

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

October 10, 2016; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on October 10, 2016, 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, Dr. Marcus Lewton, Mrs. Kristy Goodall, Mrs. Melanie Kathrein, Ms. Sherry Libis, Ms. Tammy Praus, Mrs. Dorothy Martinson, Mrs. Sara Streeter, Mr. Jay Hepperle, Mr. Ron Dockter, Mrs. Susan Cook, Mr. Shawn Leiss, and Mr. Henry Mack. Others present: Ms. Naomi Thorson, 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 – There were no requests for additions or removal of agenda items from the Consent Agenda.

Consent Agenda – Mr. Seaks moved to approve the consent agenda consisting of the minutes from the September 12 regular board meeting; the bills for September 2016; the financial reports for October 1, 2016; the pledged assets report for October 1, 2016; the personnel reports; a tuition waiver request for a child of Trace Roller, a tuition waiver request for a child of Carla Arthaud; and the RACTC report; as presented. Mr. Wilkie seconded the motion. Assuming a roll call vote the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics. No action was requested on these topics.

- a. **North Dakota School Board Association (NDSBA) Conference and Seminars** – The School Law Seminar and New Member Seminar is scheduled for Thursday, October 27. The annual convention will follow the seminar on Thursday and continue on Friday. The agendas are posted on the website under Supporting Documents.
- b. **Teacher Evaluation Instrument Committee Meeting** – Tuesday, October 11 at 4:00 p.m.
- c. **District-Wide Technology Committee Meeting** – Wednesday, October 12 at 4:00 p.m.
- d. **No School** – There is no school on October 20 and 21st.
- e. **DPS Audit** – The audit has been scheduled for November 14 and 15th. A report is expected to be presented to the Board in December or January.

Business Topics

Dickinson Middle School Construction Update - Assistant Superintendent Vince Reep provided updated information regarding the progress towards the construction of Dickinson Middle School. Mr. Reep noted that two years ago, on October 7, the school district held a bond election. There has been a lot of construction accomplished in the past eight years in the District. Prairie Rose Elementary was constructed, there were additions to Jefferson Elementary and Lincoln Elementary, and now the District is moving towards completing the new middle school. Available on the website under Supporting Documents are recent photos of the progress on Dickinson Middle School. Mr. Reep displayed the photos for the Board members. Photos included pictures of courtyards, the mechanical area with three boilers, a locker bay area, the main stairwell, white boards which recess into the wall, a science room with cabinets installed, glass partitions which create flexible learning spaces, the gymnasium, and other areas. Mr. Reep noted there was a delay from the company providing the windows; however, Mortenson Construction has

Dickinson Middle School Construction Update (cont.)

extra crew helping with window installation to get them placed as soon as possible. This agenda item was informational only. No action was required.

Student Mobility Report – Available on the website under Supporting Documents is a copy of the inward and outward migration report and also an 8-year summary with comments. Assistant Superintendent Reep addressed the Board reporting that the 2015-2016 school year was the first year that the level of mobility had decreased. In 2014-2015 there were 1,400 students that moved in or out. That represents 32% of the student population. In 2015-2016 there were 1,101 students that moved in or out. There were students from 36 states and 10 foreign countries. Utah had the most students moving in or out of the DPS District. Mrs. Rude noted the report indicates in the past eight years 163 students dropped out. Mr. Dockter explained the criterion from the state to be considered a drop out and what administration considers a true drop out. Mr. Reep added that the drop-out rate is 2.2% over the eight-year period which is lower than comparable school districts. This agenda item was informational only. No action was requested.

School Board Workshop - There was a board workshop following the Board meeting. The agenda for the workshop is posted on the website under workshop agendas. 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. Superintendent Sullivan addressed the Board and reported Mrs. Kilwein is comfortable with the recommendation. He additionally reported the Department of Public Instruction recommended to the District’s Director of Student Services, Mrs. Dorothy Martinson, that the foster care liaison be the same as the homeless liaison. Mr. Wilkie moved to designate Stacy Kilwein as the Foster Care Liaison for the Dickinson Public Schools for the 2016-2017 school year. Mrs. Rude seconded the motion. Discussion: President Ricks inquired if Mrs. Kilwein is the contact person for the government agencies. Superintendent Sullivan responded she would be the point of contact for federal and state agencies. Additionally, there may be some instances where there is a home contact requirement where she would need to ask a list of questions. He added this will be a new process for Mrs. Kilwein and is a work in progress. Superintendent Sullivan and President Ricks shared their confidence in Mrs. Kilwein’s ability to coordinate with the school district and other departments. Assuming a roll call vote the motion carried unanimously.

2016 North Dakota School Boards Association Convention- Copies of the proposed agendas for the convention and law seminar are posted under Supporting Documents. Dickinson Public Schools is allowed four delegates to the assembly on Friday. Action was requested to designate the delegates. President Ricks noted this is the first year all five Board members are attending the convention and therefore one board member will need to be an alternate. She called for a volunteer to be an alternate. Mrs. Schwartz volunteered. Mrs. Rude moved that President Ricks, Vice President Seaks, Board Member Wilkie, and Board Member Rude be appointed delegates from Dickinson Public Schools and Board Member Schwartz be appointed an alternate delegate for the North Dakota School Boards Association Convention. Mr. Seaks seconded the motion. Assuming a roll call vote the motion carried unanimously. President Ricks noted that the resolutions that will be reviewed at the convention are posted on the website under Supporting Documents.

