

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

April 10, 2017; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on April 10, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, and Mr. David Wilkie. Absent Board member: Mrs. Kim Schwartz. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Guy Fridley, Dr. Marcus Lewton, Mrs. Kristy Goodall, Mr. Jay Hepperle, Mr. Ron Dockter, Ms. Tammy Praus, Mr. Henry Mack, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mrs. Sara Streeter, and Mrs. Susan Cook. Others present were Ms. Christina Ridl, Mrs. Karla Haugen, Mr. James Peters, Mrs. Twila Petersen, and Ms. Ellie Potter 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 deletions to the agenda.

Consent Agenda – Mrs. Rude moved to approve the agenda including the consent agenda consisting of the minutes from the March 13 regular board meeting; the bills for March 2017; the financial reports for April 1, 2017; the pledged assets report for April 1, 2017; the personnel reports; a tuition waiver request for a child of Jaime Layman from Dickinson to South Heart; and the student/faculty/staff recognitions; as presented. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics that did not require Board action.

- a. **Technology Strategic Plan** – Dr. Sullivan commended the District-wide Technology Committee for drafting a plan of what embedded technology would look like in the District. Embedded technology in grades K-2 would have one device for three students; embedded technology for students in grades 3-5 would have one device for every two students. Devices in grades 6-12 will be defined on a departmental basis. The preference for the technology in the elementary classroom was to have the devices provided in a classroom set. Once the devices are purchased they would be on a 5-year replacement rotation. The price for the devices in grades K-2 would be between \$150,000-\$175,000, at current prices. The price for the devices in grades 3-5 would be approximately \$375,000-\$575,000, at current prices. The Technology Committee continues to work on the strategic plan and will be reviewing some suggestions for professional development and any implications for curriculum.
- b. **Budget for the Next School Year** – Dr. Sullivan noted previously it had been reported to the Board that it appeared the District would be deficit spending and there are no indications that the per student allocation would be increasing in the future. Assistant Superintendent Reep has run a projection on the cost for staffing Berg Elementary during the 2018-2019 school year. Mr. Reep's projection came in at \$1.2 million. This amount does not include the cost for equipment, books, or operating costs. Superintendent Sullivan explained the projections for the kindergarten enrollment show 368 for fall 2017, 428 kindergarten students for fall 2018, and an

Superintendent's Report (cont.)

- upward trend thereafter. These projections are based on live birth rates and do not take into account inward migration. This will reflect some fiscal challenges for the District and he added the District is well positioned to address those challenges. The proposed budget from President Trump would discontinue Title IIa services which pays the salaries for approximately three teachers and provides approximately \$60,000 in professional development. Additional budget cuts would reduce the funding for the 21st Century Grant which helps to fund the Regional After School Program (RASP) at two of the District's schools.
- c. **Teacher/Staff Appreciation Week** – The week of May 1-5 is Teacher/Staff Appreciation Week. The School Board will be providing meat and cheese trays to the teachers and staff to show their appreciation.
 - d. **Individuals with Disabilities Education Act (IDEA)** – The North Dakota Department of Public Instruction (DPI) collected data on the Dickinson Public Schools performance on 17 compliance and performance indicators regarding IDEA. Superintendent Sullivan recognized the Director of Student Services Dorothy Martinson and the District's Special Education Department and staff for their outstanding level of performance. DPI's determination was that the District meets requirements for 2015-2016. A copy of the letter from DPI with this recognition is posted on the website under Supporting Documents.

Business Topics

Regional After School Program (RASP) Update – The Regional After School Program Co-directors Mrs. Karla Haugen and Ms. Christina Ridl addressed the Board presenting updated information. Ms. Ridl reported the RASP program was awarded \$265,000 for Heart River, Roosevelt, Beach, and Hebron. Right now Heart River has 46 students with eight staff members, Roosevelt has 33 students with four staff members, Beach has 24 students and four supervisors, Hebron has 35 students and three supervisors, Prairie Rose has 105 students and nine supervisors, Jefferson has 68 students with seven supervisors, and Lincoln Elementary has 96 students and nine supervisors. The RASP program will be increasing its fees for the next school year. In accordance with the requirements in the grant, there is a sliding scale fee for parents based on the parent's eligibility for free and reduced meal applications. Ms. Ridl listed some of the summer 2016 RASP activities which included trips to Raging Rivers in Mandan, the Dakota Zoo in Bismarck, miniature golf in Medora, and Badlands Ministries in Medora. Additionally, students enrolled in summer RASP have opportunities to open swim at the Dickinson Community Center. Registration for the summer RASP for this year is now open and will close shortly before RASP begins this summer. New this summer will be some clubs that students can attend. Board members thanked the co-directors for providing the updated information and for the valuable services and the opportunity they provide to so many families in the community. This agenda item was informational only. No action was requested.

