

Wisconsin Indianhead Technical College
Board Proceedings
October 16, 2017

The regular meeting of the Wisconsin Indianhead Technical College Board was held on Monday, October 16, 2017, at 8:30 a.m., at the WITC-Ashland Campus, located at 2100 Beaser Avenue, Ashland, WI 54806.

CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

Vice Chairperson, Josh Robinson, called the meeting to order at 8:31 a.m. with the following Board members present: James Beistle, Brett Gerber, Janelle Gruetzmacher, Lorraine C. Laberee, and Josh Robinson. Lara Frasier joined the meeting by telephone. *Chris Fitzgerald and Troy Lambert 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, Cher Vink, and John Will. Steve Bitzer was also present for a portion of this meeting.

OPEN MEETING

Kim Olson, Executive Assistant to the President and Board, read the following open-meeting statement: "The October 16, 2017, 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 October 13, 2017, in an attempt to make the general public of Wisconsin aware of the time, place, and agenda of the meeting.

APPROVAL OF AGENDA

Vice Chair Robinson reserved the right to modify the order of the agenda to accommodate persons making presentations, live or via technology.

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

AUDIENCE RECOGNITION ANNOUNCEMENT

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

CAMPUS WELCOME

Time was reserved for Steve Bitzer, Vice President, Student Affairs and Ashland Campus Administrator, to welcome the Board. Key updates included: the Ashland High School referendum, the Welding program we share with Ashland High School in which our students use their facilities and they use our equipment, and the Marine Repair Technician program (unique to the state of Wisconsin). It was noted that an optional tour will be available after the meeting.

MEETING MINUTES

1. Approval of the September 18, 2017, Regular Meeting Minutes

James Beistle moved, seconded by Brett Gerber, to approve the meeting minutes as printed. Upon a unanimous vote of all members present, motion carried. The signed contract listing from the September meeting was attached to the official minutes.

BUDGET CONSIDERATIONS REQUIRING BOARD ACTION

Note: The Vice Chair moved to Budget Modifications (item number 2).

1. 2017-2018 Tax Levy:

Mr. Decker presented the tax levy and recommended approval of Resolution 18-01 (see attached).

Supplemental schedules were included under a cover letter from Steve Decker. *Note: Adopting a tax levy that is different from the budgeted amount requires a 2/3 vote of the full Board and will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90(5).*

A. Financial Forecast Model Update

Mr. Decker, Vice President, Business and Technology Services, presented an initial forecast of WITC's financial position for 2017-18 through 2022-23. This forecast model highlighted the impact of tax levy changes for the College. President Will noted that structural changes are needed to balance the budget and he is working with the leadership team to make the necessary adjustments.

Lori Laberee moved, seconded by Brett Gerber, to accept the Financial Forecast Model Update 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.

B. Approval of Resolution 18-01, District Tax Levy for 2017-2018

(per Wisconsin Statute §65.90)

Board approval was requested for Resolution 18-01, District Tax Levy for 2017-2018 (see attached).

Janelle Gruetzmacher moved, seconded by Brett Gerber, to approve Resolution 18-01, District Tax Levy for 2017-2018 as presented. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

Note: The Vice Chair moved to the Consent Agenda at 9:31 a.m.

2. Approval of Budget Modifications

A summary for each of the following budget modifications, which will be publicly noticed within 10 days following Board approval per Wisconsin Statute §65.90 (5), were included for the Board's approval. A two-thirds majority of the full Board is required to approve these budget modifications.

- A. General Fund - Operating:** Mr. Decker recommended the increase of instructional expenditures and decrease of physical plant expenditures in the General Fund by \$225,000. The adjustment reflected reallocation of budget dollars for actual functional expenditures in FY17.

Janelle Gruetzmacher moved, seconded by Lori Laberee, to approve the recommended General Fund - Operating budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

- B. Special Revenue Fund - Operating:** Mr. Decker recommended the increase of federal revenues and instructional expenditures in the Special Revenue - Operating Fund by \$150,000. The adjustment reflected reallocation of budget dollars for actual functional revenues and expenditures in FY17.

Janelle Gruetzmacher moved, seconded by Lori Laberee, to approve the recommended Special Revenue Fund - Operating budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

- C. Capital Projects Fund:** Mr. Decker recommended the increase of general institutional expenditures and decrease of physical plant expenditures in the Capital Projects Fund by \$200,000. The adjustment reflected reallocation of budget dollars for actual functional expenditures in FY17.

Janelle Gruetzmacher moved, seconded by Lori Laberee, to approve the recommended Capital Projects Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

- D. **Internal Service Fund:** Mr. Decker recommended the increase of auxiliary services expenditures in the Internal Service Fund by \$10,000. The adjustment reflected reallocation of budget dollars for actual functional expenditures in FY17.

Janelle Gruetzmacher moved, seconded by Lori Laberee, to approve the recommended Internal Service Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

- E. **Special Revenue/Non-Aidable Fund:** Mr. Decker recommended the increase of institutional revenues and instructional expenditures in the Special Revenue - Non-aidable Fund budgets by \$20,000. The adjustment reflected reallocation of budget dollars for actual functional revenues and expenditures in FY17.

Janelle Gruetzmacher moved, seconded by Lori Laberee, to approve the recommended Special Revenue/Non-Aidable Fund budget modification as presented. Upon a roll-call vote, all members present voted yes; motion carried (6-0).

Note: Lara Frasier was excused at 8:41 a.m. The Vice Chair moved back to 2017-2018 Tax Levy (item number 1).

CONSENT AGENDA

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

James Beistle moved, seconded by Lori Laberee to approve the Consent Agenda. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

1. Personnel:

- A. **New Hire:** Tracee Bishop, Application Specialist; Manager; annual salary \$46,297; New Richmond; effective October 16, 2017. *Note: Ms. Bishop is currently a Systems Technician at the New Richmond Campus.*
- B. **New Hire:** Steve Dus, Dean of Students, Manager, annual salary \$72,812; New Richmond; effective October 2, 2017.
- C. **New Hire:** Deana Folie, Paramedic Teaching Specialist, Manager, annual salary \$58,596; New Richmond; effective October 11, 2017.
- D. **New Hire:** Chelsea Kilmer, Human Resources Specialist, Manager, annual salary \$42,717; Shell Lake; effective September 18, 2017. *Note: Ms. Kilmer is currently a Human Resources Technician at the Shell Lake Administrative Office.*
- E. **New Hire:** Nicolle Kruger, Student Services Assistant, Support and Technical Personnel, \$14.86/hour, Superior; effective October 23, 2017.
- F. **New Hire:** Tracey McCann, Human Resources Technician, Support and Technical Personnel, \$16.46/hour; Shell Lake; effective October 5, 2017.
- G. **New Hire:** Daniel Sweo, Human Resources Technician, Support and Technical Personnel, \$16.46/hour; Shell Lake; effective October 30, 2017.
- H. **New Hire:** Angela Wood, Human Resources Technician, Support and Technical Personnel, \$16.46/hour; Shell Lake; effective October 2, 2017.
- I. **Resignation:** Thomas Bembnister, Plumbing Apprentice Instructor; Rice Lake; effective June 30, 2018.
- J. **Resignation:** Tracee Bishop, Systems Technician; New Richmond; effective October 15, 2017.

- K. **Resignation:** Sandy Hegeholz, College Advancement Associate/Continuing Education Technician; Rice Lake; effective October 6, 2017.
- L. **Resignation:** Chelsea Kilmer, Human Resources Technician; Shell Lake; effective September 17, 2017.
- M. **Resignation:** Tracey McCann, Human Resources Technician; Shell Lake, effective October 6, 2017.

President Will noted that Mr. Bembrister served 17 years. The Board expressed its appreciation for this service to the College.

