

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

January 9, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on January 9, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Jay Hepperle, Mr. Guy Fridley, Mrs. Kristy Goodall, Mrs. Sara Streeter, Mr. Henry Mack, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Shawn Leiss, Dr. Marcus Lewton, Mrs. Kristy Goodall, Ms. Tammy Praus, and Mrs. Susan Cook. Others present were: Mr. Keith Fernsler, Ms. Leann Mehrer, Mrs. Shary Smith, Mr. Lyle Smith, Mr. Jim Steckler, Mr. Burton Lewton, Mrs. Kalinda Brandvik, Mrs. Twila Petersen, and Ms. Kalsey Stults from the Dickinson Press.

Call to Order - Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation – There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda – Mrs. Rude moved to add *2016-2017 School Calendar* to the agenda under Business Topics as item 'e'. Mr. Seaks seconded the motion. Assuming a roll call vote the motion carried unanimously.

Consent Agenda – Mr. Wilkie moved to approve the revised agenda including the consent agenda consisting of the minutes from the December 12 regular board meeting; the bills for December 2016; the financial reports for January 1, 2017; the pledged assets report for January 1, 2017; the personnel reports; the student/staff recognitions; and a tuition waiver request for a child of Amy Kass from New England to Dickinson; as presented. Mrs. Schwartz seconded the motion. Assuming a roll call vote the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics. These did not require any board action.

- a. **Negotiations Seminar** – The North Dakota School Boards Association (NDSBA) will provide a Negotiations Seminar February 9 and 10th at the Bismarck Ramkota. The agenda for the seminar is posted on the DPS website under Supporting Documents.
- b. **Southwest Night with the Legislators** – The Dickinson Area Chamber of Commerce will be hosting Southwest Night with the Legislators on Monday, January 23 at the Bismarck Ramkota. Mrs. Ricks and Mr. Seaks will be representing the Board at this event and visiting with the legislators.
- c. **Professional Development** – On Monday, January 16 there will be district-wide professional development. There will be no school on that date for the students. Board members are welcome to attend the all-day training at any of the buildings.
- d. **School Improvement Leadership Team** – This committee will have a meeting on Tuesday, January 10 at 4:00 p.m.
- e. **Reassignment of Elementary Students** – There is ongoing discussion with the elementary principals and Central Office administrators regarding Berg Elementary, student building assignment, collapsing K-5 classes, and the state budgetary situation.
- f. **Advanced Perception Surveys** – Superintendent Sullivan distributed to Board members material from the recent Advanced perception surveys.

Business Topics

Dickinson Middle School Construction Update – Assistant Superintendent Reep updated the Board members on the progress of the construction of Dickinson Middle School. Mr. Reep noted that progress is still on schedule. There is floor preparation being done in zone 2A, and mill work and concrete floor polishing being done on the first floor. The kitchen area should be tiled by mid January. The gymnasium floor is scheduled to be installed mid March. The furniture, fixtures, and equipment will be installed in two waves, in April and May. The Smart Board installation will begin in late February or early March. Mrs. Rude voiced concern with the snow drifts on 21st street west and sporadic road closure. Dr. Sullivan explained that he and Mr. Reep met with city administrators this week and discussed solutions and a process to be put in place so that 21st street stays open. This agenda item was informational only. No action was requested.

Route Bus Bids for Consideration – Assistant Superintendent Reep explained there was a bid opening for four (4) new 77-passenger school buses. The only bid received was from Harlow's. The bid Harlow's submitted, with the added options, was \$375,060. Mr. Reep noted the Budget Committee set aside for five additional buses for next school year. These four buses, in addition to a used bus that was purchased in December, will be under this year's annual bus replacement budget of \$500,000. Mr. Reep and Dr. Sullivan have been meeting with the Harlow's representatives frequently regarding busing for Dickinson Middle School. Student pick up locations have been identified. Mr. Seaks noted there were no other companies that submitted bids. Mr. Reep said he had sent out requests for bids to Hartley's, Valley, and others but Harlow's was the only bid submission. He didn't know if there was a gentleman's agreement amongst the companies. Mr. Seaks noted the heated wipers and how they will be beneficial, especially in winters similar to this winter. Administrative recommendation was to accept the low bid from Harlow's Bus Sales. Mrs. Rude moved to accept the low bid from Harlow's Bus Sales for four (4) 77-passenger buses, with the added options, for a total price of \$375,060. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Wilkie, Rude, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

Dickinson Park and Recreation Land Lease – Assistant Superintendent Reep explained there is a lease agreement between DPS and Dickinson Park and Recreation for the 38.9-acre property near the high school that is utilized as a softball complex. The property has been leased to the Dickinson Park and Recreation since 1971. The Dickinson Park and Recreation have requested an extension for another five years. There is a clause in the agreement that either party may opt out with a 30-day notification. Administrative recommendation was to renew the lease. Mr. Seaks moved to approve the land lease agreement with Dickinson Parks and Recreation for a term of five years ending December 12, 2021. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Wilkie, Rude, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

Early Resignation Incentive – The following individuals have submitted a notification of their resignation before the deadline to receive the early resignation incentive: Barbara Binstock, grade one instructor at Jefferson Elementary, effective 05/26/2017 (40 years of service); Nancy Mack, grade three instructor at Lincoln Elementary, effective 0/26/2017 (40 years of service); James A. Peters, science instructor at Hagen Junior High, effective 05/26/2017 (26 years of service); and Vince Reep, assistant superintendent and business manager at the Central Administration Office, effective 06/30/2017 (41 years of service). The administration will verify their eligibility and evaluate the vacancy these positions may create and will post any openings at a later date. The administrative recommendation was to approve the early resignation incentives. Action was requested. Board members expressed their

Early Resignation Incentive (cont.)

sadness and regret for the resignations and noted the 147 years of combined experience the District was losing. They thanked the individuals for their dedication and services for the many, many years. Mrs. Rude regretfully moved to approve the early resignation incentive from Barbara Binstock, grade one instructor at Jefferson Elementary; Nancy Mack, grade three instructor at Lincoln Elementary; and James A. Peters, science instructor at Hagen Junior High, all with an effective date of May 26, 2017. She further moved to approve the early resignation incentive for Vince Reep, assistant superintendent and business manager at the Central Administration Office with an effective date of June 30, 2017. Mrs. Schwartz seconded the motion. Assuming a roll call vote the motion carried unanimously.

2016-2017 School Calendar – President Ricks noted at the December Board meeting, the Board approved the assignment of March 9 as a snow makeup day/instructional day. Since that time, more input was requested. Vice President Seaks and President Ricks extended an invitation to the DEA to provide a different recommendation within certain parameters, and still ensure 175 student contact days. The DEA discussed the request and brought forth a recommendation for the March 9 makeup day be moved to May 26. Mr. Seaks moved to move the scheduled snow date from March 9 to May 26. Mrs. Schwartz seconded the motion. Discussion: Mrs. Rude inquired if this decision was a true consensus of all members of the DEA or how was it broken down. President Ricks responded that it was her understanding there were three options put out to the teachers to vote on and the May 26 option received the most votes. She added since May 26 had been designated as a teacher work day therefore there should not be people with plans that would need to be altered. Mrs. Rude inquired what date the teacher work day would be moved. In response to a question regarding a potential 4th storm makeup day, there would need to be additional research done in that scenario. A roll call vote was taken on the motion: ayes-5 (Schwartz, Rude, Seaks, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

2017-2018 DPS School Calendar – The Calendar Committee met two times and proposed four draft options for a 2017-2018 school calendar. Minutes from the meeting are available on the website under District Wide Committee Minutes. Descriptions of each draft and the responses from the building representatives are available under the Background Agenda posted under Agendas on the website. All calendars have the same first student contact date of Thursday, August 24 and the last student contact date of Wednesday, May 23. Graduation date was proposed for Sunday, May 27. There were two built-in storm days in all four drafts. The differences between the drafts are the dates for professional development at the beginning of the school year and also the date for the teacher work day. The draft calendars are posted on the website under Supporting Documents. Mrs. Rude inquired regarding the placement of the early release dates. Superintendent Sullivan responded those dates are proposed by the Cabinet members and consultation with Director of Instruction Kathrein. The intention is to have four early release dates. President Ricks noted there were two snow days in the calendars and because of all the excitement this year with the placement of snow days she recommended another storm day/snow day be added to the proposed calendars. Mrs. Rude concurred. There was discussion if it would be appropriate to table this agenda item or make a motion with some stipulations. Board members shared their thoughts on the placement of the storm/snow days. Mr. Wilkie suggested the snow days be made up in the time period that they fall so that students are not missing a day of instruction in the semester the snow day falls. If there are storm days similar to this year in November and the first actual snow makeup day is proposed for March, students, especially at the high school, are missing a day of instruction in their first semester courses. President Ricks said that another option would be Presidents' Day in February. Mrs. Rude added that it could possibly be made up on December 22 but that would have to go back to the Calendar Committee. She noted that the State Superintendent has requested in

2017-2018 DPS School Calendar (cont.)

the past that snow days be scheduled later in the school year. Mr. Seaks inquired if there could be different calendars for different buildings. Superintendent Sullivan responded that parameters were established that the student contact dates needed to be the same across the District. The work day was unique for different reasons in the draft calendars. Discussion led back to the suggestion of tabling the agenda item. President Ricks asked if the agenda topic was tabled what could be the repercussions. Superintendent Sullivan responded that the calendar goes into the student handbooks, is distributed to many entities, and posted for the benefit of the parents for planning purposes. Mrs. Schwartz moved to table the agenda item with the understanding this agenda topic would be brought back before the next board meeting at a special board meeting with a third storm day and four early release dates incorporated into the 2017-2018 calendar. Mr. Seaks seconded the motion. The agenda topic was tabled.

School Board Policy Additions, First Reading – The NDSBA suggested the Board consider three new policies for adoption. One policy regarding weapons is addressed to employees; another policy regarding weapons is addressed to the public. The third policy pertains to whistleblower protection. All three policies are posted on the website under Supporting Documents. Text noted in red are the NDSBA recommendations and the purple text are DPS recommendations. Administrative recommendation was to adopt the three new policies. Action was requested. Mrs. Rude moved to complete the first reading of adopting new policy ACF-Whistleblower Protections Policy, DEAG-Weapons Prohibition on School Property-Employees, and policy KADA-Weapons Prohibition on School Property-Public, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Seaks, Schwartz, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Revisions, First Reading – NDSBA and DPS administration recommended revisions to several policies. The proposed revised policies are available on the website and posted under Supporting Documents. Text noted in red are the NDSBA recommended changes and the purple text is DPS recommended revisions. Administrative recommendation was to revise the policies for first reading. Action was requested. Mrs. Rude moved to complete the first reading of the revisions to policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability, policy FDB-Education of the Homeless Students, policy FFD-Carrying Weapons, policy FFI-Student Use of Personal Technology, and policy KACB-Complaints About Personnel, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Schwartz, Rude, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Addition, Second Reading and Final Adoption – NDSBA recommended adding policy IDC-Data Protection and Security Breaches. This policy is posted on the website under Supporting Documents. Administrative recommendation was to add the policy and action was requested. Mrs. Rude moved to complete the second reading and final adoption of the addition of policy IDC-Data Protection and Security Breaches, as presented. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Revisions, Second Reading and Final Adoption – NDSBA recommended revisions to several policies. The proposed revised policies are available on the website and posted under Supporting Documents. Text noted in red are the NDSBA recommended changes to the policies. Text noted in purple are DPS recommended changes to the policies. Action was requested. Mrs.

School Board Policy Revisions, Second Reading and Final Adoption (cont.)

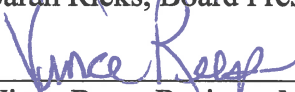
Schwartz moved to complete the second reading and final adoption of revised policies BCAD-Executive Sessions, CAAA-Superintendent Recruitment and Appointment, CAAB-Superintendent Evaluation Procedure, FAAA-Open Enrollment, and FAAD-Tuition Agreements, with a typographical correction to BCAD. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Seaks, Schwartz, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

Other - There were no other topics for discussion.


Adjournment - President Ricks declared the meeting adjourned at 5:55 p.m. The meeting adjourned at 5:55 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special Meeting

January 26, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on January 26, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, and Mrs. Melanie Kathrein. Also present was Mrs. Twila Petersen.

Call to Order - Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation – There were no requests for public participation.

Petition for Recognition from the Dickinson Education Association (DEA) – The DEA submitted two petitions which are posted on the website under Supporting Documents. The petitions are for recognition of an appropriate negotiating unit and also recognition of a representative organization. The administrative recommendation was to recognize the DEA as an appropriate negotiating unit and recognize them as the representative organization for contract negotiations. Action was requested. Mrs. Rude moved that, pursuant to the provisions of Section 15.1-16-10 of the North Dakota Century Code, the school board of the Dickinson Public School District #1 recognizes all licensed personnel employed, or to be employed, by the Board in positions requiring a license issued pursuant to Chapter 15.1-13 of the North Dakota Century Code, except administrators and substitute teachers, as an appropriate negotiating unit for the purpose of negotiations. Mrs. Schwartz seconded the motion. Discussion: President Ricks inquired if the signatures on the petition had been verified as all licensed teachers and not substitute teachers, paraprofessionals, etc. Superintendent Sullivan responded the signatures had been verified as all licensed teachers. A roll call vote was taken on the motion: ayes-5 (Seaks, Schwartz, Rude, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

Mrs. Schwartz moved that, pursuant to the provisions of Section 15.1-16-11 of the North Dakota Century Code, the school board of the Dickinson Public School District #1 recognize the Dickinson Education Association as the exclusive representative of the appropriate negotiating unit for the purpose of the negotiations. Mrs. Rude seconded the motion. Discussion: none. A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

2017-2018 DPS School Calendar – At the January 9 School Board meeting, Board members requested the draft calendars for the 2017-2018 school year include a third storm day and the early release dates. The Professional Development Leadership Team (PDLT) met on January 11, the Calendar Committee met on January 24, and Cabinet members provided additional input. The four draft calendars posted on the website under Supporting Documents reflect the discussion from those meetings. The PDLT requested moving the October 2 PD day to October 9. All calendars have the same first student contact date of Thursday, August 24 and the last student contact date of Wednesday, May 23. The proposed date for graduation is Sunday, May 27. There are three built-in storm days in all four drafts. The differences between the drafts are the dates for professional development at the beginning of the school year and also the date for the teacher work day. The background agenda for this meeting explains the breakdown of the choices for each building for each calendar. Dr. Sullivan explained that Hagen teachers and Berg teachers should have chosen one calendar for the Dickinson Middle School. Those two buildings would like A2 for the Dickinson Middle School. Dickinson High School teachers preferred calendar A4. Mrs. Rude inquired if it would be feasible to have three separate calendars. Dr. Sullivan responded the only distinction between the calendars is the placement

2017-2018 DPS School Calendar (cont.)

of the workday and the placement of the professional development days prior to the beginning of school. He added he did not believe there would be any reason it would not work to have three calendars; the student contact days are identical on all calendars. President Ricks found it interesting that each building seemed to have a separate calendar preference. Mr. Seaks was curious what could be the reasons. Dr. Sullivan explained the Dickinson Middle School staff preferred a workday the day before school starts due to the opening of the new school. Some of the elementary teachers wanted to try having the workday the day before school started. Mrs. Schwartz inquired if the workdays are really a workday or are meetings scheduled on those dates. Superintendent Sullivan responded the negotiated agreement states one workday. He did not believe there were meetings scheduled on that date. Mrs. Rude moved to approve for the 2017-2018 school year calendar A1 for Lincoln Elementary and Roosevelt Elementary; calendar A2 for Dickinson Middle School, Heart River Elementary, Jefferson Elementary, and Prairie Rose Elementary; and calendar A4 for Dickinson High School and Southwest Community High School with a starting date on all calendars of August 24, 2017; the last day of school on all calendars scheduled for May 23, 2018; and graduation scheduled for Sunday, May 27, 2018. Mr. Wilkie seconded the motion. Discussion on the motion: Mr. Seaks wanted assurance that the communication would get to all the buildings so that everyone was on the same page. Mrs. Rude recognized if there was a problem with the calendar selected that should be shared with the building representatives on the Calendar Committee. There was discussion regarding the different days for the professional development prior to the beginning of school. Mrs. Rude thanked Dr. Sullivan and Mrs. Kathrein for the placement of the early release days on the calendar and for providing the information in a prompt manner. A roll call vote was taken on the motion: ayes-5 (Rude, Seaks, Wilkie, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

Adjournment – President Ricks declared the meeting adjourned at 5:12 p.m. The meeting adjourned at 5:12 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

February 13, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on February 13, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Jay Hepperle, Dr. Marcus Lewton, Mr. Shawn Leiss, Mr. Jay Hepperle, Ms. Sherry Libis, Mr. Henry Mack, Ms. Tammy Praus, Mrs. Dorothy Martinson, Mrs. Kristy Goodall, and Mrs. Melanie Kathrein. Others present were: Mr. Les Dykema, Mrs. Twila Petersen, and Ms. Ellie Potter from the Dickinson Press.

Call to Order - Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation – There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda – There were no requests for additions or deletions to the agenda.

Consent Agenda – Mr. Wilkie moved to approve the agenda including the consent agenda consisting of the minutes from the January 9 regular meeting and January 26 special meeting; the bills for January 2017; the financial reports for February 1, 2017; the pledged assets report for February 1, 2017; the personnel reports; and the student/staff recognitions; as presented. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics. No action was requested on these topics.

- a) **DMS Shuttle Bus Service** – Superintendent Sullivan reported there would be four new busing routes added fall of 2017 to accommodate the students attending Dickinson Middle School and living in the restricted zone. There are assigned pickup points for the restricted zone. Those points are Dickinson High School, Hagen Junior High, Lincoln Elementary, and Roosevelt Elementary. Prairie Rose Elementary and Heart River Elementary are exchange locations so there is already busing available at those locations. There will be limited capacity on the restricted zone busing for the Dickinson Middle School students. It will be on a first-come, first-served basis. Dr. Sullivan noted that Hagen Principal Lewton did a parent survey of those interested in the service.
- b) **Safety and Security Committee** – Dr. Sullivan reported this committee held its first meeting and drafted a purpose statement and will look at procedures to identify areas that may need improvement. Superintendent Sullivan noted that the minutes from this committee and the conversations from this committee could not be shared with the Board unless it would go into executive session. He looks forward to working with the individuals on the committee as it moves forward.
- c) **Student Building Reassignments** – Approximately 30-35 elementary students have been identified as not attending the school in their attendance area. Those students are proposed to be re-assigned to the school in their attendance area. Administration is taking additional time to review those students. Building principals will be calling the parents and a letter of intent to reassign is anticipated to be sent out the end of March.

Superintendent's Report (cont.)

- d) City Commission Meeting – Superintendent Sullivan distributed copies of the PowerPoint presentation he presented at the recent City Commission meeting.
- e) Dickinson Middle School Grand Opening – The ribbon cutting ceremony for Dickinson Middle School (DMS) will be held on July 31 and will be invitation only. Board members should be receiving a postcard in the near future and will be invited to the July 31 events. Dr. Lewton is currently working on a plan for an open house with tours provided August 1-4 to the general public.
- f) Beginning Band – Dr. Sullivan reported there has been ongoing conversation regarding the delivery model of the educational programs with the merging of grades six with grades seven and eight. In those conversations, the discussion regarding 5th grade beginning band being moved to 6th grade evolved. Hagen Principal Marcus Lewton and Band Instructor Les Dykema addressed the School Board. Dr. Lewton explained there are ongoing discussions regarding the curriculum for the Dickinson Middle School. The decision to move beginning band to 6th grade has been a process over at least three years with teacher input. Mr. Dykema explained the justification for moving beginning band to 6th grade noting that the 5th grade beginning band had some concerns. Some of those concerns were busing, limited times band could be offered, and retention of what students learn due to one session a week for possibly 20 minutes a session. At DMS, there will be an opportunity for students to receive 125 minutes a week for an elective such as band. Students would not be competing with before and after school activities. Instruction would be from Mr. Dykema which would add some consistency since all students would receive the same instruction. There is a potential to increase retention. He would be able to provide more one-on-one instruction. Mr. Dykema shared a concern regarding the elementary music contracts since they would now be 20-30 minutes short on their day. He wanted those contracts to be protected otherwise the music department was willing to go back to having 5th grade beginning band. Dr. Lewton added with the increased enrollment at the elementary level he believed there would be enough to fill that time. Mr. Dykema explained that Mr. Traquair from DHS has been graciously giving up his preparation time to provide 5th grade band at Jefferson. Mr. Traquair was in agreement with the beginning band starting in 6th grade and was involved in the preliminary plans to change beginning band. Vice President Seaks inquired if any action was requested. Dr. Sullivan responded this topic was informational only. There could be some emotional reaction at some level and the superintendent wanted the Board members to be aware and included in the process as the District moves forward and hopefully Board members would support the idea. Mrs. Rude said that she could potentially see where a 4th grader wanting to play a particular instrument next year could be disappointed. Mr. Dykema understood her concern. Beginning band in 6th grade would provide many advantages and Dr. Lewton added that band would be better if it began at 6th grade. President Ricks thanked Mr. Dykema and Dr. Lewton for providing the information.
- g) CTE Center Letter of Intent – Dr. Sullivan reported that DSU President Mitzel, BSC President Skogen along with Superintendent Sullivan have been meeting to discuss the potential for expanding the CTE services in the Dickinson community. Today the group took a tour of the old hospital as a possible location for the services. There will be ongoing conversations to discuss the design; dual credit; and earning a degree, certification, or licensing. There are no identified specific programs at this time. The facility is designed for one purpose and would need to be repurposed with a lot of renovation to make it an educational facility. The next step would be conducting a needs assessment with discussion regarding the types of programs that should be provided if this idea would become a reality.

Superintendent's Report (cont.)

h) **Fall Kindergarten Enrollment Projections** – Last week the District held kindergarten pre-registration. Based on those numbers, the Assistant Superintendent projects 369 kindergarteners next fall. Dr. Sullivan explained the economic conditions in southwest North Dakota are always changing and could change again very quickly. Those types of changes have implications and impact the District. He wanted the Board members to be aware that the decision has been made not to open Berg Elementary next school year; however, that could be subject to change. The higher projected kindergarten class would require one additional kindergarten teacher. Mrs. Martinson advised the superintendent that those higher numbers would have implications for the Early Childhood Center (ECC) as the District is required to provide special education services to those ECC students and therefore additional staffing would be needed. Superintendent Sullivan proposed a Budget Development and Input Committee meeting prior to the end of the month to review the new projections and implications. Additionally, Superintendent Sullivan will be requesting President Ricks call a Special School Board meeting to discuss the Central Administration Office reorganization since this will have a reflection of those plans along with the legislative issues. Dr. Sullivan would also like to include in the Special Board meeting discussion regarding the District's strategic plan. Vice President Seaks thanked Dr. Sullivan for all his work and all the behind-the-scenes work and for sharing this with the Board.

Business Topics

Dickinson Middle School (DMS) Construction Update – Assistant Superintendent Reep provided an update on the construction at Dickinson Middle School. Zone A at DMS is progressing well and the polished concrete is almost complete. The lockers on the top floor have maple tops and corner panels. Everything seems to be pulling together with the color schemes. There is an issue that is being addressed with the luxury vinyl tile on the second floor. A factory representative was out last week and the architect from DLR Group will be looking at it on Tuesday night. The product is not acceptable to the District nor to the contractors. There will be some options reviewed at Wednesday's construction meeting. The replacement of the vinyl will possibly delay the furniture by two weeks which is projected during the month of April. The gymnasium is empty and the walls have been painted white. Next week the basketball hoops, dividers, and score board will begin to be installed. Installation will begin on March 13 for the maple flooring in the gymnasium. The forum is complete with the exception of some theater lighting. There will be some minor adjustments to the metal paneling on the north side of the building next week. Mortenson Construction representatives will provide a report at the March School Board meeting. Mr. Reep reported the DMS is still tracking on time. President Ricks thanked Mr. Reep for the updated information. This agenda item was informational only. No action was requested.

Superintendent's Evaluation – President Ricks noted the superintendent's evaluation must be completed prior to March 15. This agenda item was informational only. No action was requested.

Extracurricular Committee Update – The District's Extracurricular Committee met on February 2. The minutes from the meeting are available on the website under Supporting Documents. Assistant Superintendent Reep explained the minutes summarize the requests made by the committee. The administration is asking the Board to approve those changes. Most changes were due to the implementation of athletics in the 6th grade. Additional adjustments were requested for high school cross-country and advisors for the junior/senior banquet. Mr. Reep said it would be the

Extracurricular Committee Update (cont.)

recommendation of the administration to seek the board for approval. Mrs. Rude inquired how the request coincides with the negotiated agreement. Mr. Reep responded within the negotiated agreement requests regarding extracurricular were acted upon every other year but now there have been requests two years in a row. The Extracurricular Committee receives requests from the coaches and advisors. The Extracurricular Committee does not have the authority to make those changes. The committee also cannot change contract days. President Ricks asked for clarification, would the requests be incorporated into the negotiated agreement and then be brought to the school board for consideration. Mr. Reep responded that was accurate. This agenda item was informational only. No action was requested.

Budget Development and Input Committee Report – This committee met on February 7. The minutes from the meeting are available as a Supporting Document on the website. Vice President Seaks summarized the topics discussed at the meeting. He said there were many possible scenarios discussed at the Budget Committee meeting regarding foundation aid, Hub City School Oil funding, and state transportation funding. The District will not know the outcome from legislative action until April and how all the variables will play out. Mr. Seaks commended Dr. Sullivan and Assistant Superintendent Reep for their ability to anticipate what is going to happen. There is a priority of needs list with the building-level administrative support being at the top in the list of needs. There is also a great opportunity for school land purchase which is being further pursued. This agenda item was informational only. No action was requested.

Early Resignation Incentive Applications – Several individuals submitted their notice of resignation before the deadline to receive the early resignation incentive. Those individuals were: Paula Gallegos, resource room instructor at Prairie Rose Elementary, two years of service; Scott Hoffman, industrial arts instructor, Hagen Junior High, 21 years of service; Leonard Lindbo, building and grounds coordinator, Central Administration Office, 22 years of service; Amber Remark, grade three instructor, Jefferson Elementary, three years of service; Margaret Schulz, strategist, Dickinson High School, seven years of service; and Susan Splichal, general paraprofessional, Prairie Rose Elementary, 31 years of service. Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may create and will post any openings at a later date. The administrative recommendation was to approve the early resignation incentive applications. Action was requested. Mrs. Rude moved to approve the early resignation incentive for Paula Gallegos, resource room instructor at Prairie Rose Elementary; Scott Hoffmann, industrial arts instructor at Hagen Junior High; Amber Remark, grade three instructor at Jefferson Elementary; and Margaret Schulz, strategist at Dickinson High School; all with an effective date of May 26, 2017. Mrs. Rude further moved to approve the early resignation incentive for Leonard Lindbo, building and grounds coordinator, with an effective date of June 30, 2017 and also approve the early resignation incentive for Susan Splichal, general paraprofessional at Prairie Rose, with an effective date of May 25, 2017. Mr. Seaks seconded the motion. Assuming a roll call vote the motion carried unanimously.

Central Administration Office Reorganization – Part of the required actions requested by AdvancED at the last District visitation was the review of the Central Administration Office reorganization. There have been extended discussions regarding this topic with the School Board and District administration. Superintendent Sullivan will present for consideration the job titles, job qualifications, and job goals for the creation of the administrative recommended new positions for the Central Administration Office reorganization. These positions include the new positions for

Central Administration Office Reorganization (cont.)

business manager, technology director, curriculum coordinator, and human resources director. Available under Supporting Documents is information regarding each position. Superintendent Sullivan addressed the Board explaining the information posted on the website for the technology director, curriculum coordinator, and human resource director do not include the portion with the position's daily duties; posted is the broad purpose and function of the three positions. The full job description is posted for the business manager as this position is in direct line of supervision of the school board. During the conversation with the North Dakota School Boards Association (NDSBA), a possible job description for the business manager was shared with the superintendent. Ms. Egeness went through and compared the two documents and merged them. Vice President Seaks inquired regarding the business manager job description and the role of the school board and superintendent in the evaluation process. Dr. Sullivan responded that he felt it would require additional conversation between the superintendent and the school board. This position will have a greater role for the Board for the evaluation. The evaluation would be done by the school board with input from the superintendent. Vice President Seaks recommended the language on the 6th bullet be revised. Mrs. Rude appreciated the time put into drafting the business manager job description and it appeared the administration was wanting approval. She noted she was prepared to support the business manager job description. She noted the job description for the human resource director, including the performance responsibility and who evaluates that position, was not available. Superintendent Sullivan explained in Board policy CABA, the Board would review for consideration the approval of the broad purpose and function of the administrative positions with the superintendent setting forth the list of responsibilities and duties. In his conversation with Ms. Wimer from the NDSBA, she said she did not care for this policy and was considering revising the policy. Mrs. Rude asked if the evaluator could be listed similar to the administrator or the teachers so that it is defined with the position. President Ricks responded that there are further daily duties that are outlined and exist that are not the Board's responsibility. Vice President Seaks said that it was his understanding that even if the Board approves these positions, excluding the business manager position, they would not be posted due to the current financial situation. He asked if this was correct. Superintendent Sullivan responded that was correct. Superintendent Sullivan added he was going to request a Special School Board meeting for further discussion of the Central Office Administration reorganization. Vice President Seaks inquired if it was necessary to have two different motions or if they could be combined. President Ricks responded there are two different types of approvals. Mr. Seaks moved to approve the job title, job qualifications, and job goals for the positions of business manager, technology director, curriculum coordinator, and human resources director, as presented. Mr. Wilkie seconded the motion. Mr. Seaks amended his motion. Mr. Seaks moved to approve the job title, job qualifications, and job goals for the positions of technology director, curriculum coordinator, and human resources director, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the amended motion: ayes-5 (Schwartz, Wilkie, Seaks, Rude, Ricks); nays-0; absent-0. Mr. Seaks moved to approve the job description for the position of business manager with the minor amendment. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Seaks, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Regulation Revisions- First Reading and Final Adoption – Board Regulation FFK-BR2 – Suggested Procedure for Conducting an Expulsion Hearing and Board Regulation FFK-BR3 – Suspension and Expulsion of Special Education Students is available on the website under Supporting Documents. There are NDSBA recommended revisions noted in red text to these regulations. Administrative recommendation was to adopt the revisions, as presented. Mrs. Rude inquired

School Board Regulation Revisions- First Reading and Final Adoption (cont.)

regarding FFK-BR3 if in fact the District does all the things listed on the regulation. Director of Student Services Dorothy Martinson responded that a prior written notice form exists on Tienet and with the case manager. All the items listed under the Notice for Change of Placements exist and there is a list of resources provided in the procedure book that is given to parents once a year. Mrs. Rude inquired what an interim alternative educational setting would be. Dr. Sullivan responded there has been an instance in this District where, due to a student's extreme behavior that could jeopardize the students and staff, the student was placed where the team considers as an alternative placement. Mrs. Rude moved to adopt the revisions to Board Regulation FFK-BR2–Suggested Procedure for Conducting an Expulsion Hearing and Board Regulation FFK-BR3–Suspension and Expulsion of Special Education Students with one reading with an implementation date of July 1, 2017, as presented. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Seaks, Rude, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Addition, First Reading – DPS Administration recommended adopting policy FDG-Drop Outs as it is a requirement of NDSBA to have a matching policy for all exhibits. The District has in place an exhibit for completing when students withdraw or exit and discontinue education. Proposed new policy FDG is available on the website under Supporting Documents. Administrative recommendation was to adopt the policy. Vice President Seaks explained he was concerned with the word “should” instead of “shall” within the District. He added that he understood the intent and it was great the District was trying to address the dropout rate within the policy. It was noted there was a reduction in students at DHS. Superintendent Sullivan explained the predominate reason for the reduction in students at the high school was due to students graduating early. Mrs. Rude requested the first sentence be rewritten. President Ricks inquired if it was necessary to have the policy. Mr. Wilkie felt the policy indicates what the District should do but it does not say that the teachers won't do more. He added the word “should” indicates that if you are aware of it your moral compass will guide you to do what it should and if you do not there are no consequences. The District should not be held liable by a policy that states “shall” instead of “should”. President Ricks agreed. Vice President Seaks concurred that the District does not want a policy that would go the other way. The outcome is that it raises awareness and there is an expectation and the practice will be that the employee is going to do something, whether it be making the guidance counselor and/or the principal aware of a situation. Dr. Sullivan explained there is an exhibit FDG-E but it does not have a policy to match the exhibit. He added the topic could be tabled until the exhibit can be reviewed. He felt if there is an exhibit there should be a policy to go with it. Mr. Wilkie suggested adopting the policy and vote on it. It is not the kind of policy that is going to ever hurt the District. Mr. Wilkie moved to complete the first reading for adopting new policy FDG-Drop Outs, as presented. Mrs. Rude seconded the motion. Discussion: Board members requested to see the exhibit when the policy is again presented to the Board for consideration. A roll call vote was taken on the motion: ayes-1 (Wilkie); nays-4 (Seaks, Rude, Schwartz, Ricks); absent-0. The motion failed.

