

TO: School Board Members
FROM: Douglas W. Sullivan, Superintendent
SUBJECT: Agenda Background
DATE: April 10, 2017

- 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 – March 13 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 website.
 - c. Financial Report – The Financial Report is posted under Financial Reports on the school board website.
 - d. Pledged Assets Report – The Pledged Assets Report is posted under Financial Reports on the school board website.
 - e. Personnel Reports – The personnel reports are posted under Supporting Documents on the school board website.
 - f. Tuition Waiver Agreement – A tuition waiver request for a child of Jaime Layman from Dickinson to South Heart.
 - g. Student/Faculty/Staff Recognitions – The student/staff recognitions are posted on the Consent Agenda.

Sample motion: “I move to approve the agenda (or revised agenda) including the consent agenda consisting of the minutes from the March 13 regular board meeting; the bills for March 2017; the financial reports for April 1, 2017; the pledged assets report for April 1, 2017; the personnel reports; a tuition waiver request for a child of Jaime Layman from Dickinson to South Heart; and the student/faculty/staff recognitions; as presented.”

- V. **Superintendent’s Report** – Superintendent Sullivan will report on topics which do not require board action.
- VI. **Business Topics**
 - a. **Regional After School Program (RASP) Update** – The Regional After School Program co-Directors Mrs. Karla Haugen and Ms. Christina Ridl will address the Board presenting updated information. This agenda item is informational only. No action is requested.
 - b. **DPS Foundation Update** - DPS Foundation President James Peters will address the Board providing information on what the Foundation is doing which supports DPS. This agenda item is informational only. No action is requested.

- c. **Dickinson Middle School Construction Update** – Assistant Superintendent Reep will provide an updated regarding the progress of the construction of Dickinson Middle School. This agenda item is informational only. No action is requested.
- d. **Major Summer Building Projects / Building and Grounds Update** - Assistant Superintendent Reep will report to the Board on several aspects of Buildings and Grounds items. There are three supporting documents connected with this agenda item posted on the website. He will report on the major projects list proposed for late spring and summer work. He will also give a brief review on recent history of the District’s school expansions in the past seven years. And finally, Mr. Reep will give a review of the major projects list process and how that has been conducted in past years. This agenda item is informational only. No action is requested.
- e. **Interest Based Bargaining Update** – Board President Ricks and Board Member Schwartz will update the Board regarding the Interest Based Bargaining meetings. There have been five meetings. The next meeting is scheduled for Wednesday, April 19. This agenda item is informational only. No action is requested.
- f. **National School Board Association Convention Highlights** – Board Members Sarah Ricks, Tanya Rude, Brent Seaks, Kim Schwartz, and David Wilkie along with Superintendent Sullivan will give highlights from the National School Board Association Convention they recently attended in Denver. Available under Supporting Documents are copies of summary reports that have been submitted. This agenda item is informational only. No action is requested.
- g. **Schedule School Board Workshop** – Board members would like an opportunity to discuss topics from the National School Board Association Convention in a Board workshop. Board members are asked to bring their calendars to the meeting so a workshop may be scheduled. Action is requested. **Sample motion: “I move to schedule a Board workshop for _____ (date) at _____ (time) to be held at _____ (location).”**
- h. **Boys’ and Girls’ Cross Country Cooperative Agreement** - The Belfield Public School District has requested a boys’ and girls’ cross country cooperative agreement with DPS. District-wide Activities Director Guy Fridley will be in attendance to answer any questions. The proposed agreement is posted on the website under Supporting Documents. Administrative recommendation is to approve the agreement. **Sample motion: “I move to approve the extracurricular cooperative agreement with Belfield Public School District for boys’ and girls’ cross country for the 2017-2018 school year.”**
- i. **Memorandum of Understanding in Boys’ and Girls’ Swimming** – The Dickinson Dolphins Swim Team has requested an agreement with the Dickinson Public Schools for boys’ and girls’ swimming. Mr. Guy Fridley, district-wide activities director, will be available to answer any questions. Mr. Fridley has corresponded with Mrs. Susan Moberg, president of the Dolphin Swim Team and Mrs. Moberg has reviewed and signed the Memorandum of Understanding which is posted on the website under Supporting Documents. Dickinson Dolphin Swim Team would like to enter into a one-year agreement. This agreement is similar to the hockey agreement. Action is requested. **Sample motion: “I move to approve the Memorandum of Understanding between the Dickinson**

Public Schools and Dickinson Dolphin Swim Team for boys' and girls' swimming for the 2017-2018 school year, as presented.”

