

Minutes of the Regular Meeting

Joint Powers Board
Northwest Suburban Integration School District #6078

July 23, 2014

Call to Order

Chair Tynjala called the regular meeting of the Joint Powers Board to order at 6:15 P.M. on Wednesday, July 23, 2014 at the Northwest Suburban Integration School District Office. Members present: Kris Abrahamson, Jane Bunting, Jim Burgett (Osseo alternate), Janelle Collier, Ken Ogden, Chris Riddle, Jeff Simon and Jon Tynjala. Absent: Tammie Epley. Also in attendance: Interim Executive Director Gretchen Peel, Superintendent David Law (Anoka-Hennepin), Dr. Antoinette Johns (Consultant) and Dr. Kenneth Dragseth (Consultant).

Approval of Agenda

Motion by Riddle, seconded by Bunting, to approve the agenda as presented for July 23, 2014. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Executive Director, Programming and Other Reports

1. **Examination of the NWSISD Organizational Leadership Structure Final Report:** Dr. Kenneth Dragseth & Dr. Antoinette Johns were contracted by the Joint Powers Board to conduct a thorough examination of the NWSISD organizational structure including staffing, programs, and budgets. Interviews were held with superintendents, board members, NWSISD staff and MDE leadership. Dragseth and Johns presented their written final report which included recommendations such as reviewing the mission, vision and goals of NWSISD and to develop a strategic plan. In order to fully support student achievement, programming, professional development, job descriptions, accurate data collection, and the NWSISD budget will be closely aligned with the AI Plan. Member district superintendents are invested in NWSISD and provide direction to the Executive Director and the Joint Powers Board.
2. **Revised AI Plan Update:** Peel reported that MDE requested once again for additional information to be included in the AI Plan (originally submitted per board approval on March 20, 2014). Based on this additional request, Peel worked with NWSISD staff to revise the plan and submitted it to MDE.

Discussion and Action Items

1. **Discussion on Possible Action per Recommendations from Examination of the NWSISD Organizational Leadership Structure Report:** Based on the report received from Dragseth & Johns as part of the organizational study and a profile for the new Executive Director, discussion was held including timeline, salary, job description and next steps. Several options in moving forward with the search process included suggestions for the Executive Committee to meet with the Superintendents; hire a search organization; and/or have NWSISD's Human Resources Department start the process. Dragseth & Johns offered their services to conduct the Executive Director search and would be interested in submitting a proposal. The costs for the search would be negotiable. It was determined the candidate search process should begin immediately and the best course of action would be for the board to approve a Search Committee from members of the Joint Powers Board. Motion by Riddle, seconded by Simon, to begin the process for the hiring of a full time Executive Director by using a Search Committee approved/appointed by the board.

The board-approved Search Committee would be responsible for updating the job description, define parameters for salary, and select/work with a search firm and NWSISD's Human Resources representative. Board members volunteering to be a part of the Search Committee are Kris Abrahamson, Jeff Simon and Jon Tynjala. Motion by Bunting, seconded by Ogden, for Abrahamson, Simon and Tyjala to be appointed as the Search Committee for the Executive Director and to be authorized to proceed. Upon vote being taken, all voted in favor, none voted against. Motion carried.

2. **Discussion and Possible Action on Proposed Additional Magnet Schools in Anoka-Hennepin and Fridley School Districts:** Discussion was held per requests from Anoka-Hennepin and Fridley School Districts to add Champlin-Brooklyn Park Academy (A-H), Jackson Middle School STEM (A-H), Coon Rapids High School Biomedical Program (A-H), Hayes Elementary IB World School (Fridley), and Stevenson Elementary IB World School (Fridley) to the NWSISD magnet school roster. Currently, there is not a defined process or procedure established for criteria and guidelines to follow when requests are made from member districts to be added to NWSISD magnet schools. It was suggested that the board direct the Interim Executive Director to work with the Superintendent Advisory Group to define criteria. The board would then review the criteria established before action is taken on approving additional requests. Criteria would include such items as; how the school would enhance and/or benefit the collaborative, how the school would be evaluated to determine it matches the criteria, and what financial impact it could have to the other schools in the collaborative. There is a lot of movement within NWSISD magnet schools and with every school added, it adds to the movement, which could impact other districts in the collaborative. It was further discussed that until the criteria is established, the board would not be comfortable adding schools at this time. The superintendents recommended for the criteria to be defined by October 1, 2014 in order for the requested schools to be included in the lottery, scheduled for January 15, 2015.

Motion by Collier, seconded by Burgett, directing Interim Executive Director Peel to work with the superintendents on establishing criteria by October 1, 2014 and until criteria is developed, requests for adding magnet schools would be tabled. Upon vote being taken, all voted in favor, none voted against. Motion carried.

3. **Discussion on Interim Executive Director Contract:**

Motion by Ogden, seconded by Abrahamson, to approve the contract presented for Gretchen Peel to continue serving as the NWSISD Interim Executive Director with an end date to be determined and that a 30-day notice will be requested. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Consent Agenda

Motion by Ogden, seconded by Riddle, to approve the Consent Agenda of routine action items including check register for June 2014, and Minutes from the regular Joint Powers Board meeting held on June 18, 2014. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Adjournment

Motion by Ogden, seconded by Abrahamson to adjourn the meeting at 8:46 PM. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Jane Bunting
Board Clerk