- 2. Contracts
The contract listing was approved (see attached list).
- 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 229593 through 231294 and electronic transfer payments totaling \$10,397,287.58 were approved.

OTHER ITEMS REQUIRING BOARD ACTION

- 1. Approval of Resolution 18-02, Authorizing the Issuance of \$2,750,000 General Obligation Promissory Notes, Series 2017B of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof

Mr. Decker recommended approval of Resolution 18-02 (see attached), presented to the Board with the intent to borrow \$1,500,000 in aggregate for the building remodeling and improvement projects throughout the district and the purchase of movable equipment in the aggregate amount of \$1,250,000. Bids will be presented to the Board at the November 13, 2017, meeting for consideration. *Recommendations for WITC District Shell Lake, Wisconsin \$2,750,000 General Obligation Promissory Notes, Series 2017B* was provided as additional supporting documentation. This authorization will be published within 10 days after the Board meeting.

The borrowing will be as follows:

Equipment	\$1,250,000
Remodeling	<u>\$1,500,000</u>
Total	\$2,750,000

Janelle Gruetzmacher moved, seconded by Lori Laberee, to approve Resolution 18-02, Authorizing the Issuance of \$2,750,000 General Obligation Promissory Notes, Series 2017B of the Wisconsin Indianhead Technical College District, Wisconsin, and Setting the Sale Thereof as presented. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

- 2. Approval of Resolution 18-03, Reporting for Compliance to Wisconsin's Code of Ethics for Public Officials and Employees

The Wisconsin Ethics Board has requested the district Board review its prior designations and either confirm their appropriateness or adopt a new resolution designating non-clerical positions that report directly to the President. Resolution 18-03 and a contact list of those identified in the resolution were provided for the Board's approval (see attached).

Lori Laberee moved, seconded by James Beistle, to approve Resolution 18-03, Reporting for Compliance to Wisconsin's Code of Ethics for Public Officials and Employees as presented. Upon a roll-call vote, all members present voted yes; motion carried (5-0).

3. **Annual Procurement Review and Approval**

In accordance with Wisconsin Administrative Code TCS 6.05(2)(h), the College is to provide an annual procurement review to the Board to determine if a more competitive procurement process should be used in subsequent years.

Administration recommended approval of the current procurement process. Included was the 2016-2017 annual procurement review of vendors paid \$25,000 or more by VISA card and/or by accounts payable check. These amounts included purchases that were approved by the Board. Mr. Decker identified three technical findings that were highlighted in the exhibit 3.

Range of Bids	State Administrative Rule Procurement - TCS 6.05(2)(h)	WITC Policy Purchasing Policy (D-550)
\$0 - 25,000		May purchase without formal quotes or bids
\$25,000 - \$50,000	Requires quotations	Requires quotations
Over \$50,000	Requires sealed bids; submitted to the Board for approval for procurement	Requires sealed bids; submitted to the Board for approval prior to procurement if not included on approved major equipment list, otherwise submitted to the Board for review

James Beistle moved, seconded by Janelle Gruetzmacher, to approve the current procurement process as presented. 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.

A. **Association of Community College Trustees Leadership Congress Update**

WITC presented on "Innovative Implementation Strategies for Career Pathways to Meet Workforce Needs" at the ACCT Leadership Congress on Wednesday, September 27, 2017. There were over 30 people in attendance. Mr. Robinson commended President Will and his team for coordinating the presentation.

Time was reserved for ACCT Leadership Congress attendees to report out on the conference and sessions they attended. James Beistle, Lori Laberee, Kim Olson, Josh Robinson, and John Will provided conference updates.

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. Vice Chair Robinson 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 *Board Monitoring Schedule* as needed. *Administration requested moving the Marketing Initiatives Report to January 2018 for this fiscal year only. In addition, strikeouts of the "Board Forward Planning" in the months of September and October are no longer needed.*

Brett Gerber moved, seconded by Lori Laberee, to approve the Monitoring Schedule as presented. Upon a unanimous vote of all members present, motion carried.

