

TO: School Board Members
FROM: Douglas W. Sullivan, Superintendent
SUBJECT: Agenda Background
DATE: February 8, 2016

- I. Call to Order** – President Ricks will call the meeting to order.
- II. Public Participation** - Any person wishing to address the Board may do so by completing a written request prior to the meeting. The request must be within the guidelines of Board Policy BCBA, Public Participation at Board Meetings.
- III. Additional Agenda Items/Removal of Items from Consent Agenda** – Items which require Board action may be placed on the agenda by approval of a majority of the Board members present. Board members may request that an item on the consent agenda be removed for consideration by itself.
- IV. Consent Agenda**
- a. Minutes – January 11 regular Board Meeting. The minutes are posted under Minutes on the school board web site.
 - b. Bills – The bills are posted under Financial Reports on the school board web site.
 - c. Financial Report – The Financial Report is posted under Financial Reports on the school board web site.
 - d. Pledged Assets Report – The Pledged Assets Report is posted under Financial Reports on the school board web site.
 - e. Personnel Reports – The personnel reports are posted under Supporting Documents on the school board website.
 - f. Student/Staff Recognition – The student/staff recognitions are posted on the Consent Agenda.
 - g. Tuition Waiver Agreement – There were no requests for tuition waivers.
 - h. RACTC Report – The RACTC report is posted under Supporting Documents on the school board website.
- Sample motion: “I move to approve the agenda (or revised agenda) including the consent agenda consisting of the minutes from the January 11 regular board meeting; the bills for February 2016; the financial reports for February 2016; the pledged assets report for February 2016; the personnel reports; the student/staff recognitions; and the RACTC report, as presented.**
- V. Superintendent’s Report** – Superintendent Sullivan will report on topics which do not appear elsewhere in the agenda.
- VI. Business Topics**
- a. **Bond Sale** – Today at 10:00 a.m. MT (February 8) there was a bid for the sale of the General Obligation School Building Bonds, Series 2016. Available on the website under Supporting Documents is a draft bond resolution. The final version with the final sale results will be emailed this afternoon from the bond attorney, Scott Wegner, for the Board’s consideration. There were six bids submitted. Low bid appears to be Robert W. Baird and

Co., Inc. **Sample motion: I move to approve the Resolution Authorizing Issuance and Sale of \$20,135,000 General Obligation School Building Bonds, Series 2016.”**

- b. **School Board Vacancy** – Dickinson Public Schools advertised for applications for the position of a school board member. There were four applications received. The applications are available on the website under Supporting Documents. Applicants were invited to attend tonight’s Board meeting. Assistant Superintendent Reep will explain the process for narrowing down the selection to three candidates and then the process for the final selection. These are explained in Board policy BBC and Board regulation BBC-BR. Action will be required. **Sample motion: “I move to appoint _____ to the Dickinson Public Schools Board until a successor is elected and qualified at the next election, pursuant to NDCC 15.1-09-05.”**

- c. **Regional After School Program (RASP) Report** – An updated report from the Regional After School Program (RASP) is available as a supporting document on the website. The RASP Co-directors Karla Haugen and Christina Ridl will be available to answer any questions. This agenda item is informational only. No action is required.

- d. **New Middle School Construction Update** – Assistant Superintendent Reep will report to the board updated information regarding the new middle school. This agenda item is informational only. No action is requested.

- e. **Superintendent’s Evaluation** – The superintendent’s evaluation must be completed prior to March 15. The second evaluation is different from the November 15 evaluation. Board members will rate the superintendent on the areas identified without prior comment by the superintendent. The three areas to be evaluated were identified as: relationship with School Board, educational leadership, and relationship with community. President Ricks will forward a Word document to Board members. Board members should complete the evaluation forms and return them to her before February 26. Board President Ricks will compile the information and present it to the Board at the March Board meeting. This agenda item is informational only. No action is requested.

- f. **Budget Development and Input Committee Report** – This committee met on Friday, January 29, 2016. The minutes from this meeting are available as a supporting document on the website. Superintendent Sullivan, Assistant Superintendent Reep, and Board Member Ross will review the topics discussed. Budget Committee and administration will also report on budget items that are being considered by the Committee and do not appear elsewhere on the agenda. Board input may be requested.

- g. **Petition for Recognition from the Dickinson Education Association (DEA)** – The DEA has submitted two petitions which are posted on the website under Supporting Documents. The petitions are for:
 - i. Recognition of an appropriate negotiating unit
 - ii. Recognition of a representative organizationThe administrative recommendation is to recognize the DEA as an appropriate negotiating unit and recognize them as the representative organization for contract negotiations. Action is requested.

Sample motion: “I move that, pursuant to the provisions of Section 15.1-16-10 of the North Dakota Century Code, the school board of the Dickinson Public School District

#1 recognizes all licensed personnel employed, or to be employed, by the Board in positions requiring a license issued pursuant to Chapter 15.1-13 of the North Dakota Century Code, except administrators and substitute teachers, as an appropriate negotiating unit for the purpose of negotiations.”

Sample motion: “I move that, pursuant to the provisions of Section 15.1-16-11 of the North Dakota Century Code, the school board of the Dickinson Public School District #1 recognizes the Dickinson Education Association as the exclusive representative of the appropriate negotiating unit for the purpose of the negotiations.”

