

Dickinson Public Schools
Unapproved School Board Meeting Minutes
March 12, 2018; 5:00 p.m.
Central Administration Offices Board Room

The Dickinson Public School Board held a regular meeting on March 12, 2018, at the Central Administration Offices. Board members present were: President Brent Seaks, Vice President Kim Schwartz, Board Member Tanya Rude, Board Member David Wilkie, and Board Member Jason Rodakowski. 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, Jefferson Elementary Principal Sara Streeter, Heart River Elementary Principal Susan Cook, Lincoln Elementary Principal Tammy Peterson, Prairie Rose Elementary Principal Sherry Libis, Roosevelt Elementary Principal Henry Mack, School Board Secretary Twila Petersen, The Dickinson Press Reporter Iain Woessner, KX News Reporter Steve Kirch, JE Dunn Construction Senior Project Manager Brian Stark, Harlow's School Bus Service Transportation Manager Burton Lewton, Dickinson High School Social Studies Instructor Brian Ham, Dickinson High School Students Brayden Groll, Nicole Sadowsky, Hillary Moberg, and Lauren Jorda, and Mrs. Stephanie Crimmins.

Call to Order - Board President Seaks 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 the Consent Agenda under item e. Personnel Reports the resignation of Julie Maes, grade five instructor at Jefferson Elementary and also the resignation of Kelsey Schillo, science instructor at Dickinson High School with effective dates of May 25, 2018. She further moved to add under item e. Personnel Reports the following certified new hires effective for the 2018-2019 school year: Brittany Berger, English Language Arts instructor at Dickinson Middle School; Brent Danks, English Language Arts/Social Studies instructor at Dickinson Middle School; Mary Hoherz, physical education instructor at Dickinson Middle School; Allison Opp, science/social studies instructor at Dickinson Middle School; Erin Waldorf, reading instructor at Dickinson Middle School; and Ashley Williams, mathematics/science instructor at Dickinson Middle School. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Consent Agenda – Mrs. Rude moved to approve the agenda, including the revised consent agenda consisting of the minutes from the February 12 regular School Board Meeting, the February 23 Special School Board Meeting, and the March 7 School Board Workshop; the bills for February 2018; the financial reports for February 28, 2018; the pledged assets report for February 28, 2018; the personnel reports including the resignations of Julie Maes, grade five instructor at Jefferson Elementary and Kelsey Schillo, science instructor at Dickinson Middle School; and the new hires of Brittany Berger, English Language Arts instructor at Dickinson Middle School; Brent Danks, English Language Arts/Social Studies instructor at Dickinson Middle School; Mary Hoherz, physical education instructor at Dickinson Middle School; Allison Opp, science/social studies instructor at Dickinson Middle School; Erin Waldorf, reading instructor at Dickinson Middle School; and Ashley Williams, mathematics/science instructor at Dickinson Middle School; a tuition waiver request for a child of Yelena Geffre from Dickinson to South Heart and a tuition waiver request for a child of Maddie Buck from Dickinson to South Heart; the RACTC director's

Consent Agenda (cont.)

report; and the faculty/students/staff recognitions; 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.

Berg Elementary – Dr. Sullivan reported there had been a recent preconstruction meeting with JE Dunn that went very well. Activity should begin soon in terms of renovation at the building in preparation for the next school year.

Kindergarten Preregistration – Preregistration was held in February and approximately 249 kindergarteners registered. Business Manager Anderson has utilized a template to project enrollment for the fall and using this template, the kindergarten enrollment for next fall could be around 356 students.

State of the Schools – Superintendent Sullivan will present the annual State of the Schools to the Dickinson City Commission on Tuesday, March 20.

Business Topics

Principal Reports – Dickinson High School (DHS) Principal Ron Dockter, DHS Social Studies Instructor Brian Ham, DHS Junior Lauren Jorda, DHS Junior Hillary Moberg, DHS Junior Nicole Sadowsky, and DHS Junior Brayden Groll addressed the Board. Mr. Ham explained he is the chair of the DHS Social Sciences Department. Approximately 1.5 years ago, he began a project to simulate the immigrants through the portal at Ellis Island from a student's perspective. Mr. Ham explained representation from almost every department at DHS is contributing to the project. This is a student-led project with the students leading the meetings, preparing agendas, progress reports, and presenting to a panel of business leaders. A presentation for the school and community will be held on Wednesday, May 9.

Mr. Groll explained the team work necessary in taking on the challenges and working collaboratively on the project. This is not a typical assignment from teachers. Miss Jordan is leading the transportation aspect of the project. She explained there will be students from Dickinson Middle School along with DHS students participating on May 9. Miss Moberg explained departments such as music and health careers that are participating in the project. Many additional details were shared by the students and Mr. Ham. Principal Dockter added this is a huge undertaking from the faculty and students for this project.

