

**Minutes of the Regular/Organizational Meeting  
Joint Powers Board  
January 17, 2018**



**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 6:15 PM on Wednesday, January 17, 2018 at the NWSISD office. Members present: Jessica Craig, Ruthie Dallas, Amy Edwards, Nicole Hayes, Jamie Plantenberg-Selbitschka, Amanda Reineck, Chris Riddle, and ex-officio Melissa Jordan. Also in attendance: David Law, Anoka-Hennepin Superintendent; Carole Nielsen, NWSISD Business Manager; and berganKDV auditors.

**Approval of Agenda**

Motion by Plantenberg-Selbitschka, seconded by Edwards, to approve the agenda as presented for January 17, 2018. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**Board Representation**

- The board recognized former board members Jeff Simon (Anoka-Hennepin) and Ken Ogden (Buffalo-Hanover-Montrose) with sincere thanks and appreciation for their service and time dedicated to the NWSISD collaborative.
- Welcome new board members: Nicole Hayes replaces Jeff Simon (Anoka-Hennepin), and Amanda Reineck replaces Ken Ogden (Buffalo-Hanover-Montrose).

**2018 Organizational Action Approvals**

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

1. Officer Appointments

- Chair: Chris Riddle
- Vice Chair: Jamie Plantenberg-Selbitschka
- Treasurer: Jessica Craig
- Clerk: Ruthie Dallas

2. Joint Working Group (JWG) Appointments: Board members Riddle and Hayes will serve on the 2018 Joint Working Group. Quarterly meetings will be held on an as-needed basis with Executive Director Jordan and two Superintendents (to be named) from the collaborative districts.

3. Organizational Items

- 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
- Adoption of 2018 Board Meeting Dates

**NWSISD Programs and Other Reports**

1. NWSISD Financial Audit: Jessica Saari (berganKDV) and Michael Bösl (berganKDV) presented the audit report and findings for fiscal year 2017. 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. Jordan thanked Carole Nielsen for her many years of service as Business Manager for NWSISD. Her duties with the district officially end on January 31, 2018.

3. 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 are being mailed to families. The second lottery is now open.

#### **Discussion/Approval Items**

1. Executive Director Mid-Year Goal: Mid-year goal highlights of the Executive Director's Strategic Action Plan were presented for review and discussion.
2. Discussion of NWSISD Financial Auditor: Due to berganKDV's contract to perform business services for NWSISD, an RFP for audit services was sent to local accounting firms. Two proposals were received from the firms of Malloy, Montague, Karnowski, Radosevich & Co (MMKR) and CliftonLarsonAllen LLP (CLA). Based on review of both proposals received, it was recommended to contract with MMKR. Motion by Plantenberg-Selbitschka, seconded by Craig, to approve proposal for audit services from the firm of MMKR for FY 2017-18. Upon vote being taken, all voted in favor, none voted against. Motion carried.

#### **Consent Agenda**

Motion by Plantenberg-Selbitschka, seconded by Craig, to approve the Consent Agenda of routine action items including: Check register for November – December 2017; Minutes from the regular Joint Powers Board meeting, held on November 15, 2017; and Donations Received from Andover High School Sunshine Committee and Monroe Elementary Teachers. Upon vote being taken, all voted in favor, none voted against. Motion carried.

#### **Adjournment**

Motion by Craig, seconded by Edwards, to adjourn the meeting at 7:02 PM. Upon vote being taken, all voted in favor, none voted against. Motion carried.

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Ruthie Dallas  
Board Clerk