4. President's Updates:

A. **Upcoming Events Schedule**

President Will shared upcoming events for the Board's information. Event information is located on the WITC website.

B. **Fall Enrollment Report**

President Will reviewed the fall enrollment Cognos report.

C. **Governor's Northern Economic & Community Development Summit Update**

President Will provided an update on the "Starter Session: Post-Secondary Education & Workforce Training in the Northwest - What's New?" that he and Dr. Jackie Weissenburger, Provost, from UW-Superior, will present on Thursday, October 26, 2017, from 7:45-8:45 a.m., at the Heartwood Conference Center in Trego, WI.

D. **UW Colleges Reorganization**

President Will provided an update on recent announcements related to the UW Colleges reorganization. The Board received information prior to this meeting. President Will is in the process of information gathering.

5. Legislative Updates

Time was reserved for legislative updates. Representative Stafsholt was unable to attend the meeting as planned. Other legislators were invited to this meeting but were unable to attend.

6. Student Updates and News

A. **Scholarships Awarded to Area Students at WITC**

WITC's loyal and generous donors continue to provide important financial assistance to the students WITC serve. The four WITC campuses held their annual September scholarship donor/recipient receptions where over \$160,000 in scholarships were awarded. A *Chetek Alert* article was provided.

B. **WITC Offers Desktop Professional Development**

The public can now join WITC from a desk or at a campus with the new webinar series. The first episode of the webinar series was held September 27, 2017, and covered performance management, evaluating success. The webinars are free to attend for anyone with a desktop, laptop, or mobile device and an Internet connection with select episodes being available at the WITC-Superior Campus. A *Superior Telegram* article was provided.

C. **WITC-Superior Trade Students Donate Time to Humanitarian, Environmental Efforts**

On September 20, 2017, WITC-Superior's HVAC-R students took a break from their studies to help the Second Harvest Northern Lakes Food Bank. Students assembled hundreds of boxes for the elderly nutrition program's food distribution, labeled and packaged cereal, and shelved items for the organization's in-house food shelf. A *Business North* article was shared.

D. College Goal Wisconsin Helps Students with FAFSA

Since 2006, over 22,000 Wisconsin students have received free help completing the Free Application for Federal Student Aid at College Goal Wisconsin events. Forty-three College Goal Wisconsin events will take place and three of them will be held at WITC's campuses. An *Ashland Daily Press* article was provided.

7. Capital Equipment Purchases

- A. **Van - Rice Lake:** A purchase was made of a van in the total amount of \$30,297 from Ewald Automotive Group of Hartford, WI, under Department of Administration contract # 505ENT-M17-2017VEHICS-00. The van is for campus student, faculty, and staff use at the Rice Lake Campus.

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, November 13 2017, beginning 8:30 a.m., at the WITC-Administrative Office in Shell Lake. The Board Forward meeting was scheduled to follow the regular meeting luncheon; however, Mr. Beistle suggested the Board work through lunch. President Will plans to provide Board Forward information prior to the meeting. 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 meeting on Monday, November 13, 2017, were listed on the Board's Monitoring Schedule. Additional agenda items for these meetings were discussed.

Note: Board members may add additional items to next month's Board agenda by contacting the Chair before Thursday, October 26, 2017. 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 and copied.

MEETING EVALUATION

PLUS +/-DELTA ^

- + Well run/conducted meeting with Vice Chair Robinson
- + Good financial report presentation
- + Good discussion on various topics by those present
- ^ Representative not available to attend

James Beistle moved, seconded by Lori Laberee, to adjourn the meeting at 10:49 a.m.

Respectfully submitted,



Board Secretary

ko

Note: An optional tour was provided; however, no action was taken.

