



**Dickinson Education Association / Dickinson Public School Board**  
**Negotiations Meeting No. 1**  
**Minutes**  
**Tuesday, March 7, 2023; 5:00 p.m.**  
**Professional Learning Lab**

---

**Negotiators Present:**

**Representing the School Board** - School Board President Michelle Orton and School Board Vice President Kim Schwartz.

**Representing the Dickinson Education Association (DEA)** - Dickinson Education Association President Shawna Knipp, Dickinson High School Chemistry and Physics Instructor CaraLee Heiser, Lincoln Elementary Fourth Grade Instructor Karl Leggate, Dickinson Middle School Social Studies Instructor Alyssa Wagner, and Dickinson Middle School Science Instructor Gretchen Flatz.

**Resource Individuals** - Superintendent Dr. Marcus Lewton and Business Manager Stephanie Hunter.

**Others Present** – Human Resources Manager Meghan Ziegs, Scott Schmidt, Maggie Lehman, Carolyn Carroll, Sandra Schobinger, Brenda Loney, Lee Mehrer, Rachel Burns, Christina Kupper, Madison Schobinger, Crystal Hoerner, and Twila Petersen.

**Call to Order and Introductions** – Dickinson Education Association President Shawna Knipp, Chair, called the meeting to order at 5:00 p.m. The negotiators and resource individuals introduced themselves.

**Approve the June 13, 2022, Teacher Negotiations Meeting Minutes** – Mrs. Heiser moved to approve the June 13, 2022, Teacher Negotiations Meeting minutes as presented. Mrs. Orton seconded the motion. A voice vote was taken on the motion. The motion carried unanimously. The minutes were signed by the parties.

**Review Attitudes** – The Attitudes for Collaborative Bargaining had been adopted in 1998 and were available to the team. There were no changes noted to the Attitudes. Each negotiator team member read an Attitude.

**Establish Ground Rules** – The proposed Ground Rules had been emailed to the team members last week. Changes from 2022 to 2023 due to grammar were noted in red. Changes to content were highlighted. Mrs. Heiser referenced item No. 9 in the Ground Rules, Recorder. She noted one of the items discussed at a DEA Meeting was the cost of the recorder being shared between the School Board and the DEA. The Ground Rules state the cost of the recorder would be paid by the School Board and after the 5<sup>th</sup> meeting, the cost of the recorder would be shared between the School Board and the DEA.

A copy of the September 16, 2019, DEA Meeting minutes were distributed to the negotiations team. Item III. Treasurer’s Report, in the DEA minutes, stated Mr. Scott Schmidt “spoke with both Dr. Hocker and Kent Anderson, and both men agreed that DEA shouldn’t have to share the cost of having Twila take minutes for negotiations sessions; our (DEA) money is better spent elsewhere.” Mrs. Heiser said the DEA negotiators proposed under the Ground Rules No. 9 taking out the sentence: ~~After five meetings, the cost of the recorder shall be shared equally by both teams.~~

Mrs. Schwartz responded she had researched the Ground Rules in previous negotiations and found in 2016-2017, the cost of the recorder was split evenly by both teams for all the Teacher Negotiations Meetings. She added having the recorder paid by both teams after the 5<sup>th</sup> meeting helps the negotiations to move along. In previous negotiations, there had been up to 11 meetings.

Mrs. Heiser inquired where there was information regarding a public entity taking minutes and in charge of recording minutes. Chair Knipp thought it was in Century Code. Dr. Lewton responded Century Code only states someone is to take the minutes. DEA President Knipp stated the DEA membership has tried to keep their dues as low as possible. The dues have remained the same for over ten years. She listed some areas where funds were donated to support students. She stated the DEA has not had to share the cost of the recorder. Mrs. Schwartz inquired how much was the DEA's portion for the 2022-2023 negotiations. DEA President Knipp said the bill was just paid for 2022 and it cost approximately \$200.00. There were eight meetings in the 2022-2023 negotiations. Mrs. Orton noted the goal was to have five meetings (as per the Ground Rules). Mrs. Schwartz would like to have an impetus to get done faster. She requested more time to discuss the topic and leave it as is and put it on the agenda for the next meeting. Committee members concurred.

Dr. Lewton listed the changes to the content in the Ground Rules. He added Business Manager Hunter was prepared to answer any questions regarding the financials and any specific questions. Mr. Leggate made a motion to approve the Ground Rules as drafted with the topic of No. 9, Recorder, would be on the agenda for the next meeting. Mrs. Schwartz seconded the motion. A voice vote was taken on the motion. The motion carried unanimously. The Ground Rules were signed by both parties.

**Financial Update** – Business Manager Hunter distributed a handout with Finance Stats. She noted the legislative funding Bill was providing for 3%. The increase per student would be \$307.11 the first year for the Average Daily Membership (ADM). The second year in the biennium the Bill was proposed to provide another 3% or \$316.32 per student, ADM. The Bill reflects the student aid for the first year at \$10,544.11 per student and student aid in the second year at \$10,860.43 per student.

Mrs. Hunter stated the District was taking the current year ADM and adding 50 students for the first year to use as a basis for an estimate and also adding 50 students to the ADM for the second year.

The handout from Business Manager Hunter provided several negotiation scenarios for the different groups; certified, administrators, classified, and extracurricular. The scenarios were using a 3% increase with all benefits with 80% to staff and 20% to operations. The scenarios also included adding five FTE for each of the two years. The totals for all combined groups were also listed on the handout.

Mrs. Hunter would like to bring to the third meeting more specific information. She noted they were waiting for legislation to secure its numbers. She offered to research anything specific the negotiators might wish to request. She noted Superintendent Lewton had done a presentation on the State of the District at all the buildings. His presentation included the financials for the District. There were no requests at this time from the negotiators. Mrs. Hunter was open to questions or requests at any time.

**Build Agenda for Second Meeting** – Chair Knipp listed some of the topics for the next meeting. These would include reviewing and approving the minutes from today's meeting, discussion of No. 9 of the Ground Rules with a possible amendment to the Ground Rules, topics for discussion, prioritizing those topics, and scheduling meeting No. 3. Mrs. Heiser noted the next DEA meeting was scheduled for March 20, 2023. She suggested scheduling the next negotiations meeting after the 20<sup>th</sup>. By consensus, the second meeting was scheduled for Wednesday, March 22, 2023, at 5:30 p.m. at the Professional Learning Lab.

**Debrief** – Human Resources Manager Ziegs summarized today’s meeting. The minutes from the June 13, 2022, Teachers Negotiations Meeting were approved and signed by the parties. The Attitudes for Collaborative Bargaining were reviewed and approved as presented. The proposed Ground Rules that had been emailed to the team Thursday, March 2 were approved and signed as presented with item No. 9, Recorder, being brought back at the next meeting for discussion.

Business Manager Hunter provided information on the financials based on the legislative Bill. The second meeting has been scheduled and the topics for the second meeting have been established.

**Adjournment** – Chair Knipp declared the meeting adjourned at 5:30 p.m.

Dated this 2nd day of May 2023.

DICKINSON PUBLIC SCHOOLS

  
By: Board Negotiator

DICKINSON EDUCATION ASSOCIATION

  
By: DEA Negotiator