

**TO:** School Board Members  
**FROM:** Douglas W. Sullivan, Superintendent  
**SUBJECT:** Agenda Background  
**DATE:** August 8, 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 – July 11, 2016, Annual 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. Student/Staff Recognitions – The student/staff recognitions are posted under the Consent Agenda.
  - g. Tuition Waiver Agreements – A tuition waiver request for a child of Krishanda Clevenger from New England Public to Dickinson and a tuition waiver for a child of Elizabeth Hayward 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 July 11, 2016, annual meeting; the bills for August 2016; the financial reports for August 2016; the pledged assets report for August 2016; the personnel reports; the student/staff recognitions; a tuition waiver for a child of Krishanda Clevenger from New England to Dickinson and a tuition waiver for a child of Elizabeth Hayward 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. **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.

- b. **Dickinson Middle School Construction Update**- Assistant Superintendent Vince Reep will report on the progress on the construction of DMS. This agenda item is informational only. No action is requested.
- c. **Summer Building and Grounds Project Update** – Assistant Superintendent Reep will report on the status of the building and grounds projects being done this summer. This agenda item is informational only. No action is requested.
- d. **Budget Input and Development Committee** – The Budget Committee met on July 21. Available on the website under the District Wide Committee Meetings are the minutes from that meeting. Mrs. Ricks and Mr. Seaks are the Board representatives on this committee. Superintendent Sullivan and Assistant Superintendent Reep will provide summaries from the budget meeting. This agenda item is informational only. No action is requested.
- e. **Health Insurance Committee Report** – Assistant Superintendent Reep will report on the recommendations of the Health Insurance Committee and update the Board on the program. The committee met on July 15 and recommends an increase in the premiums of 13.4%. Minutes from the July 15 meeting are posted on the website under District Wide Committee minutes. Available on the website under Supporting Documents is an information sheet regarding the premium rate. Action is suggested. **Sample motion: “I move to set the 2016-2017 annual *single* rate for health insurance at \$7,270 and I further move to set the 2016-2017 annual *family* rate for health insurance at \$17,700.”**
- f. **Budget and Tax Levy** - The Certificate of Levy is due in the County auditor’s office August 15. It may be amended until October 10 and the rest of the budget may be changed at any time by Board action. The revenue and expenditures are listed below.

General Fund	Revenue <u>\$43,365,954</u>	Expenditures <u>\$43,365,954</u>
Capital Projects Fund	Revenue <u>\$12,960,000</u>	Expenditures <u>\$43,161,179</u>
Debt Services Fund	Revenue <u>\$4,774,000</u>	Expenditures <u>\$3,657,968</u>
Food Services Fund	Revenue <u>\$1,564,600</u>	Expenditures <u>\$1,820,747</u>

Action is requested to approve the expenditure fund levels for 2016-2017. The administrative recommendation is to approve the budget as presented. **Sample motion: “I move to approve the general fund expenditures of \$43,365,954; the capital projects fund expenditures of \$43,161,179; the debt services fund expenditures of \$3,657,968; and the food services fund expenditures of \$1,820,747 for the 2016-2017 school term.”**

A copy of our Certificate of Levy for the year 2016-2017 is posted under Supporting Documents. The administrative and budget committee recommendation is to levy for 58.28 mills in the general fund, 10 mills in the building fund, and 23.46 mills in debt services for a total of 91.74 mills. The total amount requested for all levies is \$15,846,271. Action is

requested. **Sample motion: “I move to approve the Certificate of Levy for \$15,846,271 for the fiscal year ending June 30, 2017.”**

- g. Schedule Special School Board Meeting** – The 2016-2017 Consolidated Grant Application requires approval by the School Board prior to submission. The grant will not be completed until the week of August 22. Administrative recommendation is to schedule a special school board meeting Monday-Wednesday, August 22, 23<sup>rd</sup> or 24<sup>th</sup>. Superintendent Sullivan will be available to answer questions. **Sample motion: “I move to schedule a special school board meeting for August \_\_\_\_ at \_\_\_\_\_ (time) at the Central Administration Office.”**

**h. School Board Regulation Adoption- First Reading and Final Adoption –**

- i. Board Regulation FGA-BR2 - Criteria for Approving and Denying Directory Information and PII (personal identifiable information) Release Requests is available on the website under Supporting Documents. This is a new regulation recommended by the NDSBA.

As per Board Policy BDA the Board may adopt Board regulations with one reading. *A roll call vote is required on the motion.* **Sample motion: “I move to adopt Board regulation FGA-BR2 Criteria for Approving and Denying Directory Information and PII Release Requests with one reading, as presented.”**

**i. School Board Policy Revisions, First Reading –**

- i. 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.
- ii. 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 first reading 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:**

Booster Club Kick-off Golf Tournament followed by a picnic, Sunday, August 28. Registration is at 11:30 a.m. at the Pheasant Country Golf Course. The picnic will be held at approximately 5:30 p.m.