10/1/2017
2:25:45 PM

Wisconsin Indianhead Technical College
Contract Estimated Full Cost Report

Fiscal Year: 2018

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

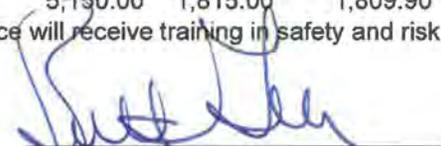
State Designated Indirect Cost Factors:
On Campus = 40.39% Off Campus = 33.26%

-----ESTIMATED-----

Contract Number	Service Recipient	Location	On/Off	Contract Revenue	Est Salary/Fringe Cost	+ Indirect	= Full Cost	Difference +/-
360	Mastercraft Industries Inc CDL Training up to 45 hours for 1 student.	WITC RL	Off	5,275.00	2,238.50	1,244.53	3,483.03	1,791.97
361	Louisana-Pacific Corp Provide welding certification for up to 9 individuals.	NR Campus	On	2,710.00	822.80	782.33	1,605.13	1,104.87
362	Red Cliff Band of Lake Superior Chippewa Employees will receive basic CPR/AED/First aid along with CPR/AED/First Aid refresher training.	Legendary Waters Casino	Off	1,165.00	774.40	257.56	1,031.96	133.04
363	Branches LLC Delegation training.	Osceola	Off	1,209.00	625.68	272.30	897.98	311.02
364	Washburn County Jail Inmates will receive 2 hours of Basic Education each week.	Washburn County Jail	Off	3,501.00	1,763.21	836.44	2,599.65	901.35
365	New Richmond High School First semester Personal Care Worker skill enhancement and testing for up to 14 students.	New Richmond High School	Off	1,401.00	855.14	284.42	1,139.56	261.44
368	Bad River Health & Wellness Employees will receive American Heart Association CPR Healthcare Provider Training.	Bad River Odanah	Off	1,061.00	545.60	181.46	727.06	333.94
369	Toboggan Run Dental Provide CPR for healthcare recert to employees.	Toboggan Run Dental	Off	816.00	193.60	171.39	364.99	451.01
373	LCO - Birth - 3 Provide Pediatric Medic First Aid course to parents.	LCO Headstart	Off	929.00	600.60	317.62	918.22	10.78
378	Source Energy Services Supervisory Safety Training Supervisors of Source Energy Service will receive training in safety and risk management.	WITC RL	On	5,150.00	1,815.00	1,809.90	3,624.90	1,525.10

*** End Of Report ***

* indicates an amended contract



Board Secretary

10/16/2017

Date

RESOLUTION NO. 18-01**RESOLUTION LEVYING DISTRICT TAX FOR FISCAL YEAR 2017-18**

WHEREAS, the district board of this district, pursuant to §65.90, Wis. Stats., has heretofore formulated a budget and adopted a budget as required by said section;

WHEREAS, said budget requires a tax levy in the sum of \$5,793,142 for the purpose of district operations for the fiscal year 2018 and whereas said tax does not exceed 1.5 mills on the full value of the taxable property of the district;

WHEREAS, additional taxes in the aggregate sum of \$6,964,886 has heretofore been levied and is necessary for the purpose of paying principle and interest on valid bonds or notes heretofore issued pursuant to Chapter 67, Wis. Stats., and now outstanding and whereas it is the practice of this board to confirm such previous levies for bond or note payments by including such previous levies each year as a part of the total levy;

WHEREAS, a total aggregate tax for the fiscal year 2018 in the sum of \$12,758,028 is required to cover the amounts for each of the above purposes;

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF WISCONSIN INDIANHEAD TECHNICAL COLLEGE AS FOLLOWS, TO WIT:

1. That the district board of said technical college district pursuant to s. 38.16, Wis. Stats., hereby levies upon the full value of the taxable property of the district for FY 2018 a tax in the amount of \$12,758,028 for the purposes set forth in the preamble hereto.
2. That the district board secretary of said district is hereby directed pursuant to and as required by said s. 38.16, Wis. Stats., to file with the clerk of each city, village and town, any part of which is located in the district, a certified statement showing the amount of the levy and the proportionate amount of the tax to be spread upon the tax rolls for collection in each city, village and town. Such proportion shall be ascertained on the basis of the ratio of full value of the taxable property of that part of the city, village or town located in the district to the full value of all taxable property in the district, as certified to the district board secretary by the department of revenue.

