

## Minutes of the Regular Meeting

Joint Powers Board  
Northwest Suburban Integration School District #6078

May 19, 2010

### Call to Order

Chair Lindblad called the regular meeting of the Joint Powers Board to order at 6:15 PM on Wednesday, May 19, 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. Susan Hintz 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 as presented for May 19, 2010. Upon vote being taken, all voted in favor, none voted against. Motion carried.

### Interim Executive Director 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 and indicated that NWS district funds at this point indicate that there will not be a rebate to the member districts during the 09-10 fiscal year. He noted that if, after the audit is done and there are excess funds, a rebate may be in order. Robertson asked board members from Anoka-Hennepin and Elk River to speak to their superintendents because there is approximately \$644,000 in local magnet funds that haven't been submitted yet and invoices should be submitted ASAP.
3. **Community Collaborative (Parent) Meeting Update:** Notes from the meeting held on April 22, 2010 were reviewed. Robertson reported that a large part of that meeting was discussion regarding the role of the council. Robertson asked that parents meet with their district superintendent on a regular basis. Parent representation from Brooklyn Center and Rockford are still needed.
4. **Program Updates:** Robertson presented the monthly program updates as submitted by each coordinator for May 2010. This year progress has been made and next year further improvements are anticipated. It is the goal that more events will be held in the member districts and NWS will operate as a satellite office. The Multicultural Resource Center has struggled this year, but Robertson feels next year it will "take off" as it will be heavily marketed to all schools and new efforts will be made in making sure resources are out in the schools. Robertson also reported that the magnet schools assistance grant was submitted on time.
5. **Director of Educational Services:** Elia Bruggeman was introduced as the newly hired Director of Educational Services. Ms. Bruggeman comes to NWS with extensive experience and knowledge as a Dean, Principal, Summer Migrant School Director, in addition to setting up the integration collaborative in SW Minnesota. Bruggeman is very experienced in developing programs, strategies and curriculum. Bruggeman currently serves on several committees including: Chicano/Latino Affairs Council; Race to the Top Committee; MN State Partnership Science Instruction Working Group – at the U of M; and Brown County Children's Justice Initiative Team. The board recognized Bruggeman's experience and look forward to having her as part of the team.

### Discussion Items

1. **Discussion of FY10-11 Business Services**  
Rockford School District is interested in having their district provide business services at an hourly rate to NWS. Rockford could also provide payroll and AP services, but NWS may outsource directly with current contractors providing these services. Robertson will bring forward the Rockford contract/proposal for approval at the June 2010 meeting. School Management Services (SMS) will finish out fiscal year FY09-10.
2. **Discussion of Employee Insurance Benefits for 2010-11**  
Robertson presented an overview of the insurance renewal for NWS employees. Robertson explained that NWS had a 137% loss ratio this year so the percentage came back quite high, including a 9% rate hike and very high deductibles. Robertson suggested offering a Health Savings Account (HSA) plan in which NWS will contribute \$500 annually to employees to start the plan and employees can then contribute pre-tax dollars to help offset the high deductible costs. NWS and its employees will share in the costs of the 9% increase. In addition, there will be one tier of insurance and all employees are treated at the same level and pay accordingly for family or single coverage.

**3. Discussion of Employee Employment Agreements**

Revised employment agreements were presented, which include salary and terms and conditions of employment. All employees will have the same working agreement modified accordingly for their position. July will be a non-work month and the district will be closed. The district will also be closed the week between Christmas and New Years. Vacation time was dramatically reduced; therefore the salary structure for staff moving to a 235-day schedule remained the same.

**4. Discussion of FY 09-10 Employee Vacation Payouts**

Due to the change in less working days and new employee agreements, the Executive Committee recommended to pay out earned vacation time remaining to applicable employees. Going forward, 235-day staff will earn five (5) vacation days per year. 210-day staff members do not qualify for vacation time.

**5. Discussion of NWSISD Lease**

Robertson proposed that NWS stay in its present location due to budgetary and time constraints. Robertson met with the attorney from Wirth to discuss the lease modification and extension agreement. NWS will keep suite 208 and the server room. Transportation (CESO) may also rent with us and the lease will be modified if needed. The leasing costs are within budget at approximately \$93,000 a year. Robertson also negotiated an early termination clause due to cuts in funding if needed and was also able to secure a term of three years.

**6. Discussion of Transportation RFP**

NWS received proposals from American Transportation, First Student, 4.0 Services, Metropolitan Transportation Network, Vision of Elk River and Voight Bus Service. Two spreadsheets were presented that listed service rates received to date from each vendor for next year's service and cost projections based on current service levels. Due to the size of the NWS service area, transportation efficiencies are realized by utilizing the vendors that are geographically located throughout the collaborative, therefore will minimize service hours and maximize savings. CESO recommends accepting the service rates as currently submitted by all vendors, which will result in a 7% (\$182,000) reduction in transportation costs for next year.

**7. Discussion of Other District Joining the NWS Collaborative**

Columbia Heights, Mounds View and Spring Lake Park have expressed varied levels of interest in joining the NWS collaborative. Robertson has personally met with staff from Mounds View and they are highly interested in joining. They are meeting this week with their board and anticipate sending a letter soon to join the NWS collaborative. This board will then have the opportunity to vote that district in as a member. Robertson commented that they could potentially join by July 1<sup>st</sup>. Abrahamson from Rockford asked how this would impact their district. Pokorney from Buffalo also was concerned if our small staff can handle bringing on more districts. Robertson explained that none of the programs are currently working at full capacity. He further stated that with good leadership in program development there are good ideas to fulfill programming and broaden the needs of our collaborative. Robertson is intrigued with looking at ways to work on a sub-regional basis and see what needs are out there and do more meaningful projects for everyone. Mounds View does not currently have magnet schools, but they are interested and are poised to do that. Language immersion is an opportunity for a magnet theme that would be well suited in our districts.

**Business Action Agenda Items**

**1. Approval of Employment Agreements**

Motion by Pokorney, seconded by Shinnick, to approve the employee agreements as presented for FY 10-11. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**2. Approval of FY 09-10 Employee Vacation Payouts**

Motion by Shinnick, seconded by Henry, to approve the FY 09-10 vacation payout balances as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**3. Approval of NWSISD Lease**

Motion by Henry, seconded by Epley, to approve the lease modification and extension agreement for 6860 Shingle Creek Parkway, Suite 208 as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**Consent Agenda Routine Action Items**

Motion by Abrahamson, seconded by Pokorney, to approve the Consent Agenda of routine action items including check register for April 15 – May 10, 2010; minutes from the regular Joint Powers Board Meeting held on April 21, 2010 and personnel consent agenda. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**Other**

Mark Robertson congratulated Susan Hintz on her retirement from Osseo Area Schools and thanked her for the support and commitment she has shown NWSISD. Robertson also noted that Mike Smith is retiring from Rockford Schools effective June 7<sup>th</sup> and Jim Bauck is leaving Buffalo-Hanover-Montrose schools, effective June 30<sup>th</sup>, to become the Superintendent of Eastern Carver County Schools.

**Adjournment**

Motion by Shinnick, seconded by Abrahamson, to adjourn the meeting at 7:40 PM. Upon vote being taken, all voted in favor, none voted against. Motion carried.

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Patti Pokorney  
Board Clerk