School Board Policy Additions, Second Reading and Final Adoption – NDSBA has suggested the Board consider three new policies for adoption. One policy regarding weapons is addressed to employees; another policy regarding weapons is addressed to the public. The third policy pertains to whistleblower protection. All three policies are posted on the website under Supporting Documents. Text noted in red are the NDSBA recommendations and the purple text are DPS recommendations. Administrative recommendation was to adopt the three new policies. Action

School Board Policy Additions, Second Reading and Final Adoption (cont.)

was requested. Mrs. Rude moved to complete the second reading and final adoption of new policies ACF-Whistleblower Protections Policy, DEAG-Weapons Prohibition on School Property-Employees, and new policy KADA-Weapons Prohibition on School Property-Public, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Wilkie, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Revisions, Second Reading and Final Adoption – NDSBA and DPS

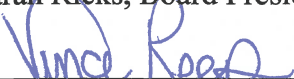
administration have recommended revisions to several policies. The proposed revised policies are available on the website and posted under Supporting Documents. Text noted in red are the NDSBA recommended changes and the purple text is DPS recommended revisions. Administrative recommendation was to revise the following policies: policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability, policy FDB-Education of the Homeless Students, policy FFD-Carrying Weapons, policy FFI-Student Use of Personal Technology, and policy KACB-Complaints About Personnel. Action was requested. Mrs. Rude had concerns with #13 in policy ACDA regarding students using their personal device to take photographs or video recordings. Superintendent Sullivan responded that would be a judgement of the high school administration since there are instances where there are parents who have opted out of having their child's photo taken. An example would be a student in an abusive relationship. Having a photo taken and posted out on the internet could compromise that student's situation. The change to this policy is to let people know they cannot take random photos; students in buildings have certain protection. Mrs. Rude understood the reasoning but felt there could perceivably be many comments from the public. Mrs. Rude moved to complete the second reading and final adoption of the revisions to policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability, policy FDB-Education of the Homeless Students, policy FFD-Carrying Weapons, policy FFI-Student Use of Personal Technology, and policy KACB-Complaints About Personnel, as presented. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Wilkie, Schwartz, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

Other – Mrs. Rude thanked the District for the opportunity to attend the recent NDSBA Negotiations Seminar. It provided valuable knowledge. She encouraged Board members to stay current with the legislative policy updates and felt the District was going to be in for some challenges, not just now, but as it plays out in two years when the North Dakota Legacy Funds are no longer available to fund K-12 education. Vice President Seaks encouraged teachers to share the wonderful things happening in their buildings. He was at Roosevelt last week Friday and Roosevelt Elementary held a "genius hour". He was impressed with students' abilities. President Ricks agreed and noted the achievements listed on the consent agenda with the students in the Technology Student Association.


Adjournment – President Ricks declared the meeting adjourned at 6:18 p.m. The meeting adjourned at 6:18 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special Meeting

February 23, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on February 23, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mrs. Susan Cook, Mr. Ron Dockter, Dr. Marcus Lewton, Mr. Henry Mack, Ms. Sherry Libis, and Mr. Shawn Leiss. Also present was Mrs. Michelle Kovash, Mrs. Amy Kuehl, Mrs. Shary Smith, Mr. Lyle Smith, Mrs. Fern Pokorny, and Mrs. Twila Petersen.

Call to Order - Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation – There were no requests for public participation.

Central Administration Office Reorganization – Due to the recent change in the enrollment projections for the School District, specifically needing additional kindergarten teachers and possibly additional assistance at the Early Childhood Center, it was necessary to address the decision that was made on December 12, 2016, regarding the Central Administration Office reorganization. Dr. Sullivan addressed the Board and explained at the December 12 Board meeting the Board accepted the recommendation of splitting the assistant superintendent position into two positions (business manager and human resources director) and adding a curriculum director. The Board also included the addition of a position for a technology director. In December, Assistant Superintendent Reep estimated the kindergarten class to be approximately 340 students. His newest projections indicate the kindergarten class to be approximately 369 students, excluding inward migration. Because of the higher enrollment, it will be necessary for the District to consider hiring additional kindergarten teachers. DPS may also need to provide additional assistance to ECC. These topics will be brought back to the Budget Committee for discussion and consideration. Dr. Sullivan said he was asking the Board to reconsider its decision and before discussion there needs to a motion from the Board to reconsider. Mr. Seaks moved to reconsider the Central Administration Office organizational chart adopted by the School Board on December 12, 2016. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously.

Superintendent Sullivan explained there are two charts posted on the website under Supporting Documents. These charts were the same charts that were posted on December 12. They had not been modified. Dr. Sullivan said the estimated cost of changing the title of assistant superintendent to director of instruction could potentially, depending on experience and education if Mrs. Kathrein applies for the position, a savings between \$50,000-\$70,000 by making that modification. Because of the changing finances, administrative recommendation was to revise the title of Assistant Superintendent of Teaching and Learning to the title of Director of Instruction. He further explained phase I would be the positions of curriculum coordinator, business manager, and human resources director. The technology director and special education coordinator would be in phase II. Dr. Sullivan requested the implementation of the positions be at his discretion based upon assessment of the District's needs and finances. President Ricks thanked Dr. Sullivan for his explanation of the rationale. She felt that if the assistant superintendent position would be changed and established as the director of instruction, it would be hard to go back and change it since the district needs an assistant superintendent. Dr. Sullivan responded and said the best example he could give is the situation in 2009 when the assistant superintendent position was created. Prior to that time, Mr. Reep's title was the business manager. This title can be modified by the board as

Central Administration Office Reorganization (cont.)

per board policy. Dr. Sullivan felt that it could be a decision the board could consider, whether by this board or a future board. Mr. Seaks inquired, with the shifting of the title, how much of the responsibility also would shift. Dr. Sullivan responded it was only a change in the title and not a change in the job responsibility and would be a cost savings for the District. He added the District is facing a need for additional teachers that were not recommended two months ago. Mrs. Rude inquired if with this position there would be a curriculum coordinator to assist with the director of instruction and how this would fall into the hierarchy. Dr. Sullivan responded that there currently is a director of instruction and it would remain as the current structure of the Central Administration Office. He added he established a hierarchy when he started in 2009 and it drills down ten positions as to who is in charge. As the District adds a business manager, that hierarchy may be different. Dr. Sullivan referenced the second chart and noted that chart would not change, only the title would change, with the curriculum coordinator underneath the director of instruction. Superintendent Sullivan felt the curriculum coordinator would be a priority. The special education coordinator is part of phase II. Mrs. Schwartz inquired if there was a job description for the curriculum coordinator. Dr. Sullivan responded there was a job description. The board approved the broad description of the position at its February meeting. Mrs. Rude inquired if the Board were to consider revising its prior motion and change the assistant superintendent title to director of instruction could there be a potential to automatically put that back into the assistant superintendent title. Dr. Sullivan responded that in the near future this would not be changed to an assistant superintendent title. He noted that superintendents change and school boards change and it is possible it could be recommended at some point in time in the future, but not at this juncture. Mrs. Schwartz clarified that the Board would need to vote on the title change. Dr. Sullivan responded that was his perception of the board policy. Mr. Seaks moved to revise the title of Assistant Superintendent of Teaching and Learning in the Central Administration Office Administration Organizational chart to the title of Director of Instruction. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Wilkie, Rude, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

Chair Ricks recognized it would be in order for another motion to provide leeway for Superintendent Sullivan to proceed as he deems necessary recognizing the status of the school district's finances. Mrs. Schwartz inquired how the Board would be notified regarding the implementation of positions. Dr. Sullivan responded that the business manager and the curriculum coordinator positions are/or will be advertised. The only one that has not been advertised is the technology director. Due to the budget, administration has decided not to advertise for that position, at this time. Dr. Sullivan added that the administration will do everything they can to implement phase I. Mr. Seaks moved to proceed with the previous action of the Board, taken on December 12, 2016, to implement phase I and phase II of the Central Administration Office reorganization and authorize the superintendent to proceed with or cease implementation process as he deems appropriate based upon assessment of the District's needs and finances. Mrs. Rude seconded the motion. Discussion on the motion: Mr. Wilkie asked for clarification on how this would be done and how it would change. Superintendent Sullivan responded that he and the assistant superintendent have visited and it appears the District will have to deficit spend in the next biennium. The District is very well positioned to handle that, at this time. There are a lot of moving parts and at some point the deficit will be at a level that the superintendent would not recommend. It will ultimately depend on the legislative action and changes to the District's revenue. A roll call vote was taken on the motion: ayes-5 (Schwartz, Rude, Wilkie, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

K-5 Mathematics Curriculum Adoption – The mathematics curriculum review which began in 2013 was recently completed. At the December 12, 2016, School Board meeting, Director of Instruction Melanie Kathrein presented material regarding the mathematics curriculum pilot in grades K-5 called Eureka Math. Extensive research has been done with Eureka Math and those teachers in the pilot program are continuously sharing the positives and challenges regarding Eureka. Superintendent Sullivan invited Director of Instruction Melanie Kathrein, Lincoln Elementary Instructor Amy Kuehl, and Prairie Rose Instructor Michelle Kovash to address the Board and provide information regarding the recommendation and justification to adopt Eureka Math. Mrs. Kathrein thanked the Board for the opportunity to provide updated information regarding the Eureka Math pilot program. She said the committee is excited about the work that has been done in the pilot program.

Mrs. Kathrein explained the history behind the math curriculum committee and the research that was done to look at resources that fit the standards. There were three options reviewed in 2015-2016. Information was gathered from other school districts that were using Every Day Math, Investigations, and Eureka Math. A rubric was used for analyzing the math curriculum. Mrs. Kathrein provided copies to the Board members of the lengthy rubric. There was a great deal of work that went into ensuring the District was selecting the best resource to benefit the students. The reviewers eliminated Investigations based on the analysis. The group then visited Devils Lake, which was using Eureka Math, and Fargo, which was using Every Day Math. Mrs. Kovash, a third grade teacher from Prairie Rose, explained the Devils Lake students using Eureka Math in the kindergarten center were extremely impressive. The students in the kindergarten center were using number bonds. They went to another elementary school and in all the classes it was amazing the math skills the students had. She explained what she liked about it was that Eureka Math challenged the students and got them engaged in deeper thinking. The next day the group went to Fargo where they were using Every Day Math. The group had high expectations but were not that impressed. Mrs. Kovash said she likes Eureka Math and what it was doing for the students. When they were in Devils Lake, at the end of the visit, the math coach pulled out the assessment data and shared the remarkable scores. When the team went to Fargo and asked them what their assessment data looked like, they said they were doing okay. The visitation team shared information with the curriculum committee and the committee was excited.

The curriculum committee was ready to do a trial run with a pilot but were nervous about maybe having two different pilots and decided not to force something that wasn't the best for the students and decided to only pilot Eureka Math. They knew it was going to be hard. Kindergarten had the biggest struggle due to the large amount of material. In all, there were 24 classrooms that piloted the Eureka Math in different grade levels with representation from all schools. There was a lot of communication with Devils Lake and some adjustments that were made. The pilot teachers told the committee they had not seen students perform like this before and that it was amazing. Even some of the students in various grades who really struggle were doing well with Eureka Math.

Mrs. Kathrein said the committee and the principals were ready to endorse Eureka Math. The cost to set up the classrooms is estimated about \$110,000 for the teacher resources, not including the training. Mrs. Kuehl, who is a first grade teacher at Lincoln Elementary, said she is amazed at what her first graders are doing. Recently her first graders were adding to 40 and having no problems using two digit numbers and learning how to break it down. She noted it would take some reorganization to fit the 60 minutes or more of math into the school day but she said they liked the Eureka Math and hopefully the testing scores will reflect what the students are accomplishing. Mrs. Rude inquired how the teacher counterparts were dealing with the change. Mrs. Kovash responded that her team loves the Eureka Math and they were

K-5 Mathematics Curriculum Adoption (cont.)

all on board. They have seen the gains the students are making. Last year they used Investigations and didn't teach multiplication until January. This year they started on day one with teaching multiplication. Mrs. Kuehl also said her team embraced the Eureka Math and they feel it has gone well. Mrs. Rude explained that she had heard one of the drawbacks was that the teachers were having to make copies for the students. She inquired if there was a way around making so many photocopies. Mrs. Kovash responded that her class has done a lot on personal white boards. The third graders had workbooks. Mrs. Kuehl said her team chose not to have workbooks and really regretted it and would request workbooks in the future. Because there is only one copy machine at Lincoln and 26 teachers, sometimes the Eureka Math documents had to be copied on weekends when the machines were available. The workbook does not have everything but it would eliminate part of the copying. There was discussion regarding photocopying and purchasing the workbooks and what resources were available.

Mrs. Rude inquired what will happen if the Eureka Math is adopted, which goes through grade 8. How will this affect the upper grade levels? Mrs. Kathrein responded the math curriculum had already adopted Connecting Math for the upper levels and have invested in that. She felt it would be discussed the next time that curriculum was on the review cycle. The Devils Lake teachers were commended for being generous with their time and sharing of information. They have a math coach and Mrs. Rude inquired if that would be something DPS would be implementing. Mrs. Kathrein responded she would like to have a math coach but that would not be something that she would be able to implement. A curriculum coordinator could assist with that aspect.

President Ricks expressed her appreciation for all the hard work done by the committee in making the decision and analyzing and presenting to the board. Administrative recommendation was to adopt the K-5 Eureka Math curriculum with an implementation date of fall 2017. Mr. Seaks moved to approve adoption of the K-5 Eureka Math curriculum to be implemented the 2017-2018 school year. Mrs. Rude seconded the motion. Discussion: Mrs. Rude inquired if the cost for the implementation would fit in the budget. Mr. Reep responded he had looked that up during the discussion and said the book budget has a satisfactory balance to support the Eureka Math implementation. A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

Strategic Plan – The Dickinson Public Schools Strategic Plan is a working document drafted by the School Improvement Leadership Team and receiving input for revisions from stakeholders. The Strategic Plan is reviewed, discussed, and updated by the School Improvement Leadership Team on an annual basis. Available under Supporting Documents is the most current Strategic Plan for the District. Superintendent Sullivan addressed the Board explaining the strategic plan was developed as part of the accreditation process for AdvancED. He felt it would be instructional and helpful to the School Board if he would provide details about the strategic plan, the action plans, and the status and progress of each action plan.

- I. **Positive Behavioral Support Model** – The positive behavioral intervention and support has been adopted in the school district and professional development has been provided. Additionally, the school buildings have CHAMPS and zones of regulation. These two programs provide an opportunity for the students to self-regulate and stop outbursts. In the buildings, they are starting to see the students have a greater understanding about self-control as the building personnel continue to emphasize those regulations. This is a proactive approach to prevent problems that seems to be successful and is reviewed on a regular basis.

Strategic Plan (cont.)

- II. Physical Environment of District Property will be Safe – Additional school resource officer services is reviewed on an annual basis through the needs assessment process in the school district. It sometimes moves closer to the top but with other pressing needs it is moved down on the list. In regards to the facilities being properly maintained, the long range facility plan that was developed by DLR addresses this topic. Additionally, the major projects list is drafted on an annual basis by the assistant superintendent. There have been improved security measures at all the buildings by the installation of locking doors and added security procedures and assessments. Additionally, a District-wide Safety and Security committee is in place to look at concerns and issues. The faculty and staff will have a training in the fall on a different method to approach the possibility of an active shooter situation in the building. Alternative education or a day treatment program continues to be reviewed and discussed. The board has approved a centered-based, emotionally disturbed program for grades K-5, unfortunately the district has not been successful in finding a candidate for that position.
- III. All Learners will Effectively Utilize 21st Century Skills for Learning – Dr. Sullivan noted this title may need to be changed since Superintendent Baesler is moving away from the Common Core Based Standards. These standards were utilized and discussed during curriculum adoption and implementation. Instructional strategies that are research based and designed to increase student achievement are reviewed regularly. An example of this is at the Dickinson Middle School. It is regularly emphasized to use the 4 C's of learning (collaboration, communication, creativity and innovation, and critical thinking) and incorporate them into the curriculum when it is appropriate. Project-based learning is evolving and the superintendent feels it continues to increase in the school district. The DHS science department is looking at taking two courses and turning them into an exclusively project-based learning. Additionally, DHS is also doing a project on Ellis Island that is cross curricular. The DMS is designed around project-based learning. Professional development has been provided, particularly with the new middle school coming on line.
- IV. Implement Effective Instructional Practices – The District adopted the Danielson model as the teacher evaluation tool. The District also adopted the state template model as the principal evaluation tool. Professional development was provided to principals and teachers for the Danielson model. Superintendent Sullivan acknowledged the District is continually reviewing the staffing patterns. This is reported to the Board on a monthly basis. The District is looking at reviewing collapsing some classrooms as a cost saving measure. Superintendent Sullivan and Assistant Superintendent Reep have reported to the Budget Committee the need for additional kindergarten teachers due to the anticipated enrollment for the fall. There is continuous discussion between the superintendent and assistant superintendent regarding staffing for not only certified personnel but also classified personnel.
- V. Technology for Learning – The technology infrastructure has been improved over the past few years. Professional development is provided to the faculty in the use of technology for learning through EduTech training. Additionally, EduTech provided training on utilizing the 1-to-1 approach in the DHS history department and science department. There was professional development provided to the DMS teachers. K-5 received training in responsible digital citizenship provided through the librarians and the library curriculum. There is a technology plan which is attached to the strategic plan.
- VI. Environmentally Friendly Construction – Dr. Sullivan noted the District has built two new schools in the past four years and added onto three schools. The new construction has some very environmentally friendly aspects to those facilities. A project at the DMS for recycling is being considered. Additional counseling services is a component of the annual needs assessment.

Strategic Plan (cont.)

VII. **Community Stakeholder Involvement** – Superintendent Sullivan noted some improvements have been made to community involvement at the building level and District level by using FaceBook and other social media. The new alert system provides voice, email, and texting messages. Some of the buildings are additionally utilizing the alert system for reminders and various notifications. Online learning opportunities are available at DHS through Jefferson County Public Schools and also through the state’s Distance Learning Center. Curriculum literacy nights have been conducted. The outreach stakeholder groups could continue to grow. The passing of the bond election is a good representation of the positive community partnership with the school district. The ongoing discussion regarding the CTE Center also emphasizes positive community partnership. There is ongoing collaboration between DPS and Dickinson Catholic Schools with identified community partnership after the Trinity fire. Assistant Superintendent Reep and Superintendent Sullivan sit on the Manufacturers Roundtable which is an active group of leaders. This group has provided some positive input regarding the new middle school.

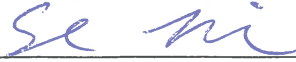
Vice President Seaks thanked Superintendent Sullivan for going through the strategic plan and reviewing each action plan. Mr. Seaks inquired if there was any specific breakdowns that exist to address test scores. Dr. Sullivan responded those goals are largely established at the building level. It is discussed at the School Improvement Leadership Team camp that occurs right after the end of the school year. Dr. Sullivan added he will be working with the principals prior to their departure for the summer to present information to the school board regarding this topic. Mrs. Rude added that it would be nice to have that information and also the goals that the buildings have at the beginning of the year and any concerns at the end of the year. President Ricks appreciated Dr. Sullivan going through the strategic plan and enjoyed hearing the great things going on the District. This agenda item was informational only. No action was requested.

RSP & Associates Consulting Proposal–Attendance Areas - Available under Supporting Documents is a cost proposal from RSP & Associates Consulting for the Board’s consideration which had also been emailed previously to the Board members. The proposal would assist the District by providing an enrollment analysis, boundary analysis, and/or public facilitation option. Superintendent Sullivan addressed the Board. His recommendation for consideration is the boundary analysis at a cost of \$15,000. Dr. Sullivan noted that Bismarck Public Schools and Mandan Public Schools utilized RSP & Associates. The Bismarck Public Schools business manager was very complimentary and added they are good at facilitating public meetings, if desired by the Board. With the student inward and outward migration, the possibility of opening Berg Elementary as a K-5 for 2018-2019, and the bigger picture of moving students around and class sizes, the administration feels it would be beneficial to the District and students to have some guidance. One of the primary reasons for not opening Berg at this time is so there can be an opportunity for input and ideas regarding Berg Elementary. It will be an exciting time for the Board with good conversation, possibly at a Board workshop. Mr. Reep added that it is a good idea to get an outside viewpoint when looking at the boundary analysis. Administrative recommendation was to approve the services for boundary analysis from RSP & Associates Consulting. President Ricks inquired if the company was going to provide a solution or data to guide the District with a decision. Mr. Reep felt they would give information and movable parts so that as a District a decision can be made that benefits the District. Mrs. Rude moved to direct the administration to proceed with the hiring of RSP & Associates Consulting for the services of the District’s boundary analysis. Mrs. Schwartz seconded the motion. Discussion on the motion: Vice President Seaks inquired if this was a one-year consulting contract and a new contract could be requested if additional assistance was needed. Dr. Sullivan responded that was

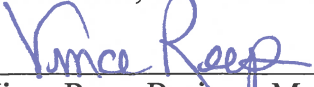
RSP & Associates Consulting Proposal – Attendance Areas (cont.)

accurate. A roll call vote was taken on the motion: ayes-5 (Schwartz, Seaks, Rude, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

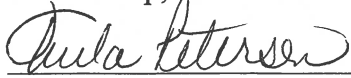
Adjournment - Chair Ricks declared the meeting adjourned at 6:17 p.m. The meeting adjourned at 6:17 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special Meeting

March 8, 2017; 11:45 a.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on March 8, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Kim Schwartz, Mr. David Wilkie, and Mrs. Tanya Rude (via conference call). Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, and Mrs. Dorothy Martinson. Also present was Mrs. Twila Petersen.

Call to Order - Board President Ricks called the meeting to order at 11:48 a.m.

Public Participation – There were no requests for public participation.

Superintendent's Evaluation – President Ricks displayed the superintendent's evaluation system on the projector screen. She noted the evaluation process was recently changed by the School Board. All five board members participated in the superintendent's evaluation process. There are six areas the superintendent was evaluated and she went through each area and called for a motion for an overall rate on each area. The rating may be either satisfactory or unsatisfactory. Prior to the Board meeting, Board President Ricks and Vice President Seaks reviewed the evaluation with Superintendent Sullivan.

The first area the superintendent was evaluated was Goal and Vision Setting. Mr. Wilkie moved to rate Superintendent Sullivan with an overall satisfactory rate in the area of Goal and Vision Setting. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Seaks, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

The second area the superintendent was evaluated was Board Relations. Mr. Seaks moved to rate Superintendent Sullivan with an overall satisfactory rate in the area of Board Relations. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Rude, Wilkie, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

The third area the superintendent was evaluated was Human Resource Management. Mrs. Schwartz moved to rate Superintendent Sullivan with an overall rate of satisfactory in the area of Human Resource Management. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Rude, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

The fourth area the superintendent was evaluated was Curriculum and Student Support Services. Mr. Wilkie moved to rate Superintendent Sullivan with an overall rate of satisfactory in the area of Curriculum and Student Support Services. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Wilkie, Rude, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

The fifth area the superintendent was evaluated was Community Relations. Mrs. Schwartz moved to rate Superintendent Sullivan with an overall rate of satisfactory in the area of Community Relations. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Rude, Wilkie, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

Superintendent's Evaluation (cont.)

The sixth area the superintendent was evaluated was Operations and Resources Management. Mr. Wilkie moved to rate Superintendent Sullivan with an overall rate of satisfactory in the area of Operations and Resources Management. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Rude, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

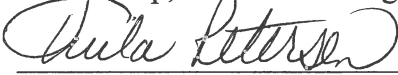
Adjournment – President Ricks declared the meeting adjourned at 11:55 a.m. The meeting adjourned at 11:55 a.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

March 13, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on March 13, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Jay Hepperle, Dr. Marcus Lewton, Mr. Shawn Leiss, Mr. Guy Fridley, Mrs. Sara Streeter, Ms. Sherry Libis, Mr. Henry Mack, Mrs. Susan Cook, Mrs. Dorothy Martinson, Mrs. Kristy Goodall, and Mrs. Melanie Kathrein. Others present were: Mr. Wayne Olson, Mr. Josh Gustafson, Mr. Lyle Smith, and Mrs. Twila Petersen.

Call to Order - Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation – There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda – There were no requests for additions or deletions to the agenda.

Consent Agenda – Mr. Wilkie moved to approve the agenda including the consent agenda consisting of the minutes from the February 13 regular meeting, February 23 special meeting, and March 8 special meeting; the bills for February 2017; the financial reports for March 1, 2017; the pledged assets report for March 1, 2017; the personnel reports; the RACTC report; and the student/staff recognitions; as presented. Mr. Seaks seconded the motion. Assuming a roll call vote the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the below topics. No action was requested on these topics.

- a) **DPI Child Nutrition Review** – Dr. Sullivan reported in early February the North Dakota Department of Public Instruction (DPI) reviewed the District's food services program. There were 11 comments on the report, nine being complimentary and two being corrective actions. One corrective action was taken immediately and the other action requires a minor change to the Board's wellness policy, which is on tonight's agenda. The small change on the policy pertains to whole grains served in the schools. Dr. Sullivan commended Assistant Superintendent Reep, Mrs. Wahl, and all the District food services staff for the positive report received from DPI.
- b) **Adult Learning Center** – Available under Supporting Documents is a copy of a letter from State Superintendent Kirsten Baesler congratulating the Adult Learning Center for being the recipient of the RFP grant. Dr. Sullivan explained the state is shifting from its current structure for adult education centers to eight regional centers. Dr. Sullivan commended the ALC Director, Mrs. Grandell, and also the Director of Students Services, Mrs. Martinson and their staff for their work in applying and being awarded the grant.
- c) **RSP Consultants** – Previously the Board approved a proposal from RSP Consultants for the District's boundary analysis. When the proposal was reviewed there was nothing that explained that it was a package with all components required. It may be necessary for the Board to reconsider in a different format in the future.
- d) **Berg Elementary Purpose** – At Cabinet this morning, the administrators provided some options in a brainstorming session regarding repurposing Berg when it opens in 2018-2019.

Superintendent's Report (cont.)

Some suggestions included: kindergarten center, 5th grade center, K-5 school, 9th grade center, English Language Learner magnet school, K-2 school, K-5 magnet school, K-5 school and K-5 emotionally disturbed center-based program location, and placing the kindergarten center in a different building. Dr. Sullivan welcomed any suggestions from Board members. Vice President Seaks inquired when a decision would be made regarding Berg. Superintendent Sullivan responded he would like to have a decision made within the next 10-11 months.

Business Topics

Roughrider Area Career and Technical Center (RACTC) Update – Mr. Wayne Olson, RACTC Director, addressed the Board. He distributed copies of a report with updated information regarding the programs provided by RACTC to serve the Dickinson Public Schools students. He also has a report posted on the website under Supporting Documents. He thanked the Board members for the opportunity to present information to them. He noted this was his second year as the RACTC director. Mr. Olson has appreciated meeting and working with President Ricks and Vice President Seaks and receiving valuable input from them on a regular basis. The objective of his presentation was to indicate where RACTC was at and the new things they were doing and the direction they are going. RACTC has one full time employee, Mrs. Johnson, to serve the DPS students. Mrs. Johnson offered three sections of health careers in the first semester at DHS with the maximum number of students, 18, in each section. In the second semester, Mrs. Johnson is providing two sections of health careers II. These classes are smaller due to the course providing job shadowing for the students. Mr. Olson commended Mrs. Johnson on taking on the tremendous task of coordinating and overseeing the job shadowing program. This opportunity for the students is made possible by the health care providers at the local hospital and clinics. Mr. Olson thanked those businesses, especially Mrs. Swenson at CHI, as it would not be possible to have the job shadowing without their partnership. He also thanked the Dickinson State University Nursing Department for making it possible for the DHS students to have hands on training using the modules and equipment available at the university.

Mr. Olson noted that RACTC holds Mrs. Johnson's contract and negotiates her contract. She is working on completing her course work for her certification this spring. The District reimburses RACTC based on a per student formula. Vice President Seaks inquired since the health careers courses were so popular and student enrollment is limited, who decides who gets in and does not. DHS Principal Dockter responded the students that are seniors are chosen first followed by the juniors and on down in grade. Mrs. Rude inquired what Mrs. Johnson's room is used for during 4th period, could it be used for an additional health careers course. Mr. Dockter responded that 4th period is Mrs. Johnson's prep time. Oftentimes the room is used for ITV requests and other needs from the high school.

Mr. Olson explained that he is pleased RACTC has been able to secure a second health careers instructor, Mrs. Schneider, during the past year. Mrs. Schneider serves the students using ITV courses through the Tegrity or online platforms. She provides courses including accounting, web design, entrepreneurship, desktop publishing, geographic information systems, multimedia, natural resource management, animal science, agriculture, small animal care, veterinary science, equine science, sports marketing, and marketing I and II. Next year the courses will expand to include

Roughrider Area Career and Technical Center (RACTC) Update (cont.)

sports medicine and EMT. Mrs. Schneider will also complete her teaching certification the end of May.

Mr. Olson explained RACTC, with support from welding instructors Clarence Hauck and Rudy Privratsky, offer a welding academy that is very popular with the students. This is a weeklong course held in June. Additionally, RACTC has a high tech equipment program where the equipment is rotated amongst the nine districts.

In January, Mrs. Johnson and Mrs. Schneider took 24 students to UND-Grand Forks and NDSU-Fargo to tour the campus medical programs. Students were able to visit with health professionals about health related careers and programs.

Board members thanked Mr. Olson for the thorough explanation of the RACTC program and for traveling to present at the meeting. This agenda item was informational only. No action was requested.

Dickinson Middle School Construction Update – Mr. Josh Gustafson, Project Manager for Mortenson Construction, addressed the Board. He thanked the Board members for the opportunity to update them on the progress of the construction of the new middle school. He presented a PowerPoint presentation with some photos of different areas of Dickinson Middle School and a completion timeline. Areas that he displayed photos included concrete flooring that was polished in high traffic areas; the skills for daily living space with exhaust hoods, cooking ranges, etc; plumbing fixtures and bathroom accessories in the faculty and student restrooms; discovery areas; locker bays; movable glass partitions; writable surfaces; case work; ceiling and flooring in a science classroom; east stairwell with maple rail caps and rubber flooring; first floor bathroom specialties and plumbing fixtures; TMI cabinetry; the mechanical room; bathrooms in the gymnasium with decorative wall tiles; sports equipment, basketball hoops, and divider curtains in the gymnasium. Installation will begin soon on the gymnasium hard wood floor. Additional photos showed the acoustical sound barrier ceiling, the front entrance, the technology classroom with mobile casework track mounted and provided by TMI, and the fitness room. Mr. Gustafson reported the construction is on track and the company is very proud of the products. He provided some information regarding the amount of work force and materials the project has required. There are 83 workers on the site at a given time (injury free), 542,194 square feet of drywall installed (95% complete), 3,201 gallons of paint, 62,072 square feet of carpet installed, and 27,456 square feet of polished concrete. He noted the gymnasium floor would take approximately 6-7 weeks to install.

Vice President Seaks thanked Mr. Gustafson for the updated information and said it was very impressive. He asked if there would be a time when the custodial staff would be shown the mechanical equipment and how it works and how to clean surfaces, etc. Mr. Gustafson responded there would be training for faculty and staff on various aspects of the building from maintaining the building to using the glass operable walls. The training will be videotaped and can then be shared with others in the building. President Ricks and Board members thanked Mr. Gustafson for the presentation. She expressed her appreciation and how it was exciting to see the work being accomplished.

North Dakota School Boards Association (NDSBA) Negotiations Seminar – Mrs. Schwartz, Mrs. Rude, and Superintendent Sullivan attended the recent NDSBA Negotiations Seminar held in Bismarck. Mrs. Schwartz thanked the school district for the opportunity to attend the seminar. She noted it was beneficial in understanding the negotiations process with added planning tips and strategies. The information regarding the Rocky Mountain Evaluation process was a good refresher course. The legislative process was also explained during the seminar and the state budgeting forecasts. Mrs. Rude had shared some information at the February Board meeting regarding the negotiations seminar. This agenda item was informational only. No action was requested.

Budget Development and Input Committee Update – This committee met on February 7 and February 27. The minutes from these meetings are posted on the District's website under the District-wide Meeting Minutes link. Vice President Seaks explained at the February 27 meeting there was some flexibility granted to the administration regarding an 18th section of kindergarten, considering the forecasted 370 students for kindergarten. There was additional flexibility granted in regards to a review of a potential additional teacher at the Early Childhood Center. At the Budget Committee meeting there was discussion regarding the need for teachers on special assignment. The committee granted flexibility if funding was available. Additionally, the committee reviewed and approved a classified salary proposal. Vice President Seaks noted the Budget Committee was supportive of the new mathematics curriculum and any financial assistance it may need to be successful. This agenda item was informational only. No action was requested.

Interest Based Bargaining Update – Mrs. Ricks and Mrs. Schwartz are the school board representatives on the team. Mr. Fahy, Ms. Berglund, Mr. Schobinger, Mrs. Knipp, and Mr. Miller are the Dickinson Education Association representatives on the team. The Interest Based Bargaining Team has had two meetings (February 20 and March 6). President Ricks explained the team successfully established the ground rules in one meeting. Mrs. Schwartz credited the quick review of the ground rules to the previous negotiators who had done a great deal of work in creating the ground rules. President Ricks listed topics that had been presented by both parties so far for discussion: the length of the negotiated agreement (whether it is one or two years), flexibility of leave, simplifying the leave language, some housekeeping items have already been verbally agreed regarding grammatical corrections and changing HJH to DMS under co-curricular, lane 7 and beyond on the matrix, the salary schedule, frozen step from 2009, grievance procedure language, stipend for district move, amount for day deduct, class sizes and caseloads, and wages and benefits. This agenda item was informational only. No action was requested.

Early Resignation Incentive Applications – The following individuals submitted their resignation before the deadline to receive the early resignation incentive: Christy Beck, social studies instructor at Hagen Junior High with 10 years of service; Leo Hofer, head custodian at Berg Elementary with 26 years of service; Rachel Needels, grade one instructor at Jefferson Elementary with one year of service; Ashley Pulver, grade one instructor at Prairie Rose Elementary with four years of service; and Ashley Rasmussen, strategist at Dickinson High School with two years of service. Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may create and will post any openings at a later date. The administrative recommendation was to approve the early retirement incentives. Action was requested. Mrs. Rude moved to approve the early resignation incentive for Christy Beck, social studies instructor at Hagen; Rachel Needels, grade one instructor at Jefferson; Ashley

Early Resignation Incentive Applications (cont.)

Pulver, grade one instructor at Prairie Rose; and Ashley Rasmussen, strategist at DHS; all with an effective date of May 26, 2017. Mrs. Rude also moved to approve the early resignation incentive for Leo Hofer, head custodian at Berg with an effective date of June 30, 2017. Mr. Wilkie seconded the motion. Assuming a roll call vote the motion carried unanimously.

Open Enrollment Applications – The administrative recommendation was to approve the open enrollment applications received for a child of Peggy Stroh, a child of Justin Binstock, and a child of Krishanda Clevenger. Mr. Seaks moved to approve the open enrollment requests for a child of Peggy Stroh from Killdeer to Dickinson, a child of Justin Binstock from South Heart to Dickinson, and a child of Krishanda Clevenger from New England to Dickinson and to be admitted to the Dickinson Public Schools as per the open enrollment policy. Mrs. Schwartz seconded the motion. Assuming a roll call vote the motion carried unanimously.

