

Wisconsin Indianhead Technical College
Board Proceedings
July 8, 2019

The annual organizational meeting of the Wisconsin Indianhead Technical College Board was held on Monday, July 8, 2019, at 8:30 a.m., at the WITC-Administrative Office, 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 Troy Lambert called the meeting to order at 8:30 a.m. with the following Board members present: Andy Albarado, James Beistle, Carol De Young, Chris Fitzgerald, Lorraine C. Laberee, Troy Lambert, and Josh Robinson. A quorum was established. *Note: Brett Gerber and Janelle Gruetzmacher provided notice that they would not be in attendance at this meeting.*

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

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The July 8, 2019, organizational meeting of the Wisconsin Indianhead Technical College Board, and all other meetings of this Board, are open to the public and in compliance with state statutes. Notice of the meeting was sent to the press on July 3, 2019, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA

Chairperson Lambert reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology.

James Beistle moved, seconded by Carol De Young, to approve the agenda. Upon a unanimous vote of all members present, motion carried.

AUDIENCE RECOGNITION ANNOUNCEMENT

Time was reserved for Chair Lambert to recognize people in the audience if needed. The Audience Recognition Board policy (II,L.) was included in the Board book as a reference.

BOARD ORGANIZATION

1. **Oath of Office: Andy Albarado**

The Oath of Office was administered by Chair Lambert to Board member Andy Albarado, by having him read the Oath of Office statement at the meeting. The Oath of Office statement was signed and notarized by Rebecca Cusick to be filed with the district secretary. *Note: The Oath of Office for Mr. Gerber and Ms. Gruetzmacher will be rescheduled to take place in August.*

2. **Election of Officers**

In accordance with Wisconsin Statute §38.08 (3), the district Board shall hold its annual organizational meeting on the 2nd Monday in July at which time it shall elect from among its members a chairperson, vice chairperson, secretary, and treasurer.

It was noted that no person may serve as a Chairperson for more than 2 successive annual terms, per Wisconsin Statute §38.08 (3). All officers, except the Chair, may serve multiple consecutive terms of office.

The following WITC Board officers served in 2018-2019:

- a. Chair - **Troy Lambert** served the past **two** years in this position; therefore, it was noted that a new Chair must be elected for 2019-2020.
- b. Vice Chair - **Josh Robinson** served the past **two** years in this position.
- c. Secretary - **Brett Gerber** served the past **four** years in this position.
- d. Treasurer - **Janelle Gruetzmacher** served the past **two** years in this position.

The Board conducted its election of officers. A sample election process for Board members was provided.

Chris Fitzgerald moved, seconded by Carol De Young, to nominate Josh Robinson for the office of chairperson, Janelle Gruetzmacher for the office of vice chairperson, Brett Gerber for the office of secretary, and Andy Albarado for the office of treasurer of the Board. Upon a unanimous vote of all members present, motion carried.

The officers assumed their duties following the election process and new officers were requested to provide their signatures for the office. The Chair and Treasurer were also requested to sign a Signature/Logo Digitization Authorization form for the Business Office. If a vacancy occurs in any of the District Board officer positions after the annual organizational meeting, the District Board may elect an officer to fill the vacancy at any subsequent district Board meeting. The Board Officers policy (II.E.) was provided for the Board's information.

The Executive Assistant will communicate the 2019-2020 WITC Board officer information to the District Boards Association and all College staff following the meeting. The Executive Assistant will also ensure that the Board Chair's WITC telephone extension (2755) and all WITC Board e-mail addresses are included on the Board of Trustee's Web page and Staff Directory.

Troy Lambert moved, seconded by James Beistle, to authorize and approve Lori Laberee as interim Board Secretary to sign College documents at this meeting in the absence of Board Secretary Gerber. Upon a unanimous vote of all members present, motion carried.

3. Selection of Regular and Board Forward Meeting Dates

Time was reserved for the Board to approve its 2019-2020 Board Meeting Schedule.

A draft 2019-2020 Board Meeting Schedule was provided at the June meeting with tentative dates for the third Monday of the month for most meetings, meetings to begin at 8:30 a.m., with the following adjustments for the Board's final consideration:

- In **October, February, and April** it was recommended that the regular Board meeting be scheduled on the fourth Monday of the month.
- In **July**, the Board's annual organizational meeting is scheduled on the second Monday of the month per Wisconsin Statute §38.08(3).

