

TO: School Board Members
FROM: Dr. Shon Hocker, Superintendent
SUBJECT: Agenda Background
DATE: September 10, 2018

- I. **Call to Order** - Board President Seaks 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 - The minutes from the [August 6 Regular Board Meeting](#) and the [August 28 Special Board Meeting](#) are posted under [Minutes](#) on the school board website.
 - b. Bills - The [August bills](#) are posted under [Financial Reports](#) on the school board website.
 - c. Financial Reports - The Financial Reports are posted under [Financial Reports](#) on the school board website.
 - d. Pledged Securities Reports - The Pledged Securities Report for [July](#) and [August](#) are posted under [Financial Reports](#) on the school board website.
 - e. Board Changes Report and Personnel Changes Report - The [Board Changes Report](#) and the [Personnel Changes Report](#) are posted under [Supporting Documents](#) on the school board website.
 - f. Tuition Waiver Agreements – A tuition waiver request for a child of Ann Robbins from Dickinson Public to South Heart Public, a tuition waiver request for two children of Arica Abner from New England Public to Dickinson Public, a tuition waiver for two children of Jennifer Robinson from Killdeer Public to Dickinson Public, a tuition waiver for two children of Amanda Temple from Richardton-Taylor Public to Dickinson Public, a child of Joyell Binstock from Dickinson Public to Belfield Public, and a child of Jessica Powers from New England Public to Dickinson Public.
 - g. 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 August 6 regular Board Meeting and the August 28 Special Board Meeting; the bills for August 2018; the financial reports for July 31, 2018 and August 31, 2018; the pledged securities reports for July 31, 2018 and August 31, 2018; the personnel reports; a tuition waiver request for a child of Ann Robbins from Dickinson Public to South Heart Public, a tuition waiver request for two children of Arica Abner from New England Public to Dickinson Public, a tuition waiver for two children of Jennifer Robinson from Killdeer Public to Dickinson Public, a tuition waiver for two children of Amanda Temple from Richardton-Taylor Public to Dickinson Public, a child of Joyell Binstock from Dickinson Public to Belfield Public, and a child of Jessica Powers from New England Public to Dickinson Public; and the students/faculty/staff recognitions; as presented.”

V. **Superintendent's Report** – Superintendent Hocker will report on topics which do not appear elsewhere in the agenda.

VI. **Business Topics**

Informational Business Topics

- a. **Dickinson Backpack Program and Community Closet/Pantry Update** – Dickinson Public Schools Social Workers Kristen Seaks and Bethany Krieg will address the Board and provide information on the successful opening of the food pantry and clothing closet. They will also present information on the backpack program. This agenda item is informational only. No action is requested.
- b. **Principal Reports** - Berg Elementary Principal Tracy Lecoe and Dickinson High School Principal Kevin Hoherz will provide information regarding the events, activities, and achievements at Berg Elementary and Dickinson High School. This agenda item is informational only. No action is requested.
- c. **Dickinson High School Update** – Dickinson High School Principal Kevin Hoherz will address the Board. He will update the Board regarding the Dickinson High School expansion project. This agenda item is informational only. No action is requested.
- d. **Berg Elementary School Update** – Assistant Superintendent Keith Harris will address the Board and provide information regarding the District taking possession of the P.S. Berg Elementary building and completion of the construction. This agenda item is informational only. No action is requested.

Action Business Topics

- e. **Annual Financial Report** – A copy of the [Annual Financial Report](#) is posted under [Supporting Documents](#) on the school board website. Business Manager Kent Anderson will review portions of the report. The report is a summary of the 2017-2018 expenditures and revenue in a Department of Public Instruction format. Action is requested. *A roll call vote is recommended by administration.* **Sample motion: “I move to approve the Annual Financial Report for the fiscal year beginning July 1, 2017, and ending June 30, 2018, as presented.”**
- f. **Final Payment of Signing Bonus** – Due to confusion/misunderstanding of the agreed upon signing bonus to Mr. Anthony Awender last year, the School District is clearing up this confusion/misunderstanding by providing a final one-time signing bonus payment. Proposed motion: **“I move to authorize Dickinson Public Schools to pay the final one-time signing bonus of \$1,000 to Anthony Awender for the signed contract initiated 2017-2018 for the position of automotive technology instructor. The final signing bonus shall be paid to Mr. Awender on September 20, 2018. This motion serves to clear up the confusion between parties as to the previously agreed upon signing bonus amount and reflects the true intent of the school board.”**
- g. **Department of Public Instruction (DPI) 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 Dickinson Public Schools does background checks on certain individuals and follows a review process as outlined in Century Code. The

[2018-2019 DPI Certificate of Compliance Report](#) is posted on the website under [Supporting Documents](#). Once the compliance report is approved by the Board, the report is submitted to the Department of Public Instruction. Superintendent Hocker will be available to answer any questions. Action is requested. Sample motion: **“I move to approve the Department of Instruction’s Annual Compliance Report for the 2018-2019 school year, as presented.”**

- h. **Pickup Bid for Consideration** – The District advertised for bid a 4-wheel drive pickup truck to be used in the maintenance department. Along with the bid request, the District included a trade-in of the Ford Ranger currently being used in the maintenance department. Bid opening was held on Friday, September 7 at 11:00 a.m. Business Manager Anderson will address the Board and provide details from the bid opening. Sample motion: **“I move to accept the bid from _____ (company) in the amount of \$ _____ net cost after trade-in.”**

- i. **Committee Assignment, Roughrider Education Services (RESP) Program** – Dickinson Public Schools has become a member of the Roughrider Education Services Program (RESP). RESP requests a Board member be appointed to the RESP Governing Board. Vice President Kim Schwartz has agreed to serve on the governing board. Action is requested. Sample motion: **“I move to designate Vice President Kim Schwartz as the primary School Board representative for the Roughrider Education Services Program (RESP) Governing Board.”**

- j. **Resolution of Dickinson Public School District No. 1 Relating to the Issuance of Bonds and the Reimbursement of Certain Expenditures** – The resolution allows the district to advance funds for project costs now, and be reimbursed out of a future bond issue. Absent such a resolution, the district is not permitted to use a bond to reimburse the general fund for prior project expenditures. The IRS rules have 60-day look back period from the date of the resolution, so it is important to have adopted on September 10, if at all possible. The resolution does not commit the district to issue bonds, it is simply a precaution. The resolution is posted under [Supporting Documents](#). Sample motion: **“I move to approve the Resolution of Dickinson Public School District No. 1 Relating to the Issuance of Bonds and the Reimbursement of Certain Expenditures, as presented.”**

VII. Other

VIII. Adjournment

Announcements

- There will be a Board Workshop following the Tuesday, October 9 School Board Meeting. Board members are encouraged to submit topics for discussion to President Seaks or Superintendent Hocker.

- The North Dakota School Board Association New Board Member Seminar and [School Law Seminar](#) will be held Thursday, October 25, 2018, at the Ramkota Hotel. As a reminder, it is a requirement that all new board members attend the New Board Member Seminar.

- The [North Dakota School Board Association Annual Convention](#) will be held Thursday and Friday, October 25 and 26th at the Ramkota Hotel in Bismarck. There is a block of rooms reserved at the Bismarck Ramkota for those wishing to attend the North Dakota School

Board Association New Board Member Seminar, School Law Seminar, or Annual Convention. Available under [Supporting Documents](#) are details regarding the convention and seminars including the featured speakers.

- The [National School Board Association Conference](#) will be held March 30-April 1, 2019, in Philadelphia, PA with preconference workshops on Friday, March 29. Registration and housing opens simultaneously on October 18.
- Please inform Twila if you plan to attend any of the above conferences or conventions.