- j. **RSP & Associates Consulting Proposal** – At the February 23, 2017, School Board meeting, the Board directed the administration to proceed with hiring RSP & Associates Consulting for the services of the District’s boundary analysis. At that time, it was not disclosed to the District that RSP requires a combined analysis in three areas (enrollment analysis, boundary analysis, and public facilitation) without separation of these categories. Superintendent Sullivan will address the Board updating them regarding the services provided by RSP. Administrative recommendation is for the Board to amend the February 23 motion to include all three services. **Sample motion: “I move to amend the February 23, 2017, motion instructing the administration to proceed with hiring RSP & Associates Consulting for the District’s boundary analysis, enrollment analysis, and public facilitation.”**
- k. **Administrative Bargaining Recognition Petition** – The administrators have requested to meet formally with Superintendent Sullivan and the Administrative Bargaining Board members to engage in contract discussions. Available on the website under Supporting Documents is a copy of the Administrative Bargaining Recognition. Action is requested.

Identification of appropriate negotiating unit – **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 recognize all certified administrators employed as administrators in the Dickinson District as an appropriate negotiation unit for the purpose of negotiations.”**

- l. **Administrative Bargaining Recognition of Representative Organization** - The administrators requested to recognize the administrative council as the exclusive representative for negotiations. Action is requested. **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 Dickinson Public School District #1 recognizes the Dickinson Administrative Council as the exclusive representative of the appropriate negotiation unit for the purpose of negotiations.”**
- m. **2017-2018 Classified Salary and Benefit Package** - It is the recommendation of the Budget Committee and the Administration to freeze the beginning salaries on the Classified Wage Scale in all categories for 2017-2018. Existing employees, if they receive a favorable evaluation from their immediate supervisors, and were hired prior to February 1, 2017, will receive the following increases effective July 1, 2017:
- Category A-III - \$1.25
 - Category IV-V - \$1.00
 - Category VI-X - \$0.75 (except for RASP)
 - RASP head site supervisors will be frozen at \$15.50 and regular supervisors at \$14.50.

Total Estimated Cost for Salary and Benefits = \$273,007

Assistant Superintendent Reep has posted under Supporting Documents a copy of the 2017-2018 Classified Salary and Benefit Package. It is the administration's recommendation to approve the 2017-2018 Classified Salary and Benefit Package, as presented. Action is requested. **Sample motion: "I move to approve the Classified Salary and Benefit package with an effective date of July 1, 2017, and to authorize an increase for 2017-2018 of \$1.25 per hour for wages of classified staff in categories A through III, \$1.00 per hour for wages of classified staff in categories IV and V, and \$.75 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."**

- n. **Breakfast and Lunch Meal Prices** – Assistant Superintendent Reep will address the Board. Mr. Reep has prepared a summary of meal prices. His summary is available on the website under Supporting Documents. Section 205 of the Healthy, Hunger-Free Kids Act requires that schools provide the same level of financial support for lunches served to students who pay for their meals as those students eligible for free meals. To be in compliance, Mr. Reep uses both the Federal Requirement Analysis for increases and an analysis which is calculated using District costs. The Federal Requirement must be followed and the local analysis is for internal monitoring purposes. Mr. Reep recommends increasing breakfast and lunch prices as follows: Increase all breakfast and lunch prices by \$.10 with the exception of reduced breakfast and lunch. Action is requested. **Sample motion: "I move to approve a fee of \$1.50 for student breakfast, \$1.80 for adult breakfast, \$2.35 for lunch for students in grades K-5, \$2.65 for lunch for students in grades 6-8, \$3.45 for lunch for grades 9-12, and \$4.10 for lunch for adults, effective fall of 2017."**

