



MEETING DETAILS

Tuesday | Dec 9, 2025 | 6:00 PM

In-Person
9201 West Broadway
Suite 690
Brooklyn Park, MN 55445

JOINT POWERS BOARD MEMBERS

Anoka-Hennepin	Kacy Deschene	ISD 728	Mindy Fribreg
Brooklyn Center	Rich Zeck <i>vice chair</i>	Osseo	Tanya Prince
Buffalo-Hanover-Montrose	Amanda Lawrence <i>clerk</i>	Rockford	Eric Gordee <i>chair</i>
Fridley	Avonna Starck <i>treasurer</i>	NWSISD	Heather Lyke <i>ex-officio; Executive Director</i>

Meeting Purpose

- To review and clarify the Executive Director's roles and responsibilities (per Executive Director's 2025-2026 Goals)
- To review and clarify the roles of JPB members
- To discuss possible next steps regarding creation of a working agreement for the Executive Director, JPB, and the Superintendent Advisory

WORK SESSION AGENDA

Call to Order

Eric Gordee

Roll Call

Informational Items

1. NWSISD Policies the roles and responsibilities of NWSISD leadership	101: Legal Status 212: Board Member Development 301: NWSISD Administration 302: Executive Director 303: Executive Director Selection 304: Executive Director Contract
2. MN State Statutes	123B.02: General Powers of ISDs 123B.143: Superintendent 471.59: Joint Exercise of Powers
3. Other NWSISD Executive Director documents that outline the role	Executive Director Job Description Executive Director Job Posting (2023)
4. Joint Exercise of Powers Agreement	JPB Agreement
5. Draft of a Leadership Overview	Leadership Overview (draft)
6. Example working agreements from similar districts with JPBs	Copies available at the meeting

Eric Gordee



Action Items

1. Discussion of the Executive Director's roles and responsibilities
2. Discussion of the JPB members roles and responsibilities
3. Discussion of next steps pertaining to the roles and responsibilities of NWSISD leadership

Eric Gordee

Adjournment

Eric Gordee

UPCOMING IMPORTANT DATES

Date *Event / Activity*

Dec 11, 2025	Superintendent Advisory Meeting [9:00am]
Dec. 24- Jan. 2, 2026	NWSISD Office Closed [Winter break]
Jan 8, 2026	Superintendent Advisory Meeting [9:00am]
Jan 19, 2026	NWSISD Office Closed [Holiday]
Jan 21, 2026	Joint Powers Board Meeting [6:15pm]

ADDITIONAL RESOURCES

[**Joint Powers Board Foundational Information**](#)

[**Past Joint Powers Board Agendas**](#)

NOTES: (A) these are also available on the NWSISD website, and (B) handouts shared at each meeting are hyperlinked within each agenda

[2025-26 NWSISD JPB and Superintendent Calendar](#)

[2025-26 NWSISD Magnet School Timelines](#)

[2025-26 NWSISD Staff Organizational Chart](#)

[2025-26 NWSISD Staff Directory](#)