

# Dickinson Public Schools

Unapproved 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 27<sup>th</sup>.

**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

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### **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 4<sup>th</sup> 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 4<sup>th</sup> 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.

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**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.

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### **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.

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Sarah Ricks, Board President

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Kent Anderson, Business Manager

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Twila Petersen, Secretary