



**District-Wide PAC Meeting
Minutes**

**Tuesday, January 11, 2022; 12:00 p.m.
Professional Learning Lab**

Committee members present were Superintendent Dr. Marcus Lewton, Assistant Superintendent Keith Harris, Mrs. Stacy Kilwein (representing Partners in Parenting), Mrs. Krissy Kilwein (representing Berg Elementary PAC), Mrs. Barbara Shockey (representing Prairie Rose Elementary PAC), Mrs. Jennifer Braun (representing Heart River Elementary PAC), Mrs. Laura Fetting (representing Lincoln Elementary PAC), and Mrs. Nicole Wald (representing Berg Elementary).

Call to Order –Superintendent Dr. Lewton called the meeting to order at noon.

Additions/Deletions to the Agenda – There were no additions or deletions to the agenda.

Approval of the December 14, 2021, Meeting Minutes – Mrs. Krissy Kilwein moved to approve the December 14, 2021, meeting minutes as presented. Mrs. Jennifer Braun seconded the motion. A voice vote was taken on the motion. The motion carried unanimously.

Business Topics

January 10, 2022, School Board Meeting Agenda – Dr. Lewton highlighted a few topics from last night’s Board meeting. He noted student enrollment was approximately the same as in November. There were several recognitions listed on the consent agenda Dr. Lewton shared.

Under the Superintendent’s Report last night, Dr. Lewton noted the CDC had revised its guidelines regarding individuals being a close contact or testing positive for COVID. There are different guidelines depending on if an individual is vaccinated or not vaccinated. He noted the District’s Continuity Plan must be updated every six months. The District has a survey to receive input on the Continuity Plan.

Effective January 31, 2022, a federal mandate will require all Head Start employees, contractors, and volunteers to be vaccinated against COVID. Additionally, all children over the age of three will be required to wear a mask.

For the District to continue offering special education services to the children ages 3-5, it will be moving those services to the Hagen building. Services will begin at the Hagen building on February 1.

The 2022-2023 school calendar was approved at last night’s Board meeting. Copies of the approved calendar were shared with the committee members. Superintendent Lewton noted that he did look at Trinity Catholic School’s calendar as Mrs. Shockey had mentioned at the last meeting. Trinity does not have as many student contact days. Dickinson Public is required to have certain days taken off as per Century Code. Trinity had some alternate days off for religious days. Dr. Lewton did not know how Dickinson Public could align its calendar with Trinity.

At last night's Board meeting, the Board approve the flexibility for the District to hire up to four certified elementary employees to meet the needs of the growing enrollment of elementary students. There are currently 294 first graders and 386 kindergarteners in the District. These kindergarteners will be moving up to first grade next school year.

The Board also approved the purchase of one 77 passenger school bus, architectural services for the Halliburton Building from GT Architecture, and early resignation benefits for six certified employees and an administrator.

State of the District Presentation – Superintendent Lewton presented a brief presentation regarding the State of the District. He said this idea for a presentation transpired after the administration discussed transparency regarding the District finances.

Dr. Lewton explained funds in certain accounts can only be utilized for specific projects. To backfill the shortfalls, some funds from the Elementary and Secondary School Emergency Relief (ESSER or COVID) dollars are being utilized for the Berg Elementary HVAC system.

Dr. Lewton reported some of the reasons for the District's budget deficit. Several years ago, RSP and Associates projected the student enrollment for 2020-2021 to be over 4,000 students. The District hired additional staff due to the projection of the increased enrollment. Because of the pandemic, the enrollment in fall 2020 was 3,699. This was a drop of 378 students. Each student generates approximately \$10,036 in foundation aid which created a deficit of \$3.7 million.

The District Business Manager Hunter dug into the general fund and reviewed previous revenues and expenditures. Her findings showed in 2019-2020, the District increased the miscellaneous mill levy from 0 to 12 mils to balance the budget. There was still a budget deficit of -\$810,000 at the end of the 2019-2020 fiscal year. In 2020-2021, there was a decrease of 280 students when the District was expecting an increase of approximately 100 students. At the end of the 2020-2021 fiscal year, there was a budget deficit of -\$1.8 million. The District utilized Federal COVID dollars (ESSER) to assist with balancing the budget in 2021-2022. At the end of that fiscal year, the District still had a budget deficit of -\$3.9 million.

Superintendent Lewton explained the District was currently reviewing the facilities for a Long-term Facility Management Plan. The District has nine buildings with additional buildings such as the Central Administration Offices and the busing facility. The average age of the buildings is 55 years. Two buildings are over 100 years old. Part of the Long-term Facility Management Plan will address the space available for students. Based on projections, the elementary schools will run out of space 2024-2025 and the high school will run out 2023-2024. There were some recommendations from the community regarding the high school that the District did implement such as students attending extended courses at Dickinson State University and the purchase of the Halliburton campus. This will assist with extending the student capacity at the high school.

There are many celebrations in the District. Some of those were listed on the PowerPoint. The NDSA achievement data indicates DPS is holding its own in comparison to other districts.

As District employees resign or retire, those positions will be reviewed for attrition. The District has been reviewing the student busing transportation to be more fiscally responsible. They are making sure the District is getting as many miles as it can from the buses before replacement.

Some of the 2022-2024 goals for the District are balancing the budget by 2024, enhancing student success, developing a plan for the DPS facilities, continuing to work on the District's strategic plan, and improving school climate.

Committee members shared some recommendations regarding the PowerPoint.

Other – Mrs. Wald asked for clarification regarding the District's policy for head lice. The policy was drafted by the North Dakota School Boards Association and its counsel. She suggested some information be shared with District families so they are more knowledgeable.

Adjournment –The meeting adjourned at 1:02 p.m.