

## **Minutes of the Regular Meeting**

Joint Powers Board  
Northwest Suburban Integration School District #6078

**May 21, 2014**

### **Call to Order**

Chair Tynjala called the regular meeting of the Joint Powers Board to order at 6:17 P.M. on Wednesday, May 21, 2014 at the Northwest Suburban Integration School District Office. Members present: Kris Abrahamson, Janelle Collier, Tammie Epley, Dan Hunt (alternate for Elk River), Ken Ogden, Chris Riddle, Jon Tynjala, and Jeff Simon. Also in attendance: Gretchen Peel, Superintendent Paul Durand (Rockford), and Mounds View Human Resources Director John Ward. Absent: Jane Bunting

### **Approval of Agenda**

Motion by Collier, seconded by Riddle, to approve the agenda as presented for May 21, 2014. Upon vote being taken, all voted in favor, none voted against. Motion carried.

### **Board Member Representation**

Dan Hunt was welcomed as the new alternate board member representative for Elk River School District, replacing Jolene Jorgenson.

### **Executive Director, Programming and Other Reports**

1. **Legislative/EMID/WMEP/NWS Update:** Gretchen Peel presented the monthly legislative update which included reports for April 8, May 5, and May 21, 2014.
2. **Financial Report:** Peel presented the monthly financial report, including the high school grant update.
3. **May 2014 Program Report:** Peel presented the monthly programs report of projects and activities for April through May 2014.
4. **Revised AIM Plan Update:** MDE contacted NWSISD requesting additional information to be included in the AIM Plan, originally submitted per board approval on March 20, 2014. Peel presented the revised document for review and information.

### **Discussion and Action Items**

1. **Action on Renewal of Current Executive Director's Agreement**  
John Ward reviewed information as presented at the April 9, 2014 special board meeting, including language in the Executive Director's contract which states it does not automatically renew and ends on June 30. Executive Director is currently on paid leave of absence. Motion by Simon, seconded by Epley, to not offer a contract to current Executive Director Bialke for 2014-15. Upon vote being taken, all voted in favor, none voted against. Motion carried.
2. **Action of Interim Director Contract**  
Based on discussion at the April 9, 2014 special board meeting, Ward negotiated with Gretchen Peel to serve on a short-term basis as Interim Executive Director through the end of June 2014. Motion by Abrahamson, seconded by Simon, to approve contract for services for Gretchen Peel to serve as Interim Executive Director through June 30, 2014 as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**3. Action of Next Steps for Executive Director Position**

Ward and Tynjala presented a proposal for services as received by independent consultants Dr. Antoinette Johns and Dr. Ken Dragseth to conduct an assessment and examination of the Northwest Suburban Integration School District leadership structure. The team of Johns & Dragseth would conduct a thorough analysis of NWSISD staffing, programs, budgets, and reports. Interviews will be conducted with staff, board members, superintendents, and MDE leadership in an effort in finding the right candidate for the Executive Director position based on the needs of the district. The cost of the study is \$5,500 and would include a timeline for deliverables based on a deadline of July 11, 2014. The consultants would then present a report for the Joint Powers Board and such report would include strengths, challenges ahead, desired future and programming of NWSISD; as well as identifying the needs, skills and character qualities necessary for a successful leader. Superintendent Durand spoke on behalf of the superintendent advisory group and stated their consensus that a broad study is needed for NWSISD. The procedure is a two-fold process in which after the study is completed and reports are delivered; board discussion would be held to determine next steps in the search for an Executive Director. Motion by Abrahamson, seconded by Ogden, to begin the search process for new Executive Director including approval for an examination of the NWSISD organizational leadership structure as proposed by Johns & Dragseth. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**4. Discussion of Proposed Revisions to NWSISD Policies**

Peel presented information from Anoka-Hennepin and Fridley districts' proposals for schools to be added to NWSISD magnet schools. Peel noted that the current policy lists the names of the current magnet schools and requires board action if schools are added or removed. At the direction of the superintendents, the magnet policy was divided into two policies; one specific for the lottery and the other specific for magnet schools. Peel worked with staff to make revisions to update the lottery policy and developed a new magnet school policy. Discussion was held to follow the process for approval of first and second reading of the policies in order to allow adequate time for evaluation and discussion by the superintendents and member districts. The revised policies will be presented for discussion and/or approval at the June 2014 meeting.

**5. Discussion of Adding/Removing Magnet Schools**

Based on discussion for proposed changes to policy listed above, this item will be moved forward to the June 2014 meeting for discussion and/or approval.

**6. Action for Addition of Human Resources Contract**

Peel reported that John Ward (Mounds View) has been acting in the capacity of Human Resources Director upon direction from members of the superintendent advisory group. Discussion was held for NWSISD to contract with a member district for human resources services as this is an area that is lacking. Currently NWSISD has a contract with Mounds View to provide business services and that district has agreed to also fill the role for human service functions. Motion by Riddle, seconded by Hunt, for approval of a contract in providing human resource services to NWSISD by a member district. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**7. Approval of Disbanding Community Collaboration Council**

Due to the new AIM plan and guidelines, NWSISD is no longer required to have a collaboration council as district member plans are approved by a council within their respective districts. Superintendents have communicated with each of the current council members to discuss and thank them for their service. It was recommended for these individuals be thanked and recognized by their home school district at an upcoming board meeting. Motion by Abrahamson, seconded by Ogden, to approve disbanding the NWSISD Community Collaboration Council with thanks and appreciation for those that have served. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**8. Approval of 2014-15 Staff Working Agreements**

Motion by Hunt, seconded by Epley, to approve the 2014-15 staff working agreements, which includes a 1.5% cost of living increase as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**9. Approval of 2014-15 Calendars**

Motion by Simon, seconded by Collier, to approve the 2014-15 staff calendars as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**10. Approval of 2014-15 NWSISD Staff Health Insurance Benefits**

Motion by Abrahamson, seconded by Epley, to approve the 2014-15 NWSISD staff insurance benefit package as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**Consent Agenda**

Motion by Simon, seconded by Riddle, to approve the Consent Agenda of routine action items including: Check register for March - April 2014; Minutes from the regular Joint Powers Board meeting held on March 19, 2014; and Minutes from the special Joint Powers Board meeting held on April 9, 2014. Upon vote being taken, all voted in favor, none voted against. Motion carried.

**Written Information Presented**

1. NWSISD Consortium Calendar
2. Updated Joint Powers Board directory

**Adjournment**

Motion by Riddle, seconded by Abrahamson, to adjourn the meeting at 7:37 PM. Upon vote being taken, all voted in favor, none voted against. Motion carried.

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Jane Bunting  
Board Clerk