3. Upon the receipt of the certified statement from the district board secretary, the clerk of each city, village and town is hereby ordered pursuant to said s. 38.16, Wis. Stats., and other applicable Wisconsin law to spread the amounts thereof upon the tax rolls for collection and said taxes certified to each said clerk shall be extended and collected by each of said cities, each of said villages and each of said towns in the same manner and at the same time as taxes for general city, general village and general town purposes are extended and collected.
4. That when such taxes are collected, such amounts shall be paid by the treasurer of each city, village and town to the district board treasurer of this district at the times and in the manner as required by law.

Adopted and approved this 16th day of October 2017.



Chairperson

ATTEST:



Secretary

Resolution No. 18-02

RESOLUTION AUTHORIZING THE ISSUANCE OF \$2,750,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2017B, OF WISCONSIN INDIANHEAD TECHNICAL COLLEGE DISTRICT, WISCONSIN, AND SETTING THE SALE THEREOF

WHEREAS, Wisconsin Indianhead Technical College District, Wisconsin (the "District") is presently in need of \$2,750,000 for the public purposes (the "Public Purpose") of financing (a) \$1,500,000.00 of building remodeling and improvement projects at the District's campuses, and (b) \$1,250,000.00 of purchases of movable equipment at the District's campuses; and

WHEREAS, the District Board deems it necessary and in the best interest of the District to borrow the monies needed for such purposes through the issuance of general obligation promissory notes pursuant to the provisions of Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT:

RESOLVED, that the District shall issue general obligation promissory notes in the amount of \$2,750,000 for the Public Purpose; and be it further

RESOLVED, that:

Section 1. Note Authorization. The District shall issue the general obligation promissory notes authorized above in an aggregate principal amount not to exceed \$2,750,000 (the "Notes"), the proceeds of which shall be used for the Public Purpose in the amounts authorized for that purpose.

Section 2. Notice to Electors. The District Secretary shall, within ten (10) days hereafter, cause public notice of the adoption of this resolution to be given to the electors of the District by publishing notices thereof in The Ashland Daily Press, the official District newspaper published and having general circulation in the District, which newspaper is found and determined to be likely to give notice to the electors, such notices to be in the forms set forth on Exhibit A hereto.

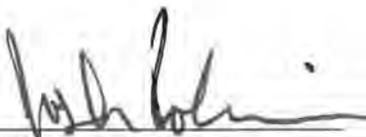
Section 3. Direct Annual Irrepealable Tax. There shall be levied on all the taxable property of the District a direct, annual, irrepealable tax sufficient to pay the interest on the Notes as it becomes due, and also to pay and discharge the principal thereof.

Section 4. Sale of Notes. The Notes shall be offered for public sale in accordance with the Official Terms of Offering attached to this resolution. The District Secretary shall cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Secretary may determine and shall cause copies of the Official Terms of Offering and other pertinent data to be forwarded to prospective bidders. At a future meeting in 2017, the District Board shall consider such bids as may have been received and take action thereon.

Section 5. Official Statement. The District Secretary shall cause an Official Statement concerning this issue to be prepared by the District's financial advisor. The appropriate District

officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted on October 16, 2017.


Chairperson

Attest:


Secretary

EXHIBIT A

NOTICE

TO THE ELECTORS OF:

Wisconsin Indianhead Technical College
District, Wisconsin

NOTICE IS HEREBY GIVEN that the District Board of the above-named District, at a meeting duly called and held on October 16, 2017, adopted pursuant to the provisions of Section 67.12(12) of the Wisconsin Statutes, a resolution providing that the sum of \$2,750,000.00 be borrowed through the issuance of general obligation promissory notes of the District for the public purposes of financing (a) \$1,500,000.00 of building remodeling and improvement projects at the District's campuses, and (b) \$1,250,000.00 of purchases of movable equipment at the District's campuses.