DPS Foundation Update - DPS Foundation President James Peters addressed the Board providing information on what the Foundation is doing which supports DPS. The Foundation received over \$66,000 in grant requests. Approximately \$40,000 of the grant requests were funded. To date the Foundation has awarded approximately \$345,000 in grants. The Foundation also provides several scholarships. The Mystery Dinner Theatre is the signature fundraiser and a friend builder for the Foundation. This year's theatre provided \$7,000 in revenue. Mr. Peters said the Foundation welcomes any suggestions to improve Foundation funding. Board members thanked Mr. Peters for the updated information. No action was requested. This agenda item was informational only.

Dickinson Middle School Construction Update – Assistant Superintendent Reep addressed the Board and provided an update regarding the progress of the construction of Dickinson Middle School. Mr. Reep reported furniture was being moved into the building beginning last week. The irrigation system will be powered up towards the end of the month. Work continues on finishing the maple flooring in the gymnasium and the aerobics room. The flooring in the commons area is scheduled to be placed the middle of next week. There is approximately \$140,000 left in the contingency fund. Work on 29th street began this week. This will provide another access to the building. Mr. Reep noted the project is still tracking on schedule. This agenda item was informational only. No action was requested.

Major Summer Building Projects / Building and Grounds Update - Assistant Superintendent Reep addressed the Board and reported on the major projects proposed for late spring or summer. He also gave a brief review of the history of the District's school expansions in the last seven years. Available under Supporting Documents on the website are three documents pertaining to the summer building projects, building and grounds update, and school expansions. Mr. Reep reported in the past seven years, the District has done construction to put additions on Lincoln Elementary and Jefferson Elementary. Additionally, two new schools were built: Prairie Rose Elementary and Dickinson Middle School. These expansions have added 295,577 square feet of instructional space, or a 61% increase in space in only seven years. Mr. Reep explained the District is projecting to spend \$553,000 on major projects this summer. In the last four years, \$2.4 million has been spent on major projects. He listed some of the projects scheduled for this summer and projects that have been completed in recent years. Mr. Seaks inquired how projects are prioritized and how they make it on the list. Mr. Reep explained the building custodians, the building principals, and sometimes the teachers bring forth items to place on the list. Items that are safety or security concerns become a priority. Those items tagged as high or medium priority are usually completed first. Board members thanked Mr. Reep for the information and for putting together the detailed information on projects from the past several years. This agenda item was informational only. No action was requested.

Interest Based Bargaining Update – Board President Ricks is a Board representative on the Interest Based Bargaining team. She listed some of the topics being discussed by the team. To date, there have been five meetings. This agenda item was informational only. No action was requested.

National School Board Association Convention Highlights – Board Members Sarah Ricks, Tanya Rude, Brent Seaks, Kim Schwartz, and David Wilkie along with Superintendent Sullivan attended the recent National School Board Association Convention in Denver. Available under Supporting Documents are copies of summary reports. All attendees at the convention expressed their appreciation for the District providing an opportunity for them to attend the convention and all shared it was a great experience. There will be a Board workshop where Board members will bring some ideas forward for discussion. This agenda item was informational only. No action was requested.

Schedule School Board Workshop – Board members would like an opportunity to discuss topics from the National School Board Association Convention in a Board workshop. Action was requested. Mr. Seaks moved to schedule a Board workshop for April 20, 2017, at 3:30 p.m. at the Central Administration Office. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Boys' and Girls' Cross Country Cooperative Agreement - The Belfield Public School District requested a boys' and girls' cross country cooperative agreement with DPS. The agreement is posted on the website under Supporting Documents. Administrative recommendation was to approve the agreement. Mrs. Rude moved to approve the extracurricular cooperative agreement with Belfield Public School District for boys' and girls' cross country for the 2017-2018 school year. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Memorandum of Understanding in Boys' and Girls' Swimming – The Dickinson Dolphins Swim Team requested an agreement with the Dickinson Public Schools for boys' and girls' swimming. Mr. Guy Fridley, district-wide activities director, has corresponded with Mrs. Susan Moberg, president of the Dolphins Swim Team and Mrs. Moberg has reviewed and signed the Memorandum of Understanding which is posted on the website under Supporting Documents. Action was requested. Mrs. Rude moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Dolphins Swim Team for boys' and girls' swimming for the 2017-2018 school year, as presented. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

