

To: CESA #11 Board of Control Members
From: Jerry Walters
RE: Board Meeting Packet for meeting dated February 8, 2018
Date: January 31, 2018



Head Start Policy Council Rep: None at this time. If you are interested, please contact us ASAP

Don't forget about Valentine's Day on the 14th. Just sayin'

Continuing my district visits with some great conversations with the administrators and admin teams in our districts. There is a lot to be proud of with our schools in our region. They continue to do great things for the students in your communities. Conversations include an evaluation discussion of our work and services that CESA 11 provides our districts. These have been very positive and productive. Makes me very proud of our staff and directors to hear the respect and accolades that I am hearing related to their work. We also discuss those topics that are in need or in greater detail. These conversations will help drive our 2nd semester, our new catalog, and next years professional development. Wellness, Student behavior, Mental Health, Best practices and expansion of our networking opportunities for 'other' content areas like Tech Ed, Music and Art.

Mark your calendars for our annual Joint PAC - BOE meeting on March 21. We will start with a networking reception from 6:00 - 6:30, nice dinner at 6:30, and our guest presenter at approximately 7:30. This year's guest is GB Packer Hall of Famer LeRoy Butler. You will love his story and his personality. LeRoy will also stick around for a Meet and Greet, along with photos and autographs. The cost of his appearance is being graciously split with National Insurance Services. We certainly appreciate their support.

4. Appearances Before the Board: At the time of this writing, we have no requests to appear before the board.

6. Administrator Report and Communication:

PAC / Steering Update: Our January PAC meeting welcomed State Superintendent Tony Evers and Deputy State Superintendent Mike Thompson to CESA 11. Always an honor to host them. Good conversation between them and our superintendents regarding the state of education in Wisconsin, specifically in NW Wisconsin. February's PAC meeting will welcome Dr. John Ashley, the Executive Director of your association, WASB. We look forward to our conversations with John through the lens of school boards across the state.

Agency Report: We continue the process of reviewing, updating and modifying our service catalog for the 2018-19 Academic year. It is a time-consuming process as we work to make the descriptors as complete and accurate as possible. The challenge, of course, involves the forecasting of initiatives,

goals and objectives, along with specific professional development opportunities to address district needs.

Our plan is provide the new service catalog to our district administrators by the end of February, with the ask of the contract approval on their March BOE agendas. The service contracts require board approval. The timeliness of the contract returns are required for our personnel contracts for next year.

At our last management meeting, we decided to target this summer for our review of the employee handbook. We will review the book page and page, and come to the Board of Control with any recommended additions, deletions, or modifications. It has been a couple of years since we have done this, so it is now on our radar.

7. Approval of vouchers: Detail reports and the actual vouchers will be available prior to the meeting for your review, if you so choose. If you have any questions or concerns about a voucher or a report, please call Victor or myself prior to the meeting, if possible, so we can ensure the most accurate answer to your question. Any questions that can not be addressed at the meeting will be provided to you by Victor or me ASAP. We can be reached at 715-986-2020. Victor's extension is 2140 and mine is 2115.

8. Treasurer's Report & Financial Statement: Victor will be presenting these reports at the meeting.

9. Head Start Director's Report: Head Start has provided you with updates including the program and financial reports, budget expenditure and revenue reports and enrollment update. These are included in this informational packet

10. New Business:

A. Authorizations:

- ***Grant Submissions and Awards 2017-2018:*** You will be asked to review and approve the grant submissions and awards that we have made and received to date.

B. SMARTNET Renewal (RMM 2018-19): This is the annual maintenance agreement contract for all of our network servers, and our ITV equipment in the Seminar Room, and the phones. The total price was \$10,003.83. Upon reviewing the maintenance agreement and costs and the age of the equipment, it is determined, that we will discontinue coverage on the Content Server (\$5,998), the C40 room controller (\$1972.83) and the 1080p Camera (\$711). The camera we will use until it dies and not repair; the content server has not been used in a couple years, and we do not anticipate its usage; and the C40 control panel, which is currently being fixed under current agreement, will be used through its remaining life and then replaced. We are well past the 3-year grant commitment, having installed the equipment in 2012. We see no reason to continue to pay for maintenance agreements on equipment of this age, especially at the renewal cost.

As a result, I recommend we renew our maintenance agreement only for the phones and wireless internet for a total of \$1,322.

C. Administrator Budget for 2018-19: Annually, the Board of Control approves the Administrator budget for the upcoming year. This budget includes the agency administrator, the administrative

assistant and the office manager positions and operational costs. This budget is paid for by all of the member districts, based on a combination flat and student enrollment formula. We are asking for approval of the administrator budget with a 2.5% total increase from current year.

12. **Executive Session**: We will convene into closed session under 19.85(1)(c) to consider new staff recommendations, employment recommendations and separations, and compensation.

A. ***New Staff / Separations / Contract changes***

Next BOC meeting: Thursday, March 08, 2018

CESA 11 Board Room