- o. **School Board Policy Addition - First Reading** – At the request of the North Dakota School Boards Association (NDSBA) policy BAB-Board Conflict of Interest was created. Available on the website is the new policy. *A roll call vote is required on the motion.* **Sample motion: "I move to complete the first reading of adoption of new Board policy BAB-Board Conflict of Interest, as presented."**

- p. **School Board Policy Revisions- First Reading** –
 - (i) **Policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability** – On February 13, the Board approved a revision to policy ACDA. The revision included NDSBA recommendations and DPS administrative recommendations. NDSBA has requested the Board amend the policy not to include the parent consent portion nor the list of prohibitions that are listed in policy FFI.
 - (ii) **Policy FFA-Alcohol and Other Drug Use/Abuse**
 - (iii) **Policy FGCC-Student Interviews**

The revised policies are posted on the website under Supporting Documents. NDSBA has recommended revisions to policy DBAA. These changes are noted in red **text** and/or **strikeout**. DPS recommended revisions are noted in **purple** text. Administrative recommendation is to revise the policies with the requested changes. *A roll call vote is required on the motion.* **Sample motion: "I move to complete the first reading for revising policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability, policy FFA-Alcohol and Other Drug Use/Abuse, and policy FGCC-Student Interviews, as presented."**

q. **School Board Policy Revisions- Second Reading and Final Adoption**

- (i) Policy ABCC-Dickinson Public Schools Wellness Policy - Recently, the Dickinson Public Schools Food Services Program was reviewed for monitoring by the North Dakota Department of Public Instruction (DPI). Part of the monitoring included the review of the District's wellness policy (ABCC). DPI has made required minor revisions to the top of page 4 of the policy.
- (ii) Policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel – NDSBA has recommended revisions to policy DBAA. These changes are noted in red **text** and/or **strikeout**. DPS recommended revisions are noted in **purple** text.
- (iii) Policy DDEA–Jury and Witness Duty – NDSBA has a minor recommended revision to this policy.
- (iv) Policy FCAC-Head Lice - NDSBA has recommended revisions to policy FCAC. These changes are noted in red **text** and/or **strikeout**.

The revised policies are posted on the website under Supporting Documents. Administrative recommendation is to revise the policies with the requested changes. *A roll call vote is required on the motion.* **Sample motion: “I move to complete the second reading and final adoption for revising policy ABCC-Dickinson Public Schools Wellness Policy, policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel, policy DDEA-Jury and Witness Duty, and policy FCAC-Head Lice, as presented.”**

- r. **Teacher Negotiations Strategy (Executive Session Anticipated)** – Teacher Negotiations Strategy may be discussed in executive session. The legal authority for closing this portion of the meeting is North Dakota Century Code section 44-04-19.1(9). The topic or purpose of this executive session is Teacher Negotiations Strategy.
- s. **Executive Session Recording** – Board Member Kim Schwartz, who is unable to attend tonight's meeting, has requested permission to listen to the recording of the executive session from tonight. As per Board policy and ND Century Code, a majority of the governing body may vote to allow a Board member to listen to a recording. **Sample motion: “I move to grant Mrs. Kim Schwartz permission to listen to the recording of the executive session regarding the topic of teacher negotiations strategy from the April 10, 2017, School Board meeting. This permission will expire on April 30, 2017.”**

VII. **Other**

VIII. **Adjournment**

Announcements

- April 24, All City Band Concert (moved from the 10th)
- May 1-5– Teacher/Staff Appreciation Week
- Wednesday, May 3, 7:00 p.m.–Teacher/Staff Retirement and Recognition Program, DHS auditorium.
- Thursday, May 18 at 7:00 p.m. - Dickinson Adult Learning Center Graduation, DHS auditorium.
- Wednesday, May 24, 7:00 p.m.–Southwest Community High School graduation, DHS auditorium
 - Sunday, May 28, 1:00 p.m.–Dickinson High School graduation, DHS gymnasium