

## Minutes of the Regular Meeting

Joint Powers Board  
Northwest Suburban Integration School District

Wednesday, June 16, 2010

Chair Lindblad called the regular meeting of the Joint Powers Board to order at 6:15 PM on Wednesday, June 16, 2010 at the Northwest Suburban Integration School District Office. Members present: Kris Abrahamson, Janelle Henry, Marcia Lindblad, Lin Myszkowski, Patti Pokorney, Tom Shinnick, and ex-officio Mark Robertson. Keith Lester attended as representative for the Superintendent Advisory Group and Tammie Epley attended as representative for the Community Collaborative Council. Absent: Scott Wenzel.

### Approval of Agenda

Motion by Pokorney, seconded by Shinnick, to accept the agenda presented on June 16, 2010 with the following changes: to remove Approval of Mounds View District Joining NWS Collaborative; and to add Approval of Mark Robertson's contract for FY 10-11. Upon vote being taken, all voted in favor, none voted against. Motion carried.

### Executive and Staff Reports

1. Lobbyist/Legislative Task Force Update: Robertson presented the monthly lobbyist report from Amundson Strategies.
2. Financial Report: Robertson presented the monthly financial report. Anoka-Hennepin and Elk River districts were asked to submit invoices by June 30. Statements for 4<sup>th</sup> quarter revenue were mailed to member districts. Rebates may be done in the fall as appropriate.
3. Community Collaborative (Parent) Meeting Update: Notes from the meeting held on May 20, 2010 were reviewed.
4. Program Updates: Robertson presented the monthly program highlights as submitted by each coordinator for June 2010. AVID is doing well and this is a planning year for several schools and training opportunities will be held this summer. Family Community Empowerment (FCE) was very active in May and wrapped up their year-end events. Future Educator's Club (FEC) held its end of year activities and celebrations at each school. FEC advisors will be under the member districts next year and NWS will coordinate events such as field trips, conferences, and shadow day. JMNG had a good year and four district schools will continue with the program next year. In addition, the Career Specialists will be hired by individual districts. The Magnet School program has been busy. Robertson stated that all applications will be done online. If a parent doesn't have access to a computer, they can go to their respective school and have it done there. The magnet office is working on a revised communications plan, and the new website is now live.

### Discussion Items

1. Discussion of FY 2010-11 Business Services with Rockford School District  
Rockford School District will provide business services at an hourly rate to NWS for FY10-11. Payroll services will be done directly with the current contractor at a monthly cost. School Management Services (SMS) will wrap up the current fiscal year and will help with audit.
2. Discussion of Employee Benefits for FY 2010-11  
Robertson presented an overview of the insurance renewal for NWS employees. NWSISD will offer a HSA plan and will contribute \$500 annually to each employee in the plan. Medica will continue as NWS's health insurance provider; however changes were made to the plan this year. Dental costs and plan with Delta Dental remains the same, group life with Lincoln Financial remains the same, while short term disability and long term disability are employee covered benefits. NWS provides each employee with a \$50,000 life insurance policy and employees may also purchase supplemental insurance at their own cost.

3. Discussion of FY 2010—11 NWSISD Property Insurance  
Robertson presented an overview of property insurance including a comparison of costs for the year. Due to the overall reduction in the NWS budget and reduction in leased space, vehicles, property and staff, costs were reduced by approximately \$6,000. Robertson reported that the lease for the Shingle Creek location is finalized. NWS will be operating all programs in Suite 208 effective August 1<sup>st</sup>. Inventory of all fixed assets are completed and excess inventory is being returned to member districts.
4. Update on Transportation/CESO  
CESO will move the transportation office offsite and will be relocating to St. Anthony at the end of June. They will continue to manage NWS transportation services and will keep email addresses and current NWS phone number.
5. Update on Mounds View School District  
NWS received an "unofficial letter" from Mounds View School District stating their intent to join the NWS collaborative, but they cannot be approved by this board until the state approves their funding. Therefore, this item will be brought back for discussion and approval at a future board meeting.
6. Discussion of Mark Robertson Contract Renewal  
Discussion was held to renew Mark Robertson's contract as Interim Executive Director. Robertson stated that he sees his role diminishing over time as the new directors (Abrahamson and Bruggeman) will then lead the district. Robertson would continue to work with the board and superintendents and would be happy to continue in this scope. His hopes are to be in the office for approximately 10-12 hours per week. Robertson would be compensated at his hourly rate. Keith Lester commented that Robertson has done a great job this past year in leading the district, and even though there were tough decisions to be made, they were done in an ethical and professional manner.

#### Business Action Agenda Items

1. Approval of Rockford School District/Business Services  
Motion by Shinnick, seconded by Myszkowski, to approve the contract presented for Rockford School District to provide business services for FY10-11. Upon vote being taken, all voted in favor, none voted against. Motion carried.
2. Approval of FY 2010-11 Property Insurance Services  
Motion by Abrahamson, seconded by Henry, to approve the FY 2010-11 insurance renewal as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.
3. Approval of Mark Robertson Contract Renewal  
Motion by Pokorney, seconded by Shinnick, to approve Mark Robertson's contract as presented to provide services as Executive Director to the NWS district for 2010-11. Upon vote being taken, all voted in favor, none voted against. Motion carried.

#### Consent Agenda Routine Action Items

Motion by Abrahamson, seconded by Henry, to approve the Consent Agenda of routine action items including check register for May 11 - June 7, 2010; and minutes from the regular Joint Powers Board Meeting held on May 19, 2010. Upon vote being taken, all voted in favor, none voted against. Motion carried.

#### Adjournment

Motion by Shinnick, seconded by Henry to adjourn the meeting at 7:00 PM. Upon vote being taken, all voted in favor, none voted against. Motion carried.

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Patti Pokorney  
Board Clerk