The administrative recommendation was to approve the applications for open enrollment for the incoming kindergarten students. Applications were for a child of Stacy Northrop, a child of Scott Olheiser, a child of Daphne Hecker, a child of Christen Steiner, a child of Katherine Rapp, a child of Jennifer Wyman, a child of Alysia Bechtold, and a child of Mindy Wood. Mrs. Rude moved to approve the open enrollment requests for a child of Stacy Northrop from South Heart to Dickinson, a child of Scott Olheiser from South Heart to Dickinson, a child of Daphne Hecker from South Heart to Dickinson, a child of Christen Steiner from Belfield to Dickinson, a child of Katherine Rapp from Richardton-Taylor to Dickinson, a child of Jennifer Wyman from South Heart to Dickinson, a child of Alysia Bechtold from Richardton-Taylor to Dickinson, and a child of Mindy Wood from South Heart to Dickinson; all to be admitted to Dickinson Public Schools as per the open enrollment policy. Mr. Wilkie seconded the motion. Assuming a roll vote the motion carried unanimously.

School Board Regulation Revision- First Reading and Final Adoption – Board Regulation FCB-BR–Supervision of Students is available on the website under Supporting Documents. NDSBA has replaced this board regulation with a new descriptor code. No other changes were made to the content of the regulation. Administrative recommendation was to reaffirm the board policy with the NDSBA changed descriptor code. Action was requested. Mrs. Rude moved to reaffirm the board regulation entitled Supervision of Students with the new descriptor code of FC-BR with one reading. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Rude, Wilkie, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Revision- First Reading and Final Adoption – Recently, the North Dakota School Boards Association changed the descriptor code on policy GABDC (new descriptor code DHAB)-Title I Qualifications Notification Requirement. There was no change to the policy content. The revised policy is posted on the website under Supporting Documents. Administrative recommendation was to reaffirm the policy with the NDSBA changed descriptor code. Action was requested. Mrs. Schwartz moved to reaffirm the policy entitled GABDC Title Qualifications Notification Requirement to the new descriptor code DHAB with one reading. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Seaks, Schwartz, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Revisions- First Reading – Recently, the Dickinson Public Schools Food Services Program was reviewed for monitoring by the North Dakota Department of Public Instruction (DPI). Part of the monitoring included the review of the District’s wellness policy (ABCC). DPI has made required minor revisions to the top of page 4 of the policy. Other policy revisions reviewed by the Board included policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel, Policy DDEA–Jury and Witness Duty, and policy FCAC-Head Lice. NDSBA recommended changes are noted in red **text** and/or **strikeout**. The revised policies are posted on the website under Supporting Documents. Administrative recommendation was to revise the policies with the requested changes. Action was requested. Mr. Wilkie moved to complete the first reading for revising policy ABCC-Dickinson Public Schools Wellness Policy, policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel, policy DDEA-Jury and Witness Duty, and policy FCAC-Head Lice, as presented. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Seaks, Schwartz, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

Other – Mrs. Rude wished to explain her reasoning for making inquiries to District personnel and administrators within the last 2-4 months. She explained her questions were to get a better understanding and clarification regarding the District’s policies and procedures and the superintendent’s job responsibilities. The supporting information provided her with clear and concise information to reflect an objective evaluation. The superintendent’s evaluation is a difficult job for the Board members. She was consulting the administration for additional input. Mrs. Rude wanted to assure the individuals that it was not her wishes to put their job in jeopardy nor to put them in a position that was not desirable with the superintendent. She said the board members do not have any other way to get an objective view of the superintendent’s job performance other than to ask questions. Mrs. Rude knows some of the questions did seem trivial. She understands the District has a proper chain of command; however, she feels there are times when individuals do not adhere to the chain of command because they do not trust and feel that if they bypass the chain of command their voice could be heard. As a group, the board members sometimes do not know what is good or bad. She noted that what the board members put in the superintendent’s evaluation needs to be appropriate and well guided. She did appreciate the openness of many of those that she had asked questions and appreciated their feedback.

Vice President Seaks noted the long list of the student accomplishments listed under the Consent Agenda. He said there are accomplishments anywhere from gymnastics to math counts. It is an exciting time for the District and he was proud of all those listed who are doing great things and making great things possible.


Adjournment – President Ricks declared the meeting adjourned at 6:03 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

April 10, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on April 10, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, and Mr. David Wilkie. Absent Board member: Mrs. Kim Schwartz. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Guy Fridley, Dr. Marcus Lewton, Mrs. Kristy Goodall, Mr. Jay Hepperle, Mr. Ron Dockter, Ms. Tammy Praus, Mr. Henry Mack, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mrs. Sara Streeter, and Mrs. Susan Cook. Others present were Ms. Christina Ridl, Mrs. Karla Haugen, Mr. James Peters, Mrs. Twila Petersen, and Ms. Ellie Potter from The Dickinson Press.

Call to Order - Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation – There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda – There were no requests for additions or deletions to the agenda.

Consent Agenda – Mrs. Rude moved to approve the agenda including the consent agenda consisting of the minutes from the March 13 regular board meeting; the bills for March 2017; the financial reports for April 1, 2017; the pledged assets report for April 1, 2017; the personnel reports; a tuition waiver request for a child of Jaime Layman from Dickinson to South Heart; and the student/faculty/staff recognitions; as presented. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics that did not require Board action.

- a. **Technology Strategic Plan** – Dr. Sullivan commended the District-wide Technology Committee for drafting a plan of what embedded technology would look like in the District. Embedded technology in grades K-2 would have one device for three students; embedded technology for students in grades 3-5 would have one device for every two students. Devices in grades 6-12 will be defined on a departmental basis. The preference for the technology in the elementary classroom was to have the devices provided in a classroom set. Once the devices are purchased they would be on a 5-year replacement rotation. The price for the devices in grades K-2 would be between \$150,000-\$175,000, at current prices. The price for the devices in grades 3-5 would be approximately \$375,000-\$575,000, at current prices. The Technology Committee continues to work on the strategic plan and will be reviewing some suggestions for professional development and any implications for curriculum.
- b. **Budget for the Next School Year** – Dr. Sullivan noted previously it had been reported to the Board that it appeared the District would be deficit spending and there are no indications that the per student allocation would be increasing in the future. Assistant Superintendent Reep has run a projection on the cost for staffing Berg Elementary during the 2018-2019 school year. Mr. Reep's projection came in at \$1.2 million. This amount does not include the cost for equipment, books, or operating costs. Superintendent Sullivan explained the projections for the kindergarten enrollment show 368 for fall 2017, 428 kindergarten students for fall 2018, and an

Superintendent's Report (cont.)

- upward trend thereafter. These projections are based on live birth rates and do not take into account inward migration. This will reflect some fiscal challenges for the District and he added the District is well positioned to address those challenges. The proposed budget from President Trump would discontinue Title IIa services which pays the salaries for approximately three teachers and provides approximately \$60,000 in professional development. Additional budget cuts would reduce the funding for the 21st Century Grant which helps to fund the Regional After School Program (RASP) at two of the District's schools.
- c. **Teacher/Staff Appreciation Week** – The week of May 1-5 is Teacher/Staff Appreciation Week. The School Board will be providing meat and cheese trays to the teachers and staff to show their appreciation.
- d. **Individuals with Disabilities Education Act (IDEA)** – The North Dakota Department of Public Instruction (DPI) collected data on the Dickinson Public Schools performance on 17 compliance and performance indicators regarding IDEA. Superintendent Sullivan recognized the Director of Student Services Dorothy Martinson and the District's Special Education Department and staff for their outstanding level of performance. DPI's determination was that the District meets requirements for 2015-2016. A copy of the letter from DPI with this recognition is posted on the website under Supporting Documents.

Business Topics

Regional After School Program (RASP) Update – The Regional After School Program Co-directors Mrs. Karla Haugen and Ms. Christina Ridl addressed the Board presenting updated information. Ms. Ridl reported the RASP program was awarded \$265,000 for Heart River, Roosevelt, Beach, and Hebron. Right now Heart River has 46 students with eight staff members, Roosevelt has 33 students with four staff members, Beach has 24 students and four supervisors, Hebron has 35 students and three supervisors, Prairie Rose has 105 students and nine supervisors, Jefferson has 68 students with seven supervisors, and Lincoln Elementary has 96 students and nine supervisors. The RASP program will be increasing its fees for the next school year. In accordance with the requirements in the grant, there is a sliding scale fee for parents based on the parent's eligibility for free and reduced meal applications. Ms. Ridl listed some of the summer 2016 RASP activities which included trips to Raging Rivers in Mandan, the Dakota Zoo in Bismarck, miniature golf in Medora, and Badlands Ministries in Medora. Additionally, students enrolled in summer RASP have opportunities to open swim at the Dickinson Community Center. Registration for the summer RASP for this year is now open and will close shortly before RASP begins this summer. New this summer will be some clubs that students can attend. Board members thanked the co-directors for providing the updated information and for the valuable services and the opportunity they provide to so many families in the community. This agenda item was informational only. No action was requested.

DPS Foundation Update - DPS Foundation President James Peters addressed the Board providing information on what the Foundation is doing which supports DPS. The Foundation received over \$66,000 in grant requests. Approximately \$40,000 of the grant requests were funded. To date the Foundation has awarded approximately \$345,000 in grants. The Foundation also provides several scholarships. The Mystery Dinner Theatre is the signature fundraiser and a friend builder for the Foundation. This year's theatre provided \$7,000 in revenue. Mr. Peters said the Foundation welcomes any suggestions to improve Foundation funding. Board members thanked Mr. Peters for the updated information. No action was requested. This agenda item was informational only.

Dickinson Middle School Construction Update – Assistant Superintendent Reep addressed the Board and provided an update regarding the progress of the construction of Dickinson Middle School. Mr. Reep reported furniture was being moved into the building beginning last week. The irrigation system will be powered up towards the end of the month. Work continues on finishing the maple flooring in the gymnasium and the aerobics room. The flooring in the commons area is scheduled to be placed the middle of next week. There is approximately \$140,000 left in the contingency fund. Work on 29th street began this week. This will provide another access to the building. Mr. Reep noted the project is still tracking on schedule. This agenda item was informational only. No action was requested.

Major Summer Building Projects / Building and Grounds Update - Assistant Superintendent Reep addressed the Board and reported on the major projects proposed for late spring or summer. He also gave a brief review of the history of the District's school expansions in the last seven years. Available under Supporting Documents on the website are three documents pertaining to the summer building projects, building and grounds update, and school expansions. Mr. Reep reported in the past seven years, the District has done construction to put additions on Lincoln Elementary and Jefferson Elementary. Additionally, two new schools were built: Prairie Rose Elementary and Dickinson Middle School. These expansions have added 295,577 square feet of instructional space, or a 61% increase in space in only seven years. Mr. Reep explained the District is projecting to spend \$553,000 on major projects this summer. In the last four years, \$2.4 million has been spent on major projects. He listed some of the projects scheduled for this summer and projects that have been completed in recent years. Mr. Seaks inquired how projects are prioritized and how they make it on the list. Mr. Reep explained the building custodians, the building principals, and sometimes the teachers bring forth items to place on the list. Items that are safety or security concerns become a priority. Those items tagged as high or medium priority are usually completed first. Board members thanked Mr. Reep for the information and for putting together the detailed information on projects from the past several years. This agenda item was informational only. No action was requested.

Interest Based Bargaining Update – Board President Ricks is a Board representative on the Interest Based Bargaining team. She listed some of the topics being discussed by the team. To date, there have been five meetings. This agenda item was informational only. No action was requested.

National School Board Association Convention Highlights – Board Members Sarah Ricks, Tanya Rude, Brent Seaks, Kim Schwartz, and David Wilkie along with Superintendent Sullivan attended the recent National School Board Association Convention in Denver. Available under Supporting Documents are copies of summary reports. All attendees at the convention expressed their appreciation for the District providing an opportunity for them to attend the convention and all shared it was a great experience. There will be a Board workshop where Board members will bring some ideas forward for discussion. This agenda item was informational only. No action was requested.

Schedule School Board Workshop – Board members would like an opportunity to discuss topics from the National School Board Association Convention in a Board workshop. Action was requested. Mr. Seaks moved to schedule a Board workshop for April 20, 2017, at 3:30 p.m. at the Central Administration Office. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Boys' and Girls' Cross Country Cooperative Agreement - The Belfield Public School District requested a boys' and girls' cross country cooperative agreement with DPS. The agreement is posted on the website under Supporting Documents. Administrative recommendation was to approve the agreement. Mrs. Rude moved to approve the extracurricular cooperative agreement with Belfield Public School District for boys' and girls' cross country for the 2017-2018 school year. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Memorandum of Understanding in Boys' and Girls' Swimming – The Dickinson Dolphins Swim Team requested an agreement with the Dickinson Public Schools for boys' and girls' swimming. Mr. Guy Fridley, district-wide activities director, has corresponded with Mrs. Susan Moberg, president of the Dolphins Swim Team and Mrs. Moberg has reviewed and signed the Memorandum of Understanding which is posted on the website under Supporting Documents. Action was requested. Mrs. Rude moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Dolphins Swim Team for boys' and girls' swimming for the 2017-2018 school year, as presented. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

RSP & Associates Consulting Proposal – At the February 23, 2017, School Board meeting, the Board directed the administration to proceed with hiring RSP & Associates Consulting for the services of the District's boundary analysis. At that time, it was not disclosed to the District that RSP requires a combined analysis in three areas (enrollment analysis, boundary analysis, and public facilitation) without separation of these categories. Superintendent Sullivan addressed the Board noting that it had not been made clear that it was a package deal and that the District cannot pick and choose which services it preferred. Even though Dr. Sullivan has confidence in Mr. Reep's abilities to track the enrollment, he thought it was important to have a consulting firm as the District moves forward with establishing attendance areas. Dr. Sullivan noted that RSP & Associates has done consulting work with public schools in Bismarck, Mandan, Williston and Watford City and therefore they understand the culture of the western North Dakota school districts. It would benefit the District to have assistance with properly staffing and equipping as the District moves forward. The consulting firm does provide flexibility for public forums at the direction of the school district. President Ricks asked for clarification of the cost for the total package and asked if it was a \$20,000 commitment. Dr. Sullivan responded that was accurate. President Ricks noted that the first section had already been completed by Mr. Reep and the firm was charging \$14,000. She also asked how long the process would take since it was a time sensitive matter. Dr. Sullivan responded that RSP said the timeframe would depend on the workload and the requests from the District. He added most of the information will be provided by the District. Mr. Seaks moved to amend the February 23, 2017, motion instructing the administration to proceed with hiring RSP & Associates Consulting for the District's boundary analysis, enrollment analysis, and public facilitation. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-3 (Seaks, Wilkie, Ricks); nays-1 (Rude); absent-1 (Schwartz). The motion carried.

Administrative Bargaining Recognition Petition – The administrators requested to meet formally with Superintendent Sullivan and the Administrative Bargaining Board members to engage in contract discussions. Available on the website under Supporting Documents is a copy of the Administrative Bargaining Recognition. Action was requested. Mrs. Rude moved that, pursuant to the provisions of Section 15.1-16-10 of the North Dakota Century Code, the school board of the Dickinson Public School District #1 recognize all certified administrators employed as administrators in the Dickinson District as an appropriate negotiation unit for the purpose of negotiations. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Administrative Bargaining Recognition of Representative Organization - The administrators requested to recognize the administrative council as the exclusive representative for negotiations. Action was requested. Mr. Wilkie moved that, pursuant to the provisions of Section 15.1-16-11 of the North Dakota Century Code, the school board of Dickinson Public School District #1 recognizes the Dickinson Administrative Council as the exclusive representative of the appropriate negotiation unit for the purpose of negotiations. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

2017-2018 Classified Salary and Benefit Package – Assistant Superintendent Reep addressed the Board and explained the Budget Committee and administrative recommendation was to increase the salaries for categories A-III by \$1.25 per hour, categories IV-V to \$1.00 per hour, categories VI-X to \$.75 per hour and to freeze the beginning salaries in all categories and also freeze the salaries for the RASP supervisor positions. Available under Supporting Documents on the website is a copy of the 2017-2018 Classified Salary and Benefit Package which is recommended by the administration. Action was requested. Mr. Seaks moved to approve the Classified Salary and Benefit package with an effective date of July 1, 2017, and to authorize an increase for 2017-2018 of \$1.25 per hour for wages of classified staff in categories A through III, \$1.00 per hour for wages of classified staff in categories IV and V, and \$.75 per hour for wages of classified staff in categories VI through X for all currently employed classified staff receiving a satisfactory performance evaluation, as presented. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Breakfast and Lunch Meal Prices – Assistant Superintendent Reep addressed the Board. He had prepared a summary of the proposed meal prices which is posted on the website under Supporting Documents. Section 205 of the Healthy, Hunger-Free Kids Act requires that schools provide the same level of financial support for lunches served to students who pay for their meals as those students eligible for free meals. To be in compliance, Mr. Reep used both the Federal Requirement Analysis for increases and an analysis which is calculated using District costs. The federal requirement must be followed and the local analysis is for internal monitoring purposes. Mr. Reep recommended increasing breakfast and lunch prices by \$.10 with the exception of reduced breakfast and lunch. Action was requested. Mr. Wilkie moved to approve a fee of \$1.50 for student breakfast, \$1.80 for adult breakfast, \$2.35 for lunch for students in grades K-5, \$2.65 for lunch for students in grades 6-8, \$3.45 for lunch for grades 9-12, and \$4.10 for lunch for adults, effective fall of 2017. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

School Board Policy Addition - First Reading – At the request of the North Dakota School Boards Association (NDSBA) policy BAB-Board Conflict of Interest was created. Available on the website is the new policy. Administrative recommendation was to adopt the new policy for first reading. Action was requested. Mrs. Rude moved to complete the first reading of adoption of new Board policy BAB-Board Conflict of Interest, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-4 (Wilkie, Rude, Seaks, Ricks); nays-0; absent-1 (Schwartz). The motion carried unanimously.

School Board Policy Revisions- First Reading – There were three policies posted on the website under Supporting Documents the Board reviewed for first reading. Policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability had been approved by the Board for revisions on February 13. Superintendent Sullivan explained, at that time, there were two policies that were combined. NDSBA has requested the Board amend the policy not to include the parent consent portion nor the list of prohibitions that are listed in policy FFI. Administrative recommendation was to revise the three policies with the requested changes. Action was requested. Mrs. Rude moved to complete the first reading for revising policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability, policy FFA-Alcohol and Other Drug Use/Abuse, and policy FGCC-Student Interviews, as presented. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-4 (Rude, Wilkie, Seaks, Ricks); nays-0; absent-1 (Schwartz). The motion carried unanimously.

School Board Policy Revisions- Second Reading and Final Adoption – There are four revised policies posted under Supporting Documents the Board took action for a second reading and final adoption. Mr. Seaks moved to complete the second reading and final adoption for revising policy ABCC-Dickinson Public Schools Wellness Policy, policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel, policy DDEA-Jury and Witness Duty, and policy FCAC-Head Lice, as presented. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-4 (Seaks, Rude, Wilkie, Ricks); nays-0; absent-1 (Schwartz). The motion carried unanimously.

Teacher Negotiations Strategy (Executive Session) – This agenda item was discussed in executive session. The legal authority for closing this portion of the meeting was North Dakota Century Code section 44-04-19.1(9). The topic or purpose of this executive session was Teacher Negotiations Strategy. Mrs. Rude moved to close the meeting and go into executive session as per North Dakota Century Code NDCC 44-04-19.1(9), for the purpose of teacher negotiations strategy. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-4 (Wilkie, Rude, Seaks, Ricks); nays-0; absent-1 (Schwartz). The motion carried unanimously. The executive session was recorded and all members of the governing body were reminded to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action by the governing body must occur after it reconvenes in an open meeting, unless final action is specifically required by law to be taken during the executive session. The prohibition on taking final action during the executive session did not apply to providing guidance or instructions to negotiators.

Board policy BCAD-Executive Session allows certain individuals to be in attendance at the closed meeting. President Ricks requested the following individuals to be in attendance: School Board Members Mrs. Rude, Mr. Seaks, Mr. Wilkie, Chair Ricks, Superintendent Sullivan, Assistant

Teacher Negotiations Strategy (cont.)

Superintendent Reep, and Recording Secretary Petersen. Members of the public were asked to depart the room. President Ricks anticipated adjourning the executive session, and reconvening the open portion of the meeting, at approximately 6:35 p.m. The executive session began at 6:06 p.m. and was attended by Mrs. Rude, Mrs. Schwartz, Mr. Seaks, Mr. Wilkie, Chair Ricks, Superintendent Sullivan, Assistant Superintendent Reep, and Recorder Petersen.

The executive session adjourned at 7:21 p.m. The public was invited to return to the meeting room. President Ricks noted the discussion during the executive session was teacher negotiations strategy. There were no other topics that were discussed in executive session.

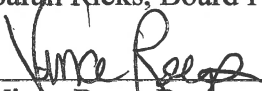
Executive Session Recording – Prior to the meeting, Board Member Kim Schwartz, who was unable to attend the meeting, requested permission to listen to the recording of the executive session. Mrs. Rude moved to grant Mrs. Kim Schwartz permission to listen to the recording of the executive session regarding the topic of teacher negotiations strategy from the April 10, 2017, School Board meeting. This permission will expire on April 30, 2017. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Other – Vice President Seaks noted the great things happening in the district and was very impressed with the amount of achievements and successes listed on the consent agenda not only in athletics but also in academics.

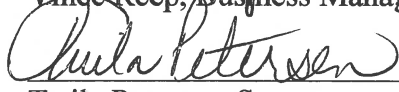
Adjournment – President Ricks declared the meeting adjourned at 7:24 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Workshop Minutes

Dickinson Public Schools
Board Workshop

April 20, 2017; 3:30 p.m.
Board Room, Central Office

The Dickinson Public School Board held a workshop on April 20, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrator present was Superintendent Douglas Sullivan. Also present was Mrs. Twila Petersen.

Call to Order - Board President Ricks called the workshop to order at 3:30 p.m.


Topics for Discussion at Future Board Workshops – All five Board members attended the National School Board Association Convention and expressed their desire to have topics brought back from the convention at a Board workshop. During the workshop, President Ricks requested Board members think about topics they would like at a Board workshop and submit them to be posted on a board. The topics were then grouped into similar interests. Following are the general topics (not in any particular order or ranking): Strategic Plan/District Goals; Governance Team Expectations; Board Best Practices (Board Plan); Board Self Evaluation; High School Visioning; Community Engagement; Superintendent Evaluation/Superintendent Goals; Academic Innovation; Volunteer Program; District Morale; Board/Business Manager Relationship; Financial Future/Policy; Food Services; Facilities (Berg, Attendance Areas); and Data Reports.

Prioritize Topics for Discussion – Vice President Seaks asked Board members to review the list of topics and consider what would be their top five choices. There was discussion regarding topics impacted by the District's financial future, time sensitive topics, and how some topics intertwine. The choices were then ranked. Following is the ranking order of the topics: 1) Governance Team Expectation and Board/Business Manager Relationship, 2) Superintendent Evaluation/Superintendent Goals, 3) High School Visioning, 4) Strategic Plan/Smart Goals, and 5) Board Best Practices (Board Plan).

President Ricks said the Board has a great starting point for the topics. Mrs. Schwartz requested information on financial implications for topics. Dr. Sullivan shared some information that was reported at this morning's Budget Committee meeting regarding the District's financial future.

Review Potential Dates for Board Workshops – President Ricks requested Mrs. Petersen send out a poll to find the best available date and time for Board members to attend a workshop.

Adjournment – President Ricks declared the workshop adjourned at 4:54 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

May 8, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on May 8, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Dr. Marcus Lewton, Mr. Jay Hepperle, Mrs. Dorothy Martinson, and Mrs. Kristy Goodall. Others present were: Ms. Jarris Bergherr, Mr. Lyle Smith, Mrs. Shary Smith, Mr. Josh Gustafson, Mr. Cory Jackson, Mrs. Twila Petersen, and Ms. Sydney Mook and Mr. Ryan Collins from The Dickinson Press.

Call to Order - Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation – There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda – There were no requests for additions or deletions to the agenda.

Consent Agenda – Mrs. Rude moved to approve the agenda including the consent agenda consisting of the minutes from the April 10 regular board meeting, April 20 board workshop; the bills for April 2017; the financial reports for May 1, 2017; the pledged assets report for May 1, 2017; to dissolve a tuition waiver request for a child of Jamie Wyant from Dickinson to South Heart; the personnel reports; and the students, faculty, staff recognitions; as presented. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported the graduation dates and times for Dickinson High School, Southwest Community High School, and the Adult Learning Center.

Business Topics

Dickinson Middle School Construction Update – Mr. Josh Gustafson and Mr. Cory Jackson, representatives from Mortenson Construction, provided a PowerPoint presentation with updated photos and information regarding the progress of the construction of Dickinson Middle School. They reported the gymnasium floor was complete. Furniture is being moved into the classrooms. Mr. Gustafson explained the furniture is mobile so that it can be reconfigured to utilize space to the best of its ability and also be as efficient as possible. The casework on the walls are products of the local TMI and can be adjusted up or down to meet the needs of different curriculum. The fitness room has turf and wood-panel flooring. In April, the forum space was finalized. The stage equipment should be completed by the end of May. The outside irrigation system has been turned on and grass is beginning to grow. Mr. Jackson displayed a picture of the stained concrete logo at the front entrance of the building. Winn Construction created this unique feature. The kitchen area is almost complete. Mr. Jackson reported the flooring in the building is approximately 95% complete. He displayed pictures of the administrative entrance area, one of the conference rooms, one of the courtyards, the commons area, the cafeteria area, and the area for performances. Board members thanked Mr. Gustafson and Mr. Jackson for the information they provided. This agenda item was informational only. No action was requested.

Interest Based Bargaining Update – The team has had seven meetings. Board President Ricks and Board Member Schwartz provided updated information regarding the Interest Based Bargaining Meetings noting that there has been some language proposed for the personal leave bank. This agenda item was informational only. No action was requested.

Administrative Council Negotiations Update – The Board representatives for the Administrative Council Negotiations are Board Members Mrs. Tanya Rude and Mr. Brent Seaks. The administrative representatives are Mr. Jay Hepperle, Mrs. Dorothy Martinson, and Mrs. Sara Streeter. Vice President Seaks reported the first meeting was last week and they seemed to be going well. Mr. Seaks and Mrs. Rude were appreciative with the Administrative Council's willingness to do a two-year contract. This agenda item was informational only. No action was requested.

Budget Input and Development Committee Update – Board Vice President Brent Seaks and President Sarah Ricks are the Board representatives on the Budget Committee. The Budget Committee met on April 20. Topics discussed during the meeting were the Adult Learning Center Building, Southwest Community High School math and science instructors, 2017 estimated taxable valuation, and 2017-2018 budget. A copy of the meeting minutes are available on the District's website under the District-wide Committee Meetings link. Vice President Seaks noted the District was researching the possibility of selling the building currently housing the Adult Learning Center and West Dakota Parent and Family Resource Center. Due to Southwest Community High School moving to the Hagen building, there possibly could be an opportunity to expand the alternative high school program which could require additional teachers. The District administrators presented information at the Budget Committee Meeting regarding software for time clocks. Consensus was to move forward with the Frontline Software with the understanding that it would be relayed to employees that it is not the Board's or the District's intention to micro manage. Tax valuations will be going down which will have implications on the school district. This agenda item was informational only. No action was requested.

Wellness End-of-Year Summary – Superintendent Sullivan addressed the board explaining the minor changes to the summary from the beginning to the end of the school year. The district Wellness End-of-the-Year Summary is posted under Supporting Documents. Red text represents the changes in the summary from the beginning of the school year. This agenda item was informational only. No action was requested.

Annual Meeting Date and Time - Mrs. Schwartz moved to schedule the Annual School Board Meeting for Monday, July 17, 2017, at 5:00 p.m. at the Central Administration Office. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

School Board Policy Revision–First Reading and Final Adoption – The North Dakota School Board Association (NDSBA) had made revisions to policy AAC-Nondiscrimination and Anti-harassment policy. The revised policy is available under Supporting Documents on the website. The NDSBA recommended revisions are noted in red text and/or ~~strikeout~~. DPS recommended revisions are noted in purple text. Due to policy AAC-Nondiscrimination and Anti-harassment being published in all student handbooks, it was the administrative recommendation this policy be expedited for adoption with one reading. Action was requested. Mrs. Rude moved to adopt revised policy AAC-Nondiscrimination and Anti-harassment policy for first reading and, to

School Board Policy Revision–First Reading and Final Adoption (cont.)

expedite the process, as the final adoption, as presented. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Wilkie, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Revisions–First Reading – There are two Board policies that reference Hagen Junior High. It was the administrative recommendation to revise policy FFE-Extracurricular Participation Requirement and policy FGDD-Student Publications and Freedom of Expression to reflect Dickinson Middle School instead of Hagen Junior High. Mrs. Rude recommended expediting the process with a final adoption at tonight’s meeting. Action was requested. Mrs. Rude moved to complete the first reading of policies FFE-Extracurricular Participation Requirement and policy FGDD-Student Publications and Freedom of Expression and, to expedite the process, as the final adoption, as presented. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Seaks, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Regulation Revision–First Reading and Final Adoption –Mr. Seaks moved to table the first reading and final adoption of revised board regulation AAC-BR Discrimination and Harassment Grievance Procedure. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Wilkie, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Addition–Second Reading and Final Adoption – Mrs. Rude moved to complete the second reading and final adoption of new Board policy BAB-Board Conflict of Interest, as presented. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Rude, Schwartz, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Revisions–Second Reading and Final Adoption – Mr. Wilkie moved to complete the second reading and final adoption of revised policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability, policy FFA-Alcohol and Other Drug Use/Abuse, and policy FGCC-Student Interviews, as presented. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Wilkie, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

2017-2018 Student Handbooks – Mrs. Rude moved to table the approval of the 2017-2018 student handbooks for Dickinson Middle School, Dickinson High School, and Southwest Community High School. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Rude, Seaks, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

Administrative Negotiations Strategy – This agenda item was discussed in executive session. The legal authority for closing this portion of the meeting was North Dakota Century Code section 44-04-19.1(9). The topic or purpose of this executive session was Administrative Negotiations Strategy. Mr. Seaks moved to close the meeting and go into executive session as per North Dakota Century Code NDCC 44-04-19.1(9), for the purpose of administrative negotiations strategy. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Schwartz, Rude, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously. The executive session

Administrative Negotiations Strategy (cont.)

was recorded and all members of the governing body were reminded to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action by the governing body must occur after it reconvenes in an open meeting, unless final action is specifically required by law to be taken during the executive session. The prohibition on taking final action during the executive session did not apply to providing guidance or instructions to negotiators.

Board policy BCAD-Executive Session allows certain individuals to be in attendance at the closed meeting. President Ricks requested the following individuals to be in attendance: School Board Members Mrs. Rude, Mr. Seaks, Mr. Wilkie, Mrs. Schwartz, Chair Ricks, Superintendent Sullivan, Assistant Superintendent Reep, and Recording Secretary Petersen. Members of the public were asked to depart the room. President Ricks anticipated adjourning the executive session and reconvening the open portion of the meeting, at approximately 6:10 p.m. The executive session began at 5:42 p.m. and was attended by Mrs. Rude, Mrs. Schwartz, Mr. Seaks, Mr. Wilkie, Chair Ricks, Superintendent Sullivan, Assistant Superintendent Reep, and Recorder Petersen.

The executive session adjourned at 6:35 p.m. The public was invited to return to the meeting room. President Ricks noted the discussion during the executive session was administrative negotiations strategy. There were no other topics that were discussed in executive session.

At 6:35 p.m., Chair Ricks declared a recess. At 6:40 p.m., the meeting reconvened.

Teacher Negotiations Strategy – This agenda item was discussed in executive session. The legal authority for closing this portion of the meeting was North Dakota Century Code section 44-04-19.1(9). The topic or purpose of this executive session was Teacher Negotiations Strategy. Mr. Seaks moved to close the meeting and go into executive session as per North Dakota Century Code NDCC 44-04-19.1(9), for the purpose of teacher negotiations strategy. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Seaks, Schwartz, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously. The executive session was recorded and all members of the governing body were reminded to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action by the governing body must occur after it reconvenes in an open meeting, unless final action is specifically required by law to be taken during the executive session. The prohibition on taking final action during the executive session did not apply to providing guidance or instructions to negotiators.

Board policy BCAD-Executive Session allows certain individuals to be in attendance at the closed meeting. President Ricks requested the following individuals to be in attendance: School Board Members Mrs. Rude, Mrs. Schwartz, Mr. Seaks, Mr. Wilkie, Chair Ricks, Superintendent Sullivan, Assistant Superintendent Reep, and Recording Secretary Petersen. Members of the public were asked to depart the room. President Ricks anticipated adjourning the executive session and reconvening the open portion of the meeting, at approximately 7:15 p.m. The executive session began at 6:42 p.m. and was attended by Mrs. Rude, Mrs. Schwartz, Mr. Seaks, Mr. Wilkie, Chair Ricks, Superintendent Sullivan, Assistant Superintendent Reep, and Recorder Petersen.

Teacher Negotiations Strategy (cont.)


The executive session adjourned at 7:46 p.m. The public was invited to return to the meeting room. President Ricks noted the discussion during the executive session was teacher negotiations strategy. There were no other topics that were discussed in executive session.

Other – Vice President Seaks noted the remarkable accomplishments of the students, faculty, and staff within the District which are posted on the consent agenda.

Adjournment – At 7:47 p.m., Chair Ricks declared the meeting adjourned.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Workshop Minutes

Dickinson Public Schools
Board Workshop

May 16, 2017; 1:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a workshop on May 16, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrator present was Superintendent Douglas Sullivan. Also present was Mrs. Twila Petersen.

Call to Order - Board President Ricks called the workshop to order at 1:00 p.m.

National School Board Association Convention – Mrs. Rude distributed a PowerPoint handout she had collected at a session at the National School Board Association convention. She explained a school board in Illinois devised a plan to help the communication between the school board and the District superintendent. This included expectations on both sides. Vice President Seaks said he had attended a workshop regarding strategic planning. He used a shipping company that was responsible for transporting cargo as an analogy for setting up the strategic plan. His analogy explained the importance of communication, otherwise the ship would be going the wrong direction. Everyone needs to be on the same page. Mrs. Rude mentioned some board specific goals and shared that communication is the key to all avenues. She then asked for input from Superintendent Sullivan regarding the goals presented in a handout. Superintendent Sullivan responded that some items are already in place with some having policies to provide direction. Dr. Sullivan explained that #4 requested that all Board members receive the same information. There are situations that the superintendent can only share information with the Board president. This allows for the Board members to be impartial should an action by an employee end up in court. Sharing all information would put the school district in an uncompromising position. Additionally, requests for agenda topics should be funneled through the Board president. This is noted in a Board policy which states that the agenda is set by the Board president and superintendent.

Vice President Seaks felt it was important that the District be honest and transparent. He used RSP and Associates and the Berg building as an example. He appreciated Dr. Sullivan's willingness to do additional research. Vice President Seaks added that as the District moves forward with the strategic plan, the superintendent's opinion is valued. He would request that there be an opportunity for the Board to provide input which Dr. Sullivan has supported in the past. Mr. Seaks noted this Board has a lot of energy and excitement about how they want to make the District better. The superintendent will need to be the one to navigate through that process. Mr. Seaks appreciated Dr. Sullivan's willingness to always navigate through processes and noted that Dr. Sullivan shares his opinion in a very respectful way.

There was discussion regarding moving the celebrations from the consent agenda higher on the agenda. Additional input shared regarding having a DEA representative and administrators present at Board meetings. A Board member suggested having a nameplate for the Board members at the Board meetings so that individuals could identify them and if the Board member was out in the community, individuals would know who they were. School board members could also get their photos taken at a school in the fall so they could have name cards with a picture on a lanyard when visiting a school.

RSP and Associates – Superintendent Sullivan explained the District has contracted with RSP and Associates to do the District’s demographics and attendance boundaries. Dr. Sullivan recently drove to Bismarck and met with Mr. Schwartz, a representative from RSP. Dr. Sullivan and President Ricks inquired what the Board members wish to have shared with RSP. Dr. Sullivan inquired, with the Berg Elementary building scheduled to reopen in 2018, what type of alternatives for a purpose for Berg could be shared so that RSP can assist. Mr. Seaks inquired if one of the alternatives is for Berg to reopen as a 5th grade center. If so, how long would it take before the District would outgrow a 5th grade center. He also inquired if it became a magnet school, how many parents might be interested in having their child attend the school. Dr. Sullivan responded that RSP could help with those scenarios. Dr. Sullivan shared that Mr. Chris Gibbs from the DLR Group will be meeting with the high school faculty for about 3-4 hours on October 9. Mr. Gibbs helped the District with the community forums which lead to the decision of building a new middle school. Dr. Sullivan cautioned the Board in attempting too many projects at one time. If Mr. Schwartz from RSP would come back and verify the enrollment projections from Assistant Superintendent Reep and if the Board were to ask Dr. Sullivan to prioritize, he would focus on the high school and then transition to the elementary discussion. Mr. Seaks asked what the role would be of the DLR Group. Dr. Sullivan responded the DLR representatives would facilitate the conversation. An example would be at the high school to facilitate the discussion regarding the instructional delivery model. Mr. Gibbs would have a discussion with the high school administrators, faculty, and staff and then have three or four public forums to collect the community’s sentiment about Dickinson High School. The discussion would also include the Center for Technology in Education. President Ricks inquired if a profile of the graduate could be part of the conversation in the forums.

Mr. Seaks inquired if there was a timetable they should be considering since Mr. Gibbs will be here in October. Dr. Sullivan responded that he would want to be efficient with Mr. Gibbs’ time so that he does not have to come back. He suggested the first public open forum be scheduled for October 10. President Ricks inquired if the superintendent felt it would be difficult to try and do something creative with the elementary school at the same time. Dr. Sullivan responded that he felt it would be challenging. The District will have a new business manager. It will take some time for the new business manager to become aware of how the District operates. Dr. Sullivan felt if the school board would focus on the high school it would send the right message. He noted that if the enrollment numbers continue to increase, the District will need to consider doing something with Heart River Elementary or consider building another elementary school.

Vice President Seaks inquired if Berg Elementary would open as a K-4 or K-5 in fall of 2018, when would a decision need to be made. President Ricks understood it was going to be a K-5 building. She inquired if it could be an innovative building. Mrs. Rude suggested focusing on the priorities. She suggested focusing on the high school since it would be a transition from an innovative middle school to an innovative high school. Vice President Seaks felt that it would be a more comfortable transition with a specialized school because parents could choose to enroll their child rather than being forced to change schools based on boundaries. It could be a risky solution if no parent voluntarily signs their child up to attend Berg. President Ricks added it would be similar to a pilot program. Vice President Seaks inquired if Berg could have an emphasis on art or foreign language immersion.

Mr. Wilkie agreed with Mrs. Rude that the Board should not spread themselves too thin. If they do, they will not be doing anything to the best of their ability. The high school has some potential and the students will be coming out of a fantastic middle school and should have the opportunity to transition into a fantastic high school. He also agreed with President Ricks that this would be a great opportunity

RSP and Associates (cont.)

to do something different with Berg Elementary. Vice President Seaks agreed that the high school is a priority but if something is not done with Berg prior to opening it in 2018 an opportunity may be lost. President Ricks added it may be difficult to find an elementary principal that is willing to try something different. It would require adding some extra days to their contract. Mrs. Rude inquired if it was something that could be discussed and planned in the next three months. Vice President Seaks inquired if someone could be hired to explore the idea of Berg specializing in a foreign language emergent school or magnet school, as examples. Maybe some of the homework could be done ahead of time to find out how many parents would be interested in this idea. Mrs. Schwartz suggested a 5-10 year commitment and not give up after six months.

President Ricks asked if Mr. Gibbs could provide a timeframe for this type of project. Dr. Sullivan will make a contact to Mr. Gibbs. Dr. Sullivan explained the challenges ahead for the Board and reminded them it took two years preparing for the opening of the middle school. There was a great deal of time and money invested and a lot of professional development for the administrators and teachers. He reiterated it would be a challenge. President Ricks suggested gathering information and bringing this topic back to the next Board workshop.

School Board/Business Manager Working Relationship – Vice President Seaks said the Board/Business Manager relationship can be confusing since there is a fine line between the school board and the business manager. Superintendent Sullivan said it will be important to have everyone on the same page regarding protocol. He noted that it will be a bit different than the last few years. He did not think it really changed the landscape at all in terms of relationship between the Board and the employee. Dr. Sullivan reminded the Board members they really have one employee and that employee is the superintendent. The day-to-day supervision of the business manager will be from the superintendent. However, part of the modification of the Central Office administration and looking at the bigger picture, it will be necessary for the Board to interact with the business manager when it comes time to navigate the elementary school concepts or ideas that require some financial input.

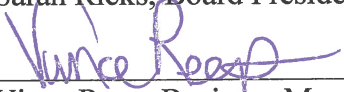
Superintendent Sullivan suggested sending emails to President Ricks or himself and they will filter the questions and decide whether or not they are to be forwarded to the business manager. Sometimes it may not be a business manager question; or it could be someone else. Vice President Seaks inquired where an email would go if there is a scenario where the carpet at a building is hazardous for the safety of the students and staff. Dr. Sullivan responded the email should go to both him and President Ricks.

There was discussion regarding the evaluation of the business manager. President Ricks said there are important pieces the Board can contribute to the evaluation. She gave some examples, such as the information the business manager presents to the Board, bigger financial picture discussions and his responsiveness to those discussions. She added that the business manager has a direct impact on the Board but also agrees that the Board should not be doing the evaluation on their own similar to what they do for the superintendent. Vice President Seaks inquired if a Board member should regularly meet with the business manager. President Ricks responded probably not. Mrs. Rude inquired if there was a question on a line item on the budget, could they go directly to the business manager. Dr. Sullivan responded that there are situations, especially during bargaining and negotiations, that direct communication would be satisfactory but he would not want to blur the lines of communication.


Adjournment – President Ricks declared the workshop adjourned at 2:51 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special Meeting

May 25, 2017; 10:00 a.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on May 25, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Kim Schwartz, Mr. David Wilkie, and Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, and Mr. Jay Hepperle. Also present was Mrs. Fern Pokorny and Mrs. Twila Petersen.

Call to Order - Board President Ricks called the meeting to order at 10:00 a.m.

Public Participation – There were no requests for public participation.

Ratification of the 2017-2019 Dickinson Public Schools (DPS)/Dickinson Education Association (DEA) Professional Negotiated Agreement – Board President Sarah Ricks and Board Member Kim Schwartz are the Board representatives for the Interest Based Bargaining team. The bargaining team had nine meetings. Available on the website is the proposed 2017-2019 DPS/DEA Professional Negotiated Agreement. Action was required. Mrs. Rude moved to approve the two-year DPS/DEA 2017-2019 professional negotiated agreement that includes the changes listed in the background agenda and also posted on the website, as presented. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Wilkie, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Regulation Revision–First Reading and Final Adoption (AAC-BR) – At the May 8 School Board meeting, the Board tabled adopting revised regulation AAC-BR-Discrimination, Harassment, and Retaliation Grievance Procedure. The revised regulation is posted on the website under Supporting Documents. The NDSBA recommended revisions are noted in red **text** and/or **strikeout**. DPS Board and administrative recommended revisions are noted in **purple** text. Mrs. Rude recommended changing policy AAC to also include retaliation. She also recommended making sure both the policy and regulation have the same information regarding whom the complaints should be filed. Additionally, Mrs. Rude recommended if the complainant and the accused decide to terminate the informal resolution procedure, that it should be submitted in writing. Action was requested. Mr. Seaks moved to complete the first reading and final adoption of revised board regulation AAC-BR Discrimination, Harassment, and Retaliation Grievance Procedure with the few additional changes. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Rude, Schwartz, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

2017-2018 Student Handbooks – At the May 8 Board meeting, the student handbooks agenda topic was tabled until the Board members had an opportunity to review the handbooks more thoroughly. The grammar and punctuation has been corrected and the handbooks are more uniform. Mrs. Rude explained she had brought some corrections to Mrs. Petersen this morning for the Southwest Community High School student handbook and the Dickinson High School student handbook. The corrections did not change the content of the handbooks but rather grammatical corrections. Mrs. Rude said that the handbooks could be considered for approval with the understanding the grammatical changes would be made. The Board members shared their appreciation for the time dedicated by Mrs. Rude and Mrs. Schwartz in reviewing the handbooks and providing input and feedback for revisions. Mrs. Rude asked questions concerning the Dickinson High School student handbook regarding the following areas: the effective date for the grading scale, if homebound instruction was a policy, guidelines for accidents at

2017-2018 Student Handbooks (cont.)

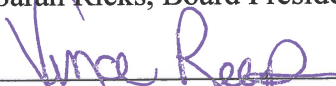
schools, exemption from class for final exams, parking by the vocational building, why handicapped parking was only a \$20 fine, inappropriate dancing, how students are eating during detention, what warrants out-of-school suspension, levels of importance for citizenship/sportsmanship, Southwest Community High School students participating in extracurricular activities, the policy name regarding student tobacco use, and searches of students. Mrs. Rude asked questions regarding the excused and unexcused absences in the Dickinson Middle School policy listed in the student handbook. The questions from Mrs. Rude were answered by Dickinson High School Principal Ron Dockter, Dickinson High School Assistant Principal Jay Hepperle, and Dickinson Middle School Principal Marcus Lewton. The elementary handbooks will be available for review and consideration of the Board at its June meeting.

Mrs. Schwartz moved to approve the 2017-2018 Dickinson Middle School, Dickinson High School, and Southwest Community High School student handbooks, with minor revisions. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

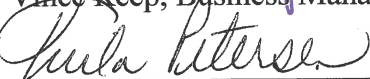
Adjournment - Chair Ricks declared the meeting adjourned at 10:43 a.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special Meeting

May 30, 2017; 9:00 a.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on May 30, 2017, at the Central Administration Office. Board members present were: Vice President Brent Seaks, Mrs. Tanya Rude, Mr. David Wilkie, and Mrs. Kim Schwartz. President Sarah Ricks was not present at the meeting. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Dr. Marcus Lewton, and Mrs. Dorothy Martinson. Also present was Mr. John Rude, Mr. Jacob Rude, and Mrs. Twila Petersen.

Call to Order - Board Vice President Seaks called the meeting to order at 9:00 a.m.

Public Participation – There were no requests for public participation.

2017-2019 Administrative Council Negotiated Agreement – Vice President Brent Seaks and Board Member Tanya Rude are the school board representatives for the Administrative Council Negotiations. The negotiations team had four meetings. Vice President Seaks was pleased to report the negotiations team had come to an agreement. The proposed 2017-2019 Administrative Negotiated Agreement is posted on the website under Supporting Documents. Chair Seaks listed the revisions to the agreement. Action was requested. Mrs. Rude moved to approve the 2017-2019 Administrative Negotiated Agreement which includes the mutually agreed responsibility factor, an increase on the index base of 1.75 in year one and an increase on the index base of 1.75 in year two, personal days to cumulate to eight, and also changing the number of personal leave days to three per year. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-3 (Rude, Wilkie, Seaks); nays-0; absent-2 (Schwartz and Ricks). The motion carried.

Dickinson Middle School Request for School-Wide Title I Designation – Dickinson Middle School Principal Marcus Lewton addressed the Board presenting information for consideration regarding Dickinson Middle School being designated as a Title I middle school. Available under Supporting Documents is a summary of the justification for this designation. Dr. Lewton was invited to address the Board. He explained the largest benefit of having a school-wide designation is that the allocation of federal title funding may be used on a school-wide basis instead of an identified basis. This designation will help Dickinson Middle School students by allowing the school more flexibility in which students may receive additional assistance in a varying degree so students can go in and out of the program. Director of Student Services explained the Every Student Succeeds Act allowed schools to have flexibility in going school-wide. In the past, the No Child Left Behind required schools to have 40% qualified for free and reduced lunch to be able to request the school-wide designation. That has changed with the Every Student Succeeds Act; all schools have the opportunity to go through school-wide planning. There was discussion regarding which other schools are designated as school-wide. Mr. Reep inquired if Prairie Rose would become school-wide, if it would change the regulations regarding attendance areas if there are no targeted students. Mrs. Martinson responded the funding would still be determined on the attendance area because the District still has to target the free and reduced. Mrs. Rude inquired if Dickinson High School was school-wide. Mrs. Martinson responded the high school does not receive Title I funds. She explained the history regarding the students transitioning from Hagen Junior High to Dickinson High School and still meeting their Title I needs.

Dickinson Middle School Request for School-Wide Title I Designation (cont.)

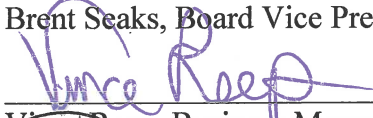
Mrs. Schwartz joined the meeting at 9:11 a.m.

Chair Seaks inquired regarding the paperwork for transitioning to school-wide. Mrs. Martinson said that the extra paperwork had already been done and it will be less work for the Title I teachers. Dr. Lewton explained the extra work had been incorporated into the planning for the Dickinson Middle School. Mr. Wilkie moved to designate Dickinson Middle School as a School-wide Title I middle school. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-4 (Wilkie, Rude, Schwartz, Seaks); nays-0; absent-1 (Ricks). The motion carried.

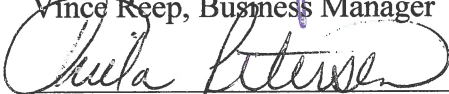
Adjournment – Chair Seaks declared the meeting adjourned at 9:13 a.m.



Brent Seaks, Board Vice President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

June 12, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on June 12, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Kim Schwartz, and Mrs. Tanya Rude (via telephone). Board Member David Wilkie was not present. Administrators present were: Assistant Superintendent Vince Reep, Mr. Shawn Leiss, and Mr. Henry Mack. Others present were: Ms. Jarris Bergherr, Mrs. Stacy Kilwein, Mrs. Beth Grandell Hurt, Mrs. Twila Petersen, and Ms. Ellie Potter from The Dickinson Press.

Call to Order - Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation – There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda – Mrs. Rude moved to add under item e. Personnel Reports on the Consent Agenda the new hire of Marilyn Larsen, Skills for Daily Living instructor at Dickinson Middle school, effective for the 2017-2018 school year. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Consent Agenda – Mrs. Schwartz moved to approve the agenda including the revised consent agenda consisting of the minutes from the May 8 regular board meeting, May 16 board workshop; the May 25 and 30th 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 including the hiring of Marilyn Larsen; and the students/teacher/staff recognitions; as presented. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Assistant Superintendent's Report – Assistant Superintendent Vince Reep reported on the following topics which did not require Board action.

Assistant Superintendent Reep noted contracts for administrators and teachers were due today at 4:30 p.m. There are six open positions to fill: grade one at Jefferson Elementary, two Early Childhood Center regular education teachers, Dickinson High School special education instructor, district-wide English Language Learner instructor, and Dickinson High School automotive technician.

Mr. Reep had sent an email to the Board representatives on the Budget Committee letting them know it is close to the end of the fiscal year and he may need to call a special board meeting to discuss the budget. The meeting would be to discuss exceeding the general fund spending over the \$43,365,000. The final payroll for the 2016-2017 fiscal year is being processed. He will have more information available after payroll is complete and bills are paid.

This meeting was the last regular Board meeting for Assistant Superintendent Reep before he retires the end of June. Mr. Reep expressed his gratitude to the Board and thanked them. He noted he has enjoyed his position and feels blessed to work for the District this many years and thanked the Board members and the previous Board members for all their assistance. Vice President Seaks expressed, on behalf of the Board and the District's stakeholders, his appreciation for the work Mr. Reep has done and the service provided over the more than 40 years. He wished him the best in his retirement.

Business Topics

Adult Learning Center Update – Mrs. Beth Grandell Hurt, Coordinator of the Dickinson Adult Learning Center, addressed the Board. She provided a report which is posted under Supporting Documents on the website. She noted this was the first year that the state set the goals for the learning center. They set seven goals. Mrs. Grandell Hurt was pleased with the work done at the Adult Learning Center to meet the goals and explained the learning center served 255 students and had 37 students graduate. The learning center received a \$25,000 grant to be used towards their move into the Hagen building. This will provide additional computers and replace some outdated furniture. They have plans to rebrand their program, energize, and modernize things. Mrs. Grandell Hurt noted a cut of \$1.1 million in funding for the satellite locations. Beulah is a major satellite for the Dickinson Adult Learning Center and they are doing as much as possible to keep it opened and hoping for more funding in the next legislative session. Mrs. Grandell Hurt said there would be an open house in the future and invited Board members to attend. President Ricks thanked Mrs. Grandell Hurt for providing information to the Board. She said she is always impressed with the life stories of the students and grateful for the work that is being done at the Dickinson Adult Learning Center. Vice President Seaks also thanked Mrs. Grandell Hurt and invited her to contact them if there is ever a need. Mrs. Grandell Hurt thanked Mr. Reep for his tremendous help over the past years and wished him well in his retirement. This agenda item was informational only. No action was requested.

Partners in Parenting Update – Mrs. Stacy Kilwein, Coordinator for Partners in Parenting which is a part of the West Dakota Parent and Family Resource Center. She provided a report which is posted under Supporting Documents on the website. Mrs. Kilwein noted this was the 13th year the program has been reaching out to assist families and parents. There were many sessions provided this past year in a variety of programs. She highlighted some of the programs provided including The Changing Program, infant massage, and Gearing Up for Kindergarten. The Changing Program is provided in cooperation with the nursing students and faculty at Dickinson State University and Southwest District Health Unit. There has been positive feedback from parents and students regarding the program. The Gearing Up for Kindergarten Program has been very powerful to the incoming kindergarten students and their parents. Parents attending the sessions have shared that their children were more prepared and the parents also felt more prepared. Mrs. Kilwein noted she has provided extra training for foster care workers and also training for RASP employees working with children and working with children with special needs. Mrs. Kilwein discussed the financial needs of the program and areas they have applied for funding through grants and non-profit organizations, such as United Way. President Ricks thanked Mrs. Kilwein for providing the updated information and said she has heard great things regarding the Gearing Up for Kindergarten Program. Mrs. Kilwein thanked Mr. Reep for the difference he has made for her children and others and has appreciated working with him as the business manager of the District. This agenda item was informational only. No action was requested.

Dickinson Middle School Construction Update – Assistant Superintendent Reep provided updated information regarding the progress of the construction of the Dickinson Middle School. He noted there will be a construction meeting this week where they will do a walk through and create a punch list. More furniture will be arriving on the 19th, the ceiling tile and walk off carpets are being installed, and the locker room floors are being waxed. The installation of graphics will begin the week of June 19. The bleachers are done and the stage is set. There a few things left to complete outside. The administration is monitoring 29th avenue west which is scheduled to be

Dickinson Middle School Construction Update (cont.)

paved this week. There will be a bus-parking practice run on June 20. The track will receive eight coats of rubberized coating which could be completed by the end of the week. The Mortenson trailer will be moved off soon and they will relocate inside the Dickinson Middle School. Vice President Seaks inquired regarding training for employees on the building's intricate system. Mr. Reep responded there is continuous training scheduled. He noted the head custodian has been at the middle school many times. Mortenson has been working hard to make sure the employees know how to run the facility. This agenda item was informational only. No action was requested.

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. Vice President Seaks noted the District's Technology Committee devised a plan for the embedded technology where there would be one device for every three students in grades K-2 and one device for every two students in grades 3-5. The plan recommended devices in the hands of the teachers fall 2017 and accessible for student use in 2018. This agenda item was informational only. No action was requested.

Average Daily Membership Report – Assistant Superintendent Reep addressed the Board and noted the Average Daily Membership Report is due in July. It will take additional time to complete due to the Southwest Community High School class courses. Mr. Reep reported he anticipated an increase of 25 students compared to a year ago. That will generate \$250,000. He said once the report is available it does not require Board action, only a signature of President Ricks. This agenda item was informational only. No action was requested.

Fuel Bids – Assistant Superintendent Reep addressed the Board explaining Superintendent Sullivan requested he seek bids for fuel for 2017-2018. There was an advertisement for bids and two bids were received. One was from TriEnergy Cooperative (Cenex) and the other was from Tiger Discount. The administration recommended 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. Mrs. Rude asked why the District would go with Tiger Discount since it only has one location. Mr. Reep explained that bids are requested to keep it honest and the administration recommends accepting the lowest bid. He has contacted the Harlow's director and he has indicated they would make it work knowing there is only one location to fuel. Action was requested. Mr. Seaks moved 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. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-4 (Rude, Seaks, Schwartz, Ricks); nays-0; absent-1 (Wilkie). The motion carried unanimously.

2016-2017 Fiscal Year Audit Contract – Superintendent Sullivan requested Assistant Superintendent Reep communicate with Wospka CPA regarding an audit of the District's 2016-2017 financials. Mr. Wospka has agreed to do the 2016-2017 audit for a fee of approximately

2016-2017 Fiscal Year Audit Contract (cont.)

\$13,000. Available under Supporting Documents is a copy of a letter from Mr. Wosepka outlining the services he will be providing. Mrs. Rude moved to award the contract for auditing the Dickinson Public Schools 2016-2017 financials to James Wosepka, PC. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-4 (Schwartz, Rude, Seaks, Ricks); nays-0; absent-1 (Wilkie).

School Board Policy Revisions-First Reading – Due to the reconfiguration of the grades serviced in the District’s buildings, administrative recommendation was 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.

The two revised policies are available on the website under Supporting Documents. Dickinson Public Schools recommended revisions are noted in purple text. Action was requested. Mrs. Rude moved 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. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-4 (Seaks, Schwartz, Rude, Ricks); nays-0; absent-1 (Wilkie). The motion carried unanimously.


2017-2018 Elementary Student Handbook – The elementary student handbook is posted on the School Board website under Supporting Documents. Administrative recommendation was to approve the elementary student handbook. Mrs. Rude thanked Mrs. Petersen and other employees for the work they have done on the student handbooks and thanked Mrs. Schwartz for the editing she had done on them. President Ricks concurred. Action was requested. Mr. Seaks moved to approve the 2017-2018 elementary student handbook, as presented. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Other – There were no other topics for discussion.

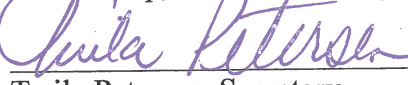
Adjournment – At 5:41p.m., President Ricks declared the meeting adjourned.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Workshop Minutes

Dickinson Public Schools
Board Workshop

June 22, 2017; 1:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a workshop on June 22, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Also present was Superintendent Douglas Sullivan.

Call to Order - Board President Ricks called the workshop to order at 1:00 p.m.

Business Manager Evaluation – President Ricks discussed the template provided by the North Dakota School Boards Association (NDSBA). Superintendent Sullivan has reviewed the template and checked the items that he recommends be removed from the NDSBA template. Dr. Sullivan and Board members made minor revisions. There was discussion regarding if the Board and superintendent comments should be consolidated into one.

Berg Elementary - Superintendent Sullivan shared a spreadsheet with projections for kindergarten classroom sizes for the next four years based on the live birth averages at St. Joseph's Hospital. Dr. Sullivan explained the proposed sections at the elementary schools. He noted the Board's desire to open Berg as an innovative elementary school and the time constraints placed upon the District. Potentially the School District could need a new elementary school in 5-7 years, even with the opening of Berg as an elementary school. Dr. Sullivan noted the professional development, education, and recruitment requirements that would be attached to an innovative school. President Ricks inquired what would be the minimum number of students required to open Berg as an innovative school and maintain it. There was discussion regarding inward and outward migration. Dr. Sullivan explained the inward and outward migration numbers would not be available until this fall. Mr. Seaks suggested breaking down the pros and cons. There was a brainstorming session with topics discussed including hiring a principal for Berg, attendance areas, resources, funding, mill levies, profile of a graduate, team teaching, vision statement, mission statement, culture, input from Cabinet members, community input, and prioritizing needs assessment. Dr. Sullivan suggested asking Cabinet members if there was a bare piece of ground and a new elementary school was placed on it, what would the education look like in that school. That feedback would then be shared with the Board members.


President Ricks declared a recess at 2:00 p.m.

The meeting reconvened at 2:16 p.m.


Superintendent Evaluation - President Ricks asked Board members if they had an opportunity to review the evaluation. Mr. Seaks asked questions regarding the scoring rubric and the meaning of effective, highly effective, etc. There was discussion regarding questions that could have a "yes" or a "no" response instead of ranking 1-4. There is a potential for unintentional low scoring if the rankings are not accurately represented. President Ricks suggested an asterisk beside the questions that should be answered as a yes=4 and a no=1. President Ricks inquired if Board members had any revisions to the questions. There were no recommended changes. There was lengthy discussion regarding potential surveys to be distributed beginning January 2018.

Superintendent Goals – Dr. Sullivan listed some potential topics that he would consider as his goals. Some of those topics included Berg reopening, revisiting the delivery of the education at DHS, profile of a graduate, site for an elementary school, the District’s strategic plan, embedded technology for K-5, and preparing for the AdvancED visitation in 2018. As part of his evaluation, Dr. Sullivan is required to share information with the Board regarding “big picture items”. He felt the School District’s big picture item would be the District facing stagnant funding from the state level and funding possibly going backwards from the federal government in a climate where enrollment is increasing and the District does not have a lot of bonding capacity. He presented some scenarios the District could be facing in the next 3-5 years. There was lengthy discussion regarding the superintendent’s goals and how updates may be reported to the Board.


Adjournment – President Ricks declared the workshop adjourned at 3:11 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Annual Meeting

July 17, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held its annual meeting on July 17, 2017, at the Central Administration Office. Board members present were: Mrs. Sarah Ricks, Mr. Brent Seaks, Mrs. Kim Schwartz, Mr. David Wilkie, and Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan, Mr. Kent Anderson, Dr. Marcus Lewton, Mrs. Melanie Kathrein, Mr. Shawn Leiss, Mrs. Dorothy Martinson, and Mr. Jay Hepperle. Others present were: Mrs. Shannon Binstock, Mrs. Twila Petersen, and Mr. Grady McGregor and Ms. Sydney Mook from The Dickinson Press.

Call to Order – Chair Sarah Ricks called the meeting to order at 5:00 p.m. She welcomed Mr. Kent Anderson, the new Dickinson Public Schools business manager.

Election of Officers – Chair Ricks opened the floor for the election of office for the position of president of the school board. Mrs. Rude nominated Sarah Ricks as president of the Dickinson Public School Board. Mr. Wilkie seconded the motion. Chair Ricks made three calls for additional nominations. There were no further nominations. A roll call vote was taken: ayes-4 (Rude, Schwartz, Seaks, Wilkie); nays-0; absent-0; abstain-1 (Ricks). The motion carried unanimously. President Ricks thanked the Board members for their support.

Board President Ricks conducted the election for a new Board vice president. She opened the floor for nominations. Mrs. Rude nominated Mr. Brent Seaks as vice president of the Dickinson Public School Board. Mrs. Schwartz seconded the motion. President Ricks made three calls for additional nominations. There were no further nominations. A roll call vote was taken: ayes-4 (Wilkie, Schwartz, Rude, Ricks); nays-0; absent-0; abstain-1 (Seaks). The motion carried unanimously.

Public Participation – There were no requests for public participation.

Additional Agenda Items/Removal of Items from the Consent Agenda – There were no additions or deletions to the agenda.

Consent Agenda - Mrs. Rude moved to approve the agenda including the consent agenda consisting of the minutes from the June 12 regular Board meeting, the June 22 workshop minutes; the bills for June 2017; the financial reports for July 1, 2017; the pledged assets report for July 1, 2017; the personnel reports; a tuition waiver request for two children of Sarah Willman from Dickinson to South Heart, a tuition waiver request for a child of Shannon Binstock from South Heart to Dickinson; and the student/faculty recognitions, as presented. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics.

- a. **Dickinson Middle School Ribbon Cutting** – Dr. Sullivan noted the Ribbon Cutting Ceremony for the new middle school is scheduled for Monday, July 31 at 9:00 a.m. Board members and their spouses are invited to the ceremony and reception.
- b. **Certified Vacancies** - He noted the District is currently trying to fill five teacher positions in the District. The candidate pool is low and the District is struggling to fill some positions.
- c. **Policy Services Contract** – Superintendent Sullivan informed the Board that he has renewed the policy services membership with the North Dakota School Boards Association (NDSBA). There are no changes to the agreement from last year and the fees remained the same.

Superintendent's Report (cont.)

d. **Building Principals Presenting to Board** – Dr. Sullivan has been working with Cabinet members to provide building principal presentations to the Board on a monthly basis. He read a list of which buildings will be presenting to the Board during each month. Each building will present three times over the course of the school year.

Business Topics

Transportation Report – Available on the website under Supporting Documents is a copy of the 2016-2017 DPS Transportation Report. Superintendent Sullivan addressed the Board explaining the report has information regarding routes and miles traveled. Dr. Sullivan expressed his sincere appreciation to the bus drivers for the great job they are doing at transporting the students in and around the District. Mrs. Rude inquired how many minutes the students were riding the bus. Dr. Sullivan responded he did not have that information available at the meeting. This agenda item was informational only. No action was requested.

Early Childhood Education Grant – The Department of Public Instruction requires school district's to have a discussion regarding the Early Childhood Education Grant program. Superintendent Sullivan addressed the Board explaining a coalition was formed at a meeting on September 24, 2015. From that point forward he is not aware of the activity of the coalition. He noted the District is eligible for the grant but it does not have the classroom capacity. Additionally, this is not a fully funded program. Dr. Sullivan stated he is required to make a report to the Board but no action is required from the Board. This agenda item was informational only. No action was requested.

Business Manager Certification – Business Manager Kent Anderson began his role in the school district on July 1. At the time he was hired, it was noted the desire of the school board was for Mr. Anderson to complete the School Business Manager Certification Program offered through the North Dakota School Boards Association (NDSBA). The program includes 52 credit hours of coursework and 9 hours of training at either a NDSBA and/or NDASBM sponsored event. Classes began on July 13 and 14 and Superintendent Sullivan authorized Mr. Anderson to be in attendance at the training. Most of the courses are offered online but there are sessions in October and February in Bismarck. The cost to the district is \$2,600 plus expenses and participation requires school board approval. Action was requested. Mrs. Rude moved to authorize Mr. Kent Anderson to participate and attend the School Business Manager Certification program, beginning in July 2017, at the expense of the Dickinson Public Schools. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Schwartz, Wilkie, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

Self-Funded Health Insurance Committee Report – Superintendent Sullivan reported on the recommendations of the Health Insurance Committee and updated the Board on the program. The Self-funded Health Insurance Committee met on June 22 and recommended an increase in the premiums of 1%. The committee decided to transition from the current two-tier system, single and family, to a four-tier system that includes single plus children and single plus spouse. Full implementation of the four-tier system will occur over a two-year period. Available on the website under Supporting Documents is an information sheet regarding the premium rates. Superintendent Sullivan explained the District has been working with the Hays Group. Part of the conversation with Hays was an alignment of the program with the industry as its function in the nation. Action was suggested. Mrs. Schwartz moved to approve the transition from the District's current two-tier system,

Self-Funded Health Insurance Committee Report (cont.)

single and family, to a four-tier system that includes single plus children and single plus spouse. Full implementation of the four-tier system will occur over a two-year timeframe. She further moved to set the 2017-2018 rates as follows: single (\$537.14); single/spouse (\$1,342.86); single/children (\$1,181.71), and family (\$1,611.43). Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Annual Financial Report – A copy of the annual financial report is posted under Supporting Documents on the school board website. This report is a summary of the 2016-2017 expenditures and revenue for the District in a DPI format. Business Manager Kent Anderson reviewed portions of the report. He noted the numbers are consistent and match the monthly information provided to the Board. The average cost per pupil for Dickinson Public Schools is \$10,879. In response to a question, Mr. Anderson explained there was a transfer in 2016-2017 from the general fund to the food service fund. Mrs. Schwartz moved to approve the Annual Financial Report for the fiscal year beginning July 1, 2016, and ending June 30, 2017, as presented. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Meeting Day and Time – The Board needed to establish its regular meeting day and time. It is currently the second Monday of the month at 5:00 p.m. Due to legislative action regarding tax levy notification, the August meeting may not begin before 6:00 p.m. Mrs. Rude moved that the regular meeting of the Dickinson Public School District be set for the second Monday of each month beginning at 5:00 p.m., with the exception of the August 14 meeting to begin at 6:00 p.m., and the April Board meeting to be scheduled for 5:00 p.m. on Monday, April 16, 2018. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Board Workshops – The Board discussed some potential months that they would like to schedule a workshop. Mrs. Rude moved to schedule the Board workshops after the School Board Meetings in October and November 2017 to be held at the Central Administration Office. She further moved to schedule a workshop on July 27 beginning at 3:00 at the Central Administration Office. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

School Board Authorized Representative – Many federal programs require official Board minutes declaring the designation of the authorized representative for the District. Action was requested. Mr. Wilkie moved that Superintendent Douglas W. Sullivan be named the authorized representative of the Dickinson Public School District that shall include and not be limited to the Department of Public Instruction and the legislature. He further moved that Superintendent Sullivan be the authorized representative for the District for all federal programs, including but not limited to: all school lunch programs, vocational programs, the Energy Infrastructure and Impact Office, Title I, Title III, Title IV, E-rate and Job Service programs. Mr. Wilkie also moved that Director of Instruction Melanie Kathrein be named the authorized representative for the District's Title IIa program. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Special Education Authorized Representative – Many grant programs require an authorized representative from the District be designated. Administrative recommendation was to designate Mrs. Dorothy Martinson, Director of Student Services, as the authorized representative for VI-B and other special education grants. Action was requested. Mr. Seaks moved that Dorothy Martinson be named

Special Education Authorized Representative (cont.)

the authorized representative for the Dickinson Public School's VI-B and other special education grants. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Authorized Representative for the 21st Century Community Learning Centers (CCLC) Program

– When submitting the 2017-2018 21st Century Grant, DPI requires verification that the school board of the fiscal agent for the grant appoint an authorized representative for the grant. As managing and administering the 21st Century Grant is in the portfolio of Dickinson Middle School Assistant Principal Casaundra Francis, administrative recommendation was to appoint her as the authorized representative. Mrs. Rude moved to appoint Dickinson Middle School Assistant Principal Casaundra Francis as the authorized representative for the 21st Century Community Learning Center grant for the 2017-2018 school year. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Designate Homeless Liaison – Dickinson Public Schools is required to provide services to individual's considered homeless. Administrative recommendation was to designate Mrs. Stacy Kilwein, Coordinator for Partners in Parenting, as the District's Homeless Liaison. Action was requested. Mr. Wilkie moved to designate Stacy Kilwein as the Dickinson Public School District's Homeless Liaison for the 2017-2018 school year. Mrs. Rude seconded the motion. Discussion: Superintendent Sullivan requested an opportunity to provide some background information. DPI requires the homeless liaison to participate in several trainings. He noted Mrs. Kilwein has participated in trainings and webinars and has completed all her training for the upcoming school year. Mrs. Kilwein is the point of contact in the District. After she has been contacted, she visits with the family to do an assessment and then find out if the family qualifies for programs and identifies their needs. If necessary, she will refer the individual to resources such as social services. The building principal is also notified along with the social worker and counselor. Dr. Sullivan explained this is a big responsibility. Mr. Wilkie added Mrs. Kilwein is a member of the Dickinson homeless coalition and she is making contact with people from other entities who can get involved with the families. She is reaching out to a large amount of people and doing many things for the homeless students. Mrs. Rude thanked Dr. Sullivan and Mr. Wilkie for enlightening her and clarifying the position. Assuming a roll call vote, the motion carried unanimously.

Title I Look-Alike Program – Jefferson Elementary and Lincoln Elementary do not qualify for Title I funding due to its free and reduced lunch ratio in the building. Title I Look-Alike Programs may be funded by supplemental local funds specifically set aside for this purpose. Action was requested. Mrs. Rude moved to designate supplemental funds in the amount of \$95,361.02 to be set aside by the school district for at-risk students at Jefferson Elementary and \$107,448.74 be set aside by the school district for at-risk students at Lincoln Elementary, for the 2017-2018 school year to provide supplemental services to support these student's attainment toward meeting the state's student academic achievement standards. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Wilkie, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

Designate Official Newspaper – North Dakota Century Code requires that the school district designate an official newspaper. Action was requested. Mrs. Schwartz moved to designate The Dickinson Press as the official newspaper of the Dickinson Public School District. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Bank Depository Designation – State law requires the District designate all depositories at its annual meeting. The administrative recommendation was to designate American Bank Center as the official depository for the school district checking account and other investments and Wells Fargo Bank, Bank of the West, Dacotah Bank, Dakota Community Bank, and Cornerstone Bank as depositories for investments. Action was requested. Mr. Wilkie moved that American Bank Center be designated as the official depository for the school district checking account and other investments and further moved that Wells Fargo Bank, Bank of the West, Dacotah Bank, Dakota Community Bank, and Cornerstone Bank be designated as depositories for investments for the 2017-2018 fiscal year. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Committee Assignments – Mr. Seaks moved to designate for 2017-2018 Mrs. Sarah Ricks and Mrs. Kim Schwartz as primary Board representatives for teacher negotiations. He further moved to designate Mr. Brent Seaks and Mrs. Tanya Rude as Board representatives on the administrative negotiations with Mr. David Wilkie assigned as a secondary representative. Mr. Seaks moved to designate Brent Seaks as the primary school board representative on the Roughrider Area Career and Technology Center and Mrs. Sarah Ricks as the secondary representative and to designate Mrs. Tanya Rude as the primary school board representative on the Stark County Job Authority Development Committee and Mr. David Wilkie as the secondary representative. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Conflict of Interest – Copies of the school board member's most recent Statement of Interest forms are posted under Supporting Documents. President Ricks noted a change to her Statement of Interest form as she is now employed. Mr. Seaks moved to allow Sarah Ricks to participate and vote on the identified potential conflicts in accordance with N.D.C.C. § 15.1-07-17. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-4 (Schwartz, Seaks, Wilkie, Rude); nays-0; abstain-1 (Ricks). The motion carried unanimously.

Mrs. Rude stated she had no changes to her Statement of Interest form. Mr. Wilkie moved to allow Tanya Rude to participate and vote on the identified potential conflicts in accordance with N.D.C.C. § 15.1-07-17. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-4 (Schwartz, Wilkie, Seaks, Ricks); nays-0; abstain-1 (Rude). The motion carried unanimously.

Mr. Seaks stated he had no changes to his Statement of Interest form. Mrs. Schwartz moved to allow Brent Seaks to participate and vote on the identified potential conflicts in accordance with N.D.C.C. § 15.1-07-17. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-4 (Schwartz, Rude, Wilkie, Ricks); nays-0; abstain-1 (Seaks). The motion carried unanimously.

Mrs. Schwartz stated she had no changes to her Statement of Interest form. Mrs. Rude moved to allow Kim Schwartz to participate and vote on the identified potential conflicts in accordance with N.D.C.C. § 15.1-07-17. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-4 (Seaks, Rude, Wilkie, Ricks); nays-0; abstain-1 (Schwartz). The motion carried unanimously.

Mr. Wilkie stated he had no changes to his Statement of Interest form. Mrs. Rude moved to allow David Wilkie to participate and vote on the identified potential conflicts in accordance with N.D.C.C. § 15.1-07-17. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-4 (Schwartz, Seaks, Rude, Ricks); nays-0; abstain-1 (Wilkie). The motion carried unanimously.

School Board Regulation Additions, First Reading and Final Adoption – Board regulations BA-BR1–Board Ethics Regulation and BA-BR2–Board Member Internet and Social Media Use are posted on the website under Supporting Documents. These new regulations are recommended by NDSBA. Action was requested. Mr. Seaks moved to approve for first reading and final adoption for new Board regulation BA-BR1-Board Ethics Regulation and new Board regulation BA-BR2-Board Member Internet and Social Media Use, with the brackets removed. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Wilkie, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Addition, First Reading – NDSBA recommended the addition of policy BAB-Board Conflict of Interest. This new policy is posted on the website under Supporting Documents. Action was requested. Mrs. Rude moved to approve for first reading new Board policy BAB-Board Conflict of Interest, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Seaks, Schwartz, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.


School Board Policy Revisions, First Reading – There were several policies with recommended revisions. The revised policies are posted on the website under Supporting Documents. Changes noted in red text are recommended by NDSBA. Changes noted in purple text are recommended by the DPS administration or a School Board member. Policy ACEA-Bullying Prevention Policy has several revisions made at the request of Board members. NDSBA recommended amending this policy with one reading. Mrs. Schwartz moved to approve for first reading revised policy GDA-Graduation Requirements and amended policy ACEA-Bullying Prevention Policy, as presented, and to expedite the process, waive the second reading and recognize this as the final adoption. She further moved to approve for first reading revised policies BA-School Board Ethics, BCAD-Executive Session, CAAB-Superintendent Evaluation Procedure, DDA-Sick Leave, FACB-Student Transfer and Withdrawal Records, and revised policy FCAF-Concussion Management, as presented. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Seaks, Wilkie, Rude, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

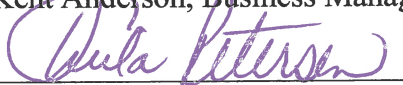
Other – Mrs. Rude inquired if there was any public relations being done to inform the patrons of the District regarding raising the mills. This information might help to minimize any challenges the Board may face at its August public hearing. She will be writing a Letter to the Editor.

Mrs. Rude thanked Mr. Anderson for accepting the position of business manager and welcomed him to the District.

Adjournment – At 6:11 p.m., President Ricks declared the meeting adjourned.


Sarah Ricks, Board President


Kent Anderson, Business Manager


Twila Petersen, Secretary

Approved School Board Workshop Minutes

Dickinson Public Schools
Board Workshop

July 27, 2017; 3:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a workshop on July 27, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrators present were Superintendent Douglas Sullivan, Mrs. Dorothy Martinson, and Mrs. Melanie Kathrein. Others present: Dr. Daniel Farr, Mrs. Twila Petersen, and via webinar, Mr. Robert Schwarz from RSP and Associates.

Call to Order - Board President Ricks called the workshop to order at 3:00 p.m.

RSP and Associates – Mr. Robert Schwarz, Principal Planner for RSP and Associates, addressed the Board via a webinar. He presented a PowerPoint to the Board and summarized some talking points. His presentation included enrollment and demographics, capacity, and development. RSP and Associates projected an increase of 350 students. With the additional students, capacity could be a challenge in some of the existing buildings. The PowerPoint slides provided a District map, elementary attendance areas for 2016-2017, planning areas, and a detailed planning area map for Prairie Rose Elementary. The information for the projections took into consideration inward and outward migration. Several maps displayed the population and projected population for land that is under development and areas that have seen the most growth. Mr. Schwarz explained the buying power in the housing industry and also the challenges with the price of lumber increasing by as much as 100% than a year ago. Construction permits are down in the area. The student count map showed which areas had an increase or decrease in student population since 2012-2013. Currently, the District has under 3,400 students. By the years 2021-2022, RSP projected an increase to over 3,700 students. A table explained the buildings that would exceed student capacity.

Mr. Schwarz provided some key points for consideration of the District. Senate Bill 2186 was mentioned and it was encouraged to reevaluate the District's policy on transfers where the parents are choosing the school the child will attend.

President Ricks inquired if RSP had done an attendance area for the Berg building as a K-5 school. Mr. Schwarz responded he could not create something without input from the community on what they would support. It could be driven by a committee or create some options for consideration by the community. Board members shared their appreciation and thanks to Mr. Schwarz for the information provided in the PowerPoint and shared via the webinar.

Berg/Farr Consulting – Superintendent Sullivan introduced Dr. Daniel Farr, a retired administrator from Sidney, MT who has had a consulting business for the past 15-20 years. Dr. Farr addressed the Board and distributed an abbreviated resume. Dr. Farr explained he had looked at the District's strategic plan and noted it was similar to plans nationwide. He noted the professional learning communities were helping the District empower the teachers.

Dr. Farr explained a magnet-based school could focus on fine arts, international students, foreign language, or a variety of areas. Most magnet schools are tied to diversity with an innovative curriculum and development. Whenever there is a major shift, Dr. Farr felt that professional development will be essential. Elementary teachers tend to be trained a little bit in everything. Middle school and high school teachers tend to have more specialized training. Magnet schools with STEM or STEAM academic discipline instruction will have a more hands-on approach to instruction tied to

Berg/Farr Consulting (cont.)

the District goals, District curriculum, and state standards. Dr. Farr noted that magnet schools do not adopt specific entrance criteria.

Dr. Farr suggested two options; one option would be to have a focus group. Another option is to have a community cross over. Stakeholder input would tie in with the options.

President Ricks inquired if a one-year timetable was realistic. Dr. Farr responded that part of the answer to the question is where the District was at on its current model of instruction and is STEM any part of it. He noted students in grades K-3 are learning to read. Students in grades 4-5 are reading to learn.

Dr. Sullivan inquired if the District could have a concept developed in one year, potentially open the school in a more traditional model, and then take a year to transition. Dr. Farr responded that he had not visited with the curriculum director. There was a recommendation to transition with the parents and students over a five-year period. A non-traditional school will require revamping the curriculum and would require a great deal of work. Vice President Seaks noted this would be an opportunity to do something innovative. The projection for the time and amount of work is an educated guess. He inquired if the first objective of introducing the concept to parents could be done so that the boundary lines do not have to be changed. He said he perceives this opportunity would accommodate the growth and be innovative and different. Dr. Farr inquired if the Board was wanting to go in the direction of STEM and asked what innovative meant to the Board members. Mrs. Schwartz responded it would be a change in course from the traditional school. President Ricks responded the nation is moving to the idea of choice and with the open enrollment in the state and finances being tight it would be great to have an elementary school that was different that parents would want to choose to send their children; something that is attractive to parents. She added it could be a foreign language immersion or STEAM school. It is an opportunity for teachers to volunteer to be at the school and an opportunity for team teaching.

President Ricks shared that if the community was asked what they would like, they may not know what is available and the options. Dr. Farr responded that it could be shared with the community what is being done and the next step. The information could be put in front of the parents so they know what is available. Dr. Sullivan noted that 60% of the jobs that kids will be competing for are STEM related. A large percentage of those jobs have not even been created.

Vice President Seaks recommended using the profile of a graduate and work backwards. The skills could be identified and then make sure the schools articulate them. He inquired if the principal should be hired based on information that is available now. Dr. Farr suggested planning for a year and have the direction set so the person that is being recruited is in alignment with the direction of the school. There was discussion regarding the ideal time span to hire an elementary principal. Mrs. Kathrein inquired if the District could consider an initiative for change in two different levels at the same time. Dr. Farr responded if the District was working with the STEM concept, it could be done at two levels. He said he would like to visit with Dickinson State University and the Department of Education to gather more information. Mrs. Kathrein recommended the next conversation be with the elementary principals; valuing their professionalism is important. This should not be a top-down initiative but a bottom-up. President Ricks concurred it is a change in the elementary education and is not for the Board to decide but the elementary principals and teachers.

Berg/Farr Consulting (cont.)

Superintendent Sullivan explained there was a great deal of information shared at tonight's meeting. The information could be reviewed and he suggested another Budget Committee Meeting and Board Workshop be scheduled as a follow up. The Board members concurred. They thanked Dr. Farr for his time and the information he shared.

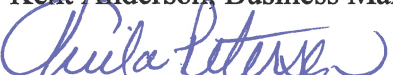
Adjournment – At 4:50 p.m., President Ricks declared the workshop adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Approved School Board Workshop Minutes

Dickinson Public Schools
Board Workshop

August 1, 2017; 3:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a workshop on ^{August 1,} ~~May 16,~~ 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrators present were Superintendent Douglas Sullivan and Mrs. Dorothy Martinson. Also present was Mr. Patrick Bernadeau from The Dickinson Press and Mrs. Twila Petersen.

Call to Order - Board President Ricks called the workshop to order at 3:00 p.m. She welcomed Mr. Patrick Bernadeau from The Dickinson Press to the workshop.

Berg Building - Director of Student Services Dorothy Martinson addressed the Board to present information regarding attendance areas. Mrs. Martinson explained the benefits to the students receiving Title I services in the District. The District Title I allocation is determined by the census count, foster count, and free and reduced lunch count. The Title I Look-a-Like services are provided at Jefferson and Lincoln Elementary schools since they are not eligible for Title I funds. There could be a change in the funding with the Every Student Succeeds Act. Mrs. Martinson explained Dickinson Public School District has been unique in how the attendance areas are addressed. The large school districts have a targeting process. Buildings are eligible or ineligible for Title I services based on attendance areas.

Mrs. Martinson contacted Ms. Laurie Matzke from the North Dakota Department of Public Instruction (DPI) regarding attendance areas. There are concerns with the District letting students attend wherever they wish. She explained the consequences of not knowing if a school would be a Title I prior to the start of school which would impact when services could begin.

There was a discussion regarding placement of students, placement of transfer requests due to parents moving, data received by the principal prior to the end of the school year, possibly placing rural students at Berg, identifying students eligible for services, and building allocations. There is a potential impact to the private schools where Title I is provided. Board members thanked Mrs. Martinson for sharing information.

President Ricks suggested the Board members discuss a timeline. Superintendent Sullivan explained the Board is not required to open Berg as a K-5 building. Another alternative is to open Berg as a K-2 school with rural placement and roll forward to transform into a K-5 over the course of possibly four years. This would provide the District time to hire a full-time principal.

Senate Bill 2186 - Superintendent Sullivan distributed a handout with information regarding Senate Bill 2186. This bill will increase educational opportunities. A school or school district may apply for a waiver to improve the delivery of education, improve the administration of education, increase education opportunities for students, or improve the academic success of students. There would be reporting requirements that would need to go through DPI.

Dr. Sullivan explained how the Leader-in-Me skills were introduced in one of the elementary schools. This program is not District funded. It was presented at the administrative level with support from the faculty and parents. Superintendent Sullivan suggested the Board consider fulfilling its role at a macro level and express its support and enthusiasm for SB 2186 and let the District's leadership at the

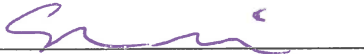
Senate Bill 2186 (cont.)

building level present innovative programs suggested by the administration, faculty, and parents. Board members were enthusiastic about this opportunity to be innovative. Dr. Sullivan said he will be visiting with the Cabinet members regarding SB 2186 and suggested putting this topic on the August 14 Board meeting agenda. He suggested the Board members review the education summit videos. SB 2186 provides flexibility to the Districts at a local level and an opportunity for school districts to try different things.

There was discussion regarding having a consultant instead of a principal at Berg, for the present time. Board members shared they wished to have a vision created using a consultant and feedback from the community and inquired how those goals would be carried out by the new principal. Mrs. Schwartz inquired once the Cabinet has started the conversation, could a Board member come to the next Cabinet meeting and share the Board's interest and support for innovative programs. Superintendent Sullivan felt the August 14 Board meeting would be a more ideal setting.

President Ricks requested RSP and Associates draw a map with an attendance area for Berg. There was discussion regarding site improvements.

Adjournment – At 4:24 p.m., President Ricks declared the workshop adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Dickinson Public Schools
Approved School Board Meeting Minutes
August 14, 2017; After Public Hearing
Central Administration Office Board Room

The Dickinson Public School Board held a regular meeting on August 14, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Kim Schwartz, Mr. David Wilkie, and Mrs. Tanya Rude (via conference call). Administrators present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Mr. Jay Hepperle, Mr. Ron Dockter, Mrs. Tammy Peterson, Mrs. Susan Cook, Mrs. Melanie Kathrein, and Dr. Marcus Lewton. Others present: Mr. Richard Benz, Mrs. Twila Petersen, and Mr. Patrick Bernadeau from the Dickinson Press.

Call to Order - Board President Ricks called the meeting to order at 6:23 p.m.

Public Participation – There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda – There were no requests for additions or removal of agenda topics.

Consent Agenda – Mr. Wilkie moved to approve the 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. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics which did not require Board action.

- a. **Open Enrollment** – Dr. Sullivan noted that open enrollment has been closed. This administrative decision was based on many class sizes exceeding the recommended number of students in the classroom.
- b. **Public Open Forum** – The DLR Group will facilitate a public open forum on Tuesday, October 10 at Dickinson High School to receive input from the community regarding the Dickinson High School facility. The large classroom sizes will be moving forward to the high school in the near future which may create challenges for the space available.
- c. **Professional Development** – Dr. Sullivan invited Board members to attend the professional development sessions being held on August 21, 22nd and 23rd.
- d. **Vacancies** – At last month's meeting, Dr. Sullivan shared the positions that still needed to be filled. Superintendent Sullivan updated the Board members noting there was one vacancy to fill at the Early Childhood Center and interviews for that vacancy are being conducted tomorrow.
- e. **Eureka Math** – Director of Instruction Melanie Kathrein addressed the Board. Mrs. Kathrein explained the District would be implementing Eureka Math this fall. The pilot was very beneficial preparing for the upcoming school year. She acknowledged the work and dedication by the teachers in the pilot program and noted it was challenging at times for the teachers involved in the process but they persevered and provided good input. Mrs. Kathrein explained the professional development that will be available for the teachers, strategists, title teachers, paraprofessionals, and other employees. She emphasized the role of the different areas in supporting student learning and how it is important across all grade levels. The curriculum, training, and resources will be monitored as the District moves forward.

Dickinson Public Schools
Approved School Board Meeting Minutes
August 14, 2017; After Public Hearing
Central Administration Office Board Room

Business Topics

Summer Building and Grounds Project Update – Business Manager Kent Anderson reported on the status of the building and grounds projects that were scheduled for completion this summer. He noted there were approximately 40 projects varying in scope with a total budgeted cost of approximately \$550,000. Given the summer overlapped two fiscal years, some projects were expensed in the 2016-2017 budget and some in the 2017-18 budget. Mr. Anderson reported that there were three major projects still in process as of today and that the Building and Grounds Coordinator indicated he expects those projects to be wrapped up before the start of the school year. This agenda item was informational only. No action was requested.

Senate Bill 2186 – Superintendent Sullivan addressed the Board. He noted 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.

Senate Bill 2186 was discussed at this morning's Cabinet meeting. The principals indicated if they decide to do something at the building level, they will work with their faculty. This innovative process may require a request for a waiver.

President Ricks said she had asked this topic be placed on the agenda. The Board is excited about the direction this could take and hoped that it would open doors for individuals to "think big" and make innovative decisions. This process is in its infancy therefore the application procedure was unknown. This agenda topic was informational only with no action requested by the Board.

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 the meetings. This agenda item was informational only. No action was requested.

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 on the background agenda. The administrative recommendation was to approve the budget as presented. Mrs. Schwartz moved 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. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Rude, Seaks, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

A copy of the District's Certificate of Levy for 2017-2018 is posted under Supporting Documents. The administrative and Budget Committee recommendation was 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 104.38 mills. The total amount requested for all levies is \$17,676,588. Action was requested. Mrs. Rude moved to approve the Certificate of Levy for \$17,676,588 for the fiscal year ending June 30, 2018. Mrs. Schwartz seconded the motion. Vice President Seaks reiterated his appreciation for the time and efforts in the research

Dickinson Public Schools
Approved School Board Meeting Minutes
August 14, 2017; After Public Hearing
Central Administration Office Board Room

Budget and Tax Levy (cont.)

provided by Business Manager Anderson and Superintendent Sullivan and the examples provided for the taxpayers. President Ricks concurred. A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

Payment of Signing Bonus – A copy of North Dakota Century Code 15.1-09-33.1 is posted on the website under Supporting Document. This Century Code provides an opportunity for school districts to “offer and, upon the signing of the contract by both parties, pay a signing bonus.” Administrative recommendation was for the School Board to authorize a signing bonus for two positions at the high school in the Career and Technical Education (CTE) field with bonus payments to be made in three increments over the course of the school year.

Superintendent Sullivan addressed the Board. He explained that signing bonuses are a new concept for the school district. He noted there is conflicting language in the professional negotiated agreement between the School Board and the DEA. This is something that will need to be discussed during the next round of negotiations. After a discussion with the DEA leadership, it was felt that the District could not go to 15 years on the salary schedule for the CTE instructors. Dr. Sullivan explained the placement of the most recently hired CTE instructors and the justification for the suggested bonus amount. Mr. Seaks moved 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. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Seaks, Wilkie, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

Schedule Special School Board Meeting – The 2017-2018 Consolidated Grant Application requires approval by the School Board prior to submission but won't be completed until after August 22. Action was requested. Mrs. Schwartz moved to schedule a special school board meeting for August 23 at 12:00 noon at the Central Administration Office. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

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 was to approve the application. This student attended DPS in 2016-2017. Action was requested. Mrs. Rude moved 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. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

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 was requested. Mr. Seaks moved to approve for first reading and final

Dickinson Public Schools
Approved School Board Meeting Minutes
August 14, 2017; After Public Hearing
Central Administration Office Board Room

School Board Regulation Revision, First Reading and Final Adoption (cont.)

adoption the revisions to Board regulation GAAC-BR1—Procedure for Reviewing Complaints About Instructional/Resource Material, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Wilkie, Seaks, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Revisions, Second Reading and Final Adoption – The following policies have recommended revisions. Changes noted in red text are recommended by the North Dakota School Boards Association (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. Policy BA–School Board Ethics has minor NDSBA recommended revisions to the policy. Policy BCAD-Executive Session has several revisions recommended by the NDSBA. Policy CAAB-Superintendent Evaluation Procedure has recommended revisions from Board President Ricks and revisions recommended by NDSBA. 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. Policy FACB-Student Transfer and Withdrawal Records has minor revisions recommended by the NDSBA. Policy FCAF-Concussion Management has several revisions recommended by the NDSBA. Action was requested. Mrs. Rude moved 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. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Seaks, Rude, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

Other – There were no other topics for discussion.

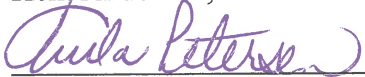
Adjournment – President Ricks declared the meeting adjourned at 7:10 p.m.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Dickinson Public Schools
Approved Public Hearing Minutes
August 14, 2017; 6:00 p.m., Central Office Board Room

The Dickinson Public School Board held a public input hearing on August 14, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Kim Schwartz, Mr. David Wilkie, and Mrs. Tanya Rude (via conference call). Administrators present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Mrs. Susan Cook, Mrs. Tammy Peterson, Mrs. Sara Streeter, Mr. Jay Hepperle, Mr. Ron Dockter, Mrs. Kristy Goodall, Mrs. Melanie Kathrein, and Dr. Marcus Lewton. Others present: Mr. Richard Benz, Mrs. Twila Petersen, and Mr. Patrick Bernadeau from the Dickinson Press.

Call to Order – Board President Sarah Ricks called the public input hearing to order at 6:00 p.m. She explained Business Manager Kent Anderson would provide a brief explanation of the property tax levy and then Board members will ask questions. President Ricks also indicated that members of the public will be given the opportunity to provide input.

Property Tax Levy – Business Manager Kent Anderson addressed the Board and the audience. He distributed a handout to the Board members and the audience with information including the proposed 2017-2018 budget and mill levy, a comparison of the 2016 Dickinson Public Schools (DPS) tax liability with the proposed 2017 mills, and a comparison of DPS tax levies to the 2016-17 tax levies for other Class A schools in North Dakota. Mr. Anderson indicated that the proposed total mill levy for schools may increase by a dollar amount equal to 13.48 mills but the actual increase may be different depending on the final taxable valuation for the school district. The estimated increase of 13.48 mills is based on the estimated taxable valuation information received from the Stark and Dunn County auditors and the actual valuations will likely be different.

The budget/mill levy proposal recommended by the administration and Budget Committee would be a general mill levy of 65.57 mills which is an increase of 7.89 mills compared to 2016. The budgeted deficit expenditures after this increase would be approximately \$741,000. The total mill levy recommended is 104.38 mill which consists of 65.57 general fund mills, 10.00 building fund mills, and 28.81 sinking and interest fund mills. Mr. Anderson provided estimates of the tax increase on various properties. For a home on the tax roll valued at \$100,000, the proposed mill increase would increase taxes by ~\$37 per year or just over \$3 per month. A home on the tax roll valued at \$175,000 would increase by ~\$65 per year and a \$250,000 home would increase by about ~\$93 per year.

Mr. Anderson provided a breakdown of the proposed mills to be levied. When excluding the sinking and interest mills and comparing Dickinson Public Schools mills with other class A schools, DPS would remain at the bottom of the list even after the proposed increase.

Superintendent Sullivan inquired if the general fund mills increasing by 7.89 mills was an estimate based on a projected 5% decrease in taxable valuation. Business Manager Anderson responded that was accurate. Dr. Sullivan asked if Mr. Anderson was working with a range of expected valuation decreases. Mr. Anderson responded that he had worked within a range of 3.5-5% and the proposed 7.89 mills would be the worst-case scenario which projects a 5% valuation decrease. Mr. Anderson also indicated that final taxable valuations will not be available until the end of September. Dr. Sullivan inquired that given the projected taxable

Dickinson Public Schools
Approved Public Hearing Minutes
August 14, 2017; 6:00 p.m., Central Office Board Room

Property Tax Levy (cont.)

valuation decrease, how many mills would be necessary just to break even or sustain the District at its current level of revenue when compared to last year. Mr. Anderson responded that with a 5% estimated taxable valuation decrease, just over 3 mills would be necessary to remain at par.

There was information shared regarding the sinking and interest fund, bond indebtedness, and unpaid property taxes.

Public Participation – President Ricks invited members from the audience to come forward for public participation. She made a call twice for public input. Mr. Richard Benz addressed the Board and stated he was a resident of Dickinson. It was his impression from reading the Century Code that taxes would be increased on those property owners that had an assessed value increase on their property. He inquired if the tax increase would apply to all Dickinson Public School District taxpayers. Business Manager Anderson responded that was accurate, the school mill levy will affect all taxpayers in the school district. The Century Code requires that the school district send notices to taxpayers that had a taxable valuation increase of 10% or \$3,000 or more in their property taxes, but the proposed increase would affect all taxpayers.

Mr. Benz stated MDU was projecting an increase, the City of Dickinson was projecting an increase, and the School District was projecting an increase. This is a hardship for those on a fixed income. He inquired if the District is making any cuts. Superintendent Sullivan responded that the District does look at ways to cut costs and provided an example of collapsing classrooms. He added the District is in a difficult situation with the current demographic environment of increasing enrollment with the District not receiving any additional funds related to that increase until next year. State funding uses prior year enrollment figures for their school funding formula.

President Ricks and Board members thanked Mr. Benz for providing his input. President Ricks made another call for public participation. There was no other input.

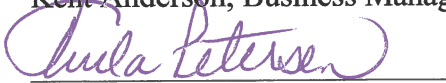
Adjournment – At 6:22 p.m., Chair Ricks declared the public hearing adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Dickinson Public Schools
Approved Special School Board Meeting Minutes
August 23, 2017; 12:00 p.m.
Central Administration Office Board Room

The Dickinson Public School Board held a special meeting on August 23, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Kim Schwartz, Mr. David Wilkie, and Mrs. Tanya Rude (via conference call). Administrators present were Superintendent Douglas Sullivan, Mrs. Dorothy Martinson, and Mr. Kent Anderson. Also present was Mr. Steve Kirch from KX News and Mrs. Twila Petersen.

Call to Order - Board President Ricks called the meeting to order at 12:00 p.m.

Public Participation—There were no requests for public participation.

Consolidated Grant Application Approval for 2017–2018—A printed copy of the full Consolidated Application was available for the Board’s review. The Board is required to approve the grant application annually prior to submittal. Action was requested. Mr. Seaks moved to approve the Consolidated Grant Application for Federal grants which includes Title I, Title IIA, and Title IVA, as presented. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Wilkie, Seaks, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

Approval of the Individuals with Disabilities Education Act (IDEA) VI-B Grant—The North Dakota Department of Public Instruction requires assurances that IDEA will be met and the application for funds are approved by the Board. The summary for this non-competitive grant is available on the website under Supporting Documents. Action was requested. Mr. Wilkie moved to approve the application for the Individuals with Disabilities Education Act VI-B funds. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Tuition Waiver Agreements—Tuition waiver agreements were received for a child of Rebecca E. Hutzenbiler from Dickinson to South Heart, a child of Traci Roller from Dickinson to South Heart, a child of Kimberly D. Graham from Dickinson to South Heart, and a child of Jeffrey Gooss from Dickinson to Beulah, for the 2017-2018 school year. A tuition waiver agreement was also received for a child of Christina Ransom from South Heart to Dickinson. This child attended DPS in spring 2017. The administrative recommendation was to approve the requests. Action was requested. Mrs. Schwartz moved to approve the request for a tuition waiver for a child of Rebecca E. Hutzenbiler from Dickinson to South Heart, a child of Traci Roller from Dickinson to South Heart, a child of Kimberly D. Graham from Dickinson to South Heart, a child of Jeffrey Gooss from Dickinson to Beulah, and a child of Christina Ransom from South Heart to Dickinson, as per the tuition waiver requests. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

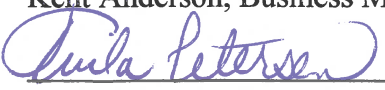
Adjournment-At 12:04 p.m., President Ricks declared the meeting adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Dickinson Public Schools
School Board Workshop
September 5, 2017; 5:00 p.m.
Board Room, Central Administration Office

Approved Meeting Minutes

The Dickinson Public School Board held a workshop on September 5, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Board Member Tanya Rude, Board Member Kim Schwartz, and Board Member David Wilkie. Others present were: Superintendent Douglas Sullivan, Dickinson High School Principal Ron Dockter, Director of Instruction Melanie Kathrein, Dickinson Middle School Principal Marcus Lewton, Southwest Community High School Principal Kristy Goodall, Dickinson High School Assistant Principal Jay Hepperle, Dickinson Middle School Assistant Principal Shawn Leiss, Jefferson Elementary Principal Sara Streeter, Lincoln Elementary Principal Tammy Praus-Peterson, Teacher on Special Assignment Nicole Weiler, Roosevelt Elementary Principal Henry Mack, Director of Student Services Dorothy Martinson, and School Board Secretary Twila Petersen.

Call to Order: Board President Ricks called the workshop to order at 5:00 p.m.

Reopening Berg and Attendance Areas: Superintendent Sullivan explained the student enrollment numbers were up 254 students from the May enrollment. At the end of last school year, the assistant superintendent had projected an increase of 100 students for this fall. Dr. Sullivan noted the increased enrollment at the middle school and high school and emphasized the high school was quickly going to be over 1,000 students. Previously, the School Board had authorized the administration to move forward with a public open forum to discuss Dickinson High School. The forum will be facilitated by the DLR Group and is scheduled for Tuesday, October 10 at 7:00 p.m. at Dickinson High School.

Dr. Sullivan noted there are 357 kindergarten students enrolled. The projection from the assistant superintendent was 390. Projections for 2018-2019 for kindergarten students is 428, for 2019-2020 it is anticipated there will be 491 kindergarten students, and for 2020-2021 there could be 545 kindergarten students. The Dickinson Public School District is seeing a younger population with a median age of 37.9. The community is getting younger and the hospital continues to see an increasing number of live births. Dr. Sullivan recommended the Board consider reopening the Berg building fall of 2018 as a K-5 elementary school.

Board President Ricks thanked Superintendent Sullivan for the background information. She said the purpose of the workshop was to receive input regarding the reopening of Berg and also attendance areas. The timing of the workshop was based on the enrollment numbers that were not available until recently and they are higher than anticipated and the need to get attendance areas finalized by the spring. RSP and Associates indicated it would be a four-month process.

President Ricks noted there has been a discussion amongst the Board members at a previous workshop regarding reopening Berg as a magnet school or innovative school. Since then, they received information from Mrs. Martinson regarding opening Berg as a magnet or innovative school and the potential negative affects for those students receiving Title I services. President Ricks opened the floor for input on what the group viewed as important and their thoughts regarding developing attendance areas.

Reopening Berg and Attendance Areas (cont.)

Board Member Schwartz inquired what the District currently does with attendance areas. Dr. Sullivan responded the District had not adjusted the attendance areas for many years, with the exception of Prairie Rose Elementary. Mrs. Martinson agreed there have been no realignments for the past 17 years, with the exception of Prairie Rose Elementary and when Berg transitioned to a 6th grade center. There have been micro adjustments.

There was a discussion regarding the timeframe for completion of additions at an existing school. Building administrators explained the appeal of the neighborhood school concept. President Ricks shared the Board's concern with moving students around from place to place. Principal Streeter explained a plan at a school district where she lived and the changing of boundary lines. Oftentimes the students can adjust to the change better than parents. If it is explained to the parents the justification for changing the boundary lines and explaining the advantages to their child, parents are more receptive to the change. Dr. Lewton said that some students have had many transitions in their lives and moving from one school to another school has an affect that may not be measurable.

There was discussion regarding open enrolled students and rural students being placed at the Berg building first when it reopens. In the past when Berg served students in grades K-6, it was common practice to place many of the rural elementary students at Berg. When Berg switched from K-6 to a 6th grade center, there were many unhappy parents. Principal Praus-Peterson responded that it is what the community puts into the school and makes of the school that is the ultimate perception of the school. Each elementary school is unique in its own way and Mrs. Praus-Peterson cautioned in not highlighting one school as being more special and unique above and beyond others as this could be detrimental.

Consensus was a community open forum would be beneficial to receive input regarding attendance areas and to include the discussion of enrollment projections. Dr. Sullivan suggested an open forum in the latter part of October or in November. That way it will not distract from the conversation regarding Dickinson High School since that is the immediate focus.

Vice President Seaks asked if there would be a priority list and trigger point when the District had "X" amount of students where the District would then move to the next priority. Dr. Sullivan responded that when there are new land developments, the parents moving into a certain area will establish the location priorities. He gave an example of having a negative affect if there would be a trigger point to add onto Heart River Elementary when a large amount of parents moved into a new development area on the other side of Dickinson. Mrs. Streeter suggested reestablishing the boundary lines again in five years as new land developments are added to the community.

President Ricks summarized that it appeared the consensus was to keep the neighborhood schools idea intact. There was a discussion regarding placement of students to balance out the enrollment. Director of Student Services Martinson cautioned placing District students to balance out the students in the grades and then allowing open enrolled students to be placed in the school of their choice. The District students should have first priority. She favored the concept of the open enrolled students being placed at Berg and some of the rural areas also possibly being targeted for Berg. There was a discussion on what

Dickinson Public Schools
School Board Workshop Approved Minutes (cont.)
September 5, 2017; 5:00 p.m.
Board Room, Central Administration Office

Reopening Berg and Attendance Areas (cont.)

other school districts do when parents have a strong preference for a particular school. In those instances, Bismarck Public does not act on transfer requests until August and if a request is granted, it is granted for one year. This provides some flexibility should additional students move close to the school and need to be placed in the neighborhood school.

In summary, the group expressed a desire to keep neighborhood schools intact when creating attendance areas and the Board expressed a desire for the boundaries to be as durable as possible with minimal adjustments needing to be made.

Adjournment: At 6:00 p.m., President Ricks declared the workshop adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Dickinson Public Schools
Approved School Board Meeting Minutes
September 11, 2017; 5:00 p.m.
Central Administration Office Board Room

The Dickinson Public School Board held a regular meeting on September 11, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Board Member Tanya Rude, Board Member Kim Schwartz, and Board Member David Wilkie. Others present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Director of Student Services Dorothy Martinson, Director of Instruction Melanie Kathrein, Dickinson High School Principal Ron Dockter, Dickinson High School Assistant Principal Jay Hepperle, Southwest Community High School Principal Kristy Goodall, Dickinson Middle School Principal Marcus Lewton, Jefferson Elementary Principal Sara Streeter, Lincoln Elementary Principal Tammy Praus-Peterson, Prairie Rose Elementary Principal Sherry Libis, School Board Secretary Twila Petersen, Mr. Thomas Roadarmel, Mrs. Amy Roadarmel, Mr. Steve Josephson, Miss Amy Wegner, Miss Cora Knipp, Miss Maddy Hanel, Miss Alexis Meduna, Miss Aspen Roadarmel, Miss Eryn Bird, Mrs. Shary Smith, Mr. Lyle Smith, and Mr. Patrick Bernadeau from the Dickinson Press.

Call to Order: Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation: There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda: There were no requests for additions or removal of agenda topics.

Consent Agenda: Mrs. Rude moved to approve the agenda including the consent agenda consisting of the minutes from the August 14 Public Input and regular Board Meeting, the August 23 Special Board Meeting, the September 5 Board Workshop; the bills for August 2017; the financial reports for August 31, 2017; the pledged assets report for August 31, 2017; and the personnel reports; as presented. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report: Superintendent Sullivan reported on the following topics which did not require Board action.

School Improvement Leadership Team: Superintendent Sullivan reminded the Board members there was a meeting on Tuesday at 4:00 p.m.

North Dakota School Boards Association (NDSBA) School Law Seminar and Conference: Dr. Sullivan explained the School Law Seminar is scheduled for Thursday, October 26 and the NDSBA Conference is scheduled for Thursday and Friday, October 26 and 27th.

Enrollment: Available under Supporting Documents is a report reflecting the student enrollment as of September 1, 2017. In comparison to the May 1 enrollment, the District has gained 253 students. The District had projected last spring an increase of 100 students for the fall. The 253 student increase reflects 150% of that amount. Dickinson Middle School anticipated 790 students at the opening of school. Currently, Dickinson Middle School is serving 841 students. Dickinson High School opened the school year with 945 students. There will be some challenges at Dickinson High School in the second semester with some class sizes over 32 students. At this morning's Cabinet meeting, there was a conversation regarding staffing for 2018-2019. There will be a number of requests to the Budget Committee for additional personnel for 2018-2019. Southwest Community High School Principal Kristy Goodall reported to Cabinet this morning she

Dickinson Public Schools

Regular School Board Meeting

September 11, 2017; 5:00 p.m.

Central Administration Office Board Room

Superintendent's Report (cont.)

currently has 27 students. She presented information to Cabinet on how to grow to 60 or more students and the staffing necessary to meet those needs.

Strategic Plan: Dr. Sullivan explained he had provided to Cabinet this morning the revised strategic plan that was reviewed by the School Improvement Team last spring. The Cabinet will be assigning responsibilities to the Strategic Plan and bringing back their recommendations at the October Cabinet meeting.

Business Topics

Renaissance Zone Expansion Presentation: Mr. Steve Josephson from the Stark County Planning and Zoning Department and Mr. Walter Hadley from the City of Dickinson Planning addressed the Board. They provided a handout regarding the City of Dickinson Renaissance Zone Development Plan Expansion. The Renaissance Zone offers incentives for taxpayers to benefit the City's urban core. The purpose of the program is to provide incentives to property owners in the downtown area. Mr. Josephson explained the exemption process, the zone rehabilitation project, the areas designated as the Renaissance Zone, and the downtown revitalization efforts. Mr. Josephson and Mr. Hadley were requesting the Dickinson Public School Board support their project. The project will go before the City Commission for approval and then onto the State for approval. President Ricks thanked Mr. Josephson and Mr. Hadley for sharing the information. This agenda item was informational only. No action was requested.

Principal Reports: Prairie Rose Elementary Principal Sherry Libis and two students from Prairie Rose Elementary addressed the Board. Ms. Libis introduced two students who are ambassadors for Prairie Rose Elementary. Miss Eryn Bird explained she is a 4th grader at Prairie Rose. She noted there are 516 students at the school in 22 classroom sections served by 65 staff members. Miss Aspen Roadarmel, also a 4th grader at Prairie Rose, explained the seven habits from The Leader in Me Program. When applying the habits to their daily lives students are enabled to use their full potential. The seven habits are: be proactive; begin with the end in mind; put first things first; think win-win; seek first to understand, then to be understood; synergize; and sharpen the saw. President Ricks thanked the students for the presentation and noted it was very impressive and done very professionally.

Dickinson High School (DHS) Principal Ron Dockter addressed the Board along with four DHS National Honor Society students who are working on a project. The four honor students were Miss Cora Knipp, Miss Maddy Hanel, Miss Alexis Meduna, and Miss Amy Wegner. Miss Knipp explained the Dickinson High School National Honor Society students were spearheading a project to support the victims of Hurricane Harvey. There are three subcommittees working on the project under the direction of Dickinson High School Instructor James Fahy. The project involves collection of funds through jar wars at the high school, t-shirt sales, and 35 donation jars set up around the community. The funds will assist students in Dickinson, Texas. President Ricks thanked the students for taking the initiative to do the project to assist others. Dickinson High School Principal Dockter explained the students in the DHS National Honor Society do everything with the project from start to finish. It is a good organization and the students have great ideas and are energetic. Board members thanked the four students for their hard work and enthusiasm and wished them the best on their fundraiser. This agenda item was informational only. No action was requested.

Dickinson Public Schools

Regular School Board Meeting

September 11, 2017; 5:00 p.m.

Central Administration Office Board Room

ACT Test Results 2016: Dickinson High School Principal Dockter addressed the Board. The 2016 ACT test results along with comparison data were emailed to the Board members prior to the meeting. Mr. Dockter explained there were a number of teachers who went to training this summer. They were provided with additional resources which were immediately implemented bringing additional rigor into the classroom. The training the teachers attended was very good and provided alternative ideas. Other teachers attended a training in Sioux Falls to learn more about project based learning.

Dickinson High School had 40 students that took the advanced placement test last school year. This is almost double the number of students from the prior year. The State pays for the first test the student takes. The average score from the AP English Composition test was three which Mr. Dockter noted is outstanding. At a score of three or above, the college will provide extra credit.

Mr. Dockter explained there are a variety of resources available for students to prepare for the ACT test and the DHS counselors take extra steps to make sure this information is shared with the students. There are many free ACT resources available online, such as practice booklets and flash cards. There is also free online tutoring assistance in any subject from trigonometry to applied calculus.

Mr. Dockter explained students practice the ACT test in conjunction with Sylvan Learning. The practice test is identical to the actual test. The students are then emailed their results. The cost is \$10 per student and Sylvan Learning works with the counselors. Last year the practice test was administered on an early release day when the students got out early and then stayed for the practice test. Out of the 200 students last year that could have taken the practice test, only 30-50 took advantage of the opportunity.

President Ricks shared that it appeared there were many opportunities for the students to prepare for the ACT test. She thanked Mr. Dockter for providing updated information. This agenda item was informational only. No action was requested.

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 Dickinson Public Schools does background checks on certain individuals and follows a review process as outlined in Century Code. A copy of the 2017-2018 Annual Compliance Report was emailed to the Board members prior to the meeting. Action was requested. Mr. Seaks moved to approve the Department of Public Instruction's Annual Compliance Report for the 2017-2018 school year, as presented. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

School Board Policy Revisions, First Reading: Two policies are posted under Supporting Documents. Revisions recommended by the North Dakota School Board Association (NDSBA) are noted in red text. Revisions in purple text are recommended by a Dickinson Public Schools administrator. Action was requested. Mrs. Rude moved to approve for first reading revised policy ABCC-Dickinson Public Schools Wellness Policy, as presented, and to expedite the process, waive the second reading and recognize this as the final adoption. Mrs. Schwartz seconded the motion.

Dickinson Public Schools

Regular School Board Meeting

September 11, 2017; 5:00 p.m.

Central Administration Office Board Room

School Board Policy Revisions, First Reading (cont.)

A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Rude, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.


Mrs. Rude referenced policy BDD-Board Member Compensation and inquired if the Board president is compensated for meetings he/she has with the superintendent. Superintendent Sullivan noted the policy states that the Board president is compensated for official public meetings; therefore, he/she would not be compensated for a meeting with the superintendent. Vice President Seaks explained there are additional responsibility factors for the Board president and felt the compensation should reflect the additional responsibility. President Ricks explained the proposed policy revision was more than fair in her opinion. Mr. Wilkie moved to approve the first reading of revised policy BDD-Board Member Compensation, as presented. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-4 (Seaks, Schwartz, Wilkie, Rude); absent-0; abstain 1 (Ricks). The motion carried.

Other: Mrs. Rude thanked Mrs. Schwartz and all those that helped put together the Back-to-School breakfast. She shared her appreciation for the time and efforts in planning the event. The Board members have received many kind and positive responses regarding the breakfast.

Adjournment: At 6:00 p.m., President Ricks declared the meeting adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Dickinson Public Schools

Approved School Board Workshop Minutes
October 9, 2017; After School Board Meeting
Board Room, Central Administration Office

The Dickinson Public School Board held a workshop on October 9, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Board Member Tanya Rude, Board Member Kim Schwartz, and Board Member David Wilkie. Others present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Director of Student Services Dorothy Martinson, Director of Instruction Melanie Kathrein, Dickinson High School Principal Ron Dockter, Dickinson High School Assistant Principal Jay Hepperle, Southwest Community High School Principal Kristy Goodall, Dickinson Middle School Principal Marcus Lewton, Dickinson Middle School Assistant Principal Cassie Francis, Heart River Elementary Principal Susan Cook, Jefferson Elementary Principal Sara Streeter, Lincoln Elementary Principal Tammy Praus-Peterson, Prairie Rose Elementary Principal Sherry Libis, Roosevelt Elementary Principal Henry Mack, Mr. Chris Gibbs from DLR Group, and School Board Secretary Twila Petersen.

Call to Order: Board President Ricks called the workshop to order at 6:04 p.m.

Boardsmanship: Board Member Rude created a draft Board calendar that was distributed. She had compiled the information from the National School Boards Association 2017 Convention. Topics on the calendar were Governance Culture, Board/Superintendent Relations, Operations and Expenses, Student Achievement, Community Dialog, Urgent and Other Business, and Board Development. Mrs. Rude explained it was difficult to come up with a true definition of governance. The topics all related to something the board deals with each year. Mrs. Rude inquired what the group felt was a government culture and in general, what should the Board be bringing up at the meetings. She also asked if the strategic plan should be left to the group that drafted it (School Improvement Leadership Team). President Ricks responded she would like to tie the agenda topics into the strategic plan and its overall goals but did not think it would need to be a separate topic.

Superintendent Sullivan referenced the discussion regarding the Berg building where the topic was taken back to the Cabinet for review. Dr. Sullivan recommended the Board calendar be a topic for Monday's Cabinet Meeting. President Ricks felt that was satisfactory. Mrs. Rude explained that some topics may not be discussed during the Board meeting that particular month, such as service clubs. It could be that some of the Board members meet with a particular group. President Ricks felt the Board calendar could be a mechanism of making sure areas are covered but did not feel the Board needed to worry about all of the topics all of the time, it was just a snapshot. She added it was important to celebrate the successes and receive input on what is needed. President Ricks thanked Mrs. Rude for putting the information together.

Update Regarding District Projects: Superintendent Sullivan referenced the school district boundary analysis prepared by RSP & Associates. Some of the school buildings are already at the enrollment projections for 2020 or have exceeded the 2020 enrollment projection. Dr. Sullivan explained he has asked RSP to recalculate the enrollment and include the 2017-2018 enrollment since those numbers would include some enrollment growth. The previous assistant superintendent projected 373 kindergarten students for this fall. At the start of the school year, there were 356 kindergarteners. That is only 5% off from the projection. Dr. Sullivan added that the District enrolled 16 students last week. The students seem to be trickling in and those involved in the oil industry said this could be the new norm, a trickle instead of a boom.

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Update Regarding District Projects (cont.)

Dr. Sullivan shared some kindergarten projections with a 5% margin; 2018=406 students, 2019=456, 2020=517, and 2021=550. He noted the further out the more variables that could impact the enrollment. The kindergarten enrollment continues to be strong and based off of the live birth rate.

Dr. Sullivan noted there is a new refinery proposed for Belfield that could influence Dickinson Public. He added there are some future growth challenges for the District to face in terms of enough room for the students in grades K-5. He hoped the community open forums scheduled for November 1, November 2, and December 14 will provide input on how the community wishes to move forward. With the purchase of the 114 acres, the District will have some flexibility with a myriad of options. He hoped early 2018 there could be a communication with the parents to let them know where their elementary students are going to be placed for fall 2018.

With the reopening of Berg in 2018, Dr. Sullivan has had extensive conversations with Mr. Chris Gibbs from the DLR Group. There have been several tours of the building by administrators and consultants to get ideas regarding the Berg building. Some possible options include flexible learning spaces, moving the office from upstairs to the main level, improving the security, improving the library/media center/technology lab, and spaces in terms of learning methods. Mrs. Kathrein and Dr. Sullivan are establishing a Berg Planning Committee that includes Mrs. Twist, Mr. Leiss, Mrs. Praus-Peterson, Mrs. Fetting, Mrs. Leiss, Mrs. Fridley, Mrs. Cook, and Mrs. Schwartz. Dr. Sullivan will be asking the District-wide PAC committee for volunteers at tomorrow's meeting. He is also keeping Business Manager Kent Anderson informed. Moving forward, Dr. Sullivan expects the building's furniture to be removed and replaced with furniture similar to Dickinson Middle School where it is movable and flexible. Mortenson Construction will be touring the Berg building this week Thursday. Mortenson has visited with the DLR Group regarding concept pricing.

Dr. Sullivan explained the Berg reopening could be a two-year process. The main floor could possibly open in 2018 as a K-4 building with renovations taking place on the second floor. This would not be unusual since construction companies and architects all over the country have been making renovations while a school is in session.

Mrs. Rude inquired how a consultant could be brought on board when it had not been voted on. Dr. Sullivan responded with the time constraints and the urgency and because DLR knows the District's facilities, time was of the essence. The DLR Group has been the facility master planner for the District. It would be feasible for the master planner to pull out the floor plans and make a recommendation for improvements for the building. A request for a proposal would have taken at least two months and that would be two months the school district does not have available if it would like Berg to reopen in 2018. If Berg does not reopen in 2018, it will cause significant challenges. President Ricks stated that she was aware of the decision to use the DLR Group and thought it was the right decision to move forward with the specific proposal they were developing. Mrs. Kathrein added that the DLR Group did the initial work with the middle school project and she appreciated DLR's visualization to conception. It was important to have someone with an educational background look at a conceptual building space. She felt the District was fortunate to have the DLR Group involved.

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Update Regarding District Projects (cont.)

President Ricks asked for a time frame for the Berg building project. Dr. Sullivan requested to defer the question to Mr. Chris Gibbs. He noted the end goal was to have completion by July 1.

Mr. Gibbs explained the DLR Group was taking all the data from the facility and doing an assessment report using the master plan to identify areas that are suspicious and how they may be addressed. This will include the magnitude of the fix and solutions for remodeling. There will be concept plans in the format of a spreadsheet that will allow the District to review and make decisions. This will be a holistic picture with pricing. The plans should be done by the end of October and then turn it quickly around and returned to the District. There will be pressure on the District to make a determination. The project will be done in phases.

Mr. Gibbs explained at the open forum at the high school on Tuesday, there will be an interactive workshop with community members that attend the session. There will be many variables in the conversation regarding the high school. He explained there was excitement in the conversation on Monday with the high school staff. He added many things they talked about had very little to do with the building. It will be important to understand the engagement level of the community to start the conversation. There are some things about the building that are confined. Mr. Seaks inquired if the open forum would include a profile of a graduate. Mr. Gibbs responded that the open forum will be a snapshot of why we are here. This is all part of the master planning process. The world the students are going into will be changing and the demands will be different. The world has different jobs with different angles. The open forum will have tabletop exercises and feedback from the group with a written reflection.

Mrs. Kathrein said the conversation this morning at the high school was a spin off from the discussion the DLR Group had with the leadership at the elementary and secondary levels. They were asked to think outside the box. Today's discussion was very different; the teachers were very engaged and had interesting dialogue. It was a great experience from the beginning. Mr. Hepperle explained it was a great opportunity to be creative and share what they would like it to look like in the future.

Mrs. Rude referenced back to a profile of a graduate and inquired what is the goal of the students when they graduate and what is it the community wants to see. Mr. Gibbs responded that he thought some of that would be included but noted it is difficult to get that information. If that question would have been asked to the staff this morning, he did not believe they would know the value and would have gotten stuck. This was an opportunity for the staff to think and let them dream. Mr. Gibbs added that it will be hard to determine success of a graduate. What is the mentality of success for an individual? Deciphering if an individual needs this type of math or that type of math is difficult and if that individual needs it 10-15 years down the road is even more difficult. It is not going to be a nice little box.

Vice President Seaks inquired what the expectation for the outcome would be from tomorrow's public input. Mr. Gibbs responded it will be cross sectional with input from the community and the Dickinson High School staff regarding the vision for the high school and what it should and should not be. That will be tested against what was learned early on. There will be some assumptions that will be shared with the Board and administration. Then some parameters will be established. Mr. Gibbs expressed that professional development could not be underestimated.

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Update Regarding District Projects (cont.)

There was information shared regarding the HVAC units at Dickinson High School and Heart River Elementary. There was also a discussion regarding the District's bonding capacity.

Adjournment: President Ricks declared the workshop adjourned at 7:00 p.m.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Dickinson Public Schools

Approved School Board Meeting Minutes

October 9, 2017; 5:00 p.m.

Central Administration Office Board Room

The Dickinson Public School Board held a regular meeting on October 9, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Board Member Tanya Rude, Board Member Kim Schwartz, and Board Member David Wilkie. Others present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Director of Student Services Dorothy Martinson, Director of Instruction Melanie Kathrein, Dickinson High School Principal Ron Dockter, Dickinson High School Assistant Principal Jay Hepperle, Southwest Community High School Principal Kristy Goodall, Dickinson Middle School Principal Marcus Lewton, Dickinson Middle School Assistant Principal Cassie Francis, Heart River Elementary Principal Susan Cook, Jefferson Elementary Principal Sara Streeter, Lincoln Elementary Principal Tammy Praus-Peterson, Prairie Rose Elementary Principal Sherry Libis, Roosevelt Elementary Principal Henry Mack, Jefferson Instructor Megan Morey, Jefferson Instructor Alicia Hutzenbiler, School Board Secretary Twila Petersen, Harlow's Transportation Manager Burton Lewton, Ms. Sydney Mook from the Dickinson Press, and Mr. Steve Kirch from KX News.

Call to Order: Board President Ricks called the meeting to order at 5:00 p.m. President Ricks recognized Ms. Sydney Mook from The Dickinson Press and Mr. Steve Kirch from KX News.

Public Participation: There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda: There were no requests for additions or removal of agenda topics.

Consent Agenda: Mrs. Schwartz moved to approve the agenda including the consent agenda consisting of the minutes from the September 11 regular board meeting; the bills for September 2017; the financial reports for September 30, 2017; the pledged assets report for September 30, 2017; the personnel reports; a tuition waiver request for two children of Ann Robbins from Dickinson to South Heart, a tuition waiver request for two children of Debra Dazell from Dickinson to South Heart; and the student/faculty/staff recognitions; as presented. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report: Superintendent Sullivan reported on the following topics which did not require Board action.

October 19 and 20th: There is no school these two days.

North Dakota School Boards Association Convention: The School Law Seminar will be held on Thursday, October 26 followed by the convention scheduled for the 26th and 27th of October.

Public Input Forums: There will be a Public Input Forum on Tuesday, October 10 at 7:00 p.m. to discuss moving forward with Dickinson High School and looking at improvements and the educational delivery model. Superintendent Sullivan commended Mr. Dockter and the high school faculty for their work today with Mr. Chris Gibbs from the DLR Group. There was a lot of creativity and enthusiasm in the Dickinson High School gymnasium during today's sessions. There will be additional public input forums with RSP & Associates November 1, November 2, and December 14. These RSP public forums will be held in the Dickinson High School auditorium.

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Superintendent's Report (cont.)

Energy Development and Transmission Legislative Committee: Superintendent Sullivan will be presenting information to the legislative committee on Tuesday, October 31 at 12:30 p.m. at City Hall.

Stop Arm Cameras: Dr. Sullivan referenced an article in The Dickinson Press regarding violations by individuals who have not stopped when the bus stop arm is activated. Over a two-day span, bus drivers noted 47 separate violations. This creates a very dangerous situation for the students. A pilot of video cameras on the stop arms of the buses has been implemented. The video may be used by the Dickinson Police Department to prosecute individuals who do not stop for the bus when the stop arm is activated.

Strategic Plan: Cabinet members will be reviewing the District's Strategic Plan at its meeting next week and identifying individuals responsible for the action plans.

Business Topics

Principal Reports: Jefferson Elementary Principal Sara Streeter and two teachers from Jefferson Elementary, Mrs. Alicia Hutzenbiler and Mrs. Megan Morey, addressed the Board. Principal Streeter explained there are many exciting things happening at Jefferson Elementary. The third Friday of each month, parents of the students are invited to come into the school and read with their child or children. At the most recent reading event, 183 parents attended. Mrs. Hutzenbiler added it was a great experience for the parents, grandparents, aunts, uncles, or volunteers. Mrs. Morey said it was an opportunity for the parents to come into the building more than once or twice a year. Principal Streeter explained two new outdoor classrooms have been added. This was at the request of the Jefferson Parent Advisory Council. Jefferson had a Coin Blitz to receive donations to contribute to victims of the recent hurricanes. Also at Jefferson is a Walk-to-Read program. Board members thanked the teachers and Principal Streeter for sharing information.

Principal Marcus Lewton and Assistant Principal Cassie Francis from Dickinson Middle School addressed the Board. Principal Lewton explained the three goals for Dickinson Middle School. The goals pertain to the NWEA math and reading data. These goals are to move 30% of the students from non-proficient to proficient, to move 15% of the students from proficient to advanced, and a belonging goal. The belonging goal references the data the staff receives from the students and improving on those suggestions from the students. Assistant Principal Francis credited the school counselor for the information they shared. She said the school-wide plan to support the goal was through restorative justice by building healthy relationships, support from the community, and being accountable for behavior. There are instances where students meet together to sort out conflicts. There has been a lot of success with the students being able to talk through problems with each other and sitting down with a mediator to solve problems. Additionally, students are also building communities within the school by sitting in a circle and each sharing their input by using a rock as a talking stick. Tying into the PEAK (Prepared, Engaged, Attitude, Kind) program, there have been jobs implemented for the students at Dickinson Middle School. There was an overwhelming interest in the job opportunities with over 350 6th graders interested. Students had to fill out an application and on Fridays can go to the PEAK store for rewards. Board members appreciated the information about the projects at Dickinson Middle School and thanked the two middle school representatives. This agenda item was informational only. No action was requested.

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Student Mobility Report: Superintendent Sullivan explained under Supporting Documents there is an inward and outward migration report. For 2016-2017, there were 563 inward migrating students which is 100 more than last year. There were 471 students who moved outside of the District in 2016-2017 which is about 170 less than the previous year. This is a net gain of 92 students. This agenda item was informational only. No action was requested.

School Board Workshop: There was a board workshop following the regular meeting. Topics discussed at the workshop were boardsmanship and an update regarding District projects. The agenda for the workshop is posted under Agendas on the website. This agenda item was informational only. No action was requested.

Superintendent's Formative Evaluation: Board President Ricks requested Board members complete their portion of the evaluation of the superintendent online prior to Friday, November 3. This agenda item was informational only. No action was requested.

Budget Input and Development Committee Update: Available on the District's website are the minutes from the September 28 Budget Input and Development Committee Meeting. Board representatives on the committee are President Sarah Ricks and Vice President Brent Seaks. Mrs. Rude inquired regarding the land purchase that was discussed at the Budget Meeting. Business Manager Anderson explained the picture of the parcel that was emailed to the Board members showed the proximity of the land. Superintendent Sullivan also described where the land was located and added that it was centrally located. It contains 114 acres at a price of approximately \$14,800 per acre. In comparison, the Dickinson Middle School land was purchased at \$45,000 per acre. This land would have the flexibility to be used in the future as the District experiences full student capacity in its buildings. Dr. Sullivan noted the District will not find another parcel like this within the city limits that would provide a future school board the flexibility to address the needs of the District. This agenda item was informational only. No action was requested.

Designate Foster Care Liaison: The Department of Public Instruction recommends Dickinson Public Schools designate a foster care liaison. Administrative recommendation was to designate Mrs. Stacy Kilwein, Coordinator for Partners in Parenting, as the District's Foster Care Liaison. Action was requested. Mrs. Schwartz moved to designate Stacy Kilwein as the Foster Care Liaison for the Dickinson Public Schools for the 2017-2018 school year. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Route Bus Bid for Consideration: Dickinson Public Schools advertised for bids to add a 77-passenger school bus. Bid opening was on Wednesday, October 4. The only bid received was from Harlow's. The bus is a 2019 International IC CE 77 Passenger Bus at a price of \$89,100 with a stop arm camera for \$2,736. The administrative recommendation was to accept Harlow's bid for the 77 passenger bus with the added option for a total of \$91,836. Business Manager Kent Anderson explained if the Board approved the purchase of the bus, a reserve bus would be used until the new one arrived. This would help to provide transportation to 30 students that are on the waiting list. He added this bus purchase was not in the budget. Mr. Seaks moved to accept the low

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Route Bus Bid for Consideration (cont.)

bid from Harlow's Bus Service for one (1) 77 passenger bus with the added options for a total price of \$91,836. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

2017 North Dakota School Boards Association Convention: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie will be attending the legal seminar and convention. Copies of the proposed agendas for the convention and law seminar are available on the North Dakota School Board Association website. Action was requested to designate four delegates. Mrs. Rude moved that Sarah Ricks, Brent Seaks, Kim Schwartz, and David Wilkie be appointed delegates for Dickinson Public Schools and Tanya Rude be appointed as an alternate delegate for the North Dakota School Boards Association Convention. Mr. Wilkie seconded the motion. Discussion: Vice President Seaks suggested rotating the alternate delegate on an annual basis. Board members concurred. Assuming a roll call vote, the motion carried unanimously. President Ricks noted the 2017 resolutions are posted under Supporting Documents on the website.

Land Purchase Agreement: The District administrators have been researching possible sites for future school construction. This has been an ongoing process over the past three years. The Budget Committee, by consensus, approved a purchase agreement contingent upon approval of the School Board. A proposed purchase agreement and Google Earth map of the tract were emailed to the Board members and are available upon request. Discussion regarding the land purchase is also available under the Budget Input and Development Committee Update agenda topic. Action was requested. Mr. Seaks moved the Dickinson Public Schools Board purchase a 114.46 acre tract of land located in the NE1/4 of Section 32, Township 140 North, Range 96 West at a cost of \$1,700,000. Mr. Wilkie seconded the motion. Discussion: Vice President Seaks noted the land purchase was approximately \$300,000 less than what was budgeted. He felt this was a great opportunity for the school district and in a great location. President Ricks added that this was a good proactive move and noted it was important to remember that there are different purposes for funds. A roll call vote was taken on the motion: ayes-5 (Schwartz, Seaks, Rude, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

School Board Policy Revision, Second Reading and Final Adoption: Revised policy BDD-Board Member Compensation is posted on the website under Supporting Documents. Action was requested. Mrs. Schwartz moved to approve for second reading and final adoption revised policy BDD-Board Member Compensation, with an amendment that the School Board President be compensated \$350 per month. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-4 (Wilkie, Schwartz, Seaks, Rude); nays-1 (Ricks); absent-0. The motion carried.

Other: There were no other topics for discussion.

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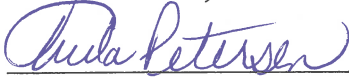
Adjournment: At 5:42 p.m., President Ricks declared the meeting adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Dickinson Public Schools
Approved School Board Workshop Minutes
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Board Room, Central Administration Office

The Dickinson Public School Board held a workshop on November 13, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Board Member Tanya Rude, Board Member Kim Schwartz, and Board Member David Wilkie. Others present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Director of Student Services Dorothy Martinson, Director of Instruction Melanie Kathrein, Dickinson High School Principal Ron Dockter, Dickinson High School Assistant Principal Jay Hepperle, Southwest Community High School Principal Kristy Goodall, Dickinson Middle School Principal Marcus Lewton, Dickinson Middle School Assistant Principal Shawn Leiss, Heart River Elementary Principal Susan Cook, Jefferson Elementary Principal Sara Streeter, Lincoln Elementary Principal Tammy Praus-Peterson, Prairie Rose Elementary Principal Sherry Libis, Roosevelt Elementary Principal Henry Mack, Mr. Chris Gibbs from DLR Group, School Board Secretary Twila Petersen, and Ms. Sydney Mook from The Dickinson Press.

Call to Order: Board President Ricks called the workshop to order at 5:57 p.m.

DLR Group – Superintendent Sullivan explained he wanted to update the Board on the progress regarding the high school. He reported Mr. Chris Gibbs from the DLR Group had met with the high school administration and the Cabinet yesterday. Additionally, Mr. Gibbs met with one of two business community groups and presented three possible pathways for the high school. Dr. Sullivan felt the conversation with all three groups was very good. He noted it was interesting the conversation with the business community group went a different direction. The business group asked many great questions regarding bonding capacity, enrollment, and moving forward. Mr. Dockter concurred the conversation at the business community meeting was very positive with a lot of questions. The feedback was very positive about something needing to be done.

Dr. Sullivan added there was strong sentiment towards the CTE Center. There appears to be very deep seated interest on how the District is going to address the needs for a CTE Center. President Ricks inquired if there was a sense the community group wanted to be partners or contribute. Mr. Dockter said the group did want to partner or contribute. Mrs. Kathrein added that the community group was not fearful of thinking outside the box in trying to find the right path. Dr. Sullivan explained DSU President Mitzel made a strong point when he commented that he felt they would strongly support and provide more rationale for state support for that connection of the pathway to life in the community; that it is required. President Ricks inquired if the three groups had a preference for different pathways. Dr. Sullivan responded that there was no desire to establish a preference at this time. The DLR Group avoided establishing a priority. DLR was asking questions to form comments with pros and cons. One question posed from the business community could potentially be a 4th pathway. There was deep conversation about the future for Dickinson High School and providing some alternatives and pathways to receive ideas. Mr. Dockter added there could be some blended things taking parts from each pathway to come up with alternative pathway 4. Mr. Seaks felt that it was clear that something needs to be decided and the numbers all tied in. He thought it was good the District was having these discussions and exploring the options. The decisions greatly affect the District.

President Ricks asked what would be the next step after the smaller group settings. Mr. Gibbs responded they were looking for threads and trends with consistently and inconsistently. Some of those threads and trends did surface and there are pieces that might evolve further. Mr. Gibbs explained the

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DLR Group (cont.)

only thing that will outweigh the challenges are the opportunities. He felt it was great that the discussion from the groups was focused on learning and creating the best environment and communities. He said he would look for consistencies and then evaluate. It could be all over the map depending on how varied the comments are. Right now the comments are varied. At some point, there will need to be a conversation at the Board level with prioritization taken back out to the community to build some momentum.

Mr. Hepperle felt there was no one option that the groups were not willing to pursue. There was a thread that any of the options could be a possibility and Mr. Gibbs encouraged everyone involved to keep the whole picture in mind and answer the questions; What do we want? What do we need? What is best for the students? Moreover, not focus on what is easiest to administrate. Mr. Seaks added that all options would work if the high school maintained the block schedule or if it would be the traditional course schedule. He said he looked forward to other conversations.

Berg Reopening – Dr. Sullivan explained a Berg Planning Committee has been formed and is composed primarily of individuals that have served in the building and a Board member. There has been two meetings so far. The committee has toured the building. The preliminary options will be discussed in the morning with Mr. Gibbs. Mrs. Kathrein explained one of the things the committee is doing is prioritizing. They are prioritizing the things a person would like to have and items that are needed in the building. One of the discussions asked if there was a necessity for a computer lab. The committee is comprised of a diverse group of people and it allows for conversation from all voices of different entities. She noted there has been good conversation.

Dr. Sullivan said one of the discussions was flexible learning space. It was the sentiment of the committee that the flexible learning spaces are probably not necessary in the lower grades. There was discussion regarding flexible learning spaces between the classrooms and there is a specific dedicated space on the second floor in the old office area. There will be a conversation tomorrow regarding securing the furniture and what that will look like utilizing furniture for flexible learning support.

Dr. Sullivan reported that there is a 50/50 chance that it will take more than one year to complete this project. Mrs. Peterson concurred that the project may not be accomplished by fall 2018. There will still be things that will need to be finalized. The building will require a lot of remodeling and updates. Mr. Leiss said he echoed those comments. There was a lot of thought and planning into the Dickinson Middle School. He felt Berg will serve the students for a long time and the District needs to invest in it to get it right.

School Board Governance – President Ricks explained this topic was in reference to the calendar proposed by the School Board. There was going to be a discussion at Cabinet. She asked for some feedback. There were no comments from the administrators. Dr. Sullivan responded that he felt the Cabinet was open to the concept of the calendar. One of the topics of discussion was community groups largely being covered now administratively and something that is already going on in the schools. Mrs. Rude inquired if there were any suggestions written down. Dr. Lewton referenced the data or the ACT data. He noted there are other forms of data that are building goals such as NWEA. These are administered throughout the school year. He noted the tricky thing when looking at data is

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School Board Governance (cont.)

you have to take in everything. Data can be misconstrued in many different ways and the public looks at it as well. Mrs. Kathrein explained the ESSA pie charts and accountability and providing some opportunities such as choice readiness and dashboards. President Ricks inquired if the Board members were aware of the dashboard concept. Mrs. Kathrein explained the first draft of the developing of a visual dashboard will come out in November of this year and they will add to it. It should be complete in February 2019. Mrs. Peterson also noted that they have talked about goals.

Mrs. Rude inquired if the concepts that were discussed could be input into an Excel spreadsheet so that the Board could review it. Dr. Sullivan responded that he was given the impression from Cabinet members that they were attempting to convey it may be helpful to have the document down in writing identifying things in the District and new concepts that would complement the work in the school district. However, most of the discussion during Cabinet was the community piece and noting how most of those things are being handled administratively. Mrs. Rude responded that referencing different data, pie charts, and dashboards; she would like to see it written down. She added they are trying to make some positive concepts in the District. Mr. Hepperle stated he has done some graduate studies with several classes of information a semester. He was curious what she would want to know. Mrs. Rude responded if they were discussing the dashboard concept, what is involved with it, how is it compiled. Some basic information. Mrs. Kathrein explained some of the items on the dashboard are being developed by the IT department at the state level. They have ESSA Implementation Committees helping them decide how the information is shared. To answer the question, what will it look like, Mrs. Kathrein said with the new state assessment, cut scores won't be determined and that will play into what that will look like on the dashboard. Mrs. Kathrein said she knows that teachers get nervous when the school board is looking at student achievement data and that the teachers hold themselves accountable. She gave an example of some things that high school graduates will need to have that will now show up in data. Not everything will show up on a standardized test. President Ricks did not feel it was a request for accountability. She also noted the Board wants to be supportive and not upset the teachers. Even if the scores may not be where the Board wants them to be, all the other information is going to be helpful.

RSP & Associates – Dr. Sullivan asked if there were questions the Board wanted to ask Mr. Schwarz from RSP before he called him. Mrs. Streeter said she has heard from parents that when they look at the maps they know that it may not be one of the options and it is hard to choose. A variety of parents said they are not going to go to the forum because another parent will create an uproar after a decision is made and then it will be changed anyways. Mrs. Streeter wanted the group to be aware of that perception of some parents. Mrs. Martinson said one parent was disappointed in the turnout at the open forum. We know the phones are going to be ringing once a decision is reached because the parents will be upset. Mrs. Streeter said the article printed by the Dickinson Press was nicely done. Parents have been informed and invited to attend and they can't say they didn't know. Mr. Hepperle said when he attended the forums it appeared some parents were willing to identify but were being microscopic. Some were looking at the options as it pertained only to them. Some will be happy and others will be upset. The upset people will be the ones that will be calling. Mrs. Streeter explained the value of the neighborhood school and how important it was that someone living across the street from Jefferson was not having to go to Berg. Mrs. Kathrein said that she heard from parents that whatever school their

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RSP & Associates (cont.)

children were currently attending, they like that school. She felt that was very positive. Mrs. Martinson said she talked to a parent who was not from North Dakota and they talked about having a real sense of community and the many things the parent was involved in. The neighborhood schools does provide that sense of community.

Mrs. Kathrein said she heard questions from parents who have a 4th grader this year and what about their siblings. There were questions about District staff and their children. If the District were to add onto Heart River, how would that affect the attendance areas? Should that be an option?

President Ricks said there was one parent who lives outside of the District boundaries in the South Heart School District. They live closer to Jefferson than Berg. They are concerned that isn't really a neighborhood school when they can see one school from their house but now they are going into town to school and there is no busing for open enrolled students.

Mrs. Schwartz explained that with parental choice there could still be the neighborhood school concept. She asked if there could be an option for the students that are grandfathered in, that they would not have to move. Mrs. Martinson responded that when Prairie Rose Elementary opened up, there were many students that were placed in that school that did not live in that neighborhood. The area now by Prairie Rose has been developed and there are instances where the administration had to tell parents that have moved in the Prairie Rose area that they can't attend school there because the grade their child is enrolled is full. She explained unless it is reorganized, how is the District ever going to be able to get the parents living close to the schools the opportunity to attend their area school. She added that typically a District will have a process where a parent can make a transfer request. Those transfer requests are not reviewed until August after registration. She thought it would be important to get the parents where they need to be and then review requests for transfers. It is the District's responsibility to do what is best for all the students in the District. Even though some parents may not want this, it also is not best to have 30 students in a classroom. She noted it is complicated.

Mrs. Kathrein explained that equity in education by balancing class sizes is important at the elementary level. There are some class sizes that are 28 and then others that are at 20. Mr. Hepperle said he has had discussions with parents that have children the same age as his own. The question was, what am I as a parent willing to give up to get what I want. People were upset that highway 22 was a cut point. Mr. Hepperle asked, what about the student that has to walk two miles to school? He noted that is not what is best for the students. Mrs. Streeter felt that if parents choose to request a transfer, a good option would be to only let them request one transfer a year and have a cut off date for the request and not allow parents to be school hopping because it is not going well for them at this school. Mrs. Martinson felt that the request for transfers should not be reviewed before the building registrations. Otherwise there will be decisions made before all the parents that live in that area have had a chance to be placed in their area school. She also noted that some of the school districts that do allow transfer requests only approve them for one year. That way if there is an influx of students into a particular area it would ensure those students living in that area will be placed in their area school.

President Ricks inquired if there could be some sort of online opportunity for the visuals to be available. She was also concerned about the small turnout for the forum. That way, based on feedback,

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it could be narrowed down to two options. Mrs. Kathrein responded that Mr. Schwarz had shared his concern prior to the first open forum with having the map available with the rationale attached to the map. He stressed the importance that people need to hear the message that is attached to the maps. Mr. Hepperle explained that parents should not be upset with the process if they were not in attendance at the forum to share their concerns. Parents need to invest in the time to understand the process.

Superintendent Sullivan attempted to contact Mr. Rob Schwarz from RSP & Associates by telephone but was unsuccessful.

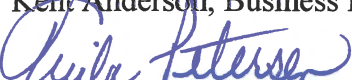
Adjournment – At 6:55 p.m., President Ricks declared the workshop adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

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The Dickinson Public School Board held a regular meeting on November 13, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Board Member Tanya Rude, Board Member Kim Schwartz, and Board Member David Wilkie. Others present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Director of Student Services Dorothy Martinson, Director of Instruction Melanie Kathrein, Dickinson High School Principal Ron Dockter, Dickinson High School Assistant Principal Jay Hepperle, Dickinson High School Assistant Principal Guy Fridley, Southwest Community High School Principal Kristy Goodall, Dickinson Middle School Principal Marcus Lewton, Dickinson Middle School Assistant Principal Shawn Leiss, Heart River Elementary Principal Susan Cook, Jefferson Elementary Principal Sara Streeter, Lincoln Elementary Principal Tammy Praus-Peterson, Prairie Rose Elementary Principal Sherry Libis, Roosevelt Elementary Principal Henry Mack, Mr. Korbin Soens, Mr. Emersyn Lee, Mr. Samuel Lewton, Mrs. Amber Fridley, Miss Evy Fridley, Mr. Lyle Smith, Mrs. Shary Smith, Mr. Tyler Kick, Ms. Danielle Fitzsimmons, Mrs. Stephanie Soens, Mr. Derek Soens, Mr. Leyman Tedford, Ms. Naomi Thorson, School Board Secretary Twila Petersen, and Ms. Sydney Mook from the Dickinson Press.

Call to Order: Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation: There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda: There were no requests for additions or removal of agenda topics.

Consent Agenda - Mrs. Schwartz moved to approve the agenda including the consent agenda consisting of the minutes from the October 9 regular Board Meeting and the October 9 Board Workshop; the bills for October 2017; the financial reports for October 30, 2017; the pledged assets report for October 30, 2017; the personnel reports; the student/faculty/staff recognitions; and a tuition waiver for three children of Lucinda Touchine from Dickinson to Richardton-Taylor; as presented. Mrs. Rude seconded the motion. Discussion: Mrs. Rude thanked the administrators for submitting the numerous athletic, academic, and other recognitions. She noted it was nice to read how and what the students/faculty/staff are doing. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics which did not require Board action.

- a) **District-wide Technology Committee** – This committee will be meeting this week Wednesday at 4:00.
- b) **Dickinson High School Drama (DHS) Production** – O'Henry, the New York Story, will be presented at the DHS auditorium on Thursday, Friday, and Saturday, November 16-18 at 7:00 p.m. each evening.
- c) **American Education Week** – American Education Week is recognized this week. Meat and cheese trays from the School Board will be delivered to the schools on Tuesday morning. Superintendent Sullivan thanked all the volunteers who have contributed to the events this week and publicly thanked Baker Boy for providing treats for every employee in the District.
- d) **Rapid Enrollment Grant** – Dr. Sullivan referenced a couple of months ago when Business Manager Anderson shared information regarding the Rapid Enrollment Grant. This grant allocates \$3 million for the entire state. The District qualified for \$600,000 out of the grant; however, because of the number of other qualifying districts, Dickinson Public was actually receiving \$350,000.

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Business Topics

Principal Reports – This agenda item was informational only. No action was requested on the reports from the schools.

Lincoln Elementary Principal Tammy Peterson and three 5th grade students from Lincoln Elementary addressed the Board. The students were Korbin Soens, Emersyn Lee and Samuel Lewton. The three students represented the first Lincoln Elementary Student Council. The students explained a snap shot of a day in the life of a 5th grader at Lincoln. Mr. Soens described the morning schedule which begins with two students reading the morning announcements, followed by the Lincoln pledge, Eureka math, writing, and reading. Mr. Lewton continued the schedule of a school day and said after reading is lunch, a recess, then opportunity time, followed by social studies and science. Mr. Lee explained there are special classes such as music, physical education, and art. During physical education, they play different sports, games, and learn strategies to build teamwork. The students also have yoga, which provides lessons on curving emotions. He explained the 5th graders have learned from Mrs. Fridley, the Lincoln counselor, how to prevent bully and what to do if a student is bullied and how to use other words instead of action. Additionally, the 5th graders are learning how to type without looking at the keyboard. All three students then recited the Lincoln pledge for the Board members and audience. Board members shared how they were impressed and enjoyed the presentations by the students and noted they were done very professionally. They thanked the students and Principal Peterson for coming to the meeting.

Heart River Elementary Principal Susan Cook and Mr. Leyman Tedford addressed the Board. Mrs. Cook commended Mr. Tedford for organizing and implementing the WatchDOGS (Dads of Great Students) at Heart River Elementary three years ago. WatchDOGS is a program that offers fathers time in their child's school setting providing a positive role model for the students. Mr. Tedford explained the process for a father to sign up for the program. He noted there is a good deal of paperwork involved and a background check is done on all of the applicants. There is a calendar where the men can sign up. The men enjoy coming to the school and high-fiving the students, along with supporting and encouraging the students. The WatchDOGS do anything from making sure the school building is secure, keeping an eye out for bullying, reading to the students, being an extra helping hand for the teachers, and learning alongside with the students. They teach the students about fair ways to win and loose with their primary role as school safety. The WatchDOGS carry radios and make sure there is no one around the building that should not be. They have helped move things and set up furniture. The dads communicate constantly with the principal. Board members thanked Principal Cook and Mr. Tedford for presenting information regarding the program.

Roosevelt Elementary Principal Henry Mack addressed the Board. He explained a couple of teachers approached him last year regarding implementing the Leader in Me program at Roosevelt Elementary. The teachers had a book study on the program last year and at the end of the book study they took a survey. The survey results were supportive of the program. The Roosevelt PAC has begun fundraising with a goal of sending five members to a symposium early next year. Mr. Mack explained some of the events that have transpired from the book study, such as students applying for jobs, delivering the newspapers, and assisting in the lunchroom. There are three communities within the Leader in Me program; leadership, culture, and academic. Mrs. Schwartz commended the staff at

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Principal Reports (cont.)

Roosevelt for the impressive painting project at the school. Board members thanked Principal Mack for sharing the information.

At 5:28 p.m., President Ricks declared a recess. At 5:30 p.m., the meeting reconvened.

Hockey Agreement - The agreement with the Dickinson Public Schools and Dickinson Youth Activities, Inc. for boys' and girls' hockey was due for renewal. A copy of the agreement for renewal is posted on the website under Supporting Documents. There are no changes to the agreement from last year. Mr. Wilkie requested clarification regarding payment for the transportation costs. Mr. Guy Fridley, district-wide activities director, was invited to address the Board and respond. Mr. Fridley explained the hockey club reimburses the District for the cost of the officials and transportation. Administrative recommendation was to renew the agreement. Action was requested. Mrs. Rude moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Youth Activities, Inc./Dickinson Hockey Club for boys' and girls' hockey for the 2017-2018 school year, as presented. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

North Dakota School Boards Association (NDSBA) Convention – President Ricks, Vice President Seaks, Board Member Rude, Board Member Schwartz, and Board Member Wilkie attended the recent NDSBA convention and school law seminar. Available under Supporting Documents are summary reports from the Board members. Board members shared their appreciation for the opportunity to attend the convention and school law seminar. Mrs. Rude distributed books to Board members that was a suggested reading by a presenter at the convention. Board members shared the positive and encouraging sessions they had attended. This agenda item was informational only. No action was requested.

Open Enrollment Application – Laura Krieger applied for open enrollment for her child to be admitted to Dickinson Public Schools from South Heart School District. This child is currently attending DPS and the family recently moved therefore the deadline waiver applies. The administrative recommendation was to approve the application. Action was requested. Mr. Seaks moved to approve the open enrollment request for a child of Laura Krieger from South Heart School District to be admitted to the Dickinson Public Schools as per the open enrollment application. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Mr. Seaks noted there was a workshop scheduled after the Board meeting with a long agenda. He moved to recess the Board meeting, table agenda item e), and reconvene Tuesday, November 14 at 6:00 a.m. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Seaks, Rude, Schwartz, and Ricks); nays-0; absent-0. The motion carried unanimously.

At 5:39 p.m., President Ricks declared a recess.

On Tuesday, November 14 at 6:01 a.m., the meeting reconvened and President Ricks called the meeting back to order.

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Superintendent's Formative Evaluation – In 2016, Dickinson Public Schools implemented an online superintendent's evaluation. All Board members submitted their input online before November 9. Following are the six areas of performance in the evaluation system: Goal and Vision Setting, Board Relations, Human Resource Management, Curriculum and Student Support Services, Community Relations, and Operations and Resources Management.

President Ricks explained the process that would be utilized. The Board members and superintendent would review each broad area, have discussion, make any edits or changes, and then the Board would rate the category by taking a roll call vote. Business Manager Anderson would call the roll.

President Ricks noted there were preliminary comments and requested any edits to the comments. There were no changes noted.

A. Goal and Vision Setting – Mr. Wilkie said he was a member of the School Improvement Leadership Team. He has sat through the meetings where the goals and visions of the strategic plan have been discussed. He noted that one of the questions he has asked is where the SMART goals are on the strategic plan and it was explained to him that it was up to the building supervisors to develop a timeline. Mr. Wilkie inquired once Principal Ron Dockter retires, who is going to continue the work Mr. Dockter started especially if that person is new to the District when there are no timelines and no SMART goals. He added it is good in the aspect of bringing things up and bringing technology into the schools and preventing bullying in the schools, but there are no SMART goals. He said it bothers him but it does not seem as if it is a question that is ever brought up or answered. Mr. Seaks noted when the evaluation tool was adopted, they noted how important the strategic plan was and how everything ties into the strategic plan. Mr. Seaks felt that the goals needed to have a timeline to help everyone understand what the goals are. Mr. Seaks reported the strategic plan posted on the website is still from 2015. President Ricks felt the strategic SMART goals are not being set.

Superintendent Sullivan requested a clarification regarding the rating on the preliminary evaluation. President Ricks responded that the preliminary was done the beginning of October with a response of satisfactory. Mrs. Rude said that one reason for the unsatisfactory was at the state convention the Board members had an opportunity to listen to other schools and discuss with other schools how those school's goals are done and also realized that they are working on getting SMART goals as well. She explained another issue is that the Board members have had more time to think about this evaluation and to be able to clearly think through what they would like to do, what they have been asked to do. Mr. Wilkie added another reason for the changes in the score is he personally scored too broad. In the last evaluation that Mr. Wilkie did, he noticed a lot of 2s (partially effective). He added, even using a 2, with the intention of scoring on the negative side, it still came out satisfactory. In a couple of the areas, Mr. Wilkie was not feeling it should be satisfactory, the difference was changing the score from a 2 to a 1. He also explained because of the convention in a couple of the classes he attended, the only way that the Board can effectively communicate to the superintendent how things are going is through this evaluation process. If he was giving the superintendent all partial effective scores and still coming out as satisfactory he was not really telling the truth. He felt there are areas that need improvement. Superintendent Sullivan said he agreed that there are areas where the school district has to be improved. Dr. Sullivan said when comparing this school district to another school district, he did not know how long the strategic plan had been in place in the other

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A. Goal and Vision Setting (cont.)

districts. Mr. Seaks said that for him personally, it wasn't his plan to compare this school district to other school districts. His scoring was based on looking at the evaluation a year ago, that evaluation noted the SMART goals and yet there still are no SMART goals. He added it is a process and he wasn't expecting it to be done perfect. He explained how the strategic plan is referenced or tied into things and the importance of getting the strategic plan updated with SMART goals and then referencing back to them. Superintendent Sullivan explained that the only part that doesn't exist in the strategic plan would be the reference to time. He felt the strategic plan was strategic, measurable, attainable, and results oriented. He added he felt the discussion needs to be, what is the role of the School Board as a policy making entity.

Mr. Seaks felt the strategic plan had vague statements and is not explaining what is being done. The progress on the plan cannot be monitored. He gave an example of a statement that could be monitored. If there was a statement that the free and reduced lunch will be done by 2017 and the cost to the District will be \$5,000; that is a measurable statement and it can be celebrated when it is completed. Those are the types of changes in statements he would appreciate in the strategic plan.

President Ricks clarified that Dr. Sullivan's question was whether or not it was appropriate for the Board to determine that SMART goals were needed as part of the District's strategic plan. Board policy states that the board establishes goals and objectives via the strategic plan. The Board must be accountable to the public for those goals and objectives so she couldn't see any way in which it was inappropriate for the board to ask for SMART goals in the strategic plan. Dr. Sullivan responded that he did not disagree that it is appropriate to ask. President Ricks responded that the board is asking. Superintendent Sullivan did not recall the Board asking for this in the past. He did recall one Board member mentioning SMART goals. He did not recall a discussion about that desire and added if that is the Board's desire, it is appropriate for the superintendent to take the questions back to the committee. Dr. Sullivan inquired what if the School Improvement Committee does not think that it is necessary? Does the District disregard the committee's input? Mr. Seaks suggested bringing it to the committee and getting their thoughts. Mr. Seaks would be surprised if the committee would feel it was a bad idea. He added it would be hard to know any progress without timelines. If the committee does disagree, then it should be brought back to the Board. Mr. Seaks said the school board is in charge of the strategic plan.

Superintendent Sullivan explained he did feel there was a role for the school board in the conversation, he did not disagree with that. He did not know if the Board had clearly defined it. Mrs. Rude said that she knew at the national conference the Board was clear on wanting SMART goals and smarter goals for the District's Strategic Plan.

Superintendent Sullivan explained he did not think he had heard the answer regarding the comment of comparing this District to other districts and he would like some clarification so he can get information on how long those other Districts have had their strategic plan in place and the support behind those strategic plans. Mrs. Rude responded that her discussion at the state convention was a general discussion and she could not remember which district(s) or how long those district's strategic plan had been in place. Her concern was that she had served on the school improvement team years ago. At that time, she had brought up the SMART goals and she was the only one in the room with

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A. Goal and Vision Setting (cont.)

that desire to have it on the strategic plan. SMART goals are really necessary to obtain and achieve and celebrate those accomplishments.

Dr. Sullivan explained the District's strategic plan that existed when he started was not nearly the level of the current plan. He added every strategic plan is a work in progress. Mrs. Rude agreed, she said she came on board in 2013 and was assigned to the committee. She felt a little time has gone by and the strategic plan has set idle for awhile. Mrs. Rude noted that AdvancED did the accreditation in 2013 and she assumed some changes had been made. Dr. Sullivan responded that he felt it was not an accurate statement that there has not been any progress on the strategic plan. He noted there were areas that have progress that he could pull out. As an example, the implementation of evaluation tools for the teachers and administrators. He added on October 31 he listed seven different things that are a work in progress on various components of the strategic plan. Mrs. Rude agreed there have been advances made on the strategic plan.

Mr. Seaks referenced the evaluation under Goal and Vision Setting item 1-a, "Superintendent provides for regular reports to board on steps taken to accomplish goals and demonstrates progress toward accomplishing district goals." Mr. Seaks felt that step 1 was to develop the plan and step 2 was regularly reporting. He added that all of the weight should be that every board meeting is referencing the strategic plan and how the District is accomplishing those goals in the strategic plan.

Superintendent Sullivan referenced the unfavorable comment regarding the 360 survey. He addressed the Board president and asked if that had not been resolved. President Ricks responded she thought it had been resolved and would edit that information. Superintendent Sullivan referenced the comment regarding an unfavorable survey that was sent out to the District. He noted the survey was sent out in conjunction with the North Dakota Lead Center which is a reputable organization in the State of North Dakota.

Superintendent Sullivan referenced a discussion in July where there were six different goals for the superintendent. Those were sent to the entire school board for their input. He felt the document demonstrated progress on each of the goals that were established in July. President Ricks responded that was accurate. She agreed that he should be given credit for those and agreed those goals should be somehow put into the evaluation. Dr. Sullivan appreciated the comment and said as a superintendent of schools he operates at a macro level towards the progress on the goals. He read a section from the evaluation and felt he would have to operate at a macro level for accomplishing district goals. President Ricks said she couldn't disagree the criteria might have some bearing on goals and the steps taken to accomplish goals but it did not address the specific overseeing of the strategic plan outlining both short term and long term goals. Dr. Sullivan responded he would agree with her assessment. He noted there has been a Board workshop every month since April and information is provided to the school board. Recently the workshops have included discussion regarding the opening of Berg and he noted the recent securing of the property as the District plans for its future. Mr. Seaks suggested those goals be somehow connected to the strategic plan. He noted some of those do correlate and he thought it could remedy a part of it and felt it was great some of those things were being done and to him it solved some issues. Dr. Sullivan felt it might be problematic that the strategic plan is development by the School Improvement Leadership team and

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A. Goal and Vision Setting (cont.)

the goals were established in July. He questioned if dropping from 2.8 to 1.6 in 1-b was appropriate given the information that he had provided. Mr. Seaks responded that the goals that the board is setting with the superintendent do not correspond with the strategic plan. A line item could be added, such as 1-c, with the superintendent goals and accomplishing those goals established by the Board and something to suggest to the future to specifically reference and have that connected. President Ricks inquired if the additional information provided any edits for the Board or if they thought it was appropriate. Mr. Seaks responded that on his behalf it did not change anything in that area. He added there would be changes between the preliminary and the final evaluation. It was his hope that the preliminary would spark some dialogue. Mrs. Rude suggested maybe adding a 1-c or something similar to include the accomplishment or the direction that has been given for the superintendent as far as the Board would like to see. She added it should go hand in hand with the strategic plan as well.

President Ricks requested final edits for the Goal and Vision Setting section. There were no additional responses. Mr. Seaks moved to rate Superintendent Sullivan with an overall rate of unsatisfactory in the area of Goal and Vision Setting. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Wilkie, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

B. Board Relations – President Ricks referenced item 2-b under this category. She said she gave it a rating of 4 because she feels the District's policies are updated. She has talked to other Boards and they struggle with the policies as those Boards have spent many hours going through them and have a hard time keeping policies up-to-date. President Ricks said she was curious about the rating on that item from the other board members. Mr. Wilkie responded he thought DPS was on top of the curve. President Ricks inquired if there was something the Board members felt would be above and beyond that should be done better. Mrs. Rude agreed with President Rick's statement and requested the scoring from her be changed to a 4. Mrs. Schwartz made the same request to change her score to a 4. Mr. Seaks rated the superintendent effectively (3) and said it could be rated highly effective (4) as he appreciated the great job that the superintendent has done with proposing new policies and explained he thought the recommendations regarding the policies are coming from the NDSBA. He questioned if the superintendent was bringing policies to the Board above and beyond what NDSBA was recommending. He inquired if there were policies that DPS was proposing to implement that were not brought forward by the NDSBA. He said it would not change his rating, he was curious if the District is being proactive. He gave an example of maybe a policy on free and reduced lunches. To clarify, he asked if there were policies that have come before the Board, in addition to the state recommended policies. Dr. Sullivan responded that when polices are received from the NDSBA, which is the services the District is contract with, those policies are provided in three categories. Those categories are required, recommended, and supplementary. He noted the required policies very rarely go back to NDSBA for debate as those have been drafted by NDSBA and are usually required due to federal or state mandates. He trusts that the NDSBA and their legal counsel are complying with the laws when those required policies are sent to the District. When a policy is proposed that is recommended, he will review it thoroughly and if needed, will request the rationale or explanation for the recommended policy. President Ricks recommended following the advice from NDSBA and added that she felt the District would only want policies that are absolutely

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B. Board Relations (cont.)

necessary. Given that information, Mr. Seaks requested to change his score from a 3 to a 4. President Ricks noted 2-b now had a scoring of 4 out of 4.

Superintendent Sullivan requested clarification on the comments under 3. In reviewing the minutes from the November 2016 meeting, he stated at that time he was not sure of the board's expectations of the "big picture". Dr. Sullivan listed what he thought were the big picture items. He felt the big picture items could be increasing enrollment, very large birth rates at the hospital with stagnant funding from the state and the District having exhausted its bonding capacity. He noted he has explained to the Board leadership that within 5-7 years it will need to consider another elementary school while trying to come up with millions of dollars to address the needs at Dickinson High School. He added he did not know if there are any other big picture items and added he did not understand what "big picture" items means. Mr. Seaks responded if the sentence had been different where it ended with: "Board agenda, as set by board president and superintendent, contains more 'big picture' items than minutia and each month at least some agenda items relate to district's goals and strategic plan" he felt he would have given it a completely different rating. He explained some agenda items relate to the strategic plan. Mrs. Rude concurred.

President Ricks inquired if there are other items in this section to address. Superintendent Sullivan responded referring to item 3-a and 3-b, he inquired how he could improve on providing supporting documents for board meetings and regarding decision making of agenda topics. Mrs. Schwartz responded referencing 3-a and her own personal experience. She referenced an agenda topic with a snow day issue. Being married to a former teacher, she knows how important the calendar is when it comes out. She can see from the teacher's point of view of adding just another snow day just in case. She felt if another snow day needed to be added, then add it at the end of the school year. It is her personal opinion that the other school board members did not have that experience as she has being married to a teacher and they did not understand. Dr. Sullivan responded that he appreciated the comment. He referenced 3-a regarding board documents. Mrs. Schwartz said in order to make a decision, that information needed to be conveyed to the board ahead of time. Mrs. Rude concurred that something in the supporting documents relating to the topic. Some board members requested to make sure their score was a 3 in this area and not lower.

Mr. Seaks referenced the area in the evaluation regarding board relations and the confidence of the Board. He was concerned how it was weighted. If that section was unsatisfactory, it is paramount to the whole section. He noted if the item "The board has confidence in the superintendent" is not effective, then that is an important piece. It concerned him that it would have the same effect as other less important items on the cumulative score. Mr. Seaks commented that this might be a question to ask Rocky Mountain Evaluation. If someone would ask him how to rate this category, it would not be satisfactory. It seems conflicting to him that it is coming out satisfactory even though that item has a low score. President Ricks said she thought Mrs. Schwartz talked to the representative from Rocky Mountain Evaluation at the convention. Perhaps there should be a rubric similar to what is utilized for the teacher evaluation. Moving forward, maybe that is something they could consider using. This is still a work in progress and they could continue to look at how it could be better. Mr. Seaks inquired if he was the only Board member that felt that way regarding the weight and what does that mean. Mrs. Rude responded that she thought it was a lot better than what they had before, the

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B. Board Relations (cont.)

communication is better, better than what they had. Mr. Wilkie said that he always has an issue with this because a person would have to reach the bottom of the rubric to make a change. He added that he was not saying that it couldn't be weighted heavier towards the top. He agreed with Mr. Seaks, if the score is low, it should not have the same weight as the rest of the section, it should have a greater importance. President Ricks said they were going to have to figure out the program. The changes to item 2-b rating to a 4 and the numerical value in 3-b will change it to a satisfactory overall rating. She requested a motion. Mr. Wilkie moved to rate Superintendent Sullivan with an overall rate of satisfactory in the area of Board Relations. Mrs. Rude seconded the motion. Discussion: Mr. Seaks said he was conflicted because based on the discussion and based on how the document is set up, it is showing up as satisfactory and he would say it is not satisfactory. President Ricks responded that there are individual evaluations for each category. She did not know how to read the document above and beyond that. A roll call vote was taken on the motion: ayes-4 (Rude, Schwartz, Wilkie, Ricks); nays-1 (Seaks); absent-0. The motion carried.