Early Resignation Incentive Application – Ms. Judith Dalton submitted her resignation before the deadline to receive the early resignation incentive. The deadline for certified staff is March 1, 2017. She has been employed as a drafting instructor at Dickinson High School for 18 years. Assistant Superintendent Reep has verified her eligibility. The administration approves the early resignation and will evaluate the vacancy this position may create and will post any openings at a later date. Action was requested. Mrs. Rude moved to approve the early resignation incentive application from Judith Dalton with an effective date of May 26, 2017. Mrs. Schwartz seconded the motion. Discussion: Mrs. Rude provided well wishes for Ms. Dalton and recognized she has served the students in the District for many years and appreciated her years of service. Assuming a roll call vote the motion carried unanimously.

School Board Policy Revision, First Reading – DPS administrative recommendation was to revise policy KACA-Patron Complaints so that it was in alignment with the personnel complaints policy. The proposed revised policy is available on the website and posted under Supporting Documents. Text noted in purple are the administrative recommended changes to the policy. Action was requested. Mrs. Schwartz moved to complete the first reading of revised policy KACA-Patron Complaints, as presented. Mrs. Rude seconded the motion. Discussion: Mrs. Rude inquired if the complainant would still be able to bring the issue before the Board. Additionally, if any other districts in the state had this policy end with the superintendent. Superintendent Sullivan responded if the policy would be approved it would be in alignment with another policy regarding complaints against personnel where the final resolution is referred to the superintendent. President Ricks explained she had pondered this policy for some time. She added that members of the public are always welcome to contact board members. Mrs. Rude clarified that final resolutions regarding patron complaints would be the responsibility of the superintendent. Superintendent Sullivan responded that would be accurate and would align with the other policy that has the same procedure in place. Mrs. Rude was not comfortable with the individual not having the ability to come before the Board. President Ricks stated she wanted to make it clear that it was not her suggestion to make the revision. The change was due to a concern with policies aligning. President Ricks reiterated that she had contemplated the changes to the policy at great length. This will be the first reading but not the final adoption. President Ricks called for further discussion. There was no further discussion. A roll call vote was taken on the motion: ayes: Schwartz, Seaks, Wilkie, Ricks; nays-Rude. The motion carried for the first reading.

School Board Policy Revisions, Second Reading and Final Adoption – There are numerous policies posted under Supporting Documents with recommended revisions. Revisions recommended by the North Dakota School Board Association are noted in red text. DPS administrator recommended revisions are noted in purple text. Following is a list of the revised policies: AAA-Philosophy of the Dickinson Public Schools, ABAB-School Year and Calendar, ACBB-Significant Contagious Diseases, BCAC-Minutes, DEAA-Drug and Alcohol Free Workplace, DEAE-Occupational Safety, DEBA-Confidentiality, FFA-Student Alcohol and Other Drug Use/Abuse, FGDB-Student Handbooks, FGDD-Student Publications and Freedom of Expression, GABAA-English Language Learners, GABDB-Federal Title Programs Dispute Resolution Procedure, HCAB-Bidding Requirements and Procedures, IB-Food Services Program, and KAAD-Distribution and Posting of Noncurricular Material in School. Action was requested. Mrs. Rude moved to complete the second reading and final adoption of revised policies AAA, ABAB, ACBB, BCAC, DEAA, DEAE, DEBA, FFA, FGDB, FGDD, GABAA, GABDB, HCAB, IB, and KAAD, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-Wilkie, Schwartz, Rude, Seaks, ricks; nays-none. The motion carried unanimously.

Rescind School Board Policies LAC and LBA, Second Reading and Final Adoption - There are two policies that the NDSBA recommends rescinding due to a majority of the policy language quoting law. The policies are posted under Supporting Documents. Action was requested. Mrs. Rude moved to complete the second reading and final adoption of rescinding policy LAC-Relations with Colleges and Universities and also rescinding policy LBA-Relations with Armed Forces Recruiting Units, as presented. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-Rude, Seaks, Wilkie, Schwartz, Ricks; nays-none. The motion carried unanimously.

Revise School Board Policy FGA, First Reading and Expedited Final Adoption – Three paragraphs were inadvertently removed from Policy FGA-Student Education Records when it was proposed to the School Board for revision in August and September. Available under Supporting Documents is the updated student education records policy including the three paragraphs. Revisions on the policy are noted in purple text. The NDSBA also recommended moving one area to section 5. Directory Information. Policy BDA authorizes the Board to adopt a policy with one reading when the Board deems this action necessary. Administrative recommendation was to adopt the revised policy with one reading to expedite this policy since the school year was already underway. Mr. Wilkie moved to adopt revised policy FGA-Student Education Records with one reading and final adoption and waive the second reading to expedite the adoption of the policy. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-Schwartz, Rude, Wilkie, Seaks, Ricks; nays-none. The motion carried unanimously.

Other – Mrs. Rude and Mrs. Schwartz thanked the administrators for allowing them to come into the school buildings and visit with them individually. Mrs. Rude addressed DHS principal Ron Dockter and asked him for a report on what is happening with the Professional Learning Communities in regards to the ACT scores; specifically, if there have been areas identified that can be addressed and provide intervention. Mr. Dockter responded there was discussion on this topic at the September 21 Early Release and October 3 Professional Development Day. The DHS English Department has been diligently working on this and already identified areas from the tests the seniors took last year. They have looked at each individual student’s test and identified areas that could use some improvement.

Adjournment – At 5:34 p.m. President Ricks declared the meeting adjourned. The meeting adjourned at 5:34 p.m.

Sarah Ricks, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary