

Wisconsin Indianhead Technical College
Board Proceedings
May 18, 2015

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, May 18, 2015, at 8:30 a.m., at the WITC–Administrative Office, located at 505 Pine Ridge Drive, Shell Lake, WI 54871.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Chairperson, Morrie Veilleux, called the meeting to order at 8:30 a.m. with the following Board members present: James Beistle, Chris Fitzgerald, Troy Lambert, Dave Minor, Jean Serum, Morrie Veilleux, and Eileen Yeakley. Lorraine C. Laberee joined the meeting via telephone conference. *Note: Brett Gerber arrived at 8:38 a.m.*

The following WITC employees were in attendance during the meeting: Steve Decker, Kim Olson, Cher Vink, and John Will. WITC employees in attendance for a portion of the meeting were: Anita Hacker, Ellen Riely Hauser, and Jennifer Kunselman. Michele Wiberg, Vice President, Managing Director of PMA Securities, Inc., and Representative Romaine Quinn were also present during this meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The May 18, 2015, 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 May 15, 2015, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting."

APPROVAL OF AGENDA

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

AUDIENCE RECOGNITION ANNOUNCEMENT

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

EXECUTIVE SESSION

Chairperson, Morrie Veilleux, requested a motion for the Board to convene into executive session under the provisions of Wisconsin Statutes §19.85(1)(c)(e) for the purpose of considering Bargaining Environment and Strategies.

James Beistle moved, seconded by Jean Serum, to convene into executive session in accordance with Wisconsin Statutes §19.85(1)(c)(e) for the purpose noted in the preceding paragraph. Chair Veilleux announced the motion. Upon a roll-call vote, all members present voted yes; motion carried (8-0).

Chairperson, Morrie Veilleux, called the executive session to order at 8:32 a.m. with the following Board members present: James Beistle, Chris Fitzgerald, Troy Lambert, Dave Minor, Jean Serum, Morrie Veilleux, and Eileen Yeakley. Lorraine C. Laberee joined the meeting via telephone conference. *Note: Brett Gerber arrived at 8:38 a.m.*

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

1. **Approval of the April 20, 2015, Executive Meeting Minutes**

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

2. Approval of the May 11, 2015, Special Executive Meeting Minutes

James Beistle moved, seconded by Jean Serum, to approve the special executive meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

Dave Minor moved, seconded by Eileen Yeakley, 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 (9-0) and the executive session adjourned at 8:53 a.m.

OPEN SESSION RECONVENED

MEETING MINUTES

1. Approval of the April 20, 2015, Regular Meeting Minutes

Troy Lambert moved, seconded by Chris Fitzgerald, to approve the April 20, 2015, meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. *The signed list of contracts and resolutions from the April meeting were attached to the official minutes.*

2. Approval of the May 11, 2015, Special Meeting Minutes

Chris Fitzgerald moved, seconded by Brett Gerber, to approve the May 11, 2015, special meeting minutes as printed. Upon a unanimous vote of all members present, motion carried.

BUDGET CONSIDERATIONS REQUIRING BOARD ACTION

1. Approval of 2015-2016 Tentative Authorization of Budget

Mr. Decker reviewed the proposed 2015-2016 tentative operational budget with the Board, which will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90 (5). The Budget Summary - General Fund and Notice of Public Hearing budget documents were provided for the Board's review. Mr. Decker recommended that the Board approve the proposed budget for the purpose of publication in the district newspaper. The FY16 Budget included a Position Summary, which identified position type, resignations, and additions. The Position Summary page from the draft Budget book was provided and approval of total positions was recommended. Mr. Decker also presented the assumptions used to develop the budget. He noted that WITC had the lowest operational mill rate and total mill rate of the WTCS system for FY15. A link to a preliminary copy of the WITC 2015-2016 Budget book was provided. The budget PowerPoint was also provided as a reference for the Board. President Will recognized Anita Hacker for her work on the budget book. Later, President Will provided an update on International Education, noting that we are reallocating 2015-2016 funds to support other initiatives.

Jean Serum moved, seconded by Brett Gerber, to approve the 2015-2016 Tentative Authorization of the Budget, including the position list, as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

2. Approval to Set Budget Hearing Date, Time, and Location

Upon approval of the budget for publication in May, the Board must conduct a public hearing for final budget adoption at the June meeting. The budget hearing date, time, and location needs to be established by the Board. Administration recommended a start time of 8:30 a.m. on Monday, June 8, 2015, at the WITC-Administrative Office in Shell Lake.

James Beistle moved, seconded by Eileen Yeakley, to approve the recommended budget hearing date, time, and location as presented. Upon a unanimous vote of all members present, motion carried.

3. Budget Modification

A summary for the following budget modification, which will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90 (5), was included for the Board's approval. A two-thirds majority vote by the full Board was required to approve the budget modification.

A. **Special Revenue Fund – Operating:** Mr. Decker recommended increasing the Special Revenue – Operating Fund by \$850,000. The adjustment reflected reallocation of budget dollars for actual functional revenue and expenditures relating to Department of Labor grant funding for FY15.

Troy Lambert moved, seconded by Dave Minor, to approve increasing the Special Revenue – Operating Fund as presented. Upon a roll-call vote, all members present voted yes; motion carried (9–0).

4. Approval of 2015–2016 Major Equipment

Mr. Decker provided an updated 2015–2016 major equipment listing for the Board’s consideration and approval. This list was included in the 2015–2016 Budget book and reflected changes since the Board approved the preliminary list at their January 19, 2015, meeting.

Dave Minor moved, seconded by Jean Serum, to approve the revised 2015–2016 Major Equipment list as presented. Upon a roll-call vote, all members present voted yes; motion carried (9–0).

CONSENT AGENDA

Chairperson Veilleux 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 Eileen Yeakley, to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (9–0).

1. Personnel:

- A. **New Hire:** Danielle Danke, Learning Resource Center Technician; Superior, effective June 1, 2015; \$16.46 per hour.
- B. **New Hire:** Anne Gonski, Medical Administrative Specialist Instructor; Rice Lake, effective July 1, 2015; annual salary \$65,507. *Note: Ms. Gonski is currently an Adjunct Instructor at the Rice Lake Campus.*
- C. **New Hire:** Cheryl Moore, Associate Degree Nursing Instructor; New Richmond, effective July 1, 2015; annual salary \$56,285.
- D. **New Hire:** Christy Roshell, Career Pathway Coordinator (limited term); Management Grade 7; Rice Lake, effective June 8, 2015; annual salary \$56,638. *Note: Ms. Roshell currently holds the position of Career Specialist at the Rice Lake Campus.*
- E. **Resignation:** Resignation: Wendy Dusek, General Studies – Science Instructor, New Richmond, effective December 31, 2015.
- F. **Resignation:** Jack Haines, Conference Center Manager, Rice Lake; effective November 20, 2015.
- G. **Resignation:** Christy Roshell, Career Specialist, Rice Lake, effective June 5, 2015.

President Will noted that there were a total of 39 years of service from those who resigned (retired). The Board expressed its appreciation for this service to the College.

2. Contracts

The listing of contracts was approved (see attached list).

3. Financial/Cash Position Report

The College’s Financial and Cash Position Report, as of April 30, 2015, was approved.

4. Approval of Bills

Expenditures and revenue from the budget, covering check numbers 207947 through 208641 and electronic transfer payments totaling \$6,229,504.87 were approved.

5. Bids/Purchases

- A. **Custodial/Maintenance Services – Shell Lake:** The Board gave approval to award a three (3) year agreement with two (2) one-year optional extensions to Fields Unlimited of Shell Lake, WI, in the total amount of \$134,925 under Bid # 15-97800-SL-MAINTENANCE. The custodial/maintenance services are for the Shell Lake Administrative Office.
- B. **Kitchen Fryer – New Richmond:** The Board approved the purchase of a kitchen fryer in the total amount of \$788 from Reinhart Foodservice of Rogers, MN. The fryer was not included in the approved equipment budget list. The fryer is for the food service area at the New Richmond Campus.
- C. **Pump Jacks – Rice Lake:** The Board approved the purchase of pump jacks in the total amount of \$13,533 from ACME Tools of Plymouth, MN. The pump jacks are a substitution for the belt sanders originally approved on the equipment list. The pump jacks are for the Residential Construction and Cabinetmaking Program at the Rice Lake Campus.
- D. **Remodeling Change Orders – Ashland:** The Board approved Change Orders PCO #1 and PCO #2 by LHB Architects in the total amount of \$1,290 for Project 140630.00 at the Ashland Campus. These change orders included a change in casework supplier and casework design. A financial summary was also provided for the Board's review.
- E. **Remodeling Change Order – Rice Lake:** The Board approved Change Order G-12 by SDS Architects in the total amount of \$12,239 for Project 1328 at the Rice Lake Campus. This change order included food service equipment changes and additional work to complete fire alarm system upgrade. A financial summary was also provided.
- F. **Sheet Metal Brake – Ashland:** The Board approved the purchase of a sheet metal brake in the total amount of \$1,899 from Enco of Fernley, NV. The sheet metal brake is for the Welding program at the Ashland Campus and will replace a failed unit.
- G. **Software – Ashland:** The Board approved the purchase of marine software in the total amount of \$3,671 from CDI Electronics of Huntsville, AL. The software was not included in the approved equipment budget list. The software is for the Marine Repair Technician Program at the Ashland Campus.
- H. **Welder – New Richmond:** The Board approved the purchase of a welder in the total amount of \$5,408 from AirGas of Roseville, MN, under E&I Contract # CNR01291. The welder is for the Welding program at the New Richmond Campus and will replace a failed unit.

6. Summary of Grant Awards

The Board approved the receipt of the grant awards in the amount of \$2,084,366 as presented in the 2015-2016 Summary of Grants Awards document.

OTHER ITEMS REQUIRING BOARD ACTION

1. Announcements and/or Action from Executive Session

The Board Chair announced that the Board approved two sets of minutes from the previous Executive Session and discussed bargaining and compensation strategies.

2. Approval of Resolution 15-17 Awarding the Sale of the \$1,150,000 in General Obligation Promissory Notes, Series 2015C

Note: Due to the scheduled start time for this agenda item, Chair Veilleux moved to item number 3. Chair Veilleux returned to this item following the information report.

The online auction for the \$1,150,000 promissory notes began at 9:45 a.m. and bids closed at 10:00 a.m. on Monday, May 18, 2015. Michele Wiberg, Vice President, Managing Director of PMA Securities, Inc., presented Resolution 15-17 (see attached) and the results of the bid to the Board at the meeting. Based on the bid results from seven bidders, the lowest bid from Bankers Bank at 1.349% was recommended for the Board's approval. The borrowing will be used for building remodeling at the Superior Campus. An Official Statement was also provided.

Brett Gerber moved, seconded by Troy Lambert, to approve the bid and Resolution 15-17, Awarding the Sale of the \$1,150,000 in General Obligation Promissory Notes, Series 2015C as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

Note: Chair Veilleux moved back to the President's Updates.

3. Approval of Administrative Addendum D-450A ADD – Contracting Rates 2015-2016

Mr. Decker recommended approval of the contracting rates addendum (D-450A ADD) for fiscal year 2016.

James Beistle moved, seconded by Eileen Yeakley, to approve Administrative Addendum D-450A ADD – Contracting Rates 2015-2016 as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

4. Approval of Revised Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees

The course fee amount of \$128.40 per credit for adult and continuing education for 2015-16 and an out-of-state tuition fee of \$192.60 per credit, reflect a 2% increase that was approved by the Wisconsin Technical College System State Board. In addition, the minimum vocational adult nonaidable course fee, which was set by WITC, will remain at \$170 per credit for 2015-16.

Jean Serum moved, seconded by Chris Fitzgerald, to approve the revised Administrative Policy J-128 – Adult and Continuing Education Aidable and Non-Aidable Course Fees as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

5. Approval of Revised Administrative Policy J-242 – Student Fees

The State Board established a student fee rate for 2015-16. The program fee will increase to \$128.40 per credit, and the out-of-state tuition fee will increase to \$192.60 per credit, which is a 2% increase. The state changes have been incorporated into the policy. Administration recommended final Board approval of this policy.

Dave Minor moved, seconded by Troy Lambert, to approve the revised Administrative Policy J-242 – Student Fees as presented. Upon a roll-call vote, all members present voted yes; motion carried (9-0).

Note: Chair Veilleux moved to Correspondence and Information.

INFORMATION REPORT

1. Annual Graduate Survey Report

Jennifer Kunselman, Research and Data Coordinator, presented the 2014 Graduate Survey results of the 2013-2014 graduates, which included information on graduates' satisfaction with training received at WITC, current employment status, and salary information by degree level and program. Ellen Riely Hauser, Vice President, Institutional Effectiveness, was in attendance during this report. The 2014 Graduate Survey Executive Summary, PowerPoint presentation, and 2014 Graduate Results were provided for the Board's information. The 2014 Graduate Survey Results (full narrative report) was also available via a link and as a handout for the Board on Monday, May 18, 2015. The 2013-2014 Graduate Survey Results brochure was also provided at the meeting. Ms. Kunselman noted that WITC has the highest response rate (85%) of the WTCS colleges.

Time was reserved for questions. It was suggested that administration send the 2014 Graduate Survey Results Executive Summary and brochure to the County Board Chairs to distribute to their County Board members.

Dave Minor moved, seconded by James Beistle, to accept the Annual Graduate Survey Report as it related to the interpretation of the ENDS statement for the President's annual evaluation. Upon a unanimous vote of all members present, motion carried.

Note: The Board Chair moved back to item number 2 under Other Items Requiring Board Action.

CORRESPONDENCE AND INFORMATION

1. Meeting Information Sharing

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

A. Wisconsin Technical College District Boards Association Executive Director Search Update

Mr. Beistle provided the Board with a handout of an e-mail from Paul Gabriel, noting that Layla Merrifield was selected as the Wisconsin Technical College District Boards Association's Executive Director to begin on June 2, 2015.

2. Travel Sign Up

A. Board Events Schedule

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

3. Monitoring Schedule Review and Updates

A. Monitoring Schedule

Time was reserved to review and update the *WITC Board Monitoring Schedule* as needed.

B. Review Monitoring Schedule for Next Fiscal Year (FY16) for Approval in July

Time was reserved for the Board to review the Monitoring Schedule for FY16 for changes/additions. Minor updates were recommended by administration. The schedule will be brought to the June meeting for further discussion, and final approval will be requested at the Board's annual organizational meeting in July.

4. President's Updates:

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

A. Fall Enrollment Report

The fall enrollment report was reviewed by President Will, noting that we are down 7.46% in admitted students. However, we are up in registered students which shows we are making headway on our enrollment goals. This item will be a standing agenda item through September.

Note: The Board Chair recessed the meeting at 9:48 a.m. and reconvened the meeting at 10 a.m. He moved to the Information Report as scheduled.

