

## Unapproved 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 21<sup>st</sup> 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 21<sup>st</sup> 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 4<sup>th</sup> 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.

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Sarah Ricks, Board President

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Vince Reep, Business Manager

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Twila Petersen, Secretary