



## **ADDITIONAL INFORMATION FOR APPLICANTS**

### **ITEMS INCLUDED:**

1. Meeting Schedule
2. Sample Agenda of January 14, 2025 Board Meeting
3. Board Orientation
4. Policy Governance Principles and Fundamentals



**Gateway Technical College**  
**2025-2026 Board and Organizational Meeting Schedule**

- Thursday, August 21, 2025 | Elkhorn Campus, Room 112/114 | 8 a.m.
- Wednesday, September 17, 2025 | Kenosha Campus, Madrigrano Board Room | 3 p.m.
- Tuesday, October 17, 2025 | Racine Campus, Quad Room | 8 a.m.
- Thursday, November 20, 2025 | Elkhorn Campus, Room 112/114 | 8 a.m.
- Wednesday, December 17, 2025 | Kenosha Campus, Madrigrano Board Room | 3 p.m.
- Thursday, January 22, 2026 | Racine Campus, Quad Room | 8 a.m.
- Thursday, February 19, 2026 | SC Johnson iMET Center, Kopper Auditorium | 8 a.m.
- Thursday, March 19, 2026 | Elkhorn Campus, Room 112/114 | 8 a.m.
- Wednesday, April 15, 2026 | Racine Campus, Quad Room | 8 a.m.
- Thursday, May 7, 2026 | SC Johnson iMET Center, Kopper Auditorium | 7 p.m.
- Thursday, May 14, 2026 | Kenosha Campus, Madrigrano Board Room | 8 a.m.
- Wednesday, June 17, 2026 | Elkhorn Campus, Room 112/114 | 3 p.m.
- Monday, July 13, 2026 | Organizational Meeting: iMET Center, Kopper Aud. | 8 a.m.
- Monday, July 13, 2026 | Retreat Meeting: iMET Center, Room 236 | 9 a.m.

## GATEWAY TECHNICAL COLLEGE DISTRICT BOARD

Regular Meeting – Tuesday, January 14, 2025 – 8:00 am  
In-Person and Virtual Meeting  
Kenosha Campus, Madrigano Conf. Center, Board Room  
3520 30<sup>th</sup> Ave, Kenosha, WI 53144

Join Webinar <https://gtc.zoom.us/j/81435821204>

Info. / Disc	Action	Roll Call	AGENDA	Page
X			<b>Call to Order</b> Open Meeting Compliance	4
		X	<b>Roll Call</b>	4
	X		<b>Approval of Agenda</b>	5
	X		<b>Approval of Minutes</b> A. December 19, 2024 – Regular Meeting	5
X			<b>Citizen Comments</b>	9
X	X X X		<b>Chairperson's Report</b> A. Board Monthly Evaluation Summary B. Review Wording of Policy 1.5 Board Member's Role C. Review Wording of Policy 1.6 Board Officers D. Review Wording of Policy 1.7 Chairperson's Role	10 11 12 13 14
X			<b>Board Member Community Reports</b>	15
X X X			<b>President's Report</b> A. Announcements B. Dashboard Report C. Energage Results – Michelle Borckardt and Magan Perez	16 17 18 19
X			<b>Student Trustee Report</b>	20
		X	<b>Operational Agenda</b> A. Action Agenda 1. Resolution No. F-2024-2025D.2 – DRAFT Resolution Awarding the Sale of \$1,500,000 General Obligation Promissory Notes, Series 2024-2025D, of Gateway Technical College District, Wisconsin – Sharon Johnson	21 22

Info. / Disc	Action	Roll Call	AGENDA	Page
	X		B. Consent Agenda 1. Bids a. BID 1721 Barber-Cosmetology Remodel, Burlington Campus 2. Finance a. Summary of Revenues and Expenditures b. Cash and Investment Schedules 3. Personnel Report 4. Contracts for Instructional Delivery a. Business and Workforce Solutions b. Protective Services c. High School 5. Advisory Committee Activity Report	38   39  44 52 56  58 61 64 72
	X		<b>Policy Governance Monitoring Reports</b> A. Ends Policy Monitoring 1) <u>College Ends Policy</u> - The tri-county community benefits from affordable higher education that allows residents to develop knowledge and skills for family-supporting careers that contribute to the growth and sustainability of the local economy at a cost commensurate with the value of services provided. <b>#5 Educational partners, locally, nationally, and internationally, connect their students to Gateway's well-developed career pathways courses, facilities, and educational resources.</b> – John Zehren and Steve Whitmoyer	75  76
	X		B. Executive Limitations 1) 3.1 General Executive Limitations – Jacqueline Morris	77
X		X	<b>Next Meeting Date and Adjourn</b> A. Regular Meeting – <b>Thursday</b> , February 20, 2025, <b>8:00 am</b> , Virtual and In-Person, SC Johnson iMET Center, Kopper Auditorium. B. Adjourn – Following the regular meeting, the Gateway Technical College District Board will meet in closed session pursuant to Wisconsin Statutes 19.85(1)© to discuss <b>the President's Mid-Year Review and Personnel Issues</b> . The Board reserves the right to reconvene in open session to take action on items discussed in closed session.	78



## **BOARD ORIENTATION**

Business Cards – New Trustee(s) will be provided with Gateway Board business cards.

Campus Tours and Lunch with College President - Assistant to the President and Board will take the new Trustee(s) on a tour of the campuses and schedule a lunch with the college president.

College ID Card - New Trustee(s) will visit Student Services to get their photo taken for a college ID.

College Photo - New Trustee(s) will meet with the college photographer to have their photo taken for the Gateway website.

Email Address - New Trustee(s) will be provided with a college email address.

Gateway Foundation - Learn more about Gateway's Foundation at <https://www.gtc.edu/about-gateway/gateway-foundation-and-alumni-association>.

Laptop – A laptop will be provided during your term as a Trustee for Gateway Technical College. Trustees will receive access to Gateway email and a google team drive where all Trustee documents are kept.

Mentoring - Board Chairperson assigns a current Trustee as a mentor to guide the new Trustee through Board processes

Name Tag – New Trustee(s) will be provided with Gateway Board name tags.

Overview of online resources - Assistant to the President and Board will walk the new Trustee(s) through the online resources.

StrengthsFinder Assessment - Trustees will complete the Clifton StrengthsFinder ([www.strengthsquest.com](http://www.strengthsquest.com)). Instructions and an access code will be sent to them by the Board. Allow 45 minutes for the assessment.

Website: Bio and Contact Info - New Trustee(s) will send a bio and their contact info to the Assistant to the President and Board for use on the college website.

## ***What Policy Governance IS***

### ***Principles of Governance***

- 1) **Ownership**: The source of board legitimacy – to which the board must morally and/or legally connect its authority and accountability for the organization. Other “stakeholders” such as staff, customers, and suppliers are not “owners” unless they independently qualify as such.
- 2) **Governance**: The job of the group granted full accountability and full authority for value produced on behalf of those who morally, if not legally, own the organization. The servant-leadership work of the highest and initial authority within the organization.
- 3) **Board Holism**: Board authority lies in the group’s one voice honed from the diversity of the whole group.
- 4) **Accountable, Effective, Delegation**: In being accountable for an entire organization’s conduct, achievement, values, and destiny, a board has no choice but to exercise unambiguous control. However, the imposition of controls on delegates can be as destructive to owner interests as it is favorable to them. Consequently, a board needs to exercise a type of control that safeguards owner values, optimally empowers human beings in the enterprise, and never delegates the same responsibility or authority to more than one point.

### ***Fundamentals of Policy Governance***

- 1) Focus is on policies, not on operating decisions.
- 2) A policy represents a *value* or point of view that precipitates an action.
- 3) Each Board policy, correctly framed, is an expression of the *values* the Board holds on that topic.
- 4) The Board prescribes the *Ends*.
- 5) The Board does not involve itself in staff means except to define limits of prudence and ethics.
- 6) Monitoring at prescribed times and with prescribed thoroughness is essential.
- 7) The CEO is the only official contact with the staff.
- 8) Board committees do *Board* work, not staff work.
- 9) Board committees do not supervise or evaluate staff.