B. Student Updates and News

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

1) WITC Recognized as Wisconsin's 2015 ACT Career Preparedness Award Winner and Nominee for ACT's National College and Career Readiness Campaign

WITC was recognized by State Superintendent Tony Evers for Wisconsin's 2015 ACT's Career Preparedness Award winner and nominee for ACT's national College and Career Readiness Campaign. A letter was provided for the Board's information. Joe Huftel and Barb Landstrom attended the press event in Madison on May 14, 2015. President Foy, Mark Tyler, Senator Harsdorf, Senator Bewley, and others were also present. President Will circulated the award at the meeting.

2) WITC 2015 Commencement Update

President Will and Chair Veilleux attended New Richmond's commencement on Friday, May 15, 2015. Jean Serum attended Ashland's commencement, Eileen Yeakley attended Rice Lake's commencement, and Troy Lambert and Dave Minor attended Superior's commencement. There were a total of 731 WITC Spring 2015 graduates; 96 graduates were from Ashland, 230 were from New Richmond, 204 were from Rice Lake, and 201 were from Superior. Mr. Veilleux was recognized in the New Richmond High School. Mr. Minor suggested utilizing technology next year so the College President could provide a "one-College" introductory welcome to all graduate locations, identifying the number of graduates we have.

3) WITC 2015-2016 State Officers Update

The following three WITC students were elected as 2015-2016 state officers at the Spring BPA State Conference: Franki Pratt (WITC-Ashland), Sarah Reas (WITC-New Richmond), and Samantha Timm (WITC-New Richmond). This shows our students are taking on leadership roles at the state level.

4) Business Professionals of America National Leadership Conference Competition & Award Results

The "Top Ten" results of our students' placements in the national BPA conference were provided for the Board's information. This was an example of the exemplary skills and talents of our WITC instructors and advisors. In addition, Scott Elza was awarded the "Advisor of the Year" award for BPA.

C. Senator Harsdorf Update

President Will met with Senator Harsdorf at the WITC-New Richmond Campus on Friday, April 24, 2015. He thanked her for the work that was put in on the budget.

D. Representative Quinn Update

President Will met with Representative Quinn at the WITC-Rice Lake Campus on Friday, May 1, 2015.

E. Accreditation Update

ACEN (Accreditation Commission for Education in Nursing) completed its review of the WITC nursing program. At the annual meeting of the ACEN Board of Commissioners, the WITC nursing program was granted continuing accreditation to the associate nursing program, placed the program on Conditions, and requested the program submit a Follow-Up Report in two (2) years. If the Follow-Up Report is accepted by the Board of Commissioners, the next evaluation visit will be in the fall of 2022. For the Follow-Up Report the program must document improvements in the curriculum evaluation and assessment process. Specifically, the student learning outcomes assessment process must be a more mature process that includes benchmarks for success and an evaluation of the data from assessment activities. Faculty must be fully integrated into the assessment process and be the driving force when making changes to increase student learning of the established outcomes. Changes to the program that address these deficiencies were started in October, 2014 and are continuing. These changes in practice should bring the program into compliance and remove the conditions placed on the program.

Note: Chair Veilleux moved to item number 6.

5. Legislative Updates

A. Representative Romaine Quinn joined the Board and highlighted information on the budget.

6. 2015 Board Appointment Update

The following people were officially appointed by the WTCS Board on Wednesday, May 6, 2015, for three-year terms on the WITC Board of Trustees effective July 1, 2015 – June 30, 2018. *Note: The two new Board members were invited to observe the June 8 Board meeting.* President Will provided some additional background on the new Board members.

- 1) Troy Lambert, Employee member representing Region 1 (Douglas County)
- 2) Agnes Ring, Employer member representing Region 6 (St. Croix County)
- 3) Josh Robinson, School District Administrator member representing the district

Mr. Beistle recommended that Ms. Olson provide the two new Board members with the July District Boards Association meeting information.

7. 2015 Distinguished Alumni Award Call for Nomination

The District Boards Association is looking for a nomination for an extraordinary graduate of a Wisconsin Technical College for the 2015 Distinguished Alumni Award. The award will be given out at the Fall Association meeting in Waukesha. Administration will provide a nomination at the July 13, 2015, meeting for the Board's consideration. WITC's nomination is due by August 3, 2015.