C. Human Resource Management – Superintendent Sullivan referenced 5-1 and inquired what job descriptions the Board was referencing. President Ricks responded with an example that the social workers do not have job descriptions. Superintendent Sullivan explained the information given to him by Human Resources is that social workers are treated the same as other certified employees who do not have job descriptions either. Mrs. Rude said that in the general professional world there is some kind of job description or portfolio of things required in a position. She felt the teachers should have that. She added teachers are teachers. There should be some expectations of what the teachers should be doing. She inquired how does the District know if the teacher is improving with the evaluation scoring the District has and if that shouldn't be in the evaluation tool, portfolio, or job description. Mr. Seaks said he thought the job description was brought forward to the Cabinet with no feedback. President Ricks asked, given this information, was it the other Board members feelings that scoring should be changed. Mrs. Schwartz concurred with Mr. Seaks. Mr. Seaks said he wanted to understand correctly and inquired if everyone that is required to have a job description has one and it is up to date and accurate. Superintendent Sullivan responded, to the best of his knowledge, they were. Mr. Seaks said he would change his score to a 3. Mrs. Schwartz also changed her score to a 3. Mr. Seaks moved to rate Superintendent Sullivan with an overall rate of satisfactory in the area of Human Resource Management. Mr. Wilkie seconded the motion. Discussion: none. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Wilkie, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

D. Curriculum and Student Support Services – Superintendent Sullivan referenced item 8-c and said he did not know the interpretation of the statement "Superintendent regularly meets or corresponds with building administrators to discuss implementation of curriculum, including instructional strategies and challenges associated with implementation." Dr. Sullivan noted he meets individually with each principal once a month. During that meeting, they talk about curriculum and also Professional Learning Communities. Included in the discussion is a variety of things. He said in addition, once a month the principals divide into K-5, 6-8, 9-12 for Cabinet leadership meetings. During those meetings, the K-5 group has looked at their data to make sure it is in the same format to be better assess and to work collaboratively in their buildings. He noted there is also another Cabinet

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D. Curriculum and Student Support Services (cont.)

meeting each month. They may not always talk about curriculum or test scores every month but they are discussed. He summarized that he meets with the administrators at least three times a month. He did not know how he could do more. Mr. Wilkie responded knowing that information, he would rate the superintendent higher. He added, part of the problem with this particular evaluation, without information given to the board now, he would not have known that the superintendent meets on three different occasions each month which would include discussions of curriculum and strategy. He would have thought during those meetings with the principals they would have touched on those subjects. He added this was one of those questions that unless something is said, the Board would not know what happens and it is very hard to give it a numeric value when they need to take into consideration that they don't know the information and yet they are supposed to evaluate even though this is something the superintendent does on a regular basis. He requested to increase his rating to a 3. Mrs. Rude also requested to change her rating to a 3.

Superintendent Sullivan inquired what more he would need to do to make it a 4. Mr. Seaks responded that from his point of view, reporting to the board as highly effective would be updates that the superintendent gives to the Board similar to what he just provided. The communication piece to him would need to be done on a regular basis. He rated the superintendent as effective. Mr. Seaks felt in order to be highly effective would be doing better than most, such as 90%. He thought the superintendent was doing it well and doing it above and beyond. He requested the superintendent provide comments back to the board between the preliminary and the final evaluation otherwise the board members are speculating. Mrs. Schwartz requested to change her rating to a 3.

President Ricks noted the time and that there were two sections still to go through. President Ricks inquired if there was anything else in this section. Mrs. Schwartz moved to rate Superintendent Sullivan with an overall rate of unsatisfactory in the area of Curriculum and Student Support Services. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Wilkie, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

E. Community Relations – Mrs. Rude requested to make a comment and felt that communication on community relations could be great. She also felt that the Board calendar that the Board is reviewing to implement would perhaps be an area a board member or two could go once a year to attend community meetings and see how the conversation is leading in the meetings and help the community in some of those areas. President Ricks responded she did not know if that was the role of a board member. Mr. Seaks commended the community leaders that helped partner with the opening of the new middle school. This was very important and encouraging as the District moves forward. Mrs. Rude moved to rate Superintendent Sullivan with an overall rate of satisfactory in the area of Community Relations. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Wilkie, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

F. Operations and Resources Management – President Ricks requested to address item 13-b and noted the District does not have a special reserve fund and the District has not levied for it. She added there should not be any ratings less than effective. Mr. Seaks, Mrs. Schwartz, and Mr. Wilkie requested to change their rating to a 4. Mrs. Schwartz inquired if this was something that needed to

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F. Operations and Resources Management (cont.)

be edited on the evaluation. President Ricks responded that this section might be more pertinent in Mr. Anderson's evaluation than Dr. Sullivan's evaluation. She thought it could be revised to reflect the interim fund dollars which is different than the special reserve fund. She added that school finance is complicated. Mr. Wilkie moved to rate Superintendent Sullivan with an overall rate of satisfactory in the area of Operations and Resources Management. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Schwartz, Wilkie, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

President Ricks was having difficulty with the program recalculating and said she would have to go back home and change the ratings of each individual board member and make edits. She would then have the documents printed for the Board members to stop in the next day to sign.

Superintendent Sullivan suggested having some type of rubric for the evaluation as it would be beneficial. President Ricks agreed. Superintendent Sullivan said he would be seeking some clarification since there was a lot of discussion and he did not understand how he was being rated and did not know how to provide information. Mr. Seaks suggested a workshop as soon as possible.

Other – Mrs. Rude said she appreciated seeing the school newsletters when they come out with the student council representatives listed. She knows how important it is for the students to see their names listed.


Adjournment – At 7:38 a.m., President Ricks declared the meeting adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

Dickinson Public Schools
Approved Special School Board Meeting Minutes
November 30, 2017; 4:30 p.m.
Central Administration Office Board Room

The Dickinson Public School Board held a special meeting on November 30, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Kim Schwartz, Mrs. Tanya Rude, and Mr. David Wilkie. Others present were Superintendent Douglas Sullivan, Business Manager Kent Anderson, Dickinson High School Principal Ron Dockter, Dickinson High School Assistant Principal Jay Hepperle, Dickinson High School Assistant Principal Guy Fridley, Southwest Community High School Principal Kristy Goodall, Dickinson Middle School Principal Marcus Lewton, Roosevelt Elementary Principal Henry Mack, Jefferson Elementary Principal Sara Streeter, Prairie Rose Elementary Principal Sherry Libis, Heart River Elementary Principal Susan Cook, Director of Instruction Melanie Kathrein, Director of Student Services Dorothy Martinson, Board Secretary Twila Petersen, Mr. Brian Stark, Mr. Ryan Anderson, Mr. Lyle Smith, Mr. Scott Schmidt, Ms. Melissa Gjermundson, and Mr. Iain Woessner from The Dickinson Press.

Call to Order: Board President Ricks called the meeting to order at 4:30 p.m.

Public Participation: There were no requests for public participation.

Dickinson High School – At the November 13 School Board Workshop, the Board received an update from Mr. Chris Gibbs with the DLR Group and feedback from the focus group meetings. President Ricks invited Director of Instruction Kathrein, Dickinson High School Principal Dockter, Assistant Principal Hepperle, and Assistant Principal Fridley to join the Board at the table.

Superintendent Sullivan explained there have been multiple meetings with focus groups, high school leadership, and administration regarding moving forward with Dickinson High School and the District wishes to maintain the momentum. The District continues to see a trickle of families moving in which is reflected in the enrollment. Dr. Sullivan expressed the importance of the discussion regarding the future of Dickinson High School (DHS) as it prepares for projected enrollment increases.

An email from Mr. Gibbs with the DLR Group had been forwarded to Board members for review. Mr. Gibbs participated in the Board meeting via conference call. Mr. Gibbs addressed the Board and explained the three pathways for DHS. He noted all pathways were received well by the focus groups. During the many meetings, there were more questions regarding Pathway Two (2) and Pathway Three (3) and less questions received regarding Pathway 1 (building a new high school). The question that came up with Pathway 1 was what to do with the existing high school. Principal Dockter explained he would like to visit with some of the existing student body to get their opinions. In the focus group discussions, a possibility of blending some of the pathways was brought up with the inclusion of a Career and Technical Education (CTE) Center. There is still some room at the current high school location possibly for a CTE Center. Mr. Gibbs responded that he thought cost was a real concern and one of the ways to validate some cost implications is to get more details regarding an additional facility, a remodeled facility, and to what extent a remodel would include. He suggested getting some feedback from the staff on some options and how that might look. This could be done by looking at two or three options that could include utilizing the existing campus. Mr. Dockter said in his conversations with staff, administration, and community

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Dickinson High School (cont.)

they would like to see a CTE Center. If the Center would be off campus, it would require transportation. That could be a challenge with scheduling because everything would revolve around the transportation schedule. At the current high school location, it would be more centrally located, it would be easier to partner with Dickinson State University, and to also include adult learners at the CTE Center. The CTE Center would be a great opportunity for education for adults. Mr. Gibbs said those were great points. He said the CTE Center could also be expanded to not only include one class per day for the students, but also have the possibility to integrate the technology into more than one class where the students could utilize the CTE Center for possibly half a day. There are different learning activities in all different departments that could utilize the CTE Center.

Mr. Gibbs suggested the high school staff review some pros and cons with the District administration to make some informed decisions. Keeping in mind, the evolving changes will need to be practical in 20 years. He felt that there are great things that can impact students in the world in a CTE Center and it can be beneficial to all types of learning in all types of departments in many different ways long term. He added now is the time to have those conversations instead of five years from now thinking back that it should have been looked into. Mr. Dockter agreed that opportunities like this do not come very often. He felt that the community input was very important. Mr. Gibbs agreed that community members and business owners are going to be looking at professional educators for the next 20 or more years. Mr. Gibbs suggested determining a goal; what does the District and community want this to look like in 20 years and use that process.

President Ricks questioned where the District was going to find the balance of addressing the needs now and for the future. She noted there are some pressing needs at the high school that need to be addressed. Mr. Gibbs responded that he did not know how the process would unfold. The conversations to date by the different groups for pathways 2 and 3 were centered around implementation over a period of time. More than likely pathways 2 and 3 are not going to happen all at one time. He added that over time is very beneficial. He felt that during this process, the things that are most important, the highest needs, are going to become a prioritization and the challenge will be to make sure those things fit within the parameters. During the process, some of the steps may help alleviate a current need.

Mrs. Rude said she felt the community was not going to support a new high school at this time based on conversations she has had with individuals. She was concerned with doing things in phases as there is not a lot of time to extend this out as the high school is already pushing at capacity. She added some things are going to need to be changed before fall 2018. Mr. Gibbs agreed there are some challenges and felt that the school board in conversation with the administration and the high school staff could be done sooner than later. He added that he felt a number of things could be done without disrupting the long-term development of the vision. Having something built by fall 2018 was not something Mr. Gibbs felt could happen since there are many parameters.

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Dickinson High School (cont.)

DHS Assistant Principal Jay Hepperle said he had sat through all the focus group discussions and one thing he took away from those sessions is that everyone was willing to go through some temporary discomfort for the benefit of the long-range vision and added they wanted to do it right and do it right the first time. Mr. Hepperle asked Mr. Gibbs what he thought would be the #1 barrier in getting the process done in a timelier fashion. Mr. Gibbs responded the development of the program. He did not mean any disrespect for the high school staff and the programs that are in place. He felt the programs could be enhanced to be richer and better for the students of Dickinson. It will be a hard process and there could be some risks. He said the District could say they want to make a commitment to plan the program design and implement by fall of 2018 or it could suggest to implement by 2019 and then have more time to figure out the financing. The solution could be well more thought out. A lot of conversation needs to evolve and to be careful not to go too quickly and then five years later wonder why they had not thought of something that was now surfacing. He knows the District has gone through this process before and knows it takes a great deal of time.

Mrs. Kathrein noted in other conversations there is an interest from Dickinson State to partner with the District. That will also take some time to frame that partnership for the CTE Center. She noted that Mr. Dockter has been working on some of the constraints at the high school. Mr. Dockter stated that he has discussed for the past several years how to utilize the space at the high school if it should be necessary to add one or more teachers due to the enrollment growth. Starting next semester, DHS will be adding another science teacher to address that growth. The faculty and administration have worked together to plan how to have the space for the added teacher. Mr. Dockter noted his staff are willing to do what needs to be done to make it work. He added there are other options available, such as the Hagen building. It may not be ideal, but there are classrooms there that could be utilized. Mr. Dockter said they continue to plan during the interim until whatever is decided is completed.

President Ricks shared her appreciation for the discussion with Mr. Gibbs and the high school and Central Office administration. Mr. Gibbs said if there were any questions to send them to Superintendent Sullivan and Dr. Sullivan would forward them to Mr. Gibbs. He added this is a really exciting time for the District and excitement in the community. The District and the high school staff want to push forward. Mr. Gibbs said he wanted to make sure it was done right. He added DLR Group has many resources available. This agenda item was informational only. No action was requested.

Berg Elementary – At the November 13 School Board Workshop, Superintendent Sullivan shared that a Berg Planning Team had been formed. This team has met four times and made some great progress in its discussions of the renovation of Berg Elementary in preparation to reopen in fall 2018. At its most recent meeting, the committee reviewed some concepts from the DLR Group and the costs. The concepts were emailed to the Board members and are available upon request. Information about the concepts was presented to the Budget Development and Input Committee.

Due to a potential conflict of interest, President Ricks requested to recuse herself and joined the audience and Vice President Seaks chaired the meeting during the Berg Elementary discussion.

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Berg Elementary (cont.)

Superintendent Sullivan explained that Mrs. Schwartz represents the Board on the Berg Planning Team. He noted the planning team had done some excellent work. The team recommended grades K-2 be on the ground floor with grades 3-5 on the upper floor. At this point, the recommendation was not to have 5th grade at Berg Elementary in 2018. The question remains what grades will be served when the building reopens. That response will partially depend on the attendance areas. The consultants, RSP & Associates, have scheduled a final public open forum for December 14 at DHS to continue the discussion regarding attendance areas.

At today's Budget Committee Meeting, the committee received a recommendation from the Berg Planning Team regarding the renovations at Berg. Based on those recommendations for phase I of the Berg renovation and a consensus for approval from the Budget Committee, a recommendation to the Board of \$3.5 million was requested. Superintendent Sullivan distributed handouts with the costs for the renovation. It was noted the \$3.5 million did not include professional fees nor the playground. Mrs. Rude requested to look at Berg Elementary in its current state (and tour the facility) and discuss some of the items on the list from the Berg Planning Team before making a decision. She also requested that an administrator and teachers be included in the discussion regarding the proposed renovations.

At 5:11 p.m., Vice President Seaks declared a recess so that Board members, administrators, and the audience could tour the Berg Elementary building.

At 5:45 p.m., Vice President Seaks called the meeting back to order. He noted his appreciation for the Berg Planning Team for all the work they have done and for their projections for the renovations. Mrs. Rude inquired what Superintendent Sullivan was requesting. Dr. Sullivan referenced a handout and explained the items in the red boxes are the items the Berg Planning Team was proposing for repairs. He noted in addition to the items in red, the broken acoustic panels would need to be replaced and the ceiling panels in the kitchen need to be replaced. The planning committee also recommends the casework be removed and replaced. The lockers would probably be sandblasted and repainted. The fire alarm, intercom system, clocks and a key fob entry to the building are also recommended improvements to the building. Mr. Seaks added that the Budget Committee met and listened to the proposal for the renovation at Berg with the understanding that \$3.5 million would be the maximum budget. If for some reason more funds would be needed, it would need to come back to the Budget Committee for approval. He noted the items in the boxes were not a complete listing of what will be done to the building but the maximum would be \$3.5 million.

Mrs. Rude said she was hesitant because she would like an administrator in the building and perhaps the faculty in the building, to have a grasp of the building, and give input on what needs to be done with the renovations to the building. She agreed the committees work was well done. She felt the focus should be on the items that have to be done in order for the building to reopen in fall 2018. She listed some items she favored and other items she felt should be left up to the building administrator to decide. Vice President Seaks appreciated her comments and liked the idea of flexibility to new ideas. However, with respect to time constraints and wanting Berg to open as a school in 2018, he felt the funds were needed to get the school ready to open. He asked for input from Mrs. Schwartz who serves on the Berg Planning Team. Mrs. Schwartz felt the items in the red boxes were for

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Berg Elementary (cont.)

phase I of the project to get the school up and running. They were bare minimum items that were needed and felt now was the perfect time for the updating. She did not feel the list had many frills in what was needed to open again. Mr. Wilkie moved to authorize a \$3.5 million appropriation from the Capital Projects Fund for the administration to move forward with Phase I of the Berg Elementary renovation. Mrs. Schwartz seconded the motion. There was no further discussion. A roll call vote was taken on the motion: ayes-4 (Schwartz, Wilkie, Rude, Seaks); nays-0; abstain-1 (Ricks); absent-0. The motion carried.

Presidents Ricks joined the Board members and chaired the remainder of the meeting.


Construction Management At-Risk (CMAR) – Available on the website is information from the North Dakota Century Code pertaining to the selection process for a construction management at-risk (CMAR). Superintendent Sullivan explained the CMAR process was used in the construction of Dickinson Middle School. The purpose of a CMAR is to provide an opportunity for the District to negotiate a guaranteed maximum price on the project. The contractor and the school district become partners and it ensures the project comes under the budget. With the Board setting the budget for phase I of the renovation of Berg Elementary, the next step would be to secure a CMAR. Superintendent Sullivan explained after the Board authorizes the administration to move forward with a CMAR, Business Manager Anderson would put together a selection committee. The selection committee would review the requests for proposals and have an interview process for the proposals. The selection committee's recommendation for the company would come before the Board. Mrs. Schwartz asked what was the criteria for the selection committee members. Dr. Sullivan responded the North Dakota Century Code is very specific. There needs to be an administrative individual from the governing body, a registered architect, a registered engineer, and a licensed contractor. Mrs. Schwartz inquired who picks the selection committee members. Dr. Sullivan responded during the last selection process, the selection was done by the assistant superintendent. He added that Business Manager Anderson has a list of potential individuals for the selection committee.

Mrs. Rude inquired if there could be a stipulation in the agreement that whichever CMAR that was hired, that the District would retain the extra funds if there are any extra funds. Dr. Sullivan responded that the District only pays for the services that are billed, therefore there should not be any extra funds. Vice President Seaks inquired if the selection committee members were compensated. Dr. Sullivan responded that as far as he knew, the members of the previous selection committee were not compensated.


Mrs. Schwartz moved to authorize the administration to move forward with the process to seek applications for the Request for Qualifications in the selection of a Construction Management At-Risk Company for the renovation of Berg Elementary Phase I. Mr. Seaks seconded the motion. There was no further discussion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Rude, Schwartz, Seaks, Ricks); nays-0; absent-0. The motion carried unanimously.

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Adjournment – At 6:00 p.m., President Ricks declared the meeting adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary

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December 11, 2017; 5:00 p.m.

Central Administration Office Board Room

The Dickinson Public School Board held a regular meeting on December 11, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Board Member Tanya Rude, and Board Member David Wilkie. Absent was Board Member Kim Schwartz. Others present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Director of Student Services Dorothy Martinson, Director of Instruction Melanie Kathrein, Dickinson High School Principal Ron Dockter, Dickinson High School Assistant Principal Jay Hepperle, Southwest Community High School Principal Kristy Goodall, Dickinson Middle School Principal Marcus Lewton, Dickinson Middle School Assistant Principal Shawn Leiss, Jefferson Elementary Principal Sara Streeter, Prairie Rose Elementary Principal Sherry Libis, Roosevelt Elementary Principal Henry Mack, RACTC Director Kevin Nelson, James Wosepka, PC, School Board Secretary Twila Petersen, Miss Lexi Olson, Mr. Charlie Bothum, Ms. Krista Bothum, Miss Anna Bothum, Mrs. Laura Tangen, Mr. Del Zubke, Mrs. Tracy Zubke, Mr. Dawson Zubke, Miss Sarah Braun, Miss Kyra Kantor, Miss Jaci Lossie, Mr. Steve Kirch with KX News, and Mr. Iain Woessner from the Dickinson Press

Call to Order - Board President Ricks called the meeting to order at 5:00 p.m.

Public Participation - There were no requests for public participation.

Additional Agenda Items/Removal of Items from Consent Agenda - Mr. Seaks moved to add Superintendent's Contract Negotiations to the agenda under Business Topics as item "h". Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Consent Agenda - Mr. Wilkie moved to approve the revised agenda including the consent agenda consisting of the minutes from the November 13 regular School Board Meeting, the November 13 School Board Workshop, and the November 30 Special Board Meeting; the bills for November 2017; the financial reports for November 30, 2017; the pledged assets report for November 30, 2017; the personnel reports; a tuition waiver request for a child of Kay Lanfersieck from Dickinson to South Heart; the students/faculty/staff recognitions; and the addition of the Superintendent's Contract Negotiations to the agenda. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics that did not require Board action.

Meetings This Week – There is a District-wide Technology Committee Meeting on Tuesday, December 12 at 4:00 p.m. There is a School Improvement Leadership Team Meeting on Wednesday, December 13 at 4:00 p.m.

Concert – The Dickinson High School Holiday Concert is Tuesday, December 12 at 7:00 p.m. at the Dickinson State University Stickney Auditorium.

No School – There is no school December 22-January 1 for the Christmas break. School will resume on January 2.

Smart Goals – Dr. Sullivan explained he had an initial conversation with the Cabinet members at today's meeting regarding adding SMART Goals to the District's Strategic Plan. There was enthusiastic discussion. This discussion will possibly carry over to this week's School Improvement Leadership Team Meeting.

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Business Topics

Audit Report – The 2016-2017 audit report had been emailed to the Board members and was available upon request. Mr. James Wosepka, the school district's auditor, addressed the Board. Mr. Wosepka stated there were no misunderstandings nor issues with the management of the audit. His firm has issued a non-modified opinion of the financials. He noted there is a sensitive area regarding pension liability. That fluctuates based on the number of individuals in the plan. The controls are good in the District. He had no recommendations. Mrs. Rude moved to approve the annual audit report for the year ending June 30, 2017. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-4 (Wilkie, Rude, Seaks, Ricks); nays-0; absent-1 (Schwartz). The motion carried unanimously.

Roughrider Area Career and Technology Center (RACTC) Update – Available under Supporting Documents is the RACTC November Director's Report and an itinerary for a practicum day. RACTC Director Kevin Nelson also provided to Board members the RACTC estimated expenses, projected income, and course offerings which are available upon request. Mr. Nelson addressed the Board and provided his career background. He noted the health sciences program has the largest participation in the program with over 200 students. There is a partnership with Dickinson Public Schools, the nursing program at Dickinson State University, the local hospital, parents, and students. Mr. Nelson explained some of the RACTC courses, the individuals that teach the courses, the process for negotiating salary and benefits for the teachers, and the reimbursement for the program. Vice President Seaks is the Dickinson Public Board representative on the RACTC governing board. Mr. Seaks inquired if the income received from membership fees, technology fees, student fees, and other fees was sufficient to cover the operating costs. Mr. Nelson explained this year RACTC will deficit spend by approximately \$15,000. Mr. Nelson anticipated next year the budget will be back on track. Mr. Nelson thanked numerous DPS employees for their assistance provided to RACTC. Board members thanked Mr. Nelson for attending the meeting and providing an excellent program for the students. This agenda item was informational only. No action was requested.

Southwest Community High School (SWCHS) Report – Available under Supporting Documents are two reports prepared by Principal Kristy Goodall from SWCHS. Principal Goodall along with two students from SWCHS addressed the Board. Mrs. Goodall explained SWCHS is in its 16th year serving students. The staff focus on individualized instruction for each student in an alternative setting with an enriched school experience. The individualized instruction allows staff to keep students academically accountable, as well as holding students accountable for their behavior. On a daily basis, the staff collaboration focuses first on attendance, and then increasing engagement and learning, developing life skills needed to go into the workforce or advance the student's education, and helping students cope with challenges and problems.

The current enrollment at SWCHS is 27 students. There is a waiting list of 15 or more students. SWCHS students have a variety of risk factors. Those factors may include dropping out due to loss of credit, students who are parents and need an alternative setting or schedule, and/or students who may not fit into the traditional high school mold socially. Mrs. Goodall explained the application and registration process for the students. Students are served by several teachers offering over 50 courses throughout a school year. Due to SWCHS moving to the Hagen building, they can now also have physical education on the premises. The teachers are very dedicated and form important relationships with the students.

Southwest Community High School (SWCHS) Report (cont.)

SWCHS recently switched to a positive attendance model where credit is earned and tied to student performance and competency, more so than to a strict, seat-time model. Absenteeism this year is at 9% which is a drop from 17% in a previous year.

Miss Jacie Lossie is a senior at SWCHS. She explained how the alternative setting has helped her complete her junior and senior credits. Counselor Whitney Fong has been instrumental in helping Jacie prepare for college and scholarship applications.

Miss Kyra Kantor is a junior at SWCHS. She explained SWCHS has changed her life. If it was not for SWCHS, she would have dropped out of school. She now realizes the opportunities for her future and learned skills to help with her reading and comprehension.

Mrs. Goodall explained a community work force program with a veterinarian and the Dickinson Police Department. She is predicting the largest graduation class this May. Board members thanked Mrs. Goodall and the two students for attending the meeting and sharing their information. This agenda item was informational only. No action was requested.

Principal Reports – Prairie Rose Elementary Principal Sherry Libis and two 4th graders addressed the Board. Ms. Libis explained the students decided they wanted to share with the Board members information regarding school-wide goals and classroom goals. The school-wide goal that was established is that students will demonstrate growth in their reading and math scores. The classroom goals help to achieve the school-wide goals. Students have their own personal goals and partner with other students to be accountable for their goals.

Mr. Charlie Bothum and Mr. Dawson Zubke, both 4th graders at Prairie Rose, shared information from their leadership binders explaining each section in the binder. The sections included the student's favorite things; favorite places; how well they think they do listening in class; spelling expectations; writing standard rubric; scores in the NWEA testing from fall, winter, and spring; jobs available in the classroom or in the school; and a celebration section. The two students read the mission statement for their classroom.

President Ricks thanked the students for the information and noted there was a lot of work involved in tracking all that they are doing in school and inquired if the students felt it was worth it. Mr. Bothum explained it helped the students be successful. Vice President Seaks also thanked the students and inquired what was the job most students applied for. Mr. Zubke thought the mailroom and classroom librarian jobs were the ones most pursued. Board members expressed their appreciation for the great presentation.

Dickinson High School (DHS) Principal Ron Dockter and two students from DHS addressed the Board. Mr. Dockter explained the two students would be sharing information regarding community involvement and partnership for a program the students are participating.

Miss Sarah Braun is a junior at DHS and Miss Lexi Olson is a senior at DHS. Both students are involved in the early childhood education program supported by courses through DHS in partnership with area preschools, the Early Childhood Center, and other community organizations focused on early

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Principal Reports (cont.)

childhood education. The two DHS students explained the importance of stimulating young minds and gave several examples. The students had many one-on-one bonding opportunities with the children and bonded with the families. In the courses they took, the students learned how to interact with the children, provide positive behavioral support, and how to build relationships. A PowerPoint slideshow was presented to the Board and audience. The slideshow was a glimpse of the places the DHS students visited and worked at for the exponential learning program. The slideshow also explained the number of children at the locations and the number of hours the students were working with the children.

Mr. Dockter tied the discussion into the District's strategic plan and how it relates directly to the strategic plan, AdvancED, and school improvement.

Mr. Dockter recognized some faculty from Dickinson High School. Dickinson High School Social Studies Instructor Dave Michaelson will be inducted into the Close-Up Hall of Fame spring 2018 in Washington, D.C. He is only the fourth teacher to receive this honor. Dickinson High School Social Studies Instructor James Fahy has been selected as a member of the NASSP Student Leadership Advisory Committee by the NASSP Board of Directors. This is a two-year term from November 2017 through October 2019. Mr. Fahy's first meeting will be in Washington, D.C. January 24-26. While there, Mr. Fahy will participate in an educational briefing hosted by NASSP on Capitol Hill. Dickinson High School Technology Education Instructor Susan Haider has received the *Program Excellence Award* for the 2017-2018 school year. This award is sponsored by the International Technology and Engineering Educators Association (ITEEA) and recognizes outstanding Technology Education programs in each state and several foreign countries. Mrs. Haider will be presented the award in Atlanta, GA April 2018. The selection committee made this selection based on a proven record of a standards-driven program geared towards a student-centered model.

This agenda item was informational only. No action was requested on the reports from the schools.

Budget Input and Development Committee Update – The Budget Committee met on November 30. A copy of the minutes is available on the website under the District-wide Meeting Minutes link. President Ricks and Vice President Seaks are Board representatives on this committee. Vice President Seaks noted the Budget Committee authorized the administration to move forward with the three positions identified by the needs assessment and also with the hiring of certified and classified staff for the reopening of Berg. This agenda item was informational only. No action was requested.

Bonding Capacity – At last month's Budget Committee Meeting, there was a discussion about possibly increasing bonding capacity from 5% to 10%. Superintendent Sullivan addressed the Board and explained the bonding capacity of Dickinson Public Schools is 5% of its taxable valuation. This could be increased from 5% to 10% through a vote from the community requiring a simple majority for passage. He explained the current bonding has approximately \$17 million in availability for future bonds.

Dr. Sullivan explained the birth rates at the hospital continue to be good with the hospital administration projecting record-breaking births again this year. Moving forward, when these children start attending kindergarten, it will put pressure on the elementary schools. Even with the reopening at Berg, Superintendent Sullivan advised the Board another elementary school may be needed in

Bonding Capacity (cont.)

approximately 5-7 years. A new elementary school could be built for \$17 million; however, then there would not be funds available to address the growing enrollment at the high school. The Budget Committee felt this was a topic that should be discussed by the entire Board weighing in pros and cons and possibly moving forward. Dr. Sullivan explained if the Board would choose to move forward with the bonding capacity, it would require a great deal of time. This would be very similar to what the District went through with the bonding for Dickinson Middle School. The Board and administration at that time reached out to the community and connected with the community in various forums and through various mechanisms to provide information and also educate the community. The community would need to be educated on the reason why the Board was making the request. Vice President Seaks agreed that educating the community would be important so that they understood why it was needed. Mr. Seaks inquired what would be a good amount of time to educate in preparation for the community vote on the bonding capacity. Superintendent Sullivan responded there would be enough time if this was placed on the June ballot. There are no set timelines. He recommended starting no later than February to provide ample time and to be thorough in communicating and educating and explaining to the public.

President Ricks noted there is a great deal happening in the District. The District is preparing for the AdvancED visitation, conversations continue about the future of Dickinson High School, and there will be a busy hiring season. She inquired if there were any concerns from the administration about the capacity to also take this on right now. Superintendent Sullivan responded there had not been a discussion at the Cabinet level. That could be done at its January meeting. Dr. Sullivan explained he has a lot of confidence in his Cabinet members.

Mrs. Rude inquired if the District could use its remaining eight mills to raise funds without having to go to the public for a vote. Business Manager Anderson responded that the District could but it would probably exhaust the entire building fund levy. He added two mills generates approximately \$380,000. Mrs. Rude inquired if the eight mills could be used to build a tech center or whatever they end up doing for the high school. Mr. Anderson responded that it could be used for that. He added the Board would in essence pass a resolution to borrow the funds and dedicate the funds from the building fund levy that is already being levied to pay the debt service on that debt. He clarified it would basically give the school district the authority to borrow funds without having a vote from the community. There are various mechanisms to borrow dollars of the building fund levy without a vote.

Vice President Seaks explained he felt the bonding capacity was similar to an example of having a credit card limit of \$5,000. The credit card company could decide to extend the limit to \$10,000. Just because there is a limit of \$10,000 does not mean \$10,000 has to be spent. It was there if it was needed. Increasing the bonding limit would give the District the ability to have that option at some point. He noted it would still need to be voted again by the community to get permission. Mrs. Rude added there is a capacity of 5% of total assessed valuation right now and if the District was asking the community to raise it to 10%, that is not necessarily going to be a debt to the taxpayer. Eventually if the mills would be used to construct a building, that would require a vote from the community as it would be assessed onto the tax bill. Mr. Anderson explained if it would become necessary in the future to construct a new high school or whatever building might be needed, right now the District would not be able to do that. Extending the bonding capacity would allow the authority for the School Board to request the funds from the public.

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Bonding Capacity (cont.)

Mrs. Rude felt the purpose for the funds should be established before asking for an extension of the bonding capacity. President Ricks responded that the timing would be now to ask the public. There are two uncertainties; the bonding capacity is one and the bond itself is the second. Both of those steps require a vote from the community. If the first part is done now and the District is under a time crunch later, it would not have to tackle both issues at the same time. Mr. Anderson added that if the voters do not approve the increase in the bonding capacity it will make it easier for the District to know how many funds it has available to address the challenges. The community is involved right now. They have seen the middle school and seen the enrollment projections. There have been public forums regarding redistricting. The community has been educated about the enrollment demands.

This agenda item was informational only. No action was requested.

Early Resignation Incentive Applications – Mrs. Marilyn Dukart and Mrs. Susan Bogner, both third grade instructors at Roosevelt Elementary, have submitted their resignation to receive the early resignation incentive. Mrs. Dukart has been an instructor in the District for the past 18 years. Mrs. Bogner has been an instructor in the District for the past 27 years. The administrative recommendation was to approve the early resignation incentive applications. Action was requested. Mrs. Rude moved to approve the early resignation incentive for Marilyn Dukart and Susan Bogner, both third grade instructors at Roosevelt Elementary, with an effective date of May 28, 2018. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Contract Negotiations - Mr. Seaks moved to authorize School Board President Sarah Ricks to negotiate with the superintendent over the terms of a contract beginning on July 1, 2018. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Other – There were no other topics for discussion.

Adjournment – At 6:35 p.m., President Ricks declared the meeting adjourned.



Sarah Ricks, Board President



Kent Anderson, Business Manager



Twila Petersen, Secretary