

# Dickinson Public Schools

Unapproved 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 20<sup>th</sup>:** 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 26<sup>th</sup> and 27<sup>th</sup> 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 6<sup>th</sup> 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. He added the land was appraised three years ago for considerably less than what the District was proposing to pay for the acreage. 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-5 (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.

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Sarah Ricks, Board President

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Kent Anderson, Business Manager

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Twila Petersen, Secretary