

Minutes of the Regular Meeting

Joint Powers Board
Northwest Suburban Integration School District #6078

April 21, 2010

Call to Order

Chair Lindblad called the regular meeting of the Joint Powers Board to order at 6:16 PM on Wednesday, April 21, 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. Absent: Scott Wenzel.

Approval of Agenda

Motion by Shinnick, seconded by Pokorney, to accept the agenda as presented for April 21, 2010. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Interim Executive Director and Staff Reports

1. **Website Demonstration**: A demonstration of the new and improved website was shared with board members. The redesigned user-friendly website will be launched in June. Highlights will include: front page news and events; interactive calendar, easier site navigation; on-line magnet school applications; programs, secure superintendent and board member area for online viewing of board packets and meeting information
2. **Lobbyist/Legislative Task Force Update**: Robertson presented the monthly lobbyist report from Amundson Strategies. The task force will continue to look at the integration rule and study the integration funding. Achievement strategies will be a key component of the rule and it will be tightened up with closer alignment to the federal government.
3. **Financial Report**: Robertson presented the monthly financial report. Robertson has asked the business office to determine what the carryover dollar amount will be for next year. Even with the rebates going back to member districts, NWS is in good financial shape for day-to-day operations and programming.
4. **Community Collaborative (Parent) Meeting Update**: Notes from the meeting held on March 18, 2010 were reviewed.
5. **Program Updates**: Robertson presented the monthly program updates as submitted by each coordinator for April 2010.
6. **FY 11 Budget Discussion**: Robertson reported that the FY11 budget and revised desegregation plan was submitted on April 15th to the Minnesota Department of Education. Robertson noted that the budgets are all tied together and reconciled.

Discussion Items

1. **Discussion of FY 11 Business Services**
Currently NWS has a contract with School Management Services (SMS) to provide business services including accounts payables and receivables, payroll and day-to-day financial responsibilities. Rockford School District has expressed interest in taking over business services for NWS and would bill the district at an hourly rate accordingly. Robertson will meet with Rockford designees to determine the logistics.
2. **Discussion of Employee Insurance for 2010-11**
Due to the small size of the NWS employee pool, it would be desirable for NWS to combine with a member district to bring costs down. Currently the insurance broker is working on next year's renewal and a timeline was presented. It was recommended by the Executive Committee to have one tier of insurance instead of the three tiers NWS currently operates on. By aligning all employees to one tier, it would have an approximate financial impact of \$828.00, of which NWS would absorb and not pass this cost to the employee.
3. **Discussion of Director or Educational Services**
The director position closed today (April 21, 2010). Fifteen applications were received from extremely qualified candidates. This director will run the day-to-day operations of NWS and Robertson is willing to continue to lead the district in an Executive Director role for the next year, working less hours than this year, if the board is interested. Interviews for five candidates will be held on Wednesday, April 28, 2010. .

4. **Discussion of NWSISD Lease**

NWS is proposing to stay at its current site located at Shingle Creek Parkway if the rates are agreeable. Robertson is meeting with the attorney from Wirth Companies to further discuss the lease logistics. There is a lot of commercial space available in the area and that should help drive negotiations favorably for NWS. Due to the costs of a physical move, it is desirable to stay at this location, although the space will be much smaller to accommodate the smaller staff size and program needs.

5. **Discussion of Current MSAP Grant**

Robertson shared budget figures for current magnet schools. Indirect costs of approximately \$140,000 will come back to NWS and will be used as a cushion against expenses as needed. The grant allows for technology purchases and the magnet office will be updating computers.

6. **Discussion of New Magnet Grant/Schools**

As the magnet office is busy writing and preparing to submit the federal grant, Robertson reported that the rules were changed and are different than in previous years. For example, because NWS is a prior recipient of a federal grant, the district will automatically lose 10 points. In addition, AYP issues have to be addressed, and the definition of minority group isolation has been changed and will be determined on a case by case basis. The federal grant is due on May 3, 2010.

7. **Discussion of Transportation RFP**

NWS advertised for RFP's to provide transportation services. Responses were opened on April 21, 2010 at 10:30 AM. A mandatory, pre-quote specification informational meeting was held at the district office on April 7, 2010. Robertson reported that NWS should see an approximate 6% reduction in costs, which is a system wide savings of approximately \$156,000. CESO will continue to manage transportation services for NWS this next year.

8. **Discussion of Possible Future Expansion of NWSISD**

Robertson reported that Mounds View and Spring Lake Park have expressed interest in joining the NWSISD collaborative. Mounds View needs to join a collaborative because they border Columbia Heights. Mounds View is very interested and could join the collaborative as early as July 2010. However, as Spring Lake Park is already a member of EMID, it would take approximately 15 months for the district to join NWS. There is also interest from other area districts such as Columbia Heights to join NWS. Adding more districts to the collaborative could benefit NWS in a lot of ways, such as clustering magnet schools or sub-grouping on common interests. Abrahamson raised the question that if Rockford, because of their locale and low minority population, could hurt NWS from getting the grant/funding? Robertson stated NWS could look at creating different or middle school magnets to attract those students. Moving forward, expansion and funding will be on a very reasonable basis.

9. **Discussion of Personnel Items**

- **Closure of FY10 Agreements:** Robertson reported that the Jobs for Minnesota's Graduates Career Specialists; one magnet position, and the Multicultural Resource Center Specialist will not be renewed. No severance packages will be provided for these staff as it is at the end of their contract year.
- **FY 10-11 235 and 210 Day Agreements/Calendars**
Revised calendars were presented for discussion and approval. Currently NWS has four contract terms for employee days of service: 260 days, 235 days, 220 days, and 210 days of service. Robertson and the Executive Committee recommended for a maximum contract of 235 days for district office staff and 210 days for program staff. With the exception of vacation days, all staff will be working the same schedule. The district would be closed the month of July and the week between Christmas and New Years. In addition, vacation time for 235 day staff will be five days per year and nine paid holidays. 210 day staff do not qualify for vacation, however are paid nine holidays. 235 and 210 staff will qualify for sick/personal time. Revised working agreements will be presented at the May or June board meeting for discussion and approval. Robertson is also proposing to change the pay schedule from every other Friday to the 15th and 30th of each month.
- **FY 09-10 Vacation Payouts**
In lieu of the new calendars, it is recommended for NWS to pay out any remaining vacation for 09-10 that staff have and not allow them to carry over this time into the next fiscal year. Vacation payouts would be on the employee's last check of June 2010.

Business Action Agenda Items

1. Approval of 235 Day Employee Contract/Calendars

Motion by Pokorney, seconded by Shinnick, to approve the 235 Employee Day calendar as presented to include payroll processing on the 15th and 30th of each month. Upon vote being taken, all voted in favor, none voted against. Motion carried.

2. Approval of 210 Day Employee Contract/Calendars

Motion by Pokorney, seconded by Myszkowski, to approve the 210 Employee Day calendar as presented to include payroll processing on the 15th and 30th of each month. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Consent Agenda Routine Action Items

Motion by Pokorney, seconded by Shinnick, to approve the Consent Agenda of routine action items including check register for March 2 – April 14, 2010; and minutes from the regular Joint Powers Board Meeting held on March 17, 2010.

Adjournment

Motion by Shinnick, seconded by Henry, to adjourn the meeting at 7:45 PM. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Patti Pokorney
Board Clerk