RSP & Associates Consulting Proposal – At the February 23, 2017, School Board meeting, the Board directed the administration to proceed with hiring RSP & Associates Consulting for the services of the District's boundary analysis. At that time, it was not disclosed to the District that RSP requires a combined analysis in three areas (enrollment analysis, boundary analysis, and public facilitation) without separation of these categories. Superintendent Sullivan addressed the Board noting that it had not been made clear that it was a package deal and that the District cannot pick and choose which services it preferred. Even though Dr. Sullivan has confidence in Mr. Reep's abilities to track the enrollment, he thought it was important to have a consulting firm as the District moves forward with establishing attendance areas. Dr. Sullivan noted that RSP & Associates has done consulting work with public schools in Bismarck, Mandan, Williston and Watford City and therefore they understand the culture of the western North Dakota school districts. It would benefit the District to have assistance with properly staffing and equipping as the District moves forward. The consulting firm does provide flexibility for public forums at the direction of the school district. President Ricks asked for clarification of the cost for the total package and asked if it was a \$20,000 commitment. Dr. Sullivan responded that was accurate. President Ricks noted that the first section had already been completed by Mr. Reep and the firm was charging \$14,000. She also asked how long the process would take since it was a time sensitive matter. Dr. Sullivan responded that RSP said the timeframe would depend on the workload and the requests from the District. He added most of the information will be provided by the District. Mr. Seaks moved to amend the February 23, 2017, motion instructing the administration to proceed with hiring RSP & Associates Consulting for the District's boundary analysis, enrollment analysis, and public facilitation. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-3 (Seaks, Wilkie, Ricks); nays-1 (Rude); absent-1 (Schwartz). The motion carried.

Administrative Bargaining Recognition Petition – The administrators requested to meet formally with Superintendent Sullivan and the Administrative Bargaining Board members to engage in contract discussions. Available on the website under Supporting Documents is a copy of the Administrative Bargaining Recognition. Action was requested. Mrs. Rude moved that, pursuant to the provisions of Section 15.1-16-10 of the North Dakota Century Code, the school board of the Dickinson Public School District #1 recognize all certified administrators employed as administrators in the Dickinson District as an appropriate negotiation unit for the purpose of negotiations. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Administrative Bargaining Recognition of Representative Organization - The administrators requested to recognize the administrative council as the exclusive representative for negotiations. Action was requested. Mr. Wilkie moved that, pursuant to the provisions of Section 15.1-16-11 of the North Dakota Century Code, the school board of Dickinson Public School District #1 recognizes the Dickinson Administrative Council as the exclusive representative of the appropriate negotiation unit for the purpose of negotiations. Mr. Seaks seconded the motion. Assuming a roll call vote, the motion carried unanimously.

2017-2018 Classified Salary and Benefit Package – Assistant Superintendent Reep addressed the Board and explained the Budget Committee and administrative recommendation was to increase the salaries for categories A-III by \$1.25 per hour, categories IV-V to \$1.00 per hour, categories VI-X to \$.75 per hour and to freeze the beginning salaries in all categories and also freeze the salaries for the RASP supervisor positions. Available under Supporting Documents on the website is a copy of the 2017-2018 Classified Salary and Benefit Package which is recommended by the administration. Action was requested. Mr. Seaks moved to approve the Classified Salary and Benefit package with an effective date of July 1, 2017, and to authorize an increase for 2017-2018 of \$1.25 per hour for wages of classified staff in categories A through III, \$1.00 per hour for wages of classified staff in categories IV and V, and \$.75 per hour for wages of classified staff in categories VI through X for all currently employed classified staff receiving a satisfactory performance evaluation, as presented. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Breakfast and Lunch Meal Prices – Assistant Superintendent Reep addressed the Board. He had prepared a summary of the proposed meal prices which is posted on the website under Supporting Documents. Section 205 of the Healthy, Hunger-Free Kids Act requires that schools provide the same level of financial support for lunches served to students who pay for their meals as those students eligible for free meals. To be in compliance, Mr. Reep used both the Federal Requirement Analysis for increases and an analysis which is calculated using District costs. The federal requirement must be followed and the local analysis is for internal monitoring purposes. Mr. Reep recommended increasing breakfast and lunch prices by \$.10 with the exception of reduced breakfast and lunch. Action was requested. Mr. Wilkie moved to approve a fee of \$1.50 for student breakfast, \$1.80 for adult breakfast, \$2.35 for lunch for students in grades K-5, \$2.65 for lunch for students in grades 6-8, \$3.45 for lunch for grades 9-12, and \$4.10 for lunch for adults, effective fall of 2017. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

