

**Minutes of the Regular/Organizational Meeting  
Joint Powers Board  
January 18, 2017**



**NORTHWEST SUBURBAN  
INTEGRATION SCHOOL DISTRICT**  
*A Global Community Learning and Growing Together*

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**Call to Order**

Chair Riddle called the regular/organizational meeting of the Joint Powers Board to order at 6:19 PM on Wednesday, January 18, 2017 at the NWSISD office. Members present: Jessica Craig (Osseo); Jamie Plantenberg-Selbitschka (Elk River); Chris Riddle (Fridley); Jon Tynjala (Mounds View); and ex-officio Melissa Jordan. Absent: Jeff Simon (Anoka-Hennepin); Ruthie Dallas (Brooklyn Center); Ken Ogden (Buffalo-Hanover-Montrose); and Amy Edwards (Rockford). Also in attendance: David Law, Anoka-Hennepin Superintendent; Carole Nielsen, NWSISD Business Manager; Matt Mayer, BerganKDV auditor; Kris Abrahamson, former Rockford board member; and Dan Hunt, former Elk River board member.

**Approval of Agenda**

Motion by Plantenberg-Selbitschka, seconded by Tynjala, to approve the agenda as presented for January 18, 2017. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**Board News**

- The board recognized former board members Kris Abrahamson (Rockford) and Dan Hunt (Elk River) for their service. Abrahamson and Hunt were each presented a clock, with sincere thanks and appreciation for their service and time devoted to the NWSISD collaborative.
- Jessica Craig was welcomed as the new representative for the Osseo District, replacing Jacki Girtz.

**Business Action Approvals for 2017**

**1. Officer Appointments:** Motion by Tynjala, seconded by Craig, to accept 2017 officer appointments. Upon vote being taken, all voted in favor, none voted against. Motion carried.

- **Chair:** Chris Riddle
- **Vice Chair:** Jamie Plantenberg-Selbitschka
- **Treasurer:** Jeff Simon
- **Clerk:** Jessica Craig

**2. Joint Working Group (JWG) Appointments:** Motion by Tynjala, seconded by Craig, for board members Jessica Craig and Chris Riddle to serve on the 2017 Joint Working Group. Quarterly meetings will be held with Executive Director Jordan, and two Superintendents from the collaborative. David Law, Anoka-Hennepin, and a yet-to-be named Superintendent, will also serve. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**3. Organizational Items**

Motion by Tynjala, seconded by Craig, to approve the NWSISD organizational items as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Designation of Official Newspaper Sun Post

Designation of Official Depositories for District Funds

Authorization of Payments for Goods and Services in Advance of Board Approval

Authorization of Procedures for the Investment of Excess Cash

Authorization Relating to Negotiable Safekeeping

Authorization for the Appointment of BerganKDV to perform the annual financial audit for the year ending June 30, 2017

Adoption of 2017 Board Meeting Dates

## **NWSISD Programs and Other Reports**

1. **NWSISD Financial Audit:** Matt Mayer (BerganKDV), and Carole Nielsen (NWSISD Business Manager), presented the audit report and findings for fiscal year 2016. Controls are in place to ensure compliance, which resulted in a clean audit.
2. **NWSISD Financial Report:** Jordan and Nielsen presented the monthly financial report, including the high school grant update.
3. **Magnet Schools Assistance Program Grant:** A new MSAP Collaborative grant RFP was released December 2016, with grant submission due April 11, 2017. Jordan presented the timeline and internal working document. Jordan will submit a written grant proposal on behalf of the NWSISD consortium. Due to the grant timeline, motion by Tynjala, seconded by Plantenberg-Selbitschka, for the Joint Working Group and the Superintendent Advisory group to move forward with development of the MSAP grant, and bring a list of schools, which will be included in the grant proposal, to the March Joint Powers Board meeting for final approval. Upon vote being taken, all voted in favor, none voted against. Motion carried.
4. **NWSISD Magnet Schools Update:** Jordan presented a report on the comparison of the total number of applications received, and the total number of seat placements. Notification letters have been completed and mailed to families.

## **Discussion Items**

1. **Executive Director Mid-Year Goal:** Jordan provided mid-year goal highlights of the Executive Director's Strategic Action Plan. Highlights included:
  - Magnet school goal *to continue to support Magnet school development and support within the collaborative to reduce academic, racial, and economic disparities and promote integration*, will be incorporated in each of the districts' AI plans.
  - Reflection and Reviews (R & R) have been successfully completed in the Fridley district and the first R & R for the Coon Rapids High School Biomedical program will be in April.
  - Two in-house AVID trainings, and one training in Buffalo have been completed. NWSISD is sponsoring a February 23-24 Leadership for College Readiness training for AVID staff.
  - Educators Rising program includes 125 students across our districts.
  - Professional Development workshops are held monthly; evaluation feedback concurs that we are meeting or exceeding our outcomes in these workshops.
  - Jordan is working on her Superintendent license.

## **Consent Agenda**

Motion by Plantenberg-Selbitschka, seconded by Tynjala, to approve the Consent Agenda of routine action items including: Check register for November – December 2016; and Minutes from the regular Joint Powers Board meeting, held on November 16, 2016. Upon vote being taken, all voted in favor, none voted against. Motion carried.

## **Adjournment**

Motion by Craig, seconded by Plantenberg-Selbitschka, to adjourn the meeting at 7:14 PM. Upon vote being taken, all voted in favor, none voted against. Motion carried.

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Jessica Craig  
Board Clerk