A copy of said Resolution is on file in the Administrative Office, 505 Pine Ridge Drive, Shell Lake, Wisconsin, and is available for public inspection weekdays, except holidays, between the hours of 8:00 A.M. and 4:00 P.M.

The District Board need not submit said Resolution to the electors for approval unless within 30 days after the publication of this Notice there is filed with the Secretary of the District Board a petition meeting the standards set forth in Sec. 67.12(12)(e)(5), Wis. Stats., requesting a referendum thereon at a special election.

Dated October 16, 2017.

BY ORDER OF THE DISTRICT BOARD

District Secretary

RESOLUTION 18-03

**REPORTING FOR COMPLIANCE TO WISCONSIN'S CODE OF ETHICS
FOR
PUBLIC OFFICIALS AND EMPLOYEES**

WHEREAS: the Wisconsin Indianhead Technical College Board approves the following positions for the purpose of the Wisconsin's Code of Ethics for Public Officials and Employees, §19.41 through §19.59, Wisconsin State Statutes.

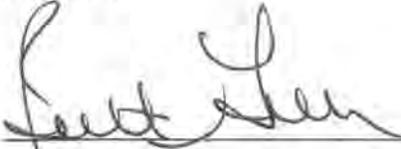
NOW, THEREFORE, BE IT RESOLVED: Wisconsin Indianhead Technical College Board designates the following positions: President; Vice President, Academic Affairs and Campus Administrator (Superior); Vice President, Continuing Education/Executive Director, Foundation and Campus Administrator (Rice Lake); Vice President, Student Affairs and Campus Administrator (Ashland); Vice President, Institutional Effectiveness and Campus Administrator (New Richmond); Vice President of Business and Technology Services and Chief Financial Officer (Shell Lake); Vice President, Human Resources and Risk Management (Shell Lake); and indicates its understanding that the current occupants of those positions and their successors to those positions are state public officials to whom the Wisconsin Ethics Code applies.

Adopted and approved this 16th day of October 2017.



Board Chair

ATTEST:



Board Secretary

Wisconsin Indianhead Technical College
Wisconsin's Code of Ethics for Public Officials and Employees

No	Last Name	First Name	Title	Address	Phone	E-mail
1.	Bitzer	Steve	Vice President, Student Affairs and Campus Administrator	WITC – Ashland 2100 Beaser Ave Ashland, WI 54806	(715) 682-4591 Ext. 3149	steve.bitzer @witc.edu
2.	Copenhaver	Bonny	Vice President, Academic Affairs and Campus Administrator	WITC - Superior 600 North 21st Street Superior, WI 54880	(715) 394-6677 Ext. 6214	bonny.copenhaver @witc.edu
3.	Decker	Steve	Vice President of Business and Technology Services/Chief Financial Officer	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2234	steve.decker @witc.edu
4.	Fowler	Craig	Vice President, Continuing Education/Executive Director Foundation and Campus Administrator	WITC – Rice Lake 1900 College Drive Rice Lake, WI 54868	(715) 234-7082 Ext. 5201	craig.fowler @witc.edu
5.	Vink	Cher	Vice President, Human Resources and Risk Management	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2225	cher.vink @witc.edu
6.	Will	John	President	WITC – Administrative Office 505 Pine Ridge Drive Shell Lake, WI 54871	(715) 468-2815 Ext. 2227	john.will @witc.edu
7.	Yohnk Lockwood	Susan	Vice President, Institutional Effectiveness and Campus Administrator	WITC – New Richmond 1019 S. Knowles Ave New Richmond, WI 54017	(715) 246-6561 Ext. 4252	susan.lockwood @witc.edu