- h. Naming the New Middle School** – Suggestions for a name for the new middle school were received via a survey on the DPS website and by mail from parents, students, personnel, and community members. The Administration is in the process of requesting input from students and the District Wide PAC. Following list of alternatives is submitted to the Board for consideration:

- Expedition Middle School
- Innovation Middle School
- Dakota Middle School
- Discovery Middle School
- Nakota Middle School
- Dickinson Middle School
- Meadowlark Middle School
- Harvest Middle School
- Heritage Middle School
- Independence Middle School
- Horizon Middle School

Superintendent Sullivan will provide information and address questions. Administrative recommendation is for Board members to propose a name for the new middle school. Action is requested. **Sample motion: “I move to name the district’s first middle school _____.”**

- i. Early Resignation Incentive Applications** – The following individuals have submitted their resignation before the deadline to receive the early resignation incentive.
- Barbara Bonicelli, Technology Integration Instructor, Hagen Junior High School, 23 years of service
 - Mary Bruhschwein, Family and Consumer Science, Dickinson High School, 29 years of service
 - Nicole Talkington, Special Education Instructor, Early Childhood Center, 2 years of service

Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may create and will post any openings at a later date. The administrative recommendation is to approve the early resignation incentive applications. Action is requested. **Sample motion: “I move to approve the early resignation incentive applications from Barbara Bonicelli, Technology Integration Instructor at Hagen Junior High School, Mary Bruhschwein, Family and Consumer Science instructor at Dickinson High School and Nicole Talkington, Special Education Instructor at Early Childhood Center with an effective date of May 27, 2016.”**

- j. **2016-2017 Classified Salary and Benefit Package** – The Budget Committee has met and discussed the salaries for the classified staff. The administrative recommendation is to approve the classified staff salaries proposal. Assistant Superintendent Vince Reep has posted under Supporting Documents the proposed 2016-2017 Classified Employee Salary and Benefit Package. Action is requested. **Sample motion: “I move to approve the Classified Salary and Benefit package with an effective date of July 1, 2016, and to authorize an increase for 2016-2017 of \$1.75 per hour for wages of classified staff in categories A through III, \$1.50 per hour for wages of classified staff in categories IV and V, and \$1.25 per hour for wages of classified staff in categories VI through X for all currently employed classified staff receiving a satisfactory performance evaluation, as presented.”**
- k. **School Board Election**- DPS will run the school board election in conjunction with the city/county election and at the city/county polling sites in Dickinson. The city/county election is scheduled for Tuesday, June 14, 2016. The two polling sites in Dickinson will be located at the Dickinson National Guard Armory and the DSU Biesiot Activities Center. The two polling sites in Dunn County will be located at the Dunn County Court House in Manning, and the Catholic Workman Hall in New Hradec. The city/county ballots will include the school board member election and a ballot for continuing to publish the minutes in the local newspaper. The approximate cost for publishing the minutes in the local newspapers is \$3,500.00 per year and an additional \$3,500.00 per year to publish the list of bills. The election will be similar to 2014 and will be all inclusive. The joint powers agreements with Stark County and Dunn County automatically renew and therefore it will not be necessary to draft new agreements. The 2016 school election deadlines are listed below. Individuals interested in placing their name on the ballot shall complete a Statement of Candidacy and a Statement of Interest. Following is the tentative timelines that will be followed. Since the following deadlines need to be coordinated with the County Auditors the dates may not be exact but DPS will be cautious not to violate the established deadlines.

Saturday, March 12, 2016 – (30 days before the filing deadline) – Publish notice in the Press with the school board election filing deadline.

Monday, April 11, 2016 by 4:00 p.m. – Candidates statement of interest filing deadline.

Tuesday, April 12, 2016 – Draw candidate names for positions on the ballot.

Wednesday, April 13, 2016 – Certify names to the Stark County Auditor and the Dunn County Auditor of individuals who have indicated their intent to be candidates and their position.

Thursday, May 5, 2016 (at least 40 days before the election) – Prepare the official ballots containing the names of all individuals who have indicated their intent to be candidates.

Tuesday, May 10, 2016 (at least 35 days prior to the election) – Designate one or more precincts and polling places for the election.

Tuesday, May 31, 2016 (at least 14 days before the election) – Publish the official election notice in the Dickinson Press with the election date, polling sites, times the polling sites are open, and the purpose of the election.

Monday, June 6 to Friday, June 10 – Early voting on the main floor of the Stark County Court House (8:00-5:00 Monday-Thursday; 8:00-Noon Friday). Dunn County does not have early voting. Residents may request an absentee ballot by mail or at the Dunn County Court House beginning May 5th.

Tuesday, June 14, 2016 – School board election.

Monday, June 20, 2016, 5:00 p.m. – Canvass the election and declare the result of an election (must be done **on the** sixth day after the election). *This will require a special school board meeting or moving the June 13 Board meeting to June 20.

June 21-30, 2016 (must be done within three days after the canvass) – Written notification of individual’s election results and of the duty to take an affirmation or oath of office.

On or before Thursday, July 7, 2016 (within ten days after receiving notice of the election or appointment and before commencing duties) – Oath of office of elected officials.

The terms for Mrs. Kris Fehr and Mrs. Leslie Ross expire in 2016. The term for the new board member appointed at tonight’s meeting will expire in June 2016. The administrative recommendation is to set the school board election date for June 14, 2016, and to designate the polling sites, as presented. Action is requested. Sample motion: **“I move to schedule the school board election on Tuesday, June 14, 2016, and to designate the polling sites in conjunction with the city/county election polling sites at the Dickinson National Guard Armory, the DSU Biesiot Activities Center, the Dunn County Court House in Manning and the Catholic Workman Hall in New Hradec with the polls opening at 8:00 a.m. and closing at 7:00 p.m.”**

VII. Other

VIII. Adjournment