**2. Student Satisfaction Inventory (SSI)**

Strategy, Innovation, and Technology prepared a report showing the results of the 2025 Ruffalo Noel Levitz Student Satisfaction Inventory (SSI). This survey was administered to Northwood Tech students in the spring of 2025, with 371 responses. The SSI, a nationally recognized student priority and satisfaction survey, provides academic institutions the ability to measure and benchmark student satisfaction, the level of importance as well as identify gaps and trends of specific college attributes across 11 key areas. A full report of the study's findings, including a profile of respondents, was available for the Board's review.

Amber Richardson moved, seconded by Neil Kline, to accept the Business Services Report and Student Satisfaction Inventory Report as it related to the interpretation of the ENDS statement for the President's annual evaluation. Upon a unanimous yes vote of all members present, motion carried.

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

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

Time is reserved for the Board to confirm its plans for a regular meeting scheduled on **Wednesday, January 21, 2026**, beginning at 8:30 a.m., at the Northwood Tech Health Education Center in Shell Lake. The expected end time for the January Board meeting is 10:30 a.m.

##### **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.

Chairperson Vrieze plans to add 'Board Meeting policy' to the January Board agenda.

*Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Friday, December 26, 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.*

#### **MEETING ADJOURNMENT**

Craig Fowler moved, seconded by Amber Richardson, to adjourn the meeting. Chairperson Vrieze adjourned the meeting at 12:08 p.m.

Respectfully submitted,



Board Secretary

dl

11/1/25

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%*

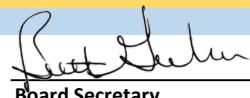
Contract Number	Account Name	Location of Training	ESTIMATED										
			On/Off	Contract Revenue	Est. Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Totals	=	Full Cost	Difference	
<b>Approval Date: June 2025 (2 records)</b>													
726328	St. Croix Native Tribe	St. Croix Tribal Health Center-Hertel	Off	\$ 3,580.00	\$ 1,452.00	\$ 536.22	\$ 944.00	\$ 2,932.22	\$ 647.78				
ASHI First AID, CPR, AED training for up to 50 YES program students. Students will be broken up into groups of 10.													
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				
One 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.													
<b>Approval Date: July 2025 (1 records)</b>													
726366	Action Battery	Online and New Richmond Campus	Off	\$ 5,183.00	\$ 1,881.00	\$ 723.06	\$ 1,494.00	\$ 4,098.06	\$ 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.													
<b>Approval Date: August 2025 (2 records)</b>													
726228	Graymont LLC	Northwood Tech Superior Library	On	\$ 735.00	\$ 110.00	\$ 48.69	\$ 94.00	\$ 252.69	\$ 482.31				
Mechanical Reasoning Assessment for Graymont recruits. The contract will stay open for 3 months until Dec. 31st, 2025. Students will be added to the contract as they complete the assessment, and the contract will be increased accordingly. Billing will take place after the contract has been signed, and a new 3-month contract will be created. 1-hour session per recruit. \$184 per recruit.(includes session and exam.)													
726384	Fresh Logistics	Fresh Logistics	Off	\$ 3,549.00	\$ 1,899.70	\$ 730.24	\$ 349.00	\$ 2,978.94	\$ 570.06				
CDL A theory and behind the wheel training for one 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: September 2025 (1 records)</b>													
726407	Action Battery	New Richmond Campus Parking Lot	On	\$ 4,491.00	\$ 1,588.40	\$ 703.03	\$ 1,150.00	\$ 3,441.43	\$ 1,049.57				
Behind the Wheel training for one employee. 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.													
<b>Approval Date: October 2025 (21 records)</b>													
726432	St Croix County Jail	Online	Off	\$ 3,729.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,729.00			
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													
726229	Hudson Public Library	Hudson Public Library	Off	\$ 316.00	\$ 125.40	\$ 48.21	\$ 24.00	\$ 197.61	\$ 118.39				
726232	Hudson Police Dept	Hudson Police Department	Off	\$ 590.00	\$ 242.00	\$ 93.02	\$ 112.00	\$ 447.02	\$ 142.98				
726430	Hudson Public Library	Hudson Public Library	Off	\$ 316.00	\$ 83.60	\$ 32.14	\$ 24.00	\$ 139.74	\$ 176.26				
726230	West Central Wisconsin Workforce Development Board	WIOA Adult Program	Off	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000.00			

