

**MID-STATE TECHNICAL COLLEGE  
DISTRICT BOARD MEETING MINUTES**

Wisconsin Rapids Campus

October 20, 2025

**CALL TO ORDER** – Charles Spargo

The meeting was called to order at 4:58 p.m.

A. Roll Call:

PRESENT: Shawn Becker, Betty Bruski Mallek, Kim Johnson, Ron Rasmussen, Charles Spargo, and Dr. Shelly Mondeik

EXCUSED: Rick Merdan, Terry Whitmore, and Ryan Zietlow

OTHERS: Craig Bernstein, Dr. Karen Brzezinski, Carrie Kasubaski, Dr. Mandy Lang, Brad Martinson, Brad Russell, Dr. Chris Severson, and Angie Susa, Devin Wachuta

B. Open Meeting Certification: This meeting, like all meetings of the Mid-State Technical College District Board of Directors is open to the public in accordance with State Statute. Notice was provided to the news media and designated individuals to inform the public of the meeting's time, location, and agenda.

C. Open Forum | Public Comment: No one wished to address the Board.

**APPROVAL OF MINUTES** – Charles Spargo

Motion by Mr. Rasmussen, seconded by Ms. Johnson, upon a voice vote, approved minutes from the board meeting held September 15, 2025.

**CONSENT AGENDA** – Charles Spargo

Motion by Mr. Rasmussen, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the following consent agenda items:

A. Payment of Bills and Payroll: The district's bills for the month of September 2025 were presented. These bills totaled \$1,602,228.39 of which \$1,322,951.74 represents operational expenditures and \$279,276.65 represents capital expenditures. The district's payroll for the month of September totaled \$1,755,178.42 plus \$33,835.46 for travel and miscellaneous reimbursements and \$659,530.25 in fringe benefits. The district's bills and payroll totaled \$4,050,772.52.

B. Entered into the following contracted service agreements totaling \$88,850.00:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
147380	Fire Investigator Training	\$650.00
147381	Customer Service Skills	\$4,950.00
147382	Step Up and Lead	\$2,500.00
147383	Forklift Training TTT	\$1,940.00
147384	Crane and Rigging TTT	\$1,940.00
147385	Youth Transition Conference	\$1,450.00
147386	Advanced EMT	\$12,000.00
147387	Medical Terminology	\$8,160.00
147388	Human Body	\$13,630.00
147389	Pharmacology for Allied Health	\$8,770.00
147390	Forklift Training – Train the Trainer	\$2,100.00
147391	Heartsaver	\$3,300.00
147392	Introduction to Networking	\$3,680.00
147393	Tree Tech 2025	\$2,000.00
147394	Heartsaver FA CPR AED	\$1,225.00
147395	Heartsaver CPR AED	\$675.00
147396	BLS Renewal	\$685.00
147397	School Nutrition Training	\$355.00
147398	Lifting and Rigging	\$3,360.00

147399	Leadership for CTSO Group	\$250.00
147400	Lifting and Rigging	\$990.00
147401	Rigging & Lifting TTT	\$1,920.00
147402	CDL Entry Level Driver Training	\$6,800.00
147403	Co-located Detention Facility	\$2,900.00
147404	Heartsaver FA CPR AED	\$1,230.00
147405	Conducting Legal Ethical & Effective Interviews	\$1,390.00

- C. Approved the following procurement(s) for goods and services:  
There are no procurements requiring Board Approval
- D. District Board approval of hires and resignations of contracted staff per State Statute 118.22(2).  
Resignations:
- April Hartjes (effective December 31, 2025); Instructor, Early Childhood Education - Retirement
- Hires:
- Leah Eckstein (effective October 1, 2025); Instructor, Nursing

## REPORTS

- A. Chairperson's Report – Charles Spargo
- a. Legal Issues Conference/ Fall Boards Association Meeting was held October 16-18 in Pewaukee. Members attending commented on the sessions and meetings they attended. Notes were also provided electronically for Board review.
  - b. A Board Appointment Meeting was held October 1 for appointment of an Employee member. A recommendation to appoint Nebowsekwe Young will be placed on the WTCS Board of Directors November meeting for consideration.
  - c. Mid-State's fall graduation ceremony will be held Saturday, December 13 at the Wisconsin Rapids Campus. A speaker to provide the Board Address was sought.
- B. College Presidents Report – Dr. Shelly Mondeik
- a. Dr. Mondeik highlighted recent campus activities including being named the #1 Nursing Program in Wisconsin, being recognized by Education Insider Magazine, hosting New, Newer and Newest events, the annual K-12 Counselor Breakfast, Foundation annual Trap Shoot, holding Cougar Cage, welcoming seven German exchange students, hosting approximately 50 retirees, receiving the Friend of the Industry Award from WATEA and holding a ribbon cutting and groundbreaking for expansion at our Adams Campus.
  - b. Dr. Mondeik also highlighted external meetings with area leaders that will continue to advance the college.
  - c. The WTCS Board will meet November 4-5 at Southwest Wisconsin Technical College.
  - d. Mid-State accepted the invitation to host the January 2026 District Boards Association virtual meeting.
- C. Financial Report – Charles Spargo
- a. FY26 financial report was provided and discussed.

## ACTION ITEM(S)

- A. FY25 Annual Procurement Report: As required by Wisconsin Technical College System Administrative Rule, six vendors were identified as having conducted business over the threshold during FY25. Mid-State will review each to determine if a more competitive method is available for procuring work.

Motion by Mr. Rasmussen, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved the FY25 Annual Procurement Report as presented.

- B. FY26 Budget Amendment: To reflect the current budget document and the year-to-date budget notifications addressed in the Financial Report each month, a resolution for amending the FY25 budget was presented.

Motion by Ms. Bruski Mallek, second by Mr. Rasmussen, upon a roll call vote unanimously approved the following Notice of FY26 Budget Amendment Resolution:

WHEREAS, the FY26 budget was adopted by the Mid-State Technical College (Mid-State) Board on June 16, 2025 and State statute requires the district board to approve any modifications to the original adopted budget; and

WHEREAS, the General Fund budget was adjusted to accommodate the reallocation of budgets within departments and functions, the addition of or modification of grants and to adjust expense budgets; and

WHEREAS, the Capital Projects budget was adjusted to accommodate the reallocation of budgets within departments and functions, to reflect current year project estimates, and to modify and add grants; and

NOW, THEREFORE, BE IT RESOLVED by the Mid-State Technical College Board to approve the following FY26 budgetary revisions:

Revenues			
FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Local Government	(\$148,811)	\$7,377,308
General	Student Fees	0	7,526,769
General	State Aid & Grants	83,919	17,741,742
General	Institutional	(19,083)	801,164
General	Federal	(119,436)	1,911,094
Special Revenue – Aidable	Student Fees	0	157,237
Special Revenue – Aidable	Institutional	0	2,117,763
Capital Projects	State Aid & Grants	527,447	527,447
Capital Projects	Institutional	0	242,909
Capital Projects	Federal	97,883	1,748,275
Debt Service	Local Government	0	7,164,724
Debt Service	Institutional	0	115,000
Enterprise	Institutional	0	1,064,301
Internal Services	Institutional	0	504,821
Special Revenue – Non-Aidable	Student Fees	0	483,406
Special Revenue – Non-Aidable	State Aid & Grants	0	866,000
Special Revenue – Non-Aidable	Institutional	0	650,500
Special Revenue – Non-Aidable	Federal	0	6,805,000

Total Appropriations	Revenues	\$421,919	\$57,805,460
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Expenses			
FUND	FUNCTION RESOURCE	APPROPRIATION CHANGE	MODIFIED APPROPRIATION
General	Instruction	(\$80,919)	\$20,429,845
General	Instructional Resources	0	1,250,841
General	Student Services	0	5,282,902
General	General Institutional	0	6,385,651
General	Physical Plant	0	2,381,330
Special Revenue – Aidable	Instruction	0	2,253,594
Capital Projects	Instruction	101,144	1,899,746
Capital Projects	Instructional Resources	0	857,411
Capital Projects	Student Services	0	212,298
Capital Projects	General Institutional	0	2,322,073
Capital Projects	Physical Plant	721,309	3,831,226
Debt Service	Institutional	0	1,274,881
Debt Service	Physical Plant	0	7,504,219
Enterprise	Auxiliary Services	0	1,204,478
Internal Services	Auxiliary Services	0	504,821
Special Revenue – Non-Aidable	Instruction	0	550,000
Special Revenue – Non-Aidable	Student Services	0	8,613,734
Special Revenue – Non-Aidable	General Institutional	0	324,520
Total Appropriations	Expenditures	\$741,534	\$67,083,570

BE IT FURTHER RESOLVED that these budget modifications comply with the district board's policy; and

BE IT FURTHER RESOLVED that these changes are now authorized by a two-thirds (2/3) vote of the entire District Board membership in accordance with Section 65.90(5) of Wisconsin Statutes; and

BE IT FURTHER RESOLVED that administration be directed to place this resolution as Class 1 legal notice in the designated district newspaper as required by Section 65.90(5)(a) of the Wisconsin Statutes.