DHS Principal Dockter noted the North Dakota Association of Secondary School Principals (NDASSP) select students for the Academic All-State Team. This is a prestigious award and is extremely difficult to get into one of the teams. Two DHS seniors did very well on the ACT and are included in the team. Dawson Dutchak and Evan Carmichael, DHS seniors, were presented the Academic All-State Team award at the state basketball tournaments in early March. Board members thanked the high school representatives for the information that was shared.

Prairie Rose Elementary Principal Sherry Libis addressed the Board. She distributed a handout for the Prairie Rose Elementary Team Progress. The progress report was broken down into three groups: Leadership Team, Culture Team, and Academic Team. The Leadership Team is the overall guiding team for the school. They are very successful in reaching out to parents on

Principal Reports (cont.)

education night for the families. The first event had approximately 50 people in attendance. Ms. Libis was happy to report more families are wanting to get involved and it is now broken out into two nights with as many as 250 people attending each evening. The Culture Team develops the overall physical environment of the school. This includes the encouraging paintings on the walls. These are done by the teachers on volunteer time. The Culture Team reviews the surveys and are key in the Community Leadership Day. The Academic Team looks at the overall goals based on test scores and NDEA state assessment scores. Ms. Libis explained this is an overwhelming task. Additionally, Ms. Libis explained the preliminary focus of reading and mathematics for the next school year. Board members thanked Ms. Libis for the information she provided.

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

North Dakota School Boards Association (NDSBA) Negotiations Seminar – Board Member Kim Schwartz attended the February 8 and 9th NDSBA Negotiations Seminar held in Bismarck. She explained the challenges facing school districts because there is no “new money” as the foundation aid payments remain the same. Mrs. Schwartz summarized sessions she had attended. This agenda item was informational only. No action was requested.

Budget Input and Development Committee Update – This committee met on Thursday, March 8. The minutes from the meeting are posted on the District’s website under Supporting Documents. Consensus of the Budget Committee was to allocate funds to add several positions at Berg Elementary. The Budget Committee reviewed bids for the HVAC at Heart River Elementary and Dickinson High School. Other topics discussed by the Budget Committee are agenda topics for tonight’s meeting or a future Board meeting. This agenda item was informational only. No action was requested.

Building Fund Levy – Business Manager Anderson addressed the board explaining the impacts and process involved in increasing the building fund levy from 10 mills to 20 mills. This item had been discussed at the recent Budget Committee Meeting. Mr. Anderson explained increasing the building fund levy would provide funding sources to support different projects such as the Berg Elementary renovation, land purchase, the high school option, and HVAC. It would require a 60% approval from the community and would generate approximately \$1,650,000 per year in capital projects funds. This agenda item was informational only. No action was requested.

Bid for Asbestos Abatement at Berg Elementary – Dickinson Public Schools advertised for bids for asbestos abatement at Berg Elementary. These costs were not included in the Berg renovation project estimate previously approved by the Board. On March 1, 2018, two asbestos abatement bids were received. The administrative recommendation was to accept Total Control, Inc.’s bid of \$79,894.00 for asbestos abatement at Berg Elementary. Action was requested. Mrs. Schwartz moved to accept the low bid from Total Control, Inc. for asbestos abatement at Berg Elementary for a total price of \$79,894.00. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Wilkie, Rodakowski, Rude, Seaks); nays-0; absent-0. The motion carried unanimously.

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Dickinson High School Architectural Services – On Thursday, March 7, the School Board met in a workshop with Dickinson High School administrators and received input from Mr. Chris Gibbs with the DLR Group regarding the future for Dickinson High School. Based on input from stakeholder meetings, it was established to utilize the current high school building structure and make renovations. At the workshop, Board members discussed a Request for Qualifications for an architect for Phases II (Programming), III (Design), and IV (Construction) of the Dickinson High School facility. Action was required for this request. Mr. Wilkie moved to authorize the administration to move forward with the process to seek applications for the Request for Qualifications in the selection of an architect for the programming, design, and construction phases of the renovation of Dickinson High School. Mrs. Schwartz seconded the motion. Discussion: Superintendent Sullivan shared the concerns from the administration about the implications of a possible delay in the progress. With the projected increasing enrollment at the high school arriving in the next few years, he thought it was important for the community to understand concerns from the administration. Mrs. Rude also shared the Board's concern and added the Board members have received enough comments from the community that the Board needs to look at other firms. Board Members Rude and Seaks have followed up on a suggestion from the DLR Group to reach out to construction companies regarding the timeline for completion. Both Board members explained the comments they received from contractors was that there would be ample time for project completion before September 2020. A roll call vote was taken on the motion: ayes-5 (Rude, Rodakowski, Wilkie, Schwartz, Seaks); nays-0; absent-0. The motion carried unanimously.

