



NORTHEAST METRO | 916

Intermediate School District

partners in education

TO: Northeast Metro 916 Board of Education
FROM: Connie Hayes
DATE: August 3, 2017
RE: August 2 Board of Education Retreat Talking Points

Members present: Tracy Brunnette, Marilynn Forsberg, Amy Kelly, Nancy Livingston, Janet Newberg, Laura Oksnevad, Laura Palmer, Mike Ptacek, Judy Schwartz, and Kathy Timm.
Members absent: Erin Azer, Marcia Lindblad, Marre Jo Sager, and Gail Theisen.

- **Construction update:** Kristine Carr, director of administrative services, shared an update on construction progress for Pankalo Education Center (Lake Elmo) and Quora Education Center (Little Canada). Both projects are proceeding within previously anticipated timelines and budgets are on target.
- **Board committees:** Tracy Brunnette, school board chair, will recommend board member appointments in September to the executive committee, personnel committee, Metro Educational Cooperative Service Unit (ECSU), Association of Metropolitan School Districts (AMSD), and the 916 Education Foundation.
- **Superintendent evaluation and contract:** Chairperson Brunnette shared an overview of Superintendent Hayes' performance evaluation for the 2016-17 school year that was accepted by the school board. The board personnel committee recommended and the school board approved a contract for Hayes that includes a three-year term ending June 30, 2021.
- **Membership options:** The school board approved the membership categories and related costs, benefits and obligations for 2017-18, which are unchanged from past years. Enrollment in level IV special education programs continues to be closed to non-members.
- **Organizational chart:** The school board approved the district's organizational chart for the 2017-18 school year. Changes from last year reflect the elevation of the communications coordinator position to cabinet and the staffing coordinator position to the administrative leadership team (ALT), and the addition of a new assistant principal role at the Career & Technical Center (CTC).
- **New purchasing policy:** The school board approved a new policy related to procuring materials, products and services. In accordance with the policy, cabinet members may

initiate and negotiate for purchases, but all coordination of purchasing will be through the business office.

- **Employment contracts:** The school board approved the contracts with Directors (cabinet members) and other staff who are on individual contracts.
- **Retirements:** The school board celebrated the retirements of Dan Fleming, teacher; and Wayne Mundt, education assistant II. They provided the school district with 36 and 35 years of service, respectively.
- **Events:** The school board is invited to attend the districtwide welcome back event on Aug. 28 from 12:30-2:30 p.m.

You can find the full agenda at: <http://www.nemetro.k12.mn.us/Page/2733>.