

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

August 8, 2016; After the Public Hearing  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on August 8, 2016, 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. Jay Hepperle, Dr. Marcus Lewton, Mr. Guy Fridley, Mr. Ron Dockter, Mrs. Dorothy Martinson, Mrs. Sara Streeter, Ms. Sherry Libis, and Mrs. Melanie Kathrein. Others present: Mrs. Jarris Bergherr, Mrs. Stacy Kilwein, Mr. James Barksdale, Mr. LeRoy Jensen, Mrs. Angie Marsh, Mrs. Twila Petersen, and Ms. Kalsey Stults from the Dickinson Press.

President Ricks recognized Ms. Kalsey Stultz, the reporter for the Dickinson Press and also Mrs. Sara Streeter, the new principal at Jefferson Elementary.

**Call to Order** - Board President Ricks called the meeting to order at 6:05 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 to the agenda as item ‘j’ Approval of the Individuals with Disabilities Education Act (IDEA) VI-B Grant. Mr. Seaks seconded the motion. Assuming a roll call vote the motion carried unanimously.

**Consent Agenda** – Mr. Seaks moved to approve the revised agenda including the consent agenda consisting of the minutes from the July 11, 2016, annual meeting; the bills for August 2016; the financial reports for August 2016; the pledged assets report for August 2016; the personnel reports; the student/staff recognitions; a tuition waiver for a child of Krishanda Clevenger from New England to Dickinson and a tuition waiver for a child of Elizabeth Hayward from South Heart to Dickinson; as presented. 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 do not appear elsewhere on the agenda. The topics were informational only. No action was requested.

- a. **Title I Monitoring**- The Department of Public Instruction (DPI) will be monitoring the DPS Title I and Title IIa on Tuesday, September 20. Normally the DPI representatives also meet with the school board or representatives of the school board. Mrs. Petersen will work with President Ricks on the schedule.
- b. **Professional Development** – There will be training August 22 and 23rd on the Danielson Framework for teacher evaluations. The training will be held at the Biesiot Activities Center and the Ramada from 8:00-3:45 p.m. on each day. The second day of training will be a repeat of the first day. Board members were invited to attend the training.
- c. **Student Registration** – Parents will be registering their students at various buildings within the next two weeks. There were 87 new K-5 students placed last week. Hopefully this is an indication that the enrollment will not drastically decline.
- d. **Board Members Tour Middle School** – Several board members indicated an interest in touring the Dickinson Middle School. The tour has been scheduled for Wednesday, August 10 at 9:00 a.m.
- e. **Mathematics Curriculum** – Superintendent Sullivan invited Director of Instruction, Melanie Kathrein, to address the board and explain the mathematics curriculum review which is near its conclusion. Mrs. Kathrein addressed the board and explained the curriculum review process began in spring 2013. The

**Superintendent's Report (cont.)**

committee reviewed best practices, state standards, and mathematics practice standards. The curriculum review committee researched the curriculum being used by other North Dakota school districts. Eureka Math seemed to fit the expectations of the committee. A group of teachers traveled to Devils Lake and Hazen to gather more information. During the visit the mathematics teachers saw an increase in rigor and an increase in student engagement using the Eureka Math program. The product has free online curriculum. Eureka Math will be a pilot program in 24 DPS elementary classrooms this school year. The teachers involved with the research spent a couple of days this summer working on getting the program implemented this fall. President Ricks thanked Mrs. Kathrein for the updated information.

**Business Topics**

**Partners in Parenting Update** – Mrs. Stacy Kilwein, Coordinator, provided a report which is posted under Supporting Documents on the website. Mrs. Kilwein addressed the Board. For the benefit of the new Board members she shared some history on the West Dakota Parent and Family Resource Center (WDPFRC). The Center was created in 1994 under the DPS school revitalization. The State of North Dakota identified areas of need in parenting education and parenting support. West Dakota was looked at as a model. Later grant dollars were made available. To this day, the WDPFRC operates mostly on grant dollars. Mrs. Kilwein emphasized parents are the primary teacher in the lives of the children. Research shows that students do better in school and in life if the parents are informed and there is a partnership between the school and home. Mrs. Kilwein highlighted some of the accomplishments from the Center over the past school year. Last school year the Love and Logic program expanded to three additional sessions at the request of parents within the community. She also noted the success of the Gearing Up for Kindergarten program. There were several parent comments within her posted report which is part of the data collection for the grant program. The feedback helps identify areas where changes or modifications are needed. Mrs. Kilwein thanked the partnership with the DPS. The administrators, school board, and teachers have been very supportive and help the Center to be successful. Board members thanked Mrs. Kilwein for the information she provided. This agenda item was informational only. No action was requested.

**Dickinson Middle School Construction Update**- Assistant Superintendent Vince Reep reported there is a lot of activity at the construction site for the new middle school. There is top soil that has been brought in for the athletic field, curb and gutter will be going in later this month, the kitchen floor was poured last week, the slab-on-grade is completed except for a small area, the exterior metal paneling will begin soon, and windows are being installed. Available on the website under Supporting Documents are recent pictures of the construction. This agenda item was informational only. No action was requested.