8. Capital Equipment Purchases

- A. **Air Compressor – Ashland:** A purchase was made of an air compressor in the total amount of \$2,366 from Grainer of Lake Forest, IL, under E&I Contract # CNR-01248. The compressor is for the facilities department at the Ashland Campus.
- B. **Battery Tester and Charger – Rice Lake:** A purchase was made of a battery tester and charger in the total amount of \$2,544 from Snap-on Industrial of Crystal Lake, IL, under Department of Administration (DOA) contract # 11-54500-200. The tester and charger are for the Auto Collision Repair and Refinish Program at the Rice Lake Campus.
- C. **Conference Camera – New Richmond:** A purchase was made of a conference camera in the total amount of \$690 from CDW Government of Vernon Hills, IL, under NJPA contract # 111309-CDW. The camera is for the Early Childhood Education Program at the New Richmond Campus.
- D. **Conference Camera – Superior:** A purchase was made of a conference camera in the total amount of \$690 from CDW Government of Vernon Hills, IL, under NJPA contract # 111309-CDW. The camera is for the Early Childhood Education Program at the Superior Campus.
- E. **IP Keyboard, Video, and Mouse (KVM) Switch – Rice Lake:** A purchase was made of an IP KVM switch in the total amount of \$791 from CDW Government of Vernon Hills, IL, under National Joint Powers Alliance (NJPA) contract # 111309-CDW. The switch is for the Information Technology – Network Specialist Program at the Rice Lake Campus.
- F. **Mini Ductor Kit with Coil Set – Rice Lake:** A purchase was made of a mini ductor kit with coil set in the total amount of \$673 from Snap-on Industrial of Crystal Lake, IL, under DOA contract # 11-54500-200. The kit is for the Auto Collision Repair and Refinish Program at the Rice Lake Campus.
- G. **NetApp Disk Storage – Shell Lake:** A purchase was made of NetApp Disk Storage in the total amount of \$28,602 from CDW Government of Vernon Hills, IL, under NJPA contract # 111309-CDW. The disk storage are for the Shell Lake Administrative Office.
- H. **Nitrogen Plastic Welder – Rice Lake:** A purchase was made of a nitrogen plastic welder in the total amount of \$3,225 from Pro Paint of Baldwin, WI. The welder is for the Auto Collision Repair and Refinish Technician Program at the Rice Lake Campus.
- I. **Pedicure Chair – Rice Lake:** A purchase was made of a pedicure chair in the total amount of \$4,755 from SalonCentric of St. Petersburg, FL. The chair is for the Cosmetology Program at the Rice Lake Campus.
- J. **Pipe Bender – Rice Lake:** A purchase was made of a pipe bender in the total amount of \$4,475 from Mississippi Welders of Hudson, WI, using the quote process. The pipe bender is for the Welding Program at the Rice Lake Campus.
- K. **Rescue Saw – Ashland:** A purchase was made of a rescue saw in the total amount of \$4,734 from Tractor Central of Cameron, WI. The saw is for the Fire Technology Program at the Ashland Campus.

- L. **Salon Chair – Rice Lake:** A purchase was made of a salon chair in the total amount of \$659 from SalonCentric of St. Petersburg, FL. The chair is for the Cosmetology Program at the Rice Lake Campus.
- M. **Salon Chairs – Superior:** A purchase was made of salon chairs in the total amount of \$9,885 from SalonCentric of St. Petersburg, FL. The chairs are for the Cosmetology Program at the Superior Campus.
- N. **Toolbox – Superior:** A purchase was made of a toolbox in the total amount of \$3,473 from Grainger of Lake Forest, IL, under E&I contract # CNR-01248. The toolbox is for the facilities department at the Superior Campus.
- O. **Transmission Jack – Rice Lake:** A purchase was made of a transmission jack in the total amount of \$1,040 from Napa Auto Parts of Rice Lake, WI. The jack is for the Automotive Maintenance Technician Program at the Rice Lake Campus.
- P. **Virtual Servers – Shell Lake:** A purchase was made of virtual servers in the total amount of \$25,993 from CDW Government of Vernon Hills, IL, under NJPA contract # 111309-CDW. The servers are for the Shell Lake Administrative Office.
- Q. **Welder – Ashland:** A purchase was made of a welder in the total amount of \$4,500 from Chicago Iron & Supplies, Inc. of Ashland, WI. The welder is for the Welding Program at the Ashland Campus.

ESTABLISH BOARD AGENDA ITEMS FOR FUTURE MEETINGS

1. Review Meeting Dates, Locations, and Start Times

Time was reserved for the Board to confirm their plans for meeting scheduled on Monday, June 8, 2015 (second Monday of the month), beginning 8:30 a.m., at the WITC-Administrative Office in Shell Lake. The Board meeting schedule was provided for the Board’s information. Chair Veilleux thanked the Board and staff for making the June meeting date change.

2. Review/Add Agenda Items

Time was reserved for the Board to add or review agenda items for the next Board meeting. Board agenda items for the meeting on Monday, June 8, 2015, 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 Board Chair before Thursday, May 21, 2015. This request does not obligate the Board Chair to include these items on the agenda. The Board Chair will notify administration of agenda items before the Board book is prepared and copied.

Note: At 11:07 a.m. Mr. Gerber excused himself. Chair Veilleux moved to Legislative Updates at 11:10 a.m.

MEETING EVALUATION

PLUS +	DELTA ^
+ Good Graduate Follow-up report	^ None
+ Good bond ratings report	

Chris Fitzgerald moved, seconded by James Beistle, to adjourn the meeting at 11:30 a.m.

Respectfully submitted,



Lorraine Laberee
Board Secretary

ko

4/30/2015
10:41:12
AM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year:
2015

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

State Designated Indirect Cost Factors:
On Campus = 43.3% Off Campus = 36.45%

----- ESTIMATED -----										
Contract Number	Service Recipient	Location	On/Off	Contract Revenue	Est.Salary/ Fringe Cost	+	Indirect	=	Full Cost	Difference +/-
228	White Thermal Coating & Painting Co., Inc.	WITC Rice Lake	On	210.00	77.00		34.00		111.00	99.00
WITC will provide 2 hours of technical assistance to White Thermal Coating and Painting Co. Inc. to create a MSHA Part 46 Training Plan.										
516	Heartwood Conference Center & Retreat	Heartwood Conference Center - Trego, WI	Off	517.00	272.00		71.00		343.00	175.00
Provide Adult CPR/AED & Basic First aid class to employees.										
517	Rice Lake Glass and Door Co., Inc.	WITC Rice Lake	On	838.00	308.00		134.00		442.00	396.00
Employees of Rice Lake Glass and Door Co., Inc. will receive 24 hours of MSHA Part 46 New Miner Training.										
518*	White Thermal Coating & Painting Co., Inc.	WITC Rice Lake	On	1,570.00	578.00		251.00		828.00	743.00
Employees of White Thermal Coating & Painting Co., Inc. will receive 24 hours of MSHA Part 46 New Miner Training.										
519	Boldt Construction	WITC Superior	On	454.00	-		-		-	454.00
EXCHANGE OF SERVICES CONTRACT-DO NOT INVOICE. Participants will receive 10 hours OSHA instruction. Upon successful completion, participants will receive documentation.										
520	LCO Headstart	LCO Headstart	Off	608.00	503.00		170.00		672.00	(64.00)
Provide Pediatric Medic First Aid class for employees.										

521	St. Croix County Sheriff Department	St. Croix Sheriff Office and St. Croix Meadow Parking Lot	Off	1,026.00	-	-	-	1,026.00
<p>THIS IS AN EXCHANGE OF SERVICES AGREEMENT with St. Croix County Sheriff Department. The Sheriff Department will be providing (2) instructors to teach Emergency Vehicle Operations to their 60+ officers on their department. The Sheriff Department will provide the instructors and cover their pay and WITC will provide the equipment cone trailer, process paperwork and certificates, and enter the class information in the DOJ Acadis System. They will be providing (4) four hour classes meeting the DOJ BI-Annual requirement for EVOC Pursuit Driving. Each officer will attend (1) four hour session. The classroom lecture will be at the Sheriff office and the driving will be at the St. Croix Meadows Parking lot (old dog track).</p>								
522	Clearwater Paper	Clearwater Paper - Ladysmith	Off	1,493.00	738.00	242.00	980.00	514.00
Provide 1st aid/CPR & AED training to employees.								
523	McCain Food Service	McCains Food - Rice Lake	Off	1,570.00	726.00	265.00	991.00	580.00
Provide 1st Aid/Adult & Child CPR and AED to employees.								
524	Specialty Coatings Systems	Specialty Coatings Clear Lake, WI	Off	419.00	194.00	71.00	265.00	155.00
CPR / first aid								
525	Birchwood Public Schools	Birchwood High School	Off	3,830.00	-	-	3,830.00	-
Transcripted credit class at Birchwood High School. 10 students registered in 3- credit 10501101 Medical Terminology.								
526	Butternut High School	Butternut High School	Off	383.00	-	-	383.00	-
Transcripted credit class at Butternut High School. 1 student registered in 3-credit 10501101 Medical Terminology course.								
527	Glenwood City School District	Glenwood City High School	Off	3,993.00	-	-	3,993.00	-
Transcripted credit class at Glenwood City High School. 11 students registered in 2-credit 32442307 Welding for Mechanics.								
528	Hudson High School	Hudson High School	Off	13,040.00	-	-	13,040.00	-
Transcripted credit class at Hudson High School. 1 student registered in 2-credit 10101177 Financial Acct 1B; 9 students registered in 1-credit 10103151 MS Excel A; 9 students registered in 2-credit 10106110 Document Formatting; 5 students registered in 2-credit 32420306 Machine Shop Theory 1; and 22 students registered in 2-credit 32442307 Welding for Mechanics.								
529	Source Energy Services	WITC Rice Lake Conference Center	On	3,032.00	1,681.00	460.00	2,141.00	891.00

Employees of Source Energy Services will receive 8 hours MSHA Part 46 Annual Refresher Training.

