

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Special Meeting

December 1, 2016; 8:30 a.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on December 1, 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 and Assistant Superintendent Vince Reep. Also present was Mrs. Twila Petersen.

Call to Order - Board President Ricks called the meeting to order at 8:30 a.m.

Public Participation – There were no requests for public participation.

North Dakota School Board Association (NDSBA) Superintendent Evaluation System – Available on the website was the revised NDSBA Superintendent Evaluation System. The revisions reflect the input from the Board members and administrators at the November 10 Special School Board meeting. President Ricks requested input from the board members regarding the evaluation system process. Mr. Seaks appreciated the material and added he still struggled with some areas. Board members requested input from Superintendent Sullivan. Dr. Sullivan felt the evaluation system was a good starting point and added the areas that Mr. Seak's referred to would evolve as the board members and superintendent work with the documents. He noted the board has representation on almost every committee in the district. If there was a question regarding a topic, he encouraged board members to contact him. President Ricks called for revisions to the questionnaire. There were no revisions noted.

Superintendent Sullivan distributed copies of revised CAAA-E Superintendent Job Description. The revisions were proposed by NDSBA and Superintendent Sullivan to be in alignment with the new superintendent evaluation system. President Ricks had also reviewed the job description and noted some areas where topics overlapped. Each section of the job description was reviewed and board members provided revisions. Mrs. Rude inquired if the revised job description would be available at the December school board meeting. She also inquired if the edited superintendent evaluation template would be available at the board meeting. There was a discussion regarding the necessity for board action on the superintendent evaluation template. This will be researched. The job description was an exhibit and would not require board action. Board members discussed the board self-evaluation. Board members also discussed the Superintendent Evaluation Worksheet to be completed at each board meeting. There are options regarding the responses in the Superintendent Evaluation Worksheet. The responses could be kept as notes for the board members to refer to when completing the February formal superintendent evaluation. Another option was to share the responses with the superintendent and these responses would not become part of the formal evaluation. She thought it would be helpful for the superintendent if the responses were shared with the superintendent. Additionally, it would be beneficial if there was a situation when one board member felt differently than the remaining board members. There could be a discussion amongst the board members. Mr. Seaks agreed and noted that one board member can have an opinion but it may not necessarily be the opinion of the entire board.

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Adjournment – President Ricks declared the meeting adjourned at 9:21 a.m. The meeting adjourned at 9:21 a.m.

Sarah Ricks, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary