

Southwest Telecommunications Cooperative

Principals Meeting

**Mediterranean Club, Tracy, Minnesota
9:00 AM, August 20, 1998**

Minutes

1. Call to Order
The meeting was called to order August 20, 1998, at 9:05 a.m., at the Mediterranean Club in Tracy by Don Yrjo, Acting Chairman.
2. Opening Remarks
Opening remarks included introductions, and the canceling of the breakout session.
3. Agenda Approval
The agenda was revised to include Form for Parent/Student Agreement and Survey Results.
4. Minutes Approval
Motion by Dale Kirsch, second by Gene Miller, to approve the minutes for the March 16, 1998 Principals meeting. Motion carried.
5. SWTC Changes
 - a. Move
SWTC has physically moved to the former Farm Credit Services building, which is located on Highway 71 one-half mile north of Windom.
 - b. Personnel
SWTC has hired an additional Video Technician, Tim Hansen, to assist with maintenance and trouble shooting of the ITV system.
 - c. Phone Numbers
SWTC's telephone and fax. numbers will stay the same. Only the extension numbers will change. The new phone system will be much more convenient for people calling in.
6. Approve Common Calendar for 98-99
A common calendar was distributed. Motion by Julie Graves, second by Cary Villeneuve, to approve the common calendar. Motion carried. The Common Calendar is attached.
7. Timeline for the 99-00 School Year
The timetable on page 3 of the handbook was reviewed. Jerry Parker will be visiting all principals before the end of November to identify courses for next year.

8. **Status of Books**
The books will be delivered to the schools the week of August 24th.
9. **Curriculum Committee**
A committee is being formed to work on the curriculum for ITV classes. This committee will be made up of teachers, principals and superintendents. Volunteers are still needed.
10. **Form for Student/Parent Agreement**
There are two forms in the handbook for student and parent signatures (page 21 & 28). A modified form which combined these two forms was distributed. A modified copy of that form is attached.
11. **Survey Results**
The results of the ITV Teacher and Student Surveys were distributed. The results of these surveys were discussed at the ITV Teacher Inservice, and are being used to identify problems and improve the system.
12. **1998-99 K-12 Course Schedule**
The 98-99 ITV schedule was reviewed period-by-period for errors or changes in student count. Please notify Jerry Parker of any additional corrections.
13. **Next Meeting Date**
The next meeting is scheduled for 10:00 a.m., Wednesday, December 2 at SWTC's new location on Highway 71 one-half mile north of Windom.
14. **Other**
There were no additional items.
15. **Adjournment**
Motion by Dale Kirsch, second by Bruce Johnson, to adjourn the meeting. Meeting adjourned.