The WITC campus locations for each meeting were recommended to align with WITC staff presentations on the 2019-2020 Board Monitoring Schedule.

Andy Albarado moved, seconded by James Beistle, to approve the 2019-2020 Board Meeting Schedule as printed. Upon a unanimous vote of all members present, motion carried.

The Executive Assistant will communicate the 2019-2020 Board meeting schedule with the District Boards Association and all College staff following the meeting.

4. Appointment to WITC Foundation Board of Directors

Time was reserved for the WITC Board Chair to appoint a liaison to the WITC Foundation Board of Directors. The WITC Foundation is governed by a 17-member Board of Directors comprised of three representatives from each of the four campus areas plus a liaison from

the WITC Board of Trustees. The primary responsibility of the WITC Board liaison is to represent the Board of Trustees' perspective on the Foundation Board. The Foundation Board meets in the fall and spring of each year to establish Foundation policy and conduct business. Directors shall serve staggered three-year terms, except the representative of the District Board who shall be appointed annually. Directors may serve for up to three consecutive three-year terms. It was noted that Mr. Robinson served as the liaison on the WITC Foundation Board of Directors for the past two years.

Carol De Young volunteered to serve as the WITC Foundation Board of Directors liaison for 2019-2020.

The Executive Assistant will communicate the selected WITC Foundation Board of Directors liaison to all College staff following the meeting.

5. Approval of Official Newspaper of Record Selection

Annually the Board approves the "newspaper of record" for the College. There are 26 newspapers in the WITC District that are certified by the state to publish statutorily required legal notices. However, of those 26 newspapers, 24 of them publish their notices one (1) day per week.

The *Superior Telegram* publishes two (2) days per week (Tuesday and Friday), and the *Ashland Daily Press* publishes two (2) days per week (Wednesday and Saturday). *Note: The Ashland Daily Press previously published five (5) days per week.*

In an effort to alternate between the newspapers, administration recommended Board approval to establish the *Superior Telegram* as the WITC's "newspaper of record" for fiscal year 2020. Information on the costs for Class 1 – 8 point legal notices and non-legal advertising from both newspapers was included in the Board book.

Chris Fitzgerald moved, seconded by Troy Lambert, to establish the *Superior Telegram* as the College's official newspaper of record for 2019-2020 as recommended. Upon a unanimous vote of all members present, motion carried.

Note: The Executive Assistant will communicate the Board's approval of the "newspaper of record" to all College staff and the newspaper following the meeting.

6. Approval of Board Monitoring Schedule for Fiscal Year 2020

Time was reserved for final approval of the *2019-2020 WITC Board Monitoring Schedule*. Recommended updates were provided in April and some additional adjustments were also noted on the schedule. A new Board member orientation is not needed this year.

Lori Laberee moved, seconded by Carol De Young, to approve the 2019-2020 WITC Board Monitoring Schedule as presented. Upon a unanimous vote of all members present, motion carried.

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

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

The four (4) DBA committees that need WITC representation are as follows:

1. **Awards Committee** – 1 representative from each technical college is needed (Mr. Albarado was WITC's representative in 2018-2019).

2. **Bylaws, Policies and Procedures Committee** – 1 representative from each technical college is needed (Mr. Gerber was WITC's representative in 2018-2019)
3. **Internal Best Practices Committee** – up to 4 representatives are needed from each technical college (Mr. Fitzgerald, Mr. Gerber, Ms. Laberee, and Mr. Lambert were the WITC representatives in 2018-2019)
4. **External Partnerships Committee** – up to 4 representatives are needed from each technical college (Mr. Beistle, Ms. De Young, Mr. Fitzgerald, Ms. Gruetzmacher, and Mr. Robinson were the WITC representatives in 2018-2019)

The Executive Assistant will provide the District Boards Association Office with the 2019-2020 WITC Board Representatives list (officers and DBA committee representatives) and the 2019-2020 WITC Board Meeting Schedule following this organizational meeting.

8. Selection of District Boards Association Board of Directors - WITC Board Delegate
The District Boards Association requested the WITC Board select a member to be seated on the association's Board of Directors at their summer meeting in Rice Lake on July 20, 2019. Board of Directors' seats are staggered two-year terms, and association officers automatically serve as their district's delegate to the Board. Each District Board uses its own process to select its representative to the Board except that association officers automatically serve as their district's representative. There is no limit to the number of terms that may be served. In addition, a new member may also be appointed mid-term at the district's discretion. *It was noted that Mr. Beistle served as WITC's Board delegate on the District Boards Association since 2009.*

Mr. Beistle volunteered to continue as the WITC Board Delegate for the District Boards Association for a two-year term.

The Executive Assistant will update the Board's Contact listing with current officers, District Boards Association Committee representatives, address or phone updates, and post it in the "Board Resources Only" folder.

EXECUTIVE SESSION

Chairperson, Josh Robinson, requested a motion for the Board to convene into Executive Session under the provisions of Wisconsin Statutes §19.85(1)(c)(f) for the purpose of considering Employment, Promotion, Compensation, and Performance Evaluations.

Lori Laberee moved, seconded by James Beistle, to convene into Executive Session in accordance with Wisconsin Statutes §19.85(1)(c)(f) for the purpose noted in the preceding paragraph. Chair Robinson announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

Chairperson Robinson called the executive session to order at 8:48 a.m. with the following Board members present: Andy Albarado, James Beistle, Carol De Young, Chris Fitzgerald, Lorraine C. Laberee, Troy Lambert, and Josh Robinson. *Note: Brett Gerber and Janelle Gruetzmacher provided notice that they would not be in attendance at this meeting.*

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

1. Approval of the June 17, 2019, Executive Meeting Minutes
Lori Laberee moved, seconded by Chris Fitzgerald, to approve the executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.
2. Motion to Reconvene into Open Session
A motion was needed to reconvene into 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".

James Beistle moved, seconded by Carol De Young, to adjourn the Executive Session and reconvene back into the regular Board meeting. Upon a roll-call vote, all members present voted yes; motion carried (7-0) and the executive session adjourned at 9:33 a.m.

The Board Chair recessed the meeting at 9:33 a.m. and reconvened the meeting at 9:43 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the June 17, 2019, Regular Meeting Minutes

Chris Fitzgerald moved, seconded by Troy Lambert, to approve the regular meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listings and resolutions from the June meeting were attached to the official minutes.

CONSENT AGENDA

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

Chris Fitzgerald moved, seconded by Troy Lambert, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

1. Personnel:

- A. **New Hire:** Emilie Bailkey, Student Services Campus Solutions Coordinator; Management; annual salary \$54,408; Rice Lake, effective July 1, 2019. *Note: Ms. Bailkey is currently interim Student Services Campus Solutions Coordinator/Manager of Enrollment Services at the Rice Lake Campus.*
- B. **New Hire:** Dacia Bartes, Academic Affairs Technician; Support and Technical Personnel; \$17.13 per hour; Rice Lake, effective July 22, 2019.
- C. **New Hire:** Wendie Brooten, Financial Aid Advisor/Student Services Technician; Support and Technical Personnel; \$16.67 per hour; Rice Lake, effective July 22, 2019.
- D. **New Hire:** Deanna Corry, Manager of Enrollment Services; Management; annual salary \$48,441; Rice Lake, effective July 1, 2019. *Note: Ms. Corry is currently interim Manager of Enrollment Services at the Rice Lake Campus.*
- E. **New Hire:** Megan Davis, Career Specialist/Pathway Advisor; Faculty; annual salary \$56,374; Rice Lake, effective July 1, 2019.
- F. **New Hire:** Julia Hansen, Veterinary Technician Instructor/Program Director; Faculty; annual salary \$63,467; New Richmond, effective July 1, 2019.
- G. **New Hire:** Casey Hochrein, Custodian; Custodian; \$16.56 per hour; Rice Lake, effective July 8, 2019.
- H. **New Hire:** Maryann Ledin, Accounting and Business Management Instructor; Faculty; annual salary \$58,940; Ashland, effective July 1, 2019.
- I. **New Hire:** Linda Richie, Accounting Instructor; Faculty; annual salary \$75,282; Rice Lake, effective July 1, 2019. *Note: Ms. Ritchie is currently an Administrative Professional Instructor at the Rice Lake Campus.*
- J. **New Hire:** Janine Running, Truck Driving Instructor; Faculty; annual salary \$58,251; Rice Lake, effective July 1, 2019.
- K. **Resignation:** Emilie Bailkey, Manager of Enrollment Services, Rice Lake, effective June 30, 2019.
- L. **Resignation:** Brian Hoefs, Veterinary Technician Instructor/Program Director, New Richmond, effective July 3, 2019. *Note: This date was changed from June 30, 2019.*
- M. **Resignation:** Suzanne Linder, Student Services Assistant, New Richmond, effective July 17, 2019.

- N. **Resignation:** Jennifer Nelson, Associate Degree Nursing Instructor, Superior, effective December 31, 2019.
- O. **Resignation:** Linda Richie, Administrative Professional Instructor, Rice Lake, effective June 30, 2019.
- P. **Resignation:** Melissa Weber, Educational Technology Specialist, Ashland, effective July 9, 2019. *Note: Ms. Weber has accepted a part-time, non-benefit eligible Career Specialist/Recruiter position at the Ashland Campus.*

President Will noted that there were a total of 5.5 years of service from those who resigned (will retire/leave the College); Ms. Linder served 2 years, Mr. Hoefs served 1 year, and Ms. Nelson served 2.5 years. The Board expressed its appreciation for this service to the College.

2. Contracts

The contract listing for FY19 and FY20 were approved (see attached lists).

3. Financial/Cash Position Report

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

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 244975 through 245348 and electronic transfer payments totaling \$3,917,186.54 were approved.

5. Bids/Purchases

- A. **Deep Fryer – New Richmond:** The Board gave approval of the purchase of a deep fryer in the total amount of \$1,405 from Kavanaugh Restaurant Supply of Madison, WI. The deep fryer is to replace one that broke down and is unrepairable in the kitchen and is an addition to the originally approved request.
- B. **Multi-Process Welder – Ashland:** The Board gave approval of the purchase of 2 welders in the total amount of \$4,798 from Mississippi Welders of Hudson, WI. The welder is for the Welding program in Ashland and is an addition to the originally approved request.
- C. **Plasma Cutter – Ashland:** The Board gave approval of the purchase of a plasma cutter in the total amount of \$1,578 from Mississippi Welders of Hudson, WI. The plasma cutter is for the Welding program in Ashland and is an addition to the originally approved request.
- D. **Portable Gas Cutting Machine - Ashland:** The Board gave approval of the purchase of 2 cutting machines in the total amount of \$2,990 from Mississippi Welders of Hudson, WI. The cutting machine is for the Welding program in Ashland and is an addition to the originally approved request.
- E. **Engine Driven Welder – Ashland:** The Board gave approval of the purchase of an engine-driven welder in the total amount of \$3,397 from Chicago Iron & Supplies, Inc. of Ashland, WI. The welder is for the Welding program in Ashland and is an addition to the originally approved request.
- F. **TIG Welder – Ashland:** The Board gave approval of the purchase of a TIG welder in the total amount of \$1,195 from Chicago Iron & Supplies, Inc. of Ashland, WI. The welder is for the Welding program in Ashland and is an addition to the originally approved request.
- G. **Addition – New Richmond – Request to Reject All Bids:** The Board gave approval to **reject** all bids for the addition at the New Richmond Campus. All bids were in excess of

the approved budget amount as summarized on the bid tabulation document that was provided.

It was noted that the rebid will go out today or tomorrow. There may be a need for administration to call a special meeting.

6. Out-of-State Tuition Remission Report

In accordance with Wisconsin Technical College System Board Administrative Bulletin, AB 04-02, Remission of Out-of-State Tuition – Needy and Worthy, staff with delegated authority shall annually report remission activity for the academic year (by July 15). The report shall include the number of individuals for whom tuition was remitted, the total credits remitted, the financial impact of the actual remissions and the percentage of total actual credits (net of Community Services), which were remitted for academic year.

The Out-of-State Tuition Remission Report was submitted for the entire 2018-2019 academic year. The Board was informed that WITC submitted zero (0) students for the 2018-2019 academic year.

OTHER ITEMS REQUIRING BOARD ACTION

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

Time was reserved for the Board to consider action to be taken on matters discussed in Executive Session, if appropriate. Chair Robinson announced that there was no action taken in Executive Session.

The Board Chair moved to item 3 and came back to item 2 later in the agenda.

2. Approval of Resolution 19-17 Awarding the Sale of the \$1,500,000 General Obligation Promissory Notes, Series 2019C of the Wisconsin Indianhead Technical College District, Wisconsin

The sale of the \$1,500,000 promissory notes closed at 10:00 a.m. on Monday, July 8, 2019. Mr. Decker presented Resolution 19-17 (see attached) and the results of the bid to the Board at the meeting. Based on the bid results received from five (5) bidders, administration recommended the lowest bid from Robert W. Baird & Co., Inc., at 1.650249%, for the Board's approval. The borrowing will be used for remodeling and improvement projects throughout the district. An Official Statement was provided for the Board's information. Mr. Decker noted that WITC maintained its Moody's Aaa rating.

