

TO: School Board Members
FROM: Douglas W. Sullivan, Superintendent
SUBJECT: Agenda Background
DATE: September 12, 2016

- I. **Call to Order** – Board 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** – August 8 Public Input and Regular Board Meeting, and August 24 Special Board Meeting. The minutes are posted under Minutes on the school board website.
 - b. **Bills** – The bills are posted under Financial Reports on the school board web site.
 - c. **Financial Reports** – The Financial Reports are posted under Other 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 Agreements** – A tuition waiver request for a child of Sherie Talbot from New England Public to Dickinson and a tuition waiver for a child of Karie Hatzenbuehler from South Heart to Dickinson.

Sample motion: “I move to approve the agenda (or revised agenda) including the consent agenda consisting of the minutes from the August 8 public input and regular board meeting, the August 24 special board meeting; the bills for September 2016; the financial reports for September 2016; the pledged assets report for September 2016; the personnel reports; to deny the tuition waiver request for a child of Sherie Talbot from New England to Dickinson and to deny a tuition waiver request for a child of Karie Hatzenbuehler from South Heart to Dickinson; as presented.”

- V. **Superintendent’s Report** – Superintendent Sullivan will report on topics which do not appear elsewhere in the agenda.
- VI. **Business Topics**
 - a. **ACT Test Results 2015** - The 2015 ACT test results along with comparison data have been posted on the website under Supporting Documents for the Board members information. Superintendent Sullivan and DHS Principal Ron Dockter will address the Board presenting information and summarizing the results. This agenda item is informational only. No action is requested.

- b. **Dickinson Middle School Construction Update** – Representatives from Mortenson Construction will be attending the meeting and providing updated information regarding the progress on the construction of the new middle school. This agenda item is informational only. No action is requested.
- c. **Superintendent’s Formative Evaluation** – DPS will use the same process as last year. President Ricks and Superintendent Sullivan have selected three areas from the superintendent’s job description to be evaluated. The areas are: recruitment and retention of staff, financial management skills, and relationship with students and parents. A copy of the superintendent’s job description is posted under Supporting Documents. Superintendent Sullivan will respond to the topics in writing and forward the evaluation to the school board members for their comments. Board members are asked to return the evaluation forms to President Ricks by October 23. The written feedback and comments from the board members will be the basis of the evaluation. This agenda item is informational only. No action is requested.
- d. **Designate Homeless Liaison** – Dickinson Public Schools is required to provide services to individual’s considered homeless. Administrative recommendation is to designate Mrs. Stacy Kilwein, Coordinator for Partners in Parenting, as the District’s Homeless Liaison. Superintendent Sullivan will answer any questions. Action is requested. **Sample motion: “I move to designate Stacy Kilwein as the Dickinson Public School District’s Homeless Liaison for the 2016-2017 school year.”**
- e. **Department of Public Instruction Certificate of Compliance** – Dickinson Public Schools is required to file a report annually with the Department of Public Instruction certifying that all teachers in the District have a valid teaching license and are highly qualified. The report also stipulates that DPS does background checks on certain individuals and follows a review process as outlined in Century Code. A copy of the 2016-2017 Annual Compliance Report is available under Supporting Documents. Once approved by the Board, the report is submitted to DPI. Superintendent Sullivan will be available to answer any questions. Action is requested. **Sample motion: “I move to approve the DPI Annual Compliance Report for the 2016-2017 school year, as presented.”**
- f. **Open Enrollment Application** – Kandy Jazwa applied for open enrollment for her child to be admitted to the Dickinson Public Schools from South Heart School District. She recently moved and therefore the deadline waiver applies. The administrative recommendation is to approve the application. Action is requested. **Sample motion: “I move to approve the open enrollment request for a child of Kandy Jazwa to be admitted to the Dickinson Public Schools from South Heart under the open enrollment policy.”**
- g. **School Board Policy Revisions, First Reading** – All policies are posted under Supporting Documents. North Dakota School Board Association recommended revisions to the policy are noted in red text. DPS administrator recommended revisions are noted in purple text. Superintendent Sullivan will answer any questions.
1. **AAA-Philosophy of the Dickinson Public Schools** – There are minor recommended changes to this policy.
 2. **ABAB-School Year and Calendar** - The recommended changes are current practices of DPS in listing information on the school calendar.

3. ACBB-Significant Contagious Diseases - NDSBA recommended revisions to board policy ACBB are based on the information shared in the February 2015 Policy Ponderings. The changes are only on the first page of the policy.
4. BCAC-Minutes – There is a minor change to the policy that reflects new legislative action.
5. DEAA-Drug and Alcohol Free Workplace- The proposed revision includes all prohibited substances.
6. DEAE-Occupational Safety – The proposed change updates the new name for worker’s compensation and also changes the descriptor code from DEAF to DEAE.
7. DEBA – Confidentiality – Revisions to this policy comply with new student data release protections in North Dakota Century Code 15.1-07-25.3.
8. FFA-Student Alcohol and Other Drug Use/Abuse – Changes reflect the inclusion of powdered alcohol as a prohibition in the definition.
9. FGDB-Student Handbooks – Minor recommended revisions from the NDSBA.
10. FGDD – Student Publications and Freedom of Expression – This policy was updated to correct the Century Code reference. The policy was written before the new law on student speech was codified. The law was placed in a different chapter of NDCC then indicated on the final bill.
11. GABAA-English Language Learners – DPS recommended revisions to be in alignment with protected statuses.
12. GABDB-Federal Title Programs Dispute Resolution Procedure- Minor revision recommended by the NDSBA.
13. HCAB-Bidding Requirements and Procedures- Minor revisions recommended by the NDSBA.
14. IB-Food Services Program- DPS recommended revisions to be in alignment with protected statuses.
15. KAAD-Distribution and Posting of Noncurricular Material in School – Minor revisions recommended by the NDSBA.

Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to complete the first reading of revised policies AAA, ABAB, ACBB, BCAC, DEAA, DEAE, DEBA, FFA, FGDB, FGDD, GABAA, GABDB, HCAB, IB, and KAAD, as presented.”**

- h. **Rescind School Board Policies LAC and LBA, First Reading** - There are two policies that the NDSBA recommends rescinding due to a majority of the policy language quoting law. The policies are posted under Supporting Documents.
 1. Policy LAC-Relations with Colleges and Universities
 2. Policy LBA-Relations with Armed Forces Recruiting Units

Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to complete the first reading of rescinding policy LAC-Relations with Colleges and Universities and also rescinding policy LBA-Relations with Armed Forces Recruiting Units, as presented.”**

- i. **School Board Policy Revisions, Second Reading and Final Adoption** –
 1. Policy FGA-Student Education Records and Privacy is available on the website under Supporting Documents. NDSBA has recommended revisions to board policy FGA to comply with new student data release protections in North Dakota Century Code 15.1-07-25.3. Posted under supporting documents is a copy of the policy. Proposed

revisions from the NDSBA are noted in red text and proposed administrator revisions are noted in purple text.

2. Policy GCC-Protection of Pupil Rights Amendment and Third Party Research on Students is available on the website under Supporting Documents. NDSBA has recommended revisions to the policy, noted in red text, to comply with new student data release protections in NDCC 15.1-07-25.3.

Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to complete the second reading and final adoption of revised policy FGA-Student Education Records and Privacy and revised policy GCC-Protection of Pupil Rights Amendment and Third Party Research on Students, as presented.”**

VII. Other

VIII. Adjournment

Announcements

- There will be a Board Workshop following the October 10 School Board Meeting. Board members are encouraged to submit topics for discussion to President Ricks or Superintendent Sullivan.
- The School Law Seminar/Required New Member Seminar will be held Thursday, October 27, 2016, at the Ramkota Hotel.
- The North Dakota School Board Association Conference will be held Thursday and Friday, October 27 and 28th, 2016, at the Ramkota Hotel in Bismarck. There is a block of rooms reserved at the Bismarck Ramkota for those wishing to attend the conference and/or seminars.
- The National School Board Association Conference will be held March 25-27, 2017, in Denver, CO. Registration and housing opens simultaneously on October 19.
- Please inform Twila if you plan to attend any of the above seminars or conferences.