**Summer Building and Grounds Project Update** – Assistant Superintendent Reep reported at the April Board meeting there was a list of summer projects provided to the school board members. Mr. Reep reported all the major building projects are completed. The Roosevelt boiler project is still being tracked. Two boilers have been installed. There was work done on part of the exterior at Jefferson Elementary. There were some windows replaced at Heart River Elementary and also Lincoln Elementary. Additional sidewalk was poured at Prairie Rose Elementary. Harlow's has moved to the newly acquired building near the old bus barn. Some old wallpaper is being removed at Roosevelt Elementary and then the walls were sheet rocked and textured. This agenda item was informational only. No action was requested.

**Budget Input and Development Committee** – The Budget Committee met on July 21. Available on the website under the District Wide Committee Meetings are the minutes from that meeting. President Ricks and Vice President Seaks are the Board representatives on this committee. Vice President Seaks said that Mr. Reep had done a good job of explaining the rationale behind the tax levy. This agenda item was informational only. No action was requested.

**Health Insurance Committee Report** – The Self-Funded Health Insurance Committee met on July 15. The minutes from the meeting are posted on the website under District Wide Committee minutes. Board Members Kim Schwartz and David Wilkie are Board representatives on the committee. The committee recommended a 13.4% premium increase. Available on the website under Supporting Documents is an information sheet regarding the premium rate. Action was requested. Mrs. Schwartz moved to set the 2016-2017 annual *single* rate for health insurance at \$7,270 and she further moved to set the 2016-2017 annual *family* rate for health insurance at \$17,700. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-Seaks, Wilkie, Rude, Schwartz, Ricks; nays-none. The motion carried unanimously.

**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. Action was requested to approve the expenditure fund levels for 2016-2017. The administrative recommendation was to approve the budget as presented. Mr. Seaks moved to approve the general fund expenditures of \$43,365,954; the capital projects fund expenditures of \$43,161,179; the debt services fund expenditures of \$3,657,968; and the food services fund expenditures of \$1,820,747 for the 2016-2017 school term. Mrs. Rude seconded the motion. Discussion: Board Member Rude inquired since the budget can be amended until October, would the District have a better idea closer to October of the student enrollment and expenditures for the school year. Assistant Superintendent Reep explained that the District is paid on last year's average daily membership. Those numbers are available and shouldn't change very much. It has been rare for the administration to come back to the Board with revisions to the budget before the October 10 filing date. If the board approves the certificate of levy it will be filed with the county auditor tomorrow. A roll call vote was taken on the motion: ayes-Schwartz, Wilkie, Rude, Seaks, Ricks; nays-none. The motion carried unanimously.

A copy of the District's Certificate of Levy for the year 2016-2017 is posted under Supporting Documents. The administrative and budget committee recommendation was to levy for 58.28 mills in the general fund, 10 mills in the building fund, and 23.46 mills in debt services for a total of 91.74 mills. The total amount requested for all levies was \$15,846,271. Action was requested. Mrs. Rude moved to approve the Certificate of Levy for \$15,846,271 for the fiscal year ending June 30, 2017. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-Wilkie, Rude, Schwartz, Seaks, Ricks; nays-none. The motion carried unanimously.

**Schedule Special School Board Meeting** – Mrs. Rude moved to schedule a special school board meeting for August 24 at 12:00 p.m. at the Central Administration Office. Mr. Seaks seconded the motion. Assuming a roll call vote the motion carried unanimously.

**School Board Regulation Adoption- First Reading and Final Adoption** – Board Regulation FGA-BR2 - Criteria for Approving and Denying Directory Information and PII (personal identifiable information) Release Requests is available on the website under Supporting Documents. This is a new regulation

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

recommended by the North Dakota School Boards Association (NDSBA). As per Board Policy BDA the Board may adopt Board regulations with one reading. Mrs. Rude moved to adopt Board regulation FGA-BR2 Criteria for Approving and Denying Directory Information and PII Release Requests with one reading, as presented. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-Rude, Seaks, Wilkie, Schwartz, Ricks; nays-none. The motion carried unanimously.

**School Board Policy Revisions, First Reading** – Policy FGA-Student Education Records and Privacy is available on the website under Supporting Documents. Policy GCC-Protection of Pupil Rights Amendment and Third Party Research on Students is also available on the website under Supporting Documents. NDSBA has recommended revisions to both policies noted in red text to comply with new student data release protections in NDCC 15.1-07-25.3. Action was requested. Mr. Seaks moved to complete the first reading of revised policy FGA-Student Education Records and Privacy and revised policy GCC-Protection of Pupil Rights Amendment and Third Party Research on Students, as presented. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-Seaks, Schwartz, Wilkie, Rude, Ricks; nays-none. The motion carried unanimously.

**Approval of the Individuals with Disabilities Education Act (IDEA) VI-B Grant** – Mrs. Schwartz moved to approve the application for the Individuals with Disabilities Education Act VI-B funds. Mrs. Rude seconded the motion. Discussion: Mrs. Rude suggested Director of Student Services, Dorothy Martinson, explain this grant for the benefit of the new school board members. Mrs. Martinson explained the VI-B is a non-competitive grant which provides approximately \$880,600 for this school year. The amount for the grant is shared with DPS from DPI. A roll call vote was taken on the motion: ayes-Schwartz, Seaks, Rude, Wilkie, Ricks; nays-none. The motion carried unanimously.

**Other** – There were no other topics for discussion.

**Adjournment** – At 6:53 p.m. Mrs. Rude moved to adjourn. President Ricks declared the meeting adjourned. The meeting was adjourned at 6:53 p.m.

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Sarah Ricks, Board President

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Vince Reep, Business Manager

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Twila Petersen, Secretary