Troy Lambert moved, seconded by Andy Albarado, to approve Resolution 19-17, Awarding the Sale of the \$1,500,000 General Obligation Promissory Notes, Series 2019C of the Wisconsin Indianhead Technical College District, Wisconsin as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

3. Requesting Approval of the Three-Year Facilities Plan

Mr. Decker recommended approval of the WITC Three-Year Facilities Plan for FY20-FY22. State administrative procedures require districts to submit a three-year facilities plan to the system office to include building repairs, remodeling, and new construction. The plan summarized the remodeling and new construction proposed in WITC's three-year plan. James Beistle moved, seconded by Lori Laberee, to approve the Three-Year Facilities Plan as presented. Upon a roll-call vote, all members present voted yes; motion carried (7-0).

4. Approval of Administrative Policy (G-112 & J-120) – Non-Discrimination/Non-Harassment Compliance, Approval of Administrative Policy (G-113 & J-121) – Unlawful Discrimination/Harassment/Sexual Harassment/Sexual Misconduct/Sexual Violence Complaints, and Approval of Revised Administrative Procedure (G-113A, J-121A, & J-220A) Unlawful Discrimination/Harassment/Sexual Harassment/Sexual Misconduct/Sexual Violence

Complaints

There were no recommended changes for the Board's approval. Troy Lambert moved, seconded by Chris Fitzgerald, to approve the administrative policies and procedure as printed. Upon a unanimous 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. Mr. Beistle noted he has attended Joint Review Board meetings.

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 routed during the meeting for Board members to update by recording their plans to attend (or not attend) the meetings and events listed on the form; or, to contact the Executive Assistant as soon as plans are confirmed. The Board will report any changes on the *Board Events Schedule* to Ms. Olson. Links to state and national Board meetings and events were included in the Board book.

3. President's Updates:

A. **Upcoming Events Schedule**

Time was reserved for President Will to share upcoming event information located on the WITC website.

B. **Enrollment Update**

President Will provided a brief update on the most recent information related to the College's enrollment. A Plan Enrollment Funnel report and a Cognos report were provided for the Board's information. The leading indicators are positive.

C. **Technology Update**

President Will provided a technology update, requesting the Board update their passwords to 13 characters for better security.

4. Legislative Updates

Time was reserved for legislative updates. President Will provided a brief update on the 2019-2021 state budget. District legislators have an open invitation to attend WITC Board meetings to provide legislative updates.

5. Discrimination/Harassment Complaints Annual Report

In accordance with Administrative Procedures G-113A and J-121A, Discrimination/Harassment Compliance/Sexual Assault, administration is required to report to the Board of Trustees formal complaints related to discrimination, harassment, sexual harassment, and sexual assault. President Will reported that for fiscal year 2019 there was 1 student complaint filed, 5 employee complaints filed, 0 applicant complaints filed, and 0 formal grievance complaints filed. Investigation resulted in 1 finding of a violation of the College's anti-discrimination/harassment policies.

6. Student Updates and News

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

A. **WITC Offers Two Programs to Support Transportation and Wisconsin's Economy**

The need in the transportation industry is two-fold: Wisconsin has a shortage of not only the truck drivers who are delivering goods, but also the skilled diesel technicians who can repair commercial vehicles, including agricultural commercial vehicles. WITC

recently launched two programs to address these labor shortages. Diesel equipment technician and truck driving are now accepting students for upcoming classes. A *Business North* article was provided.

B. Wisconsin State FFA Officer Team Revealed at Convention

Each year, FFA members in each of the 10 districts across the state go through an arduous interview process in hopes of becoming one of two finalists for state officers in their respective districts. Ryan Erickson, recent construction and cabinetmaking graduate was named a 2019-20 state officer. During the year as State FFA Officer, the officer team will meet thousands of FFA members and will travel over 10,000 miles. In addition to meeting with members on local, state and national levels, the entire state officer team will meet with leaders in government, education, business and agriculture. A *Wisconsin Farmer* article was provided.

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 regular meeting scheduled on Monday, August 19, 2019, beginning 8:30 a.m., at the WITC-Administrative Office in Shell Lake. 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, August 1, 2019. 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.

At 10:18 a.m. the Board Chair moved back to Other Items Requiring Board action item number 2.

Chair Robinson thanked Mr. Lambert for his service as the Board's Chair for the past two years.

MEETING EVALUATION

PLUS +/-DELTA ^

- + Thank you Troy for your leadership as our Board Chair.
- + Student Updates - Congratulations Ryan Erickson!
- + Congratulations to newly elected officers.
- ^ None

James Beistle moved, seconded by Troy Lambert, to adjourn the meeting at 10:19 a.m.

Respectfully submitted,


Board Secretary

ko

7/1/19
9:38 15 am

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2019

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 = 35.06 %
On Campus = 42.12%

-----ESTIMATED-----

| Contract Number | Account Name | Location of Training | On/Off | Contract Revenue | Est.Salary/Fringe | + | Indirect Cost | + | Other Direct Cost Total | = | Full Cost | Difference |
|--|--|----------------------------------|--------|------------------|-------------------|---|---------------|---|-------------------------|---|-----------|--------------|
| Approval Date: May 2019 (2 records) | | | | | | | | | | | | |
| 719311 | Northern Clearing Inc Employees of Northern Clearing will receive Safety Training, EMS Training, and Arborist & Vegetation Safety Training. | Various | Off | \$ 40,805.00 | \$ - | + | \$ - | + | \$ - | = | \$ - | \$ 40,805.00 |
| 719558 | Christian Community Homes Provide CBRF Fire safety class and CBRF 1st aid class. | Christian Community Homes Hudson | Off | \$ 1,494.00 | \$ 387.20 | + | \$ 135.75 | + | \$ 349.00 | = | \$ 871.95 | \$ 622.05 |

Grand Totals (2 records)

****End of Report ***

*indicates an amended contract


Board Secretary

7-8-19
Date

7/1/19
9:38 15 am

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2020

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 = 35.06 %
On Campus = 42.12%

| *-----ESTIMATED-----* | | | | | | | | | | |
|--|--|----------------------------------|--------|------------------|-------------------|---------------|-------------------------|-------------|-------------|--|
| Contract Number | Account Name | Location of Training | On/Off | Contract Revenue | Est.Salary/Fringe | Indirect Cost | Other Direct Cost Total | Full Cost | Difference | |
| Approval Date: May 2019 (5 records) | | | | | | | | | | |
| 720310 | Core Products | Core Products Chetek | Off | \$ 1,350.00 | \$ 429.00 | \$ 156.89 | \$ 211.00 | \$ 796.89 | \$ 553.11 | |
| | ASHI Adult & Child CPR/AED & 1st aid | | | | | | | | | |
| 720313 | Schaffer Manufacturing | Milltown | Off | \$ 6,556.00 | \$ 2,750.00 | \$ 1,005.68 | \$ 235.00 | \$ 3,990.68 | \$ 2,565.32 | |
| | ASHI Adult & Child CPR/AED & 1st aid | | | | | | | | | |
| 720308 | Norhwire Nwi Lab360 | Osceola | Off | \$ 803.00 | \$ 242.00 | \$ 88.50 | \$ 93.20 | \$ 423.70 | \$ 379.30 | |
| | Fast Forward Revision for Supervisory Training. WITC will be providing two cohorts of training one for beginners and one for advanced supervision and leadership. Each cohort will have 8 to 11 students in attendance. | | | | | | | | | |
| 720316 | Quanex-Homeshield LLC | Quanex | Off | \$ 2,311.00 | \$ 677.60 | \$ 247.80 | \$ 204.00 | \$ 1,129.40 | \$ 1,181.60 | |
| | 2 ASHI Adult/Child CPR & 1st aid class & 2 Bloodborne Pathogens class | | | | | | | | | |
| 720309 | Christian Community Homes | Christian Community Homes | Off | \$ 2,014.00 | \$ 532.40 | \$ 194.70 | \$ 307.00 | \$ 1,034.10 | \$ 979.90 | |
| | CBRF Medication class | | | | | | | | | |
| Approval Date: June 2019 (15 records) | | | | | | | | | | |
| 720330 | Bad River Tribal Council | Bad River Tribal office | Off | \$ 821.00 | \$ 387.20 | \$ 141.60 | \$ 145.00 | \$ 673.80 | \$ 147.20 | |
| | 17 Summer Youth Program participants will receive CPR, AED, and basic first aid. Upon successful completion, participants will receive documentation. | | | | | | | | | |
| 720332 | St Croix Central High School | Hammond | Off | \$ 2,410.00 | \$ 167.20 | \$ 61.15 | \$ 343.00 | \$ 571.35 | \$ 1,838.65 | |
| | 4 students from SCC will take the Nursing Assistant Class. Price may change depending on the amount of students. | | | | | | | | | |
| 720331 | Unity High School | Balsam Lake | Off | \$ 4,819.00 | \$ 334.40 | \$ 122.29 | \$ 686.00 | \$ 1,142.69 | \$ 3,676.31 | |
| | Nursing Assistant Course for up to 8 Unity High School Students. This is an exchange of services contract no money will be exchanged. Unity High School will not receive a bill for the tuition, rates, and fees that are reflected in the contract. Please refer to the signed MOU. | | | | | | | | | |
| 720333 | Baldwin-Woodville High School | Hammond | Off | \$ 2,410.00 | \$ 167.20 | \$ 61.15 | \$ 343.00 | \$ 571.35 | \$ 1,838.65 | |
| | Nursing Assistant course for up to 4 BWHS students. Price may vary depending on the amount of students. | | | | | | | | | |
| 720334 | Russ Davis Wholesale | Hammond | Off | \$ 1,442.00 | \$ 501.60 | \$ 183.44 | \$ 89.00 | \$ 774.04 | \$ 667.96 | |
| | CDL Test Prep for up to 4 students from Russ Davis. | | | | | | | | | |
| 720324 | Peragon Enterprises, Inc | Peragon Enterprises - Shell Lake | Off | \$ 1,156.00 | \$ 338.80 | \$ 123.90 | \$ 102.00 | \$ 564.70 | \$ 591.30 | |
| | ASHI 1st aid/Adult CPR & AED and Bloodborne pathogens class | | | | | | | | | |
| 720328 | Louisiana-Pacific Corp | LP Corp Tomahawk | Off | \$ 6,589.00 | \$ 2,041.60 | \$ 746.61 | \$ 1,562.00 | \$ 4,350.21 | \$ 2,238.79 | |
| | Employees of LP Corp in Tomahawk will receive leadership safety training. | | | | | | | | | |
| 720323 | Burkwood Treatment Ctr | Burkwood Treatment Center-Hudson | Off | \$ 1,222.00 | \$ 290.40 | \$ 106.20 | \$ 259.00 | \$ 655.60 | \$ 566.40 | |
| | CBRF 1st aid and CBRF Standard Precautions | | | | | | | | | |
| 720325 | Lac Courte Oreilles College | LCO College | Off | \$ 4,072.00 | \$ 1,936.00 | \$ 708.00 | \$ 620.00 | \$ 3,264.00 | \$ 808.00 | |
| | Up to 15 students will receive OSHA 30-Construction training. Upon successful completion of the training, students will receive the OSHA 30 card. | | | | | | | | | |

| | | | | | | | | | | | | | | | |
|--------|---|-----------------------------|-----|----|----------|----|----------|----|----------|----|--------|----|----------|----|------------|
| 720220 | Graymont Lcc | WITC Superior | On | \$ | 340.00 | \$ | - | \$ | - | \$ | 261.00 | \$ | 261.00 | \$ | 79.00 |
| | Employees of Graymont LLC will be evaluated in Mechanical Aptitude. Results to be sent to the staff of Graymont, LLC. | | | | | | | | | | | | | | |
| 720329 | Barron County Administration Department | WITC Rice Lake | On | \$ | 5,000.00 | \$ | 4,230.60 | \$ | 1,859.77 | \$ | - | \$ | 6,090.37 | \$ | (1,090.37) |
| | Up to 150 participants will attend 4 hours of training in the topic areas of Blockchain Technology, Artificial Intelligence, and The Internet of Things. Barron County Government employees can attend a separate Question and Answer session after the large group training. Q and A session will last up to 1 hour. Training will be held at WITC Rice Lake's Conference Center. WITC will provide a light breakfast for participants. Participating entities will be billed separately for lunch which will be offered by WITC's Conference Center. Billing will be based on number of attendees at \$10 per attendee. Total number of attendees must be reported to WITC by August 21, 2019. No changes to total number of attendees can be made after August 21. | | | | | | | | | | | | | | |
| 720326 | Lac Courte Oreilles College | Lac Courte Oreilles College | Off | \$ | 1,363.00 | \$ | 374.00 | \$ | 136.77 | \$ | 408.00 | \$ | 918.77 | \$ | 444.23 |
| | Up to 10 students will receive training in CDL test prep. | | | | | | | | | | | | | | |
| 720327 | Pathways Transport | WITC Ashland | On | \$ | 972.00 | \$ | - | \$ | - | \$ | 703.00 | \$ | 703.00 | \$ | 269.00 |
| | Up to 15 employees of Pathways Transport will receive First Aid and CPR instruction. Upon successful completion, participants will receive documentation. | | | | | | | | | | | | | | |
| 720321 | Prism Plastics Inc | New Richmond | Off | \$ | 1,881.00 | \$ | 448.80 | \$ | 164.13 | \$ | 246.00 | \$ | 858.93 | \$ | 1,022.07 |
| | Right to Know (Hazard Communication), Emergency Action Plan and Blood Borne Pathogens training for 60 to 70 employees. | | | | | | | | | | | | | | |
| 720322 | Prism Plastics Inc | New Richmond | Off | \$ | 518.00 | \$ | 112.20 | \$ | 41.03 | \$ | 98.00 | \$ | 251.23 | \$ | 266.77 |
| | PPE training and Lock Out/Tag Out for up to 9 employees. | | | | | | | | | | | | | | |

Grand Totals (20 records)

*Indicates an amended contract


Board Secretary

7-8-19
Date

RESOLUTION NO. 19-17

RESOLUTION AWARDING THE SALE OF
\$1,500,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2019C

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on May 20, 2019 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2019C (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes in the aggregate principal amount of \$1,500,000.00, all for the public purpose (the "Public Purposes") of financing \$1,500,000.00 of building remodeling and improvement projects at the District's campuses; and

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Daily Press on June 1, 2019 giving notice of adoption of the Authorizing Resolution, identifying where and when the Authorizing Resolution could be inspected, and advising electors of their right to petition for a referendum on the question of the issuance of general obligation promissory notes to finance the Public Purposes;

WHEREAS, no petition for referendum was filed with the Secretary and the time to file such a petition expired on July 1, 2019;

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

WHEREAS, PMA, in consultation with the officials of the District, prepared Official Bid Form (Open Internet Auction) (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, the "Official Bid Form") setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on July 8, 2019, subject to the petition rights which may cause the issuance to be terminated;

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

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

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

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

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

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

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2019C"; shall be issued in the aggregate principal amount of \$1,500,000; shall be dated July 29, 2019; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on October 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on October 1, 2019. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

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

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

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2018 through 2024 for the payments due in the years 2019 through 2025 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the District shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After

the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the District and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the District for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

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

Section 6. Segregated Debt Service Fund Account.

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

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for \$1,500,000 General Obligation Promissory Notes, Series 2019C, dated July 29, 2019" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The District Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the District at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the District above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

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

with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

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

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

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

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

(b) The District also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the District will do so only to the extent

consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

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

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

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

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

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and Secretary shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the

Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

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

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

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

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

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

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

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

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

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

[signature page to follow]

Adopted, approved and recorded July 8, 2019.



Josh Robinson, Chairperson

ATTEST:



Lorraine Laberee, Secretary

EXHIBIT A

Official Bid Form

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

(See Attached)

EXHIBIT B

Bid Tabulation

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

(See Attached)

EXHIBIT C

Winning Bid

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

(See Attached)

EXHIBIT D-1

Pricing Summary

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

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

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

(See Attached)

EXHIBIT E

(Form of Note)

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

| <u>Number</u> | <u>Maturity Date</u> | <u>Dated Date</u> | <u>Interest Rate</u> | <u>CUSIP Number</u> |
|---------------|----------------------|-------------------|----------------------|---------------------|
| R- _____ | _____ | _____ | _____ | 97671K _____ |

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$ _____)

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

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

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

This Note is not subject to optional redemption. OR

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

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

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

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

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

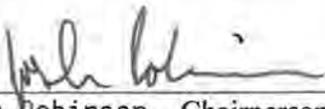
respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and District may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption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

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

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

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

WISCONSIN INDIANHEAD TECHNICAL
COLLEGE DISTRICT, WISCONSIN

By: 
Josh Robinson, Chairperson

By: 
Lorraine Laberee, Secretary

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

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

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

By _____
Authorized Signatory

ASSIGNMENT

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

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

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

Dated: _____

Signature Guaranteed:

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

(Depository or Nominee Name)

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

(Authorized Officer)