School Board Policy Addition - First Reading – At the request of the North Dakota School Boards Association (NDSBA) policy BAB-Board Conflict of Interest was created. Available on the website is the new policy. Administrative recommendation was to adopt the new policy for first reading. Action was requested. Mrs. Rude moved to complete the first reading of adoption of new Board policy BAB-Board Conflict of Interest, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-4 (Wilkie, Rude, Seaks, Ricks); nays-0; absent-1 (Schwartz). The motion carried unanimously.

School Board Policy Revisions- First Reading – There were three policies posted on the website under Supporting Documents the Board reviewed for first reading. Policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability had been approved by the Board for revisions on February 13. Superintendent Sullivan explained, at that time, there were two policies that were combined. NDSBA has requested the Board amend the policy not to include the parent consent portion nor the list of prohibitions that are listed in policy FFI. Administrative recommendation was to revise the three policies with the requested changes. Action was requested. Mrs. Rude moved to complete the first reading for revising policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability, policy FFA-Alcohol and Other Drug Use/Abuse, and policy FGCC-Student Interviews, as presented. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-4 (Rude, Wilkie, Seaks, Ricks); nays-0; absent-1 (Schwartz). The motion carried unanimously.

School Board Policy Revisions- Second Reading and Final Adoption – There are four revised policies posted under Supporting Documents the Board took action for a second reading and final adoption. Mr. Seaks moved to complete the second reading and final adoption for revising policy ABCC-Dickinson Public Schools Wellness Policy, policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel, policy DDEA-Jury and Witness Duty, and policy FCAC-Head Lice, as presented. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-4 (Seaks, Rude, Wilkie, Ricks); nays-0; absent-1 (Schwartz). The motion carried unanimously.

Teacher Negotiations Strategy (Executive Session) – This agenda item was discussed in executive session. The legal authority for closing this portion of the meeting was North Dakota Century Code section 44-04-19.1(9). The topic or purpose of this executive session was Teacher Negotiations Strategy. Mrs. Rude moved to close the meeting and go into executive session as per North Dakota Century Code NDCC 44-04-19.1(9), for the purpose of teacher negotiations strategy. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-4 (Wilkie, Rude, Seaks, Ricks); nays-0; absent-1 (Schwartz). The motion carried unanimously. The executive session was recorded and all members of the governing body were reminded to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action by the governing body must occur after it reconvenes in an open meeting, unless final action is specifically required by law to be taken during the executive session. The prohibition on taking final action during the executive session did not apply to providing guidance or instructions to negotiators.

Board policy BCAD-Executive Session allows certain individuals to be in attendance at the closed meeting. President Ricks requested the following individuals to be in attendance: School Board Members Mrs. Rude, Mr. Seaks, Mr. Wilkie, Chair Ricks, Superintendent Sullivan, Assistant

Teacher Negotiations Strategy (cont.)

Superintendent Reep, and Recording Secretary Petersen. Members of the public were asked to depart the room. President Ricks anticipated adjourning the executive session, and reconvening the open portion of the meeting, at approximately 6:35 p.m. The executive session began at 6:06 p.m. and was attended by Mrs. Rude, Mrs. Schwartz, Mr. Seaks, Mr. Wilkie, Chair Ricks, Superintendent Sullivan, Assistant Superintendent Reep, and Recorder Petersen.

The executive session adjourned at 7:21 p.m. The public was invited to return to the meeting room. President Ricks noted the discussion during the executive session was teacher negotiations strategy. There were no other topics that were discussed in executive session.

Executive Session Recording – Prior to the meeting, Board Member Kim Schwartz, who was unable to attend the meeting, requested permission to listen to the recording of the executive session. Mrs. Rude moved to grant Mrs. Kim Schwartz permission to listen to the recording of the executive session regarding the topic of teacher negotiations strategy from the April 10, 2017, School Board meeting. This permission will expire on April 30, 2017. Mr. Wilkie seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Other – Vice President Seaks noted the great things happening in the district and was very impressed with the amount of achievements and successes listed on the consent agenda not only in athletics but also in academics.

Adjournment – President Ricks declared the meeting adjourned at 7:24 p.m.

Sarah Ricks, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary