

# **WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

## **BOARD OF EDUCATION**

Special Meeting - October 27, 2008 - 5:30 PM  
District Administration Building  
210 County Rd. 101 N., Plymouth, MN 55447

### **AGENDA**

- |    |  |    |
|----|--|----|
| 1. | CALL TO ORDER - Board Chair Moroz  | 3  |
| 2. | APPROVAL OF CLASSIC LAKE CONFERENCE BY-LAWS AND CONSTITUTION - C. Anderson | 4  |
| 3. | ADJOURN  | 11 |

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**VISION**

***A model of excellence among learning communities***

**MISSION**

***The mission of the Wayzata School District is to prepare all students for the future by providing a challenging education which builds academic competence, develops responsible citizenship, encourages creativity, promotes lifelong learning, advances critical thinking skills, instills a commitment to personal wellness, and fosters respect for self and others.***

**District Directions for 2008-2010**

*To ensure high achievement on the part of each student and to realize our vision, the district's directions for 2008-2010 are:*

- *Provide a more personalized education for each student.*
- *Eliminate the predictability of student achievement based on race.*
- *Provide opportunities for students to engage in global connections.*
- *Prepare students in skills that they will need to function effectively in the future including creative thinking, diplomacy, problem solving and teamwork.*
- *Enhance the sense of ownership and engagement in the district by all segments of the community.*

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Special Meeting – October 27, 2008

AGENDA SECTION: 1. CALL TO ORDER/ROLL CALL

ITEM: \_\_\_\_\_

COMMENTS BY: Board Chair Moroz

Susan Droegemueller, Board Clerk, will call the roll:

	<u>PRESENT</u>	<u>ABSENT</u>
Ms. Linda A. Cohen	_____	_____
Ms. Susan J. Droegemueller	_____	_____
Ms. Patricia L. Gleason	_____	_____
Mr. Jay A. Hesby	_____	_____
Mr. John A. Moroz	_____	_____
Ms. Carter G. Peterson	_____	_____
Mr. Greg D. Rye	_____	_____
Dr. Chace B. Anderson, Ex Officio	_____	_____

**WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Special Meeting – October 27, 2008

**AGENDA SECTION: 2. APPROVAL OF CLASSIC LAKE CONFERENCE**

**BY-LAWS AND CONSTITUTION**

**COMMENTS BY: Superintendent Anderson**

The superintendents of the Classic Lake Conference (CLC) met on Friday, October 10, 2008 to review a final revised draft of the conference constitution. The superintendents of the CLC reviewed, discussed and unanimously approved the constitution.

The CLC is comprised of five schools; Independent District No. 273, Edina; Independent District No. 270, Hopkins; Independent District No. 276, Minnetonka; Independent District No. 281, Robbinsdale (Armstrong); and Independent District No. 284, Wayzata.

It is the administration’s recommendation that the revised CLC Constitution be approved.

**RECOMMENDED ACTION:** Approve the Classic Lake Conference By-Laws and Constitution as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

# CLASSIC LAKE CONFERENCE CONSTITUTION

## Article I

### Name and Purposes

- Section 1. The name of this organization shall be the Classic Lake Conference, hereafter referred to as the Conference.
- Section 2. The purpose of this Conference shall be:
- a. To promote positive relationships among the member schools.
  - b. To provide opportunities for participation in extra-curricular and co-curricular activities.
  - c. To promote high standards of achievement and ethics in extra-curricular and co-curricular activities.
  - d. To enact and enforce policies and procedures for the extra-curricular and co-curricular activities of the Conference.
  - e. To ensure the creation of extra-curricular and co-curricular schedules that maximize competition and participation at all levels, i.e., freshman, sophomore, junior varsity, and varsity.
  - f. To provide opportunities for the cooperative solution of Conference problems.
  - g. To create and implement effective systemic approaches that ensure equitable conditions for each member school and for all students competing in extra-curricular and co-curricular activities.

## Article II

### Membership

- Section 1. The Conference shall consist of the following school districts:  
Independent District No. 273, Edina; Independent District No. 270, Hopkins;  
Independent District No. 276, Minnetonka; Independent District No. 281,  
Robbinsdale; Independent District No. 284, Wayzata.
- Section 1.5. The number of high schools in the Conference will be a minimum of five (5) schools.

Section 2. Each member district shall be entitled to one vote, cast by the superintendent or his/her designee, on constitution revisions or changes in membership or reorganization. Admission to or removal of a school from the Conference shall be by a simple majority vote of all member districts. (See Article III, Section 3a for criteria relating to the removal of a school from the Conference.)

Section 3. An application for membership to the Conference must be submitted to the Executive Committee. The District Superintendents, taking into consideration the recommendation of the Executive Committee, will act on the membership application within 30 days. Admission to the Conference will occur at a time that is mutually agreeable and within a timeframe that allows for effective planning and scheduling. (See Article III, Section 3b for criteria relating to the addition of a school to the Conference.)

## Article III

### Executive Committee and Officers

Section 1. Membership

- a. An Executive Committee shall consist of the principal of each of the member high schools. Each principal shall have the option of designating an alternate member should he/she be unable to attend. From within the group a chairperson and a vice-chairperson shall be chosen by the membership to serve one-year terms, and the vice-chairperson becomes the chairperson the following year for a one-year term.
- b. The chairperson and vice-chairperson shall be empowered to conduct and be responsible for the financial affairs of the Conference.
- c. The Executive Committee may appoint an executive secretary to fulfill the duties of secretary and treasurer and to coordinate the activities/finances of the Conference. This position shall be nonvoting and not be restricted to a member of a Conference school staff.
- d. The Executive Secretary shall be empowered and be responsible for the regular duties and functions of treasurer. These duties shall include maintaining records indicating the current financial conditions of the Conference, as well as payment of any outstanding bills and investment of funds and provide for an annual audit.

Section 2. Meetings

- a. One scheduled meeting of the Executive Committee shall be held each month, August through June. The Chairperson may schedule additional meetings or cancel regularly scheduled meetings. Meeting minutes and other essential record keeping activities related to decisions made by the Executive Committee shall be maintained.
- b. Two scheduled District Superintendent Meetings shall be held to take action upon initiatives requiring a Superintendent vote. The agenda for the meeting will be developed by and the meeting shall be conducted by the Superintendent from the same member school as the Executive Committee Chairperson. Decisions of the District Superintendents shall be by simple majority vote of all conference schools. Additional meetings may be scheduled as necessary.

Section 3. Responsibility

- a. Provide recommendation by November 1 to Superintendents for the removal of a member school from the Conference. The recommendation will be forwarded to the District Superintendents if the recommendation passes by a simple majority vote of all conference schools. The recommendation will be based on, but not limited to, the following factors:
  1. Enrollment: Relative school enrollment compared to other member schools and numbers of students participating in extra-curricular/co-curricular programs.
  2. Comparable offerings of extra-curricular/co-curricular activities and comparable levels of competition for such programs offered, i.e. B-Squad, J.V., Varsity, and Facilities.
  3. Geography -Travel time and distance between member schools, impact on missed class time, costs associated with travel between member schools.
  4. Desired Conference Structure/Organization -Number of member schools in the conference and/or Divisions within conference.
- b. Provide recommendation to Superintendents by November 1 for the addition of a member school to the Conference. The recommendation will be forwarded to the District Superintendents if the recommendation passes by a simple majority vote of all conference schools. The Superintendents will designate the effective membership date for a new school to the conference. The recommendation will be based on, but not limited to, the following factors:
  1. Enrollment: Relative school enrollment compared to other member schools and numbers of students participating in extra-curricular/co-curricular programs.