530	Rice Lake High School	Rice Lake High School	Off	6,972.00	-	-	6,972.00	-
	Transcribed credit classes at Rice Lake High School. 8 students registered in 1-credit 10106181 Keyboarding; 8 students registered in 2-credit 10106110 Document Formatting; 6 students registered in 2-credit 10101177 Financial Accounting 1B; and 6 students registered in 3-credit 10103197 Adobe Dreamweaver.							
531	Somerset High School	Somerset High School	Off	10,292.00	-	-	10,292.00	-
	Transcribed credit classes at Somerset High School. 17 students registered in 2-credit 10101177 Financial Accounting 1B; 6 students registered in 1-credit 10103146 MS Word A; 2 students registered in 1-credit 10103162 MS Access A; 2 students registered in 2-credit 10106110 Document Formatting; 17 students registered in 1-credit 10103151 MS Excel A (section 1); and 16 students registered in 1-credit 10103152 MS Excel A (section 2).							
532	Amery High School	Amery High School	Off	12,638.00	-	-	12,638.00	-
	Transcribed credit classes at Amery High School. 4 students in 2-credit 10106110 Document Formatting; 9 students in 1-credit Intro to Computers and in 1-credit 10106181 Keyboarding; 1 student in 1-credit 10103129 Intro to MS office, in 1-credit 10103151 MS Excel A, in 1-credit 10103146 MS Word A, and in 2-credit 32442307 Welding for Mechanics; 3 students in 1-credit 10103147 MS Word B and in 1-credit 10103106 MS PowerPoint; 6 students in 1-credit 10890100 Success Strategies; 14 students in 3-credit 10114125 Personal Finance; and 6 students in 2-credit 10150139 IT Essentials.							
533	Berghammer Builders, Inc.	Berghammer's office 702 W Clayton Ave. Clayton, WI 54004	Off	1,562.00	661.00	183.00	843.00	720.00
	Employees of Berghammer Builders, Inc. will receive 10 hours of OSHA Construction Safety training.							
534*	Johnson Keland Management	Cable Community Centre	Off	1,249.00	631.00	190.00	821.00	429.00
	CPR/AED BFA ASHI							
535	Northland Counseling	Hayward	Off	442.00	230.00	62.00	292.00	151.00
	Provide CBRF Dietary class to employees							



Board Secretary

5-18-15

Date

*** End Of Report ***

* indicates an amended contract

RESOLUTION NO. 15-17

RESOLUTION AWARDING THE SALE OF
\$1,150,000.00 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2015C

WHEREAS, the District Board of Wisconsin Indianhead Technical College District, Wisconsin (the "District") has, by a resolution adopted on March 16, 2015 (the "Authorizing Resolution"), authorized the issuance of General Obligation Promissory Notes, Series 2015C (the "Notes"), pursuant to Section 67.12(12) of the Wisconsin Statutes in the aggregate principal amount of \$1,150,000.00 for the public purpose of financing building remodeling and improvement projects at the Superior campus and paying certain issuance costs associated with the Notes;

WHEREAS, the Secretary of the District caused Notices to Electors to be published in The Daily Press on March 20, 2015 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 building remodeling, new construction and improvement projects;

WHEREAS, no petition for referendum has been filed with the Secretary and the time to file such a petition has expired;

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

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 May 18, 2015;

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 2015C"; shall be issued in the aggregate principal amount of \$1,150,000; shall be dated June 15, 2015; 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, 2015. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes shall not be subject to optional redemption. If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption are set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference.

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

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the District are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the District a direct annual irrepealable tax in the years 2014 through 2020 for the payments due in the years 2015 through 2021 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 \$1,150,000 General Obligation Promissory Notes, Series 2015C, dated June 15, 2015" (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.

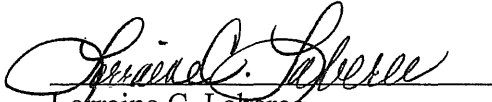
[signature page to follow]

Adopted, approved and recorded May 18, 2015.



Morrie Veilleux
Chairperson

ATTEST:



Lorraine C. Labere
Secretary

(SEAL)

EXHIBIT A

Official Bid Form

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

(See Attached)

OFFICIAL BID FORM

District Board
Wisconsin Indianhead Technical College, Wisconsin
Wisconsin

May 18, 2015

Ladies and Gentlemen:

Subject to all the provisions of the Official Notice of Sale, which is expressly made a part of this bid, we offer to purchase the Notes as described below:

Par amount of Notes:	\$1,150,000*
Dated date:	Date of issuance
Purchase price:	\$ <u>1,150,000</u>

(not less than 100.0% and not more than 102.0% of the par amount of the Notes)

The Notes shall bear interest as follows (the rate (i) a multiple of 1/8 or 1/20 of 1% and (ii) not exceeding 3.0%):

<u>Maturity (October 1)</u>	<u>Amount (\$)*</u>	<u>Rate (%)</u>
2018	280,000	<u>1.10</u>
2019	285,000	<u>1.25</u>
2020	290,000	<u>1.40</u>
2021	295,000	<u>1.50</u>

*Preliminary, subject to change. The District reserves the right to increase or decrease the individual maturities of the Notes on the day of sale in increments of \$5,000. If any principal amounts are adjusted, the purchase price proposed will be adjusted to maintain the same gross spread per \$1,000 bond.

The Notes are subject to the unqualified approving legal opinion of Michael Best & Friedrich LLP, Milwaukee, Wisconsin, Bond Counsel, and a certificate evidencing that no litigation is pending against the District, which will affect the validity or security of these Notes.


No term bonds allowed

Bond Counsel fees, Rating Agency fees, Financial Advisor fees, the cost of distributing the Official Notice of Sale, the Preliminary Official Statement and the final Official Statement and miscellaneous expenses of said District incurred in connection with the offering and delivery of the Notes shall all be the obligation of said District.

