

**Southwest Telecommunication Cooperative  
ITV Principals Meeting  
SWTC, Windom, Minnesota  
10:00 A.M., Wednesday, December 2, 1998**

**Minutes**

**Representatives Present:**

Bob Slaba	Canby
Mark Bergmann	MCC
Forrest Benz	RRC
John Rokke	Tracy
Dale Kirsch	Fulda
Len Erickson	SVRLB
Dave Edwards	Adrian
Elia Bruggeman	Sleepy Eye
Bill Richards	WWG
Mary Fuhr	Dist. 640 C.E.
Kathy Keck	Wabasso
Gene Miller	Edgerton
Gary Fisher	Luverne
Steve McCormick	SSC - HLO
Becky Cselovszki	Butterfield
Dan Bettin	Cedar Mountain
Carol Hayes	Comfrey
Jerry Parker	SWTC
Forrest Fosheim	SWTC

1. Call to Order  
The meeting was called to order Wednesday, December 2, 1998, at 10:00 A.M., at SWTC in Windom by chairman Mark Bergmann.
2. Opening Remarks  
The Principals were given a tour of the new facilities. Rod Wrege commented on the future direction of ITV. Plans include converting the analog studios to digital studios. The status of the TAG grant and a pilot project using new and innovative distance learning technology was discussed.
3. Agenda Approval  
The agenda was revised to include Course Descriptions & Graduation Standards. Motion by John Rokke, second by Bill Richards, to approve the revised agenda. Motion carried.
4. Approval of the Minutes from August 20, 1998

Motion by Julia Graves, second by Leonard Erickson, to approve the minutes for the August 20, 1998 Principals meeting. Motion carried.

5. E-Mail Information  
Future minutes, agendas, etc., will be e-mailed instead of being sent by US mail.
6. Timeline for 99-00 School Year  
The timeline for establishing the 1999-2000 ITV schedule was reviewed. December includes prioritizing courses from a developed list, identifying teachers and developing course descriptions. January includes pre-registration, distributing results and deciding on courses to be offered. February 15 is the final student registration.
7. Block Schedule  
The schools interested in a block schedule met after the meeting and developed a block schedule. The schedule is as follows:  
Block 1 - 8:15 - 9:40  
Block 2 - 10:00 - 11:25  
Block 3 - 12:10 - 1:35  
Block 4 - 1:40 - 3:05
8. Post Secondary Enrollment Options  
Post secondary enrollment option classes are available. If you have a request contact Jerry Parker.
9. Spring 98-99 K-12 Course Schedule  
Everyone was asked to review the spring 99 schedule and send, fax or e-mail current numbers to Jerry Parker.
10. 1999-2000 K-12 Course Schedule
  - 10.1 Identify course offerings  
A list of course offerings was distributed to each principal. Every school was asked to verify the accuracy of their offering.
  - 10.2 Identify receive sites  
Each school was asked to identify which courses they were interested in receiving from the list of course offerings. Everyone was asked to bring pre-registration numbers to the January meeting.
11. Other  
Course Descriptions with Graduation Standards  
A list of course descriptions was distributed. Several course descriptions did not list the Graduation Standards. Everyone was asked to review their course description and forward any additional information to Jerry Parker. An updated course description list will be brought to the January meeting.
12. Miscellaneous
  - 12.1 January Meeting Date

The January Principals meeting is set for 10:00 A.M., Tuesday, January 19, 1999 at the Mediterranean Club in Tracy.

12.2 February Meeting Date

The February Principals meeting is set for 10:00 A.M., Wednesday, February 10, 1999 at the Mediterranean Club in Tracy.

13. Adjournment

Motion by Bill Richards, second by Robert Slaba, to adjourn the meeting. Meeting adjourned.