



District-wide Safety and Security Committee Minutes

**December 11, 2019; 4:00 p.m.
Central Administration Offices**

Present: Superintendent Shon Hocker, Keith Harris, Toril Sanford, Shawna Knipp, Maxine Hauck, Gregg Bertelsen, Kristy Goodall, Cassie Francis, Jay Hepperle, Melanie Kathrein, and Kevin Hoherz.

Absent: Brandon Stockie, Tammy Peterson, Damian Sobolik, Jim Fahy, Jeremy Wanner, and Sarah Trustem.

Call to Order – Superintendent Hocker called the meeting to order at 4:00 p.m.

Additions or Deletions to the Agenda – Mrs. Goodall moved to approve the agenda as presented. Mr. Bertelsen seconded the motion. The motion carried unanimously.

Review and Approve the December 2, 2019, Meeting Minutes – Mrs. Kathrein moved to approve the December 2 meeting minutes as presented. Mrs. Hauck seconded the motion. The motion carried unanimously.

Topics for Discussion

Board Policies Review:

- i. Policy AAA-Philosophy of the Dickinson Public Schools
 - a. No changes recommended.
- ii. Policy AAC-Nondiscrimination and Anti-harassment Policy
 - a. No changes recommended.
- iii. Policy ACE-Violent and Threatening Behavior
 - a. Minor revision to add “or designee” for alternate reporting should the superintendent be unavailable.
- iv. Policy FCC-Restraint or Seclusion
 - a. Pages 3 and 4, change the language to read, “...intervention based on one or more of the following criteria.”
 - b. Change #12 on page 4 to read from, “Whether parents have authorized” to “Parent authorization of the proposed...”
 - c. Add “or designee” as an alternate on top of page 5.
 - d. Add FCC-AR, Restraint or Seclusion Policy Regulations as a complementary document.
- v. Exhibit FCC-E, Restraint or Seclusion Reporting Form
 - a. Add “Date and Time of Incident”
- vi. Policy FF-Student Conduct and Discipline
 - a. Change “identical” to “consistent” in content.
 - b. Add ACEA, Bullying Prevention to the complementary documents.
- vii. Administrative Regulation FF-AR, Student Conduct Standards and Disciplinary Procedures

- a. Add “#4. The degree to which the misconduct is a manifestation of an identified disability.”
 - b. Correct the options language to alphabetical listing instead of numerical.
- viii. Administrative Regulation FCC-AR, Restraint or Seclusion Policy Regulations
 - a. Recommended revisions include removing the language regarding “assigned” staff. Staff shall be identified as “instructional” staff. The language shall reflect the building principal will consult with staff to determine who will serve on the building intervention team.
- ix. Policy FG-Student Rights and Responsibilities
 - a. No recommended revisions.
- x. Policy FFK-Suspension and Expulsion
 - a. No recommended revisions.
- xi. Policy FFK-BR1 – Suspension and Expulsion Regulations
 - a. No recommended revisions.

Cabinet members reviewed the regulations and policies at their last meeting and they supported the recommendations. Board policies with revisions will be brought before the school board for consideration at its next meeting.

Review Reunification Plan – A copy of a School Violence and Emergencies Manual was distributed to the committee members. Also distributed was a sample Reunification and Student Release Form. There was a discussion regarding the PowerSchool printouts of students and how often they are updated at the schools. Other topics discussed included emergency team backpacks, reunification procedures, the responsibilities of staff members, and backup plans if Wi-Fi and/or cell phones are down. The reunification form will be discussed at the next Cabinet meeting.

Other – Mr. Bertelsen inquired where the District stands on quiet rooms. Assistant Superintendent Harris replied the building collaboration team has a role, the teacher collaboration team is responsible for Tier I and II, and the building leadership team has a role. The building leadership team is in charge of working with the staff to identify behavioral expectations and social expectations for every student in school and they are going to take the lead on Tier II intervention identifying the students needing extra help. Mr. Bertelsen inquired what is the protocol for the quiet room. Such as, are there to be two people there? Committee members were not sure what the protocol was for each of the school buildings.

Schedule Next Meeting – Superintendent Hocker said the next meeting would be held in the spring.

Adjournment – The meeting adjourned at 5:20 p.m.