726231	West Central Wisconsin Workforce Development Board WIOA Dislocated Worker	-	Off	\$	200,000.00	\$	-	\$	-	\$	-	\$	-	\$	200,000.00
726431	Peragon Enterprises, Inc	Peragon Enterprises, Inc.	Off	\$	655.00	\$	280.50	\$	107.82	\$	161.00	\$	549.32	\$	105.68
Up to 7 employees of Peragon Enterprises will receive CPR/AED/Basic 1st Aid Renewal Adult/Child training.															
726435	West Central Wisconsin Workforce Development Board	St Croix Central	Off	\$	13,575.00	\$	5,711.20	\$	2,195.39	\$	2,564.00	\$	10,470.59	\$	3,104.41
WAI Certified Pre-Apprenticeship Training for up to 10 students. Training will be at the St. Croix Manufacturing Training Center.															
726434	Rice Lake Fire Dept	Rice Lake Fire Department Station	Off	\$	761.00	\$	193.60	\$	74.42	\$	300.00	\$	568.02	\$	192.98
Up to 30 fire department personnel will receive recertification training. Groups of up to 10 trainees will attend each session throughout the night.															
726433	St. Mary School	St. Mary's School	Off	\$	1,247.00	\$	580.80	\$	223.26	\$	220.00	\$	1,024.06	\$	222.94
ASHI CPR/AED/Basic First Aid Adult and Pediatric for new students. This contract will be for up to 22 employees.															
726440	St. Croix Native Tribe	New Richmond Campus	On	\$	5,249.00	\$	3,168.00	\$	1,402.16	\$	1,349.00	\$	5,919.16	\$	(670.16)
CDL A theory and behind the wheel training for one 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.															
726442	Jolma Utilities	-	Off	\$	5,108.00	\$	1,881.00	\$	723.06	\$	1,471.00	\$	4,075.06	\$	1,032.94
CDL A Theory and Behind the Wheel training for 1 employee of Jolma Utilities. The contract is written for 45 hours of behind-the-wheel time. Contact will be adjusted based on how many hours are actually used. Jolma Utilities will be renting the Northwood Tech tractor(manual) & trailer. Training will take place at the Ashland Campus. Behind-the-wheel training will be scheduled after completion of the online theory class, and after receiving all of the prerequisites.															
726437	Mc Nally Industries LLC	McNally Industries	Off	\$	476.00	\$	-	\$	-	\$	119.00	\$	119.00	\$	357.00
ASHI CPR/AED Basic First Aid Training Renewal for up to 9 staff members.															
726436	Northwestern High School	Northwestern High School	Off	\$	3,627.00	\$	387.20	\$	148.84	\$	387.00	\$	923.04	\$	2,703.96
Certified Nursing Assistant(CNA) - 90 Hours (60 class/lecture, 30 clinical) for up to 8 students. Northwestern H.S. will be charged for a minimum of 8 students. Training will be all in person at the Northwestern H.S.															
726438	West Central Wisconsin Workforce Development Board	Balsam Lake Outreach Center	On	\$	21,242.00	\$	5,041.92	\$	-	\$	5,870.00	\$	10,911.92	\$	10,330.08
Up to 16 students will take the courses included in the Guiding & Supporting Children Pathway Certificate. The two courses included in this training are:															
726439	C & A Custom Contractors	-	On	\$	5,229.00	\$	1,839.20	\$	814.03	\$	1,349.00	\$	4,002.23	\$	1,226.77
CDL A online theory and hands-on driver training for one employee of C&A Custom Contractors, LLC. 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 required for training.															
726233	United States Steel Corporation	Northwood Tech Machine Tool Lab	On	\$	2,055.00	\$	792.00	\$	350.54	\$	200.00	\$	1,342.54	\$	712.46
One candidate of USS will be assessed on their machine tool competence. An 8-hour assessment will be administered on either 11/4 or 11/6/25 in the Machine Tool lab at Northwood Tech, from 8:00 a.m. to 4:30 p.m., with a half-hour lunch break. Results are to be reported back to United States Steel Corp.															
726441	Ashland Public Works Dept	Northwood Tech Ashland Parking Lot	Off	\$	3,738.00	\$	1,672.00	\$	642.72	\$	500.00	\$	2,814.72	\$	923.28
CDL B Online Theory and Behind the Wheel training for 1 employee. 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. Ashland Public Works will also be setting up the DOT drug screening on its own. The drug screening cost is not included in the contract.															
726443	Fresh Logistics	New Richmond Campus	On	\$	5,303.00	\$	3,168.00	\$	1,402.16	\$	1,199.00	\$	5,769.16	\$	(466.16)
CDL A theory and behind the wheel training for one employee. The contract will be adjusted to reflect the actual amount of hours driven and the appropriate fees for the test.															
726234	United States Steel Corporation	Northwood Tech Machine Tool Lab	On	\$	2,055.00	\$	792.00	\$	350.54	\$	200.00	\$	1,342.54	\$	712.46
One candidate of USS will be assessed on their machine tool competence. An 8-hour assessment will be administered on 11/5/25 in the Machine Tool lab at Northwood Tech, from 8:00 a.m. to 4:30 p.m., with a half-hour lunch break. Results are to be reported back to United States Steel Corp.															
726444	Bad River Head Start Inc	-	Off	\$	950.00	\$	418.00	\$	160.68	\$	150.00	\$	728.68	\$	221.32

One Bad River Head Start employee, will be provided with 10 hours of Class B behind-the-wheel training/passenger bus behind-the-wheel training. Client will be using their own bus for the training.

