

**TO:** School Board Members  
**FROM:** Douglas W. Sullivan, Superintendent  
**SUBJECT:** Agenda Background  
**DATE:** November 14, 2016

- I. **Call to Order** – 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 the 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** – October 10 regular Board meeting, October 10 Board workshop, November 1 special Board meeting, and November 10 special 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 Report** – 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. **Student/Staff Recognitions** – The student/staff recognitions are posted on the Consent Agenda.
  - g. **Tuition Waiver Agreement** – A tuition waiver request for a child of Joyell Binstock from South Heart to Dickinson.

**Sample motion: “I move to approve the agenda (or revised agenda) including the consent agenda consisting of the minutes from the October 10 regular board meeting, the October 10 board workshop, the November 1 and 10<sup>th</sup> special board meetings; the bills for October 2016; the financial reports for November 1, 2016; the pledged assets report for November 1, 2016; the personnel reports; the student/staff recognitions; and a tuition waiver for a child of Joyell Binstock from South Heart to Dickinson; as presented.”**

- V. **Superintendent’s Report** – Superintendent Sullivan will report on topics which do not appear elsewhere in the agenda.
- VI. **Business Topics**
  - a. **Southwest Community High School (SWCHS) Report** – Principal Kristy Goodall from SWCHS will address the Board and provide a summary of the alternative school. This agenda item is informational only. No action is requested

- b. **Dickinson Middle School Construction Update** – Assistant Superintendent Reep will provide updated information regarding the progress of constructing Dickinson Middle School. 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. **North Dakota School Boards Association Convention** – Those in attendance at the seminars and conference have posted summary reports on the website under Supporting Documents. This agenda item is informational only. No action is requested.
  - i. **Convention Report** – President Ricks, Vice President Seaks, Board Member Rude, Board Member Schwartz, and Board Member Wilkie, will give brief reports on the North Dakota School Board Convention.
  - ii. **Legal Seminar Report** – President Ricks, Board Member Rude, Superintendent Sullivan, and Assistant Superintendent Reep will give brief reports on the Legal Seminar.
- e. **Budget Development and Input Committee Update** – Board representatives on the Budget Committee are Board President Ricks and Board Vice president Seaks. This committee held a meeting on November 3. Minutes from the meeting are posted on the DPS main webpage under District Wide Committee Minutes. Topics discussed at the meeting included middle school staffing, 2017-2018 classified staff salaries, 2017-2018 enrollment projections, 2017-2018 budget, and 2017-2018 transportation services. This agenda item is informational only. No action is requested.
- f. **Open Enrollment Applications** – Brittany Pelling applied for open enrollment for her children to be admitted to the Dickinson Public Schools from New England School District. These children currently attend DPS. She recently moved and therefore the deadline waiver applies. The administrative recommendation is to approve the applications. Action is requested. **Sample motion: “I move to approve the request for two children of Brittany Pelling from New England to Dickinson to be admitted to the Dickinson Public Schools as per the open enrollment requests.”**
- g. **Hockey Agreement** - The agreement with the Dickinson Public Schools and Dickinson Youth Activities, Inc. for boys’ and girls’ hockey is due for renewal. Mr. Guy Fridley, District-wide activities director, will be available to answer any questions. Mr. Fridley has corresponded with Mr. Dallas Kuntz, Dickinson Hockey Club Coordinator and Dickinson Hockey Club Board President Lynn McChesney to review the Memorandum of Understanding. Dickinson Youth Activities would like to enter into a one-year agreement. There are no changes to the agreement from last year. A copy of the agreement is posted under Supporting Documents. Action is requested. **Sample motion: “I move to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Youth Activities, Inc./Dickinson Hockey Club for boys’ and girls’ hockey for the 2016-2017 school year, as presented.”**
- h. **Special Education Eligibility Requirements Document**—The purpose of the Dickinson Special Education Unit Eligibility Requirements Document is to determine unit eligibility

for federal IDEA funding. It also provides the foundation for the District’s local procedures manual. The Eligibility Requirements Document is posted under Supporting Documents. The Eligibility Requirements Document must be made available for public comment and approved by the school board. Public Notice, inviting verbal or written comments on the draft of the Eligibility Requirements Document, was provided on the district website from October 19 through November 2, 2016. In addition, legal notices were posted in *The Dickinson Press* on October 20, 2016 and in *The Advertiser* on October 26, 2016. No verbal or written comments were received. Action is requested.

**Sample motion: “I move to approve the Dickinson Public Schools Special Education Eligibility Requirement Document, as presented.”**

- i. **Superintendent’s Formative Evaluation** - The three areas evaluated for the superintendent’s job description were: recruitment and retention of staff, financial management skills, and relationship with students and parents. Superintendent Sullivan has responded to the topics in writing. Board members completed their portion of the evaluation. Board President Ricks and Board Vice President Seaks have reviewed the documents with Superintendent Sullivan prior to the meeting and will give a summary report to the Board. The evaluation documents and President Rick’s summary will be placed in the superintendent’s personnel file. Action is requested. **Sample motion: “I move to approve the superintendent’s evaluation, as presented.”**
  
- j. **School Board Policy Revisions, First Reading** – NDSBA has recommended revisions to the below policies. The proposed revised policies are available on the website and posted under Supporting Documents. Text noted in red are the NDSBA recommended changes to the policies.
  - 1. DBBA-Drug and Alcohol Testing Program for Employees
  - 2. DBD - Classified Staff Intent to Rehire
  - 3. DCB – Definition of Workweek, Overtime, and Compensatory Time
  - 4. DED-Administrative Leave and Suspension

Action is requested. *A roll call vote is required on the motion.* Sample motion: **“I move to complete the first reading of revised policy DBBA-Drug and Alcohol Testing Program for Employees; DBD-Classified Staff Intent to Rehire; DCB-Definition of Workweek, Overtime, and Compensatory Time; and DED-Administrative Leave and Suspension.**

- k. **School Board Policy Revision, Second Reading and Final Adoption** –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 second reading and final adoption of revised policy KACA-Patron Complaints, as presented.”**

**VII. Other**

**VIII. Adjournment**

**Announcements:**

- A Board Workshop is scheduled following the meeting. The Board Workshop agenda is posted under Agendas on the school board website. A light meal will be served between the Board meeting and the Board workshop.
- American Education Week is recognized November 14-18.
- 2017 North Dakota School Boards Association (NDSBA) Negotiations Seminar–Bismarck Ramkota on February 9-10, 2017.