



Classified Leadership Minutes
Wednesday, May 9, 2023; 1:30 p.m.
Professional Learning Lab

Present - Superintendent Dr. Marcus Lewton, Assistant Superintendent Keith Harris, Business Manager Stephanie Hunter, Heidi Smith (Lincoln Elementary), Jo Erickson (Roosevelt Elementary), Kristi Eckes (Dickinson Middle School), Kristi Burbank (Dickinson High School), Jeanette Wyckoff (Heart River Elementary) Tracy Lauf (Prairie Rose Elementary and Nancy Muffley (Central Administration Offices).

Absent – Jeffrey Whitehead (Hagen Building), Kayla Kennedy (Berg Elementary), and Jennifer Wyckoff (Jefferson Elementary),

Call to Order – The meeting was called to order by Superintendent Dr. Lewton at 1:30 p.m.

Review and Approval of April 12, 2023 Meeting Minutes – Mrs. Erickson moved to approve the April 12, 2023, meeting minutes as presented. Mrs. Wyckoff seconded the motion. A voice vote was taken on the motion. The motion carried unanimously.

Old Business – There was no old business.

New Business

Review of the May 8, 2023, School Board Meeting Agenda – A copy of the agenda from the May Board Meeting was distributed to the committee members. Superintendent Lewton summarized topics from the agenda.

2023-2024 Classified Salary and Benefits Package – Copies of the General Terms of Employment pages were handed out with proposed changes indicated in red. Referencing pages 5 & 6, it is proposed that benefits would begin the 1st day following the first full month of employment. Also referenced was page 9, regarding sick leave. It is proposed that sick leave will now be accrued. Mr. Harris added that this would be for both new and existing employees. Existing employees would however carry over existing sick leave from the previous year. Mrs. Smith indicated that seasoned staff will not like the fact their sick time would be accrued. Dr. Lewton responded that it needed to be all employees or none. Mr. Harris added that both the Business Office and the HR Department logistically agreed that this change would need to be consistent with staff. Mrs. Wyckoff asked if personal leave would also be accrued. Mr. Harris responded, “no, personal leave (nor vacation) will not be accrued.” Dr. Lewton added that the best way to incentivize employment is to continue to offer a safe and collaborative work environment to employees.

Dr. Lewton brought up the Climate Survey and that the results were favorable. Mr. Harris added that one building had 100% of their staff say that their school offered them the feeling of a safe and collaborative environment where they felt valued. We also had a building with 100% of the parents say they felt their child was valued in their school. This is something to be celebrated knowing that it took a team to accomplish this.

Other - School Zones: Mrs. Smith indicated there's a need for more school zone signage because the Elementary Schools are in residential areas and there has been an increase in children riding bikes. Mrs. Smith said it is the City of Dickinson who issues the school zone signage and she's been trying to get more signage. Mrs. Eckes suggested taking advantage of the free Public Service Announcements to remind drivers to be careful in school zones may help. Mrs. Erickson added that attending a city commission meeting may be necessary to request additional signage. Dr. Lewton mentioned that maybe the City of Dickinson could do another comprehensive study of the area and additional signage needs.

Paraprofessionals filing for unemployment: Mrs. Wycoff asked on behalf of Miss Wycoff of Jefferson, why paraprofessionals could not apply for unemployment. Mr. Harris said that Education is not eligible and Dr. Lewton said that it is in the Century code. Mr. Harris stated that it is outside the ability of the District to control the fact that unemployment was not available.

Dr. Lewton also mentioned that they are working on the negotiated agreements for Administration, Teachers, and Classified staff. He added that the district wants to increase salaries for classified positions to make them more marketable. Mrs. Hunter said it is safe to expect an increase, but cannot say what that increase looks like at this time. Mrs. Erickson asked if the district is taking into consideration longevity of current employees' wages vs new hires. Mr. Harris and Mrs. Hunter said that is being taken into account.

Adjournment – Superintendent Lewton declared the meeting adjourned at 2:09 p.m.