Grand Totals (27 records)

\*indicates an amended contract



Board Secretary

12/10/2025

Date

12/1/25

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%

Contract Number	Account Name	Location of Training	ESTIMATED									
			On/Off	Contract Revenue	Est. Salary/Fringe	+	Indirect Cost	+	Other Direct Cost Total	=	Full Cost	Difference
<b>Approval Date: May 2025 (1 records)</b>												
726305	Northern Clearing Inc	Off Campus	Off	\$ 12,647.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,647.00	
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.												
<b>Approval Date: July 2025 (1 records)</b>												
726362	Ashland Public Works Dept	Northwood Tech Ashland Parking Lot	Off	\$ 3,432.00	\$ 1,463.00	\$ 562.38	\$ 575.00	\$ 2,600.38	\$ 831.62			
CDL B Online Theory and Behind the Wheel training for 1 employee. 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.												
<b>Approval Date: August 2025 (3 records)</b>												
726377	Ashland Public Works Dept	Northwood Tech Ashland Parking Lot	Off	\$ 3,432.00	\$ 1,463.00	\$ 562.38	\$ 575.00	\$ 2,600.38	\$ 831.62			
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.												
726387	Norvado	Norvado Facility-Cable	Off	\$ 715.00	\$ 400.40	\$ 153.91	\$ 80.00	\$ 634.31	\$ 80.69			
16 Norvado employees will receive 3 hours of CPR/AED Adult only renewal training. Two, 3-hour classes. Two classes on 9/30. Eight employees per class												
726228	Graymont LLC	Northwood Tech Superior Library	On	\$ 1,102.00	\$ 165.00	\$ 73.03	\$ 141.00	\$ 379.03	\$ 722.97			
Mechanical Reasoning Assessment for Graymont recruits. The contract will stay open for 3 months until Dec. 31st, 2025. Students will be added to the contract as they complete the assessment, and the contract will be increased accordingly. Billing will take place after the contract has been signed, and a new 3-month contract will be created. 1-hour session per recruit. \$184 per recruit.(includes session and exam.)												
<b>Approval Date: October 2025 (3 records)</b>												
726433	St. Mary School	St. Mary's School	Off	\$ 1,195.00	\$ 580.80	\$ 223.26	\$ 180.00	\$ 984.06	\$ 210.94			
ASHI CPR/AED/Basic First Aid Adult and Pediatric for new students. This contract will be for up to 22 employees.												
726441	Ashland Public Works Dept	Northwood Tech Ashland Parking Lot	Off	\$ 4,138.00	\$ 1,881.00	\$ 723.06	\$ 500.00	\$ 3,104.06	\$ 1,033.94			
CDL A Online Theory and Behind the Wheel training for 1 employee. Contract is written for 45 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 pending a safety inspection. Ashland Public Works will also be setting up the DOT drug screening on its own. The drug screening cost is not included in the contract.												
726444	Bad River Head Start Inc	Rice Lake Parking Lot	Off	\$ 1,350.00	\$ 418.00	\$ 160.68	\$ 550.00	\$ 1,128.68	\$ 221.32			
One Bad River Head Start employee will be provided with 10 hours of Class B behind-the-wheel training/passenger bus behind-the-wheel training. Client will be using their own bus for the training.												
<b>Approval Date: November 2025 (6 records)</b>												
726446	Unity High School	Balsam Lake Outreach Center	Off	\$ 33,926.00	\$ 9,152.00	\$ 3,518.03	\$ 21,347.00	\$ 34,017.03	\$ (91.03)			
CDL Permit Prep and Truck Driving Technical Diploma for 6 students from Unity High School.												
726445	Town of Marengo	St. Paul Lutheran Church, Marengo, WI	Off	\$ 439.00	\$ 193.60	\$ 74.42	\$ 95.00	\$ 363.02	\$ 75.98			

Up to 10 people from the Town of Marengo will receive 4 hours of Adult/Child Infant CPR/AED-ASHI training. Training will take place in the basement of the St. Paul Lutheran Church in Marengo.