- C. Certification of 2025-2026 Tax Levy: Prior to October 31, the Mid-State Board is required to certify their tax levy for the current fiscal year and notify 97 municipalities of their proportionate share of Mid-State's total levy. Certification of Mid-State's \$14,488,049 property tax levy for FY26 was requested. This represents a .5% increase over last year and a reduction from prior years.

Motion by Ms. Bruski Mallek, seconded by Mr. Rasmussen, upon a roll call vote, unanimously certified the 2025-2026 tax levy and approved the following 2025-2026 Tax Levy Certification Resolution:

BE IT RESOLVED that the Mid-State Technical College Board authorized a \$14,488,049 property tax levy for fiscal year 2026, representing an overall mill rate of \$0.61893 on \$23,408,213,297 of equalized valuation without TIFs within the boundaries of the Mid-State Technical College District.

BE IT FURTHER RESOLVED that this levy be made up of \$7,323,325 in operational levy representing an operational mill rate of \$0.31285 and \$7,167,724 in debt service representing a debt service mill rate of \$0.30608.

BE IT RUTHER RESOLVED that administration apportion this levy based on the certified equalized property values for its 97 municipalities and notify them of their apportionment in accordance with state statutes.

- D. AMETA Center Storage Garage Bid Approval: Results of Bid #846 for the AMETA Center Storage Garage were presented. Following appropriate bid submission, documentation and recording, administration recommends award to the lowest qualified bidder.

Motion by Ms. Bruski Mallek, seconded by Mr. Becker, upon a roll call vote, unanimously awarded Eagle Construction Bid #826 for the AMETA Center Storage Garage in the amount of \$214,990.00.

#### **INFORMATIONAL ITEM(S)**

- A. Accreditation Sustainability Plan: Vice President of Academics Dr. Chris Severson provided an update regarding Mid-State's Accreditation Sustainability Plan and ongoing efforts to maintain and strengthen institutional and programmatic accreditation.
- B. FY25 Financial Audit: Vice President of Finance Carrie Kasubaski provided an update on Mid-State's audit progress. Vice President of Student Services & Enrollment Management Dr. Mandy Lang spoke to potential audit findings related to student Financial Aid.
- C. Committee Report Modification: Ms. Kasubaski finalized financial report modifications with the Board. Moving forward, these reports will be part of the monthly Board Packet.
- D. Advancing Manufacturing: October is Manufacturing Month – in recognition, Dr. Chris Severson provided an overview of activities and efforts around manufacturing and Mid-State programming.
- E. Student Cohort Default Rate: Dr. Lang provided an annual update. Mid-State remains at 0% for the most recently reported 2022. If this number rises above standard threshold, the college may be required to put measures in place to assist students and may be required to delay disbursement of funds.

#### **CLOSED SESSION** – Charles Spargo

The Board will entertain a motion to convene into closed session, pursuant to Wisconsin Statutes Section 19.85(1)(e), for the purpose of conducting other specified public business, whenever competitive or bargaining reasons require a closed session (discussion of student information system vendor bankruptcy and options). Following closed session, the Board will entertain a motion to reconvene in open session and will then take any further action that is necessary and appropriate.

Motion by Ms. Bruski Mallek, seconded by Mr. Rasmussen, upon a roll call vote, unanimously approved convening in closed session at 5:52 p.m. as announced by Mr. Spargo.

Motion by Mr. Rasmussen, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved reconvening in open session at 6:28 p.m.

**ADJOURN** – Charles Spargo

Mr. Spargo announced the closed session provided an update regarding a software system vendor for our student information system and them going through bankruptcy.

There being no further action or business of the Board, the meeting adjourned at 6:29 p.m. with a motion by Ms. Johnson, seconded by Mr. Becker, upon a voice vote.

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Betty Bruski Mallek, Secretary

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Angela R. Susa, Recording Secretary