

TO: School Board Members
FROM: Douglas W. Sullivan, Superintendent
SUBJECT: Agenda Background
DATE: August 14, 2017

- 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 17 annual meeting, the July 27 workshop, and the August 1 workshop. 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 Agreement** – A tuition waiver request for a child of Frank Martinet 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 17, 2017, annual meeting; the July 27 workshop and the August 1 workshop; the bills for July 2017; the financial reports for August 1, 2017; the pledged assets report for August 1, 2017; the personnel reports; the student/staff recognitions; and a tuition waiver for a child of Frank Martinet 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. **Summer Building and Grounds Project Update** – Business Manager Kent Anderson 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.
 - b. **Senate Bill 2186** – Senate Bill 2186 was passed and signed by the Governor during the 2017 legislative session. A copy of the bill is posted on the website under Supporting Documents. This bill provides school districts an opportunity to apply for a waiver for an innovative grant. This opportunity could be to improve the delivery of education, improve the administration of education, increase education opportunities for students, or improve

the academic success of students. Superintendent Sullivan will address the Board and provide more detailed information and answer questions. This agenda item is informational only. No action is requested.

- c. **Budget Input and Development Committee** – The Budget Committee met on July 27 and August 1. Available on the website under the District Wide Committee Meetings are the minutes from those meetings. Board President Ricks and Vice President Seaks are the Board representatives on this committee. Superintendent Sullivan and Business Manager Anderson will provide summaries from the budget meeting. This agenda item is informational only. No action is requested.
- d. **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	Expenditures
	<u>\$43,716,004</u>	<u>\$44,457,024</u>
Capital Projects Fund	Revenue	Expenditures
	<u>\$1,840,500</u>	<u>\$14,947,017</u>
Debt Services Fund	Revenue	Expenditures
	<u>\$4,841,363</u>	<u>\$4,632,512</u>
Food Services Fund	Revenue	Expenditures
	<u>\$1,544,600</u>	<u>\$1,874,722</u>

Action is requested to approve the expenditure fund levels for 2017-2018. The administrative recommendation is to approve the budget as presented. **Sample motion: “I move to approve the general fund expenditures of \$44,457,024; the capital projects fund expenditures of \$14,947,017; the debt services fund expenditures of \$4,632,512; and the food services fund expenditures of \$1,874,722 for the 2017-2018 school term.”**

A copy of our Certificate of Levy for the year 2017-2018 is posted under Supporting Documents. The administrative and budget committee recommendation is to levy for 65.57 mills in the general fund, 10 mills in the building fund, and 28.81 mills in debt services for a total of 104.39 mills. The total amount requested for all levies is \$17,676,588. Action is requested. **Sample motion: “I move to approve the Certificate of Levy for \$17,676,588 for the fiscal year ending June 30, 2018.”**

- e. **Payment of Signing Bonus** – North Dakota Century Code 15.1-09-33.1 provides an opportunity for school districts to “offer and, upon the signing of the contract by both parties, pay a signing bonus.” A copy of this Century Code is posted on the website under Supporting Documents. Finding applicants for instructors for vacancies in the Career and Technical Education field is becoming increasingly difficult. The demand for Career and Technical Education instructors is driven by a continuous need for the program from students interested in this field. Teachers in this area are required to have a bachelor’s degree and work experience in the subject they teach. Administrative recommendation is for the School Board to authorize a signing bonus for two positions at the high school in the Career and Technical Education field with bonus payments to be made in three increments

over the course of the school year. **Sample motion: “I move to authorize Dickinson Public Schools to pay a one-time signing bonus of \$3,300 to Anthony Awender for the signed contract for 2017-2018 for the position of automotive technology instructor at Dickinson High School and to pay a one-time signing bonus of \$3,300 to Marjorie Lehman for the signed contract for 2017-2018 for the position of drafting instructor at Dickinson High School. The one-time signing bonus shall be paid in three increments; September 2017, January 2018, and May 2018.”**

- f. **Schedule Special School Board Meeting** – The 2017-2018 Consolidated Grant Application requires approval by the School Board prior to submission. The grant will not be completed until approximately Tuesday, August 22 and must be submitted no later than mid-morning on August 24. Administrative recommendation is to schedule a special school board meeting Tuesday, August 22 (towards the end of the day) anytime Wednesday, August 23, or before 9:00 a.m. on Thursday, August 24. 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.”**

- g. **Open Enrollment Application** – Kristina Goodall applied for open enrollment for her foster child to be admitted to the Dickinson Public Schools from South Heart School District. The student recently moved and therefore the deadline waiver applies. The administrative recommendation is to approve the application. This student attended DPS in 2016-2017. Action is requested. **Sample motion: “I move to approve the open enrollment request for a foster child of Kristina Goodall to be admitted to the Dickinson Public Schools from South Heart under the open enrollment policy.”**

- h. **School Board Regulation Revision, First Reading and Final Adoption** – Board regulation GAAC-BR1 Procedure for Reviewing Complaints About Instructional/Resource Material has an edit recommended by the administration. This revised regulation is available on the website under Supporting Documents. Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to approve for first reading and final adoption the revisions to Board regulation GAAC-BR1 - Procedure for Reviewing Complaints About Instructional/Resource Material, as presented.”**

- i. **School Board Policy Revisions, Second Reading and Final Adoption** – The below policies are for consideration of the Board. Changes noted in **red** text are recommended by NDSBA. Changes noted in **purple** text are recommended by the DPS administration or School Board member. All policies are available on the website under Supporting Documents.
 - 1) Policy BA–School Board Ethics has minor NDSBA recommended revisions to this policy.
 - 2) Policy BCAD-Executive Session has several revisions recommended by the NDSBA.
 - 3) Policy CAAB-Superintendent Evaluation Procedure has recommended revisions from Board President Ricks and revisions recommended by NDSBA.
 - 4) Policy DDA-Sick Leave has a minor revision that would clarify classified personnel sick leave and align it with the DPS Classified Salary and Benefit Package.

- 5) Policy FACB-Student Transfer and Withdrawal Records has minor revisions recommended by the NDSBA.
- 6) Policy FCAF-Concussion Management has several revisions recommended by the NDSBA.

Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to approve for second reading and final adoption the following revised policies: BA-School Board Ethics, BCAD-Executive Session, CAAB-Superintendent Evaluation Procedure, DDA-Sick Leave, FACB-Student Transfer and Withdrawal Records, and policy FCAF-Concussion Management, as presented.”**

VII. Other

VIII. Adjournment

Announcements:

Booster Club Kick-off is Sunday, August 27 at the Biesiot Activities Center.