

Minutes of the Regular Meeting

Joint Powers Board
Northwest Suburban Integration School District #6078

December 12, 2012

Call to Order

Chair Jon Tynjala called the regular meeting of the Joint Powers Board to order at 6:18 PM on Wednesday, December 12, 2012 at the Northwest Suburban Integration School District Office. Members present: Janelle Collier, Tammie Epley, Chris Riddle, Patti Pokorney, Jon Tynjala, Jack Wiborg and ex-officio Mark Robertson. Scott Thielman (Buffalo-Hanover-Montrose) attended as representative for the Superintendent Advisory Group. Also in attendance were Carole Nielsen (Business Manager) and Dorothy Bialke (Director of Educational Services). Absent: Kris Abrahamson, Jane Bunting, and Scott Wenzel.

Approval of Agenda

Motion by Epley, seconded by Riddle, to accept the agenda as presented for December 12, 2012. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Welcome New Board Member: Janelle Collier was introduced as the board representative for Brooklyn Center District and Jack Wiborg will serve as that district's alternate.

Recognition of Mark Robertson: Robertson will officially resign from NWS effective December 31st and Dorothy Bialke will assume the Executive Director position on January 1st. Robertson was presented with a gift from the board with their thanks and appreciation for a job well done.

Executive Director and Staff Reports

1. **Introduction of Newly Hired NWS Staff Members:** Theresa Starkman, Educational Services Coordinator; Radius Y. Guess, Family Program Specialist; and Kisanthy Sikkila, Communications and Magnet Specialist were introduced and welcomed. Starkman began employment mid-October while Guess and Sikkila began December 11th.
2. **Legislative/EMID/WMEP/NWSISD Update:** Robertson presented the lobbyist report as received from Amundson Strategies, which included recent news and information; Education Finance Reform Proposal; District Runs on Option 2 from Finance Working Group; and NWS integration "funds only" run. The next budget is due March 15th.
3. **Financial Report:** Robertson presented the monthly financial report.
4. **2011-12 Financial Audit:** Robertson and Nielsen presented findings from the recent NWSISD annual financial audit conducted by KDV for year ending June 30, 2012.
5. **NWSISD Programs Update:** Robertson presented the monthly program report, which included viewing online program blogs for the Future Educator's Club (FEC), Family Community Empowerment (FCE), and Jobs for MN Graduates (JAG).
6. **Magnet School Program:** Robertson and Bialke presented the magnet schools program report including attendance maps; active enrollments update; applications received to date; and 2012-13 allotted seats per district. A suggestion was made for the attendance maps to be included as part of the Magnet School evaluation process as it contains good information regarding student movement throughout the consortium. Robertson stated it would be positive for member districts to open up more seats for NWS so students are not turned away. An updated lottery policy was also presented for review and it was noted that the revised policy will be presented for approval at an upcoming meeting.
7. **Family Engagement Grant (VPSC) Update:** Robertson reported that Gale Cannon (FCE Specialist) will serve as the program specialist for the grant and he will act as the grant manager. The grant runs through June 30th with the online MDE site active on July 1, 2013.

Discussion Items

1. **Fund Balance**: Robertson reported that due to the recently completed financial audit, it was recommended for NWS to retain \$600,000 in reserve and the remaining balance will be rebated back to the districts proportionately. Robertson will ask for board action to approve \$560,957.00 as a rebate to member districts to be reflected on third quarter invoices.
2. **Discussion of NWS Van**: Robertson reported that NWS does not have the need any longer to retain three company vehicles and asked for approval to sell one of the 10-passenger Ford vans. Districts will be notified when the vehicle will be placed online for sale and proceeds will go into general funds.

Business Action Agenda Items

1. **Approval of NWS Positions**
Motion by Riddle, seconded by Pokorney, to approve Krisanthy Sikkila in the role of Communications and Magnet Specialist; and Radius Guess in the role of (temporary) FCE Program Specialist, as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.
2. **Approval of NWS Van Sale**
Motion by Pokorney, seconded by Epley, to approve the sale of one Ford E150 passenger van as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.
3. **Approval of 2011-12 Financial Audit**
Motion by Pokorney, seconded by Riddle, to approve the NWSISD financial audit, for year ending June 30, 2012, prepared by Kern, DeWenter, Vierre LTD as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.
4. **Approval of Fund Balance Rebates**
Motion by Epley, seconded by Riddle, to approve fund balance rebates for a total amount of \$560,957.00, which will be divided proportionately amongst member districts and reflected on third quarter revenue invoices, as presented. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Consent Agenda Routine Action Items

Motion by Pokorney, seconded by Epley, to approve the Consent Agenda of routine action items including: Check register for October - November 2012; and Minutes from the regular Joint Powers Board Meeting held on October 17, 2012.

Adjournment

Motion by Pokorney, seconded by Riddle, to adjourn the meeting at 8:05 PM. Upon vote being taken, all voted in favor, none voted against. Motion carried.

Jane Bunting
Board Clerk