

**TO:** School Board Members  
**FROM:** Douglas W. Sullivan, Superintendent  
**SUBJECT:** Agenda Background  
**DATE:** October 10, 2016

- I. Call to Order** – Board President Ricks will call the meeting to order.
- II. Public Participation** - Any person wishing to address the board may do so by completing a written request prior to the meeting. The request must be within the guidelines of Board Policy BCBA, Public Participation at Board Meetings.
- III. Additional Agenda Items/Removal of Items from Consent Agenda** – Items which require board action may be placed on the agenda by approval of a majority of the board members present. Board members may request that an item on the consent agenda be removed for consideration by itself.
- IV. Consent Agenda**
- a. Minutes – September 12 regular board meeting. The minutes are posted under Minutes on the school board web site.
  - b. Bills – The bills are posted under Financial Reports on the school board web site.
  - c. Financial Reports – The Financial Report is posted under Financial Reports on the school board web site.
  - d. Pledged Assets Report – The Pledged Assets Report is posted under Financial Reports on the school board web site.
  - e. Personnel Reports – The Personnel Reports are posted under Supporting Documents on the school board website.
  - f. Tuition Waiver Agreements – A tuition waiver request for a child of Trace Roller from Dickinson to South Heart and a tuition waiver request for a child of Carla Arthaud from Dickinson to South Heart.
  - g. RACTC Report – The September Director’s report is posted under Supporting Documents.

**Sample motion: “I move to approve the agenda (or revised agenda) including 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.”**

- V. Superintendent’s Report** – Superintendent Sullivan will report on topics which do not appear elsewhere in the agenda.
- VI. Business Topics**
- a. **Dickinson Middle School Construction Update** - Assistant Superintendent Vince Reep will provide updated information regarding the progress towards the construction of a new middle school. This agenda item is informational only. No action is required.
  - b. **Student Mobility Report** – Assistant Superintendent Reep will present student mobility information for students K-12. A copy of his Inward and Outward Migration report, an 8-

year summary, and comments are posted under Supporting Documents on the school board website. This agenda item is informational only. No action is requested.

- c. **School Board Workshop** - There will be a board workshop following the meeting today. We will have a light meal between the school board meeting and the board workshop. No decisions will be made during the workshop, but topics discussed may become future board meeting agenda items. This agenda item is informational only. No action is requested.
- d. **Designate Foster Care Liaison** –The Department of Public Instruction recommends Dickinson Public Schools designate a foster care liaison. Administrative recommendation is to designate Mrs. Stacy Kilwein, Coordinator for Partners in Parenting, as the District’s Foster Care Liaison. Superintendent Sullivan will be available to answer any questions. Action is requested. **Sample motion: “I move to designate Stacy Kilwein as the Foster Care Liaison for the Dickinson Public Schools for the 2016-2017 school year.”**
- e. **2016 North Dakota School Boards Association Convention**
  - i. **Delegates** – New Board Members Brent Seaks, Kim Schwartz, and David Wilkie will be attending the NDSBA new member seminar on Thursday. President Sarah Ricks, Mrs. Tanya Rude, and Mr. Vince Reep will be attending the legal seminar. Mrs. Ricks, Mrs. Rude, Mr. Seaks, Mrs. Schwartz, and Mr. Wilkie will be attending the Friday convention and session and have offered to be delegates. 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 is requested to designate the delegates. **Sample motion: “I move that President Ricks, Vice President Seaks, Board Member \_\_\_\_\_, and Board Member \_\_\_\_\_ be appointed delegates from Dickinson Public Schools and Board Member \_\_\_\_\_ be appointed an alternate delegate for the North Dakota School Boards Association Convention.”**
  - ii. **Resolutions** – A copy of the 2016 resolutions are posted under Supporting Documents on the school board website. Input on the resolutions is requested.
- f. **Early Resignation Incentive Application** – Ms. Judith Dalton has 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 with 18 years of service to DPS. Assistant Superintendent Reep has verified her eligibility. The administration will evaluate the vacancy this position may create and will post any openings at a later date. The administrative recommendation is to approve the early retirement incentive application. Action is requested. **Sample motion: “I move to approve the early resignation incentive application from Judith Dalton with an effective date of May 26, 2017.”**
- g. **School Board Policy Revision, First Reading** – DPS administrative recommendation is to revise policy KACA-Patron Complaints. 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 is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to complete the first reading of revised policy KACA-Patron Complaints, as presented.”**

**h. School Board Policy Revisions, Second Reading and Final Adoption** – All policies are posted under Supporting Documents. North Dakota School Board Association recommended revisions to the policy are noted in red text. DPS administrator recommended revisions are noted in purple text. Superintendent Sullivan will answer any questions.

1. AAA-Philosophy of the Dickinson Public Schools – There are minor recommended changes to this policy.
2. ABAB-School Year and Calendar - The recommended changes are current practices of DPS in listing information on the school calendar.
3. ACBB-Significant Contagious Diseases - NDSBA recommended revisions to board policy ACBB are based on the information shared in the February 2015 Policy Ponderings. The changes are only on the first page of the policy.
4. BCAC-Minutes – There is a minor change to the policy that reflects new legislative action.
5. DEAA-Drug and Alcohol Free Workplace- The proposed revision includes all prohibited substances.
6. DEAE-Occupational Safety – The proposed change updates the new name for worker’s compensation and also changes the descriptor code from DEAF to DEAE.
7. DEBA – Confidentiality – Revisions to this policy comply with new student data release protections in North Dakota Century Code 15.1-07-25.3.
8. FFA-Student Alcohol and Other Drug Use/Abuse – Changes reflect the inclusion of powdered alcohol as a prohibition in the definition.
9. FGDB-Student Handbooks – Minor recommended revisions from the NDSBA.
10. FGDD – Student Publications and Freedom of Expression – This policy was updated to correct the Century Code reference. The policy was written before the new law on student speech was codified. The law was placed in a different chapter of NDCC then indicated on the final bill.
11. GABAA-English Language Learners – DPS recommended revisions to be in alignment with protected statuses.
12. GABDB-Federal Title Programs Dispute Resolution Procedure- Minor revision recommended by the NDSBA.
13. HCAB-Bidding Requirements and Procedures- Minor revisions recommended by the NDSBA.
14. IB-Food Services Program- DPS recommended revisions to be in alignment with protected statuses.
15. KAAD-Distribution and Posting of Noncurricular Material in School – Minor revisions recommended by the NDSBA.

Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move 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.”**

**i. 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.

1. Policy LAC-Relations with Colleges and Universities
2. Policy LBA-Relations with Armed Forces Recruiting Units

Action is requested. *A roll call vote is required on the motion.* Sample motion: **“I move 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.”**

- j. **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 has also recently recommended moving a section to 5. Directory Information. Policy BDA authorizes the Board to adopt a policy with one reading when the Board deems this action necessary. Administrative recommendation is to adopt the revised policy with one reading to expedite this policy since the school year is already underway. *A roll call vote is required on the motion.* **Sample motion: “I move 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.”**

VII. **Other**

VIII. **Adjournment**

**Announcements:**

- The National School Board Association Conference will be held March 25-27, 2017, in Denver, CO. Registration and housing opens simultaneously on October 19. Please inform Twila if you plan to attend this conference.