If the net interest cost or the true interest cost stated below is incorrectly computed, the undersigned agrees that the purchase price and interest rates above shall prevail.

Net Interest Cost: \$ 74,794.21
True Interest Cost: 1.349 %

We understand that if we are the winning bidder that we will deposit with the District Treasurer not later than 3:30 P.M. (CDT) on the sale date a wire in the amount of two percent (2%) of the par amount of the Notes payable to said District as a guarantee of good faith, to be applied in accordance with the Official Notice of Sale.

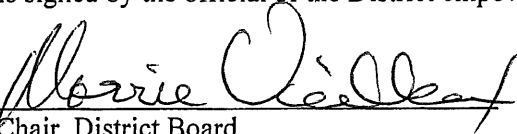


Managing Underwriter Signature

Name of Firm: Bankers' Bank
Direct Contact: Sam Devine
Address: 7700 Mineral Point Road
Madison, WI 53717
Phone Number: 608 829-5539
E-Mail Address: sdevine@bankersbankusa.com

—PLEASE ATTACH A LIST OF ACCOUNT MEMBERS—

The foregoing offer is hereby accepted this 18th day of May, 2015, by the District Board of the Wisconsin Indianhead Technical College District, Wisconsin, and in recognition therefore is signed by the official of the District empowered and authorized to make such acceptance.



Chair, District Board
Wisconsin Indianhead Technical College
Wisconsin

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)

OFFICIAL BID FORM

District Board
Wisconsin Indianhead Technical College, Wisconsin
Wisconsin

May 18, 2015

Ladies and Gentlemen:

Subject to all the provisions of the Official Notice of Sale, which is expressly made a part of this bid, we offer to purchase the Notes as described below:

Par amount of Notes:	\$1,150,000*
Dated date:	Date of issuance
Purchase price:	\$ <u>1,150,000</u>

(not less than 100.0% and not more than 102.0% of the par amount of the Notes)

The Notes shall bear interest as follows (the rate (i) a multiple of 1/8 or 1/20 of 1% and (ii) not exceeding 3.0%):

<u>Maturity</u> <u>(October 1)</u>	<u>Amount (\$)*</u>	<u>Rate (%)</u>
2018	280,000	<u>1.10</u>
2019	285,000	<u>1.25</u>
2020	290,000	<u>1.40</u>
2021	295,000	<u>1.50</u>

*Preliminary, subject to change. The District reserves the right to increase or decrease the individual maturities of the Notes on the day of sale in increments of \$5,000. If any principal amounts are adjusted, the purchase price proposed will be adjusted to maintain the same gross spread per \$1,000 bond.

The Notes are subject to the unqualified approving legal opinion of Michael Best & Friedrich LLP, Milwaukee, Wisconsin, Bond Counsel, and a certificate evidencing that no litigation is pending against the District, which will affect the validity or security of these Notes.


No term bonds allowed

Bond Counsel fees, Rating Agency fees, Financial Advisor fees, the cost of distributing the Official Notice of Sale, the Preliminary Official Statement and the final Official Statement and miscellaneous expenses of said District incurred in connection with the offering and delivery of the Notes shall all be the obligation of said District.

If the net interest cost or the true interest cost stated below is incorrectly computed, the undersigned agrees that the purchase price and interest rates above shall prevail.

Net Interest Cost: \$ 74,794.21
True Interest Cost: 1.349 %

We understand that if we are the winning bidder that we will deposit with the District Treasurer not later than 3:30 P.M. (CDT) on the sale date a wire in the amount of two percent (2%) of the par amount of the Notes payable to said District as a guarantee of good faith, to be applied in accordance with the Official Notice of Sale.



Managing Underwriter Signature

Name of Firm: Bankers' Bank

Direct Contact: Sam Devine

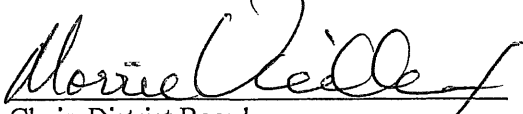
Address: 7700 Mineral Point Road
Madison, WI 53717

Phone Number: 608 829-5539

E-Mail Address: sdevine@bankersbankusa.com

—PLEASE ATTACH A LIST OF ACCOUNT MEMBERS—

The foregoing offer is hereby accepted this 18th day of May, 2015, by the District Board of the Wisconsin Indianhead Technical College District, Wisconsin, and in recognition therefore is signed by the official of the District empowered and authorized to make such acceptance.



Chair, District Board
Wisconsin Indianhead Technical College
Wisconsin

EXHIBIT D-1

Pricing Summary

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

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

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

(See Attached)

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA
STATE OF WISCONSIN DOLLARS
WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT
NO. R-___ GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2015C \$ _____

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

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$ _____)

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

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

This Note is one of an issue of Notes aggregating the principal amount of \$1,150,000, 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 mandatory redemption by lot 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 irrepealable 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: 
Morrie Veilleux
Chairperson

(SEAL)

By: 
Lorraine C. Laberée
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)