726449	K-Tek Wisconsin K-Tek will be training 8-10 of their leaders on a variety of topics including:	K-Tek	Off	\$ 3,190.00	\$ 1,155.00	\$ 443.98	\$ 246.00	\$ 1,844.98	\$ 1,345.02
726447	Jolma Utilities	Online	Off	\$ 199.00	\$ -	\$ -	\$ -	\$ -	\$ 199.00
The CDL A Online Theory class(40 hours) will be offered to one employee of Jolma Utilities. (\$199/employee). Once registration forms are received, students will be sent the link with instructions on how to get started with the class within 72 hours.									
726448	Action Batter	Online and New Richmond Campus Parking Lot	On	\$ 5,133.00	\$ 1,710.00	\$ -	\$ 1,444.00	\$ 3,154.00	\$ 1,979.00
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.									
726450	Sappi Cloquet LLC	Northwood Tech Welding Lab	On	\$ 7,762.00	\$ 2,587.20	\$ 1,145.10	\$ 167.00	\$ 3,899.30	\$ 3,862.70
5 employees of Sappi Cloquet will receive 40 hours of customized training focused on Gas Metal Arc Welding(GMAW)(40 hours). The training will take place at the Northwood Tech welding lab in Superior. Sappi will be providing, steel, consumables, and gases. Textbooks will be ordered by Northwood Tech and the cost will be added to the contract.									

**Grand Totals (14 records)**

\*indicates an amended contract

  
Board Secretary

12/10/2025  
Date

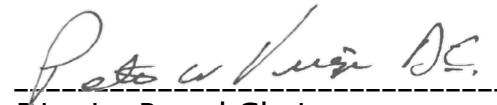
## RESOLUTION #26-04

### **PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD REQUESTING APPROVAL FOR REMODELING AT THE NORTHWOOD TECH ASHLAND CAMPUS**

**WHEREAS**, the Northwood Technical College Board has heard reports detailing the remodeling plans for Student Services, Administration Office Area, and Conference Center projects at the Ashland Campus.

**NOW, THEREFORE, BE IT RESOLVED** that the Northwood Technical College Board goes on record petitioning the Wisconsin Technical College System Board to allow the district Board to enter into a building project to provide the remodeling at the Ashland Campus.

Adopted and approved this 10th day of December 2025.



\_\_\_\_\_  
District Board Chairperson

ATTEST:



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

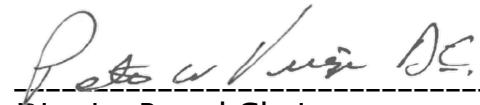
## RESOLUTION #26-05

### **PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD REQUESTING APPROVAL FOR REMODELING AT THE NORTHWOOD TECH NEW RICHMOND CAMPUS**

**WHEREAS**, the Northwood Technical College Board has heard reports detailing the remodeling plans for exterior building and parking lot project at the New Richmond Campus – Medical Laboratory Education Center.

**NOW, THEREFORE, BE IT RESOLVED** that the Northwood Technical College Board goes on record petitioning the Wisconsin Technical College System Board to allow the district Board to enter into a building project to provide the remodeling at the New Richmond Campus.

Adopted and approved this 10th day of December 2025.

  
Peter W. Vugrin, Jr.  
District Board Chairperson

ATTEST:

  
Brett Shuler  
District Board Secretary

## RESOLUTION #26-06

### **PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD REQUESTING APPROVAL FOR REMODELING AT THE NORTHWOOD TECH RICE LAKE CAMPUS**

**WHEREAS**, the Northwood Technical College Board has heard reports detailing the remodeling plans for Conference Center project at the Rice Lake Campus.

**NOW, THEREFORE, BE IT RESOLVED** that the Northwood Technical College Board goes on record petitioning the Wisconsin Technical College System Board to allow the district Board to enter into a building project to provide the remodeling at the Rice Lake Campus.

Adopted and approved this 10th day of December 2025.



Peter J. Van Daele  
District Board Chairperson

ATTEST:



Ruth Schlueter  
District Board Secretary

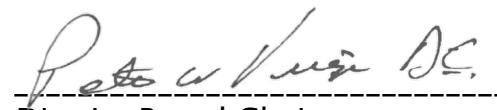
## RESOLUTION #26-07

### **PETITION TO THE WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD REQUESTING APPROVAL FOR REMODELING AT THE NORTHWOOD TECH SUPERIOR CAMPUS**

**WHEREAS**, the Northwood Technical College Board has heard reports detailing the remodeling plans for Student Services and Innovative Technology and Learning Center projects at the Superior Campus.

**NOW, THEREFORE, BE IT RESOLVED** that the Northwood Technical College Board goes on record petitioning the Wisconsin Technical College System Board to allow the district Board to enter into a building project to provide the remodeling at the Superior Campus.

Adopted and approved this 10th day of December 2025.



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Peter J. Vugrin, Jr.  
District Board Chairperson

ATTEST:



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Ruth Schlueter  
District Board Secretary