



Administrative Negotiations Minutes Friday, May 5, 2017; 6:30 a.m. – Meeting #1 Central Administration Office

Members present: Dr. Douglas Sullivan (Chair), Mr. Jay Hepperle, Mrs. Dorothy Martinson, Mrs. Sara Streeter, Mrs. Tanya Rude, and Mr. Brent Seaks.

Others present: Mr. Guy Fridley, Mrs. Melanie Kathrein, Mr. Ron Dockter, Mr. Vince Reep, Mr. Scott Schmidt, Mr. Clarence Hauck, Mrs. Susan Cook, and Mrs. Twila Petersen.

Call to Order – Chair Sullivan called the meeting to order at 6:30 a.m.

Attitudes – A copy of the attitudes adopted by the administrative negotiators in 2015 was distributed to the team. Mr. Hepperle read the attitudes. He inquired if the attitudes were acceptable. Consensus was to adopt the same attitudes.

Ground Rules – A copy of the ground rules that had been adopted by the administrative negotiators in 2015 was distributed to the team. Mr. Hepperle proposed changing #3 to reflect “2017” instead of “2015” and changing #5 from “2” hours to “1.5” hours. Mr. Seaks suggested revising #6 to read “No administrative salaries will decrease.” removing the remainder of the sentence. Consensus was to change the language as per Mr. Seaks’ recommendation.

Topics for Discussion – Mr. Hepperle explained the four topics the administrators requested for discussion. Those four topics were: responsibility factor (position factor), two-year contract, personal leave, and salary schedule. Mr. Seaks explained the Board representatives also wished to discuss the two-year contract.

Responsibility (Position) Factor – Mr. Hepperle stated the administrators accepted the information on the responsibility (position) factor with the percentages provided by the task force and there was a tentative agreement with the stipulation that no one goes backwards. Mrs. Rude asked for those that have increases if that could be split in half with half of the increase being implemented the first year and half being implemented the second year. Mr. Hepperle indicated the administrators would not prefer that option; they would like the full increase to be the starting point. Mrs. Rude explained her reasoning was due to the District funds that are available. Mr. Hepperle said he would have to go back to the group as they were adamant about it being the starting point. Mr. Seaks suggested discussing it along with the salary schedule at a future meeting.

Two-year Contract – Mr. Hepperle said the administrators preferred the two-year contract knowing there are inherent risks about the economy going either up or down.

Personal Leave – Administrators requested an additional personal day for all administrators and changing the accumulative to eight days from the current six. Essentially this would be three personal days per year to be accumulated to a maximum of eight. Mrs. Rude inquired how administrators find replacement when they are gone. Mr. Hepperle said each building is different. He would refer that question back to the superintendent. Mr. Seaks asked if the administrators had

valued the extra day as a monetary value. Mr. Hepperle responded that being out of the building is difficult; however, having an extra day is important for mental wellness. He did not have a monetary value for a personal day. Mrs. Martinson noted that administrators tend to work more days than their contract days. Mrs. Rude noted that oftentimes when the administrator is gone for a day they probably are still doing some work. Mrs. Rude requested to take this topic back to the Board for discussion.

Salary Schedule – Mr. Hepperle noted the potential for an increase in the economy. Administrators requested a 7% increase over the two years split as either 5%/2% or 4%/3%. Mrs. Rude inquired if the administrators would consider a percentage and flat rate similar to last time. Mr. Hepperle responded they would consider it but would need to bring it back to the group of administrators. Mrs. Rude explained the flat rate would be the same from the lower to the upper. Mr. Seaks noted that even with a flat rate, because of the responsibility factor/position factor, individuals would essentially still receive a percentage increase also. He suggested having the schedule be spread out over two years. He was concerned with the request for 7% based on the current climate and with the finances. Mrs. Rude inquired what the cost would be to the District at 7%. Mr. Reep responded he would need some time to run the numbers. Mr. Hepperle explained the administrators would prefer the responsibility factor/position factor to be at the start since the deficit was there and it was the task force's work to address the deficit for those individuals that are doing more work and comparing the individuals to others in the state knowing that some would receive increases and others would not. Mr. Seaks understood and said it makes it tricky with the responsibility factor/position factor knowing that they are doing more and should be paid more accordingly that is not so much a raise as paying someone fairly for what they are doing. He explained they are being paid also for continuing education. Mr. Hepperle noted that the continuing education is typically credits that are earned by the administrator and also paid for by the administrators. Mrs. Rude explained an additional reason for the flat rate was because she hears outside of the District individuals are receiving a rate of increase that is not based off of anything else. Mr. Seaks added that if all the administrators are the same then a flat rate would make more sense. He also thought a combination might be possible. Mr. Hepperle said he could discuss it with the administrators and asked the Board members to keep in mind retention and being able to recruit administrators. It is an incentive for those individuals who have been with the District longer and have the expertise that really benefits the District with their leadership that is rewarded through the percentage. Mr. Seaks thought the Board members could look at some numbers. He added there are three factors in the salary; the continuing education, the experience in the district, and the responsibility factor/position factor. Mr. Hepperle responded there is inherent value, and used Mr. Reep as an example. When an individual has been in the District for a long time wanting a percentage instead of a flat rate works better to recognize that experience and enhances the District's recruiting and retention of those administrators. As an administrator, they look at both factors. He also noted there are only 12 administrators out of the total pool of certified employees. Board negotiators requested an opportunity to go back to the Board and share information.

Debrief – Chair Sullivan summarized the meeting. He noted the attitudes and ground rules were established with minor modifications to ground rule #6. Topics for discussion were introduced. One topic was the responsibility factor/position factor that the task force worked on with the board suggesting a two-year phase in of the responsibility factor/position factor. The administrators and the Board agreed on a two-year contract. The administrative negotiators volunteered to provide some language for a tentative agreement on this topic to be signed at the next meeting. Administrators presented the concept of three days of personal leave (versus the two currently in place) with accumulation to eight (versus the current accumulation of six) that would be uniform across all administrative positions. The administrators proposed a salary schedule of a 7% increase phased in over two years on the base salary of the salary schedule. There was also a discussion

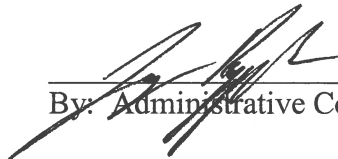
about possibly blending in a percentage increase with a flat increase or the possibility of exclusively flat increase and both parties will have some discussions about that concept and will come back together to assess these three items: responsibility factor/position factor, personal leave, and salary schedule.

Schedule Next Meeting – The next meeting was scheduled for Wednesday, May 10 at 6:30 a.m.

Adjournment – The meeting adjourned at 7:15 a.m.

BOARD OF EDUCATION

DICKINSON ADMINISTRATIVE COUNCIL



By: Board Negotiator

By: Administrative Council Negotiator

