

**TO:** School Board Members  
**FROM:** Douglas W. Sullivan, Superintendent  
**SUBJECT:** Agenda Background  
**DATE:** June 12, 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 – May 8 regular Board Meeting, May 16 Board workshop, and May 25 and 30<sup>th</sup> Special Board Meetings. 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. Students/Faculty/Staff Recognitions – The students/faculty/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 May 8 regular board meeting, May 16 board workshop; the May 25 and 30<sup>th</sup> special board meetings; the bills for May 2017; the financial reports for June 1, 2017; the pledged assets report for June 1, 2017; the personnel reports; and the students/teacher/staff recognitions; as presented.”
- V. Assistant Superintendent’s Report** – Assistant Superintendent Vince Reep will report on topics which do not appear elsewhere on the agenda.
- VI. Business Topics**
- a. **Adult Learning Center Update** – Mrs. Beth Grandell, Coordinator, has provided a report which is posted under Supporting Documents. Mrs. Grandell will be present at the meeting to give an update and answer any questions. This agenda item is informational only. No action is requested.
  - b. **Partners in Parenting Update** – Mrs. Stacy Kilwein, Coordinator, has provided a report which is posted under Supporting Documents. Mrs. Kilwein will be present at the meeting to give an update and answer any questions. This agenda item is informational only. No action is requested.

- c. **Dickinson Middle School Construction Update** – Assistant Superintendent Reep will provide updated information regarding the progress on the construction of the Dickinson Middle School. This agenda item is informational only. No action is requested.
- d. **Budget Input and Development Committee Update** – Board Vice President Brent Seaks and President Sarah Ricks are the representatives on the Budget Committee. The Budget Committee met on May 25. Topics discussed during the meeting were the Adult Learning Center Building, K-5 Embedded Technology Initiative, and the 2017-2018 Budget. A copy of the meeting minutes are available on the District’s website under the District-wide Committee Meetings link. This agenda item is informational only. No action is requested.
- e. **Average Daily Membership Report** – Assistant Superintendent Reep will report to the Board information from the student average daily membership report. The report is posted on the website under Supporting Documents. This agenda item is informational only. No action is requested.
- f. **Fuel Bids** – Superintendent Sullivan requested Assistant Superintendent Reep seek fuel bids for the next school year. Mr. Reep will report to the Board the results from the bid advertisement. The District advertised for bids for fuel (diesel and gasoline) for the transportation department for the 2017-2018 school year. The bids were due by 1:30 p.m. on May 17, 2017. Two bids were received. Following is the information from the bids:

Tiger Discount, Inc.:

- #1 diesel at bidders’ pump-**\$.09** /gallon below the posted cash price
- #2 diesel at bidders’ pump-**\$.09** /gallon below the posted cash price
- Unleaded gasoline at the bidders’ pump-**\$.09**/gallon below the posted cash price.

TriEnergy Cooperative

- #1 diesel at bidders’ pump-**\$.08** /gallon below the posted cash price
- #2 diesel at bidders’ pump-**\$.08** /gallon below the posted cash price
- Unleaded gasoline at the bidders’ pump-**\$.08**/gallon below the posted cash price.

The administration recommends the Board accept the low bid for #1 and #2 diesel for \$.09/gallon below the posted cash price and the bid for unleaded gasoline for \$.09/gallon below the posted cash price from Tiger Discount, Inc. The bid will be for one year beginning August 21, 2017. Action is required.

**Sample motion: “I move that the Board accept the low bid for #1 and #2 diesel fuel for \$.09/gallon below the posted cash price and the bid for unleaded gasoline for \$.09/gallon below the posted cash price provided by Tiger Discount, Inc.”**

- g. **2016-2017 Fiscal Year Audit Contract** – Superintendent Sullivan requested Assistant Superintendent Reep communicate with Wosepka CPA regarding an audit of the District’s 2016-2017 financials. Mr. Wosepka has agreed to do the 2016-2017 audit for a fee of approximately \$13,000. Available under Supporting Documents is a copy of a letter from Mr. Wosepka outlining the services he will be providing. Administrative recommendation is to award the District’s 2016-2017 financial audit to James Wosepka, PC. **Sample**

**motion: “I move to award the contract for auditing the Dickinson Public Schools 2016-2017 financials to James Wosepka, PC.”**

- h. School Board Policy Revisions-First Reading** – Due to the reconfiguration of the grades serviced in the District’s buildings, administrative recommendation is to adjust policy ABAA-School District Organization Plan to accommodate the opening of Dickinson Middle School.

A Board member requested revising the title of policy ABBA-North Dakota’s Comprehensive Model School Policy for Tobacco Use to Dickinson Public School District’s Policy for Tobacco Use.

These two revised policies are available on the website under Supporting Documents. Dickinson Public Schools recommended revisions are noted in purple text. The North Dakota School Boards Association recommends expediting the adoption with one reading as per Board policy BDA. Action is requested. *A roll call vote is required on the motion.*

**Sample motion: “I move to adopt for first reading revised policy ABAA-School District Organization Plan and policy ABBA-Dickinson Public School District’s Policy for Tobacco Use, as presented, and to expedite the process waive the second reading and recognize this as the final adoption.”**

- i. 2017-2018 Elementary Student Handbook** – The elementary student handbook is posted on the School Board website under Supporting Documents. Administrative recommendation is to approve the elementary student handbook. Action is requested. **Sample motion: “I move to approve the 2017-2018 elementary student handbook, as presented.”**

**VII. Other**

**VIII. Adjournment**