2. Comparable offerings of extra-curricular/co-curricular activities and comparable levels of competition for such programs offered, i.e. B-Squad, J.V., Varsity, and Facilities.
  3. Geography -Travel time and distance between member schools, impact on missed class time, costs associated with travel between member schools.
  4. Desired Conference Structure/Organization -Number of member schools in the conference and/or Divisions within conference.
- c. Act on requests from member schools requesting to discontinue their membership in the Conference. The District Superintendent shall submit a written letter to the Executive Committee Chairperson providing notice of the member school's intention to discontinue membership in the Conference. Such notification shall be submitted by July 1; a minimum of 12 months prior to the member school's desired exit from the Conference.
  - d. Act on all policy matters relating to the Conference.
  - e. Recommend constitutional revisions.
  - f. Investigate and act upon issues and concerns of member schools.
  - g. Adopt rules consistent with Minnesota State High School League by-laws, policies and regulations.
  - h. Take action on recommendations of the athletic directors and arts and activities directors. Actions taken by the Executive Committee shall be through a simple majority vote of all member schools.

## Article IV

### Conference Annual Business Meeting and Annual Recognition Program

#### Section 1. Annual Business Meeting

The Executive Committee shall schedule an annual business meeting each year prior to May 1. The Annual Business Meeting agenda shall be developed by and the meeting shall be conducted by the Chairperson of the Executive Committee. The intended purpose of the Annual Business Meeting shall be for the review of the Conference's by-laws, finances, and other matters pertaining to the Conference.

#### Section 2. Responsibility

To review Conference activities and actions.

Section 3. Annual Recognition Program

The Executive Committee shall schedule an Annual Recognition Program prior to May 1. The Annual Recognition Program shall be planned and organized by the Executive Committee. The intended purpose of the Annual Recognition Program shall be to celebrate the successes of the Conference, to recognize alumni achievements, and to recognize service to the Conference of retirees and/or other individuals from member schools.

Section 4. Conference Representation at Recognition Program

Conference representation at the annual recognition program shall include school board members, superintendents and central office administrators, senior high and junior high/middle level school principals and assistant principals, directors and coordinators for athletics and arts activities, and any other personnel or dignitaries as determined by a member school.

## Article V

### Review of Constitution, Bylaws, and Rules and Regulations

The chairpersons of the Executive Committee shall annually appoint a review committee to review the Constitution, By-laws, and General Policies. Recommendations for amendments to the constitution shall be acted on by the Executive Committee in March and be submitted to the District Superintendents for action. Recommendations for amendments to the By-laws and General Policies shall be acted upon by the Executive Committee at the Annual Business Meeting. Final decisions shall be through a simple majority vote of the District Superintendents of the member schools.

## Article VI

### Assessments

There shall be an annual assessment per member high school set by the Executive Committee. Assessments are to be paid prior to the first regularly scheduled fall meeting. Each member school shall be responsible for an equal share of any deficit incurred by the Conference in the conduct of its activities.

## Article VII

### Organization and Purposes

The purpose of the organization must be limited to charitable and educational activities within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

## Article VIII

### Inurement of Income

No part of the net earnings of the organization shall inure to the benefit of, or be distributed to, its members, trustees, officers, or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered.

## Article IX

### Amendments to the Constitution/By-laws

- Section 1. Amendments to the Constitution shall be proposed in writing and be submitted to the Executive Committee not less than two weeks prior to any regular meeting. Proposed amendments shall be submitted to the District Superintendents for final action through a simple majority vote.
- Section 2. Changes to the by-laws must be approved by a simple majority of the Executive Committee.

## Article X

### Approval of Constitution/By-laws by Member School Boards

The Conference Constitution/By-laws shall be annually provided to Member School Boards for review and comment and formal approval by each Member School Board of Education.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Special Meeting – October 27, 2008

**AGENDA SECTION:** 3. ADJOURN

**ITEM:** \_\_\_\_\_

**COMMENTS BY:** Board Chair Moroz

If there is no additional business before the School Board, the Chair will call for a motion to adjourn the meeting.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_