Statement of Interests – A copy of Mr. Jason Rodakowski's Statement of Interests form is posted under Supporting Documents. Action was requested. Mrs. Rude moved to allow Jason Rodakowski to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-4 (Schwartz, Wilkie, Rude, Seaks); absent-0; abstain-1 (Rodakowski). The motion carried.

Superintendent's Evaluation – As per North Dakota Century Code, the superintendent evaluation is due by March 15. Action was required. Mr. Wilkie moved to acknowledge that the school board members did evaluate Superintendent Sullivan, as required by North Dakota Century Code, and that he has met the expectations of the Board. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Rodakowski, Wilkie, Schwartz, Seaks); nays-0; absent-0. The motion carried unanimously.

Co-curricular Salaries and Positions – The Extra-curricular Committee met on January 31 and proposed increases in percentages for several positions and also recommended some new positions. Mrs. Rude moved to increase the percentage for the salary of the advisor for the Dickinson High School National Honor Society from 1.9% to 3.8% and to change the percentage of the salary for each advisor of the Dickinson High School Prom/Senior Banquet from 4% to 3.8%. She further moved to create the following co-curricular positions and respective percentages of salaries: one (1) Dickinson Middle School Student Council head advisor with a percentage of 5.2% of the salary; one (1) Dickinson Middle School Student Council assistant advisor with a percentage of 3.8% of the salary; one (1) Dickinson High School Student Council head advisor with a percentage of 12% of the salary; one (1) Dickinson High School Student Council assistant advisor with a percentage of 9% of the salary; one (1) Dickinson Middle School weight room supervisor/strength coach with a percentage of 6% of the salary; and two (2)

Co-curricular Salaries and Positions (cont.)

Dickinson High School weight room supervisors/strength coaches with a percentage of 6% of the salary for each. Mr. Wilkie seconded the motion. Discussion: Mrs. Rude noted at the Extra-curricular meeting the Board members discussed expectations of some of the positions. In the future, the Board would like to see position responsibilities and expectations created for each paid position. A roll call vote was taken on the motion: ayes-5 (Wilkie, Rodakowski, Schwartz, Rude, Seaks); nays-0; absent-0. The motion carried unanimously.

Early Resignation Incentive Applications – To date, there have been 23 certified teachers, two administrators, and a superintendent that qualify for the early resignation incentive. Total years of service for all 26 individuals is 405 and averaging 15.5 years. 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 incentive applications that were recently received. Action was requested. Mrs. Rude moved to approve the early resignation incentive from Gail Dockter, Day Treatment social worker at Dickinson Middle School; Richard Kovash, grade six instructor at Dickinson Middle School; Nichole Tooz, English language arts instructor at Dickinson Middle School; and Jennie Zimmerman, grade one instructor at Prairie Rose Elementary; with an effective date of May 25, 2018. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Open Enrollment Applications – The following open enrollment applications were received from families that had not recently moved and have met the March 1 deadline to turn in their application to Dickinson Public Schools for the next school year. Mr. Wilkie moved to approve the open enrollment requests for a child of Shannon Binstock from South Heart to Dickinson, a child of Christina Ransom from South Heart to Dickinson, a child of Frank Martinet from South Heart to Dickinson, and a foster child of Kristina Goodall from South Heart to Dickinson; all to be admitted to Dickinson Public Schools as per the open enrollment policy. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously. Mrs. Schwartz moved to approve the open enrollment requests for a child of Melissa Hoff from Richardton-Taylor to Dickinson, a child of Audrey McMacken from South Heart to Dickinson, and a child of Joselyn Yeado from Belfield to Dickinson; all to be admitted to Dickinson Public Schools as per the open enrollment policy. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

School Board Policy Revision- Second Reading and Final Adoption - Board Policy FAB-School Assignment is posted on the website under Supporting Documents. Revisions recommended by the North Dakota School Board Association (NDSBA) are noted in red text. Action was requested. Mr. Rodakowski moved to approve for second reading and final adoption revised policy FAB-School Assignment, as presented. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rodakowski, Wilkie, Schwartz, Rude, Seaks); nays-0; absent-0. The motion carried unanimously.

Other – Mrs. Rude requested an update regarding the superintendent search. President Seaks responded he did not expect anything at this point as the deadline for applications is March 25. Mrs. Rude inquired if in the interim, could the Board members be looking at some possible questions to ask the candidates when they interview.

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Adjournment – At 6:05 p.m., President Seaks declared the meeting adjourned.

Brent Seaks, Board President

Kent Anderson, Business Manager

Twila Petersen, Secretary