

TO: School Board Members
FROM: Douglas W. Sullivan, Superintendent
SUBJECT: Agenda Background
DATE: February 13, 2017

- 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 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 – January 11 regular Board Meeting and January 26. 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.

Sample motion: “I move to approve the agenda (or revised agenda) including the consent agenda consisting of the minutes from the January 9 regular board meeting and January 26 special board meeting; the bills for January 2017; the financial reports for February 1, 2017; the pledged assets report for February 1, 2017; the personnel reports; and the student/staff recognitions; 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 Reep will report to the board updated information regarding the new middle school. This agenda item is informational only. No action is requested.
 - b. **Superintendent’s Evaluation** – The superintendent’s evaluation must be completed prior to March 15. This agenda item is informational only. No action is requested.
 - c. **Extra-Curricular Committee Update** – The District’s Extra Curricular Committee met on February 2. The minutes from this meeting are available on the website under Supporting

Documents/District-Wide Committee Meeting Minutes. Assistant Superintendent Reep will summarize topics discussed at the meeting. This agenda item is informational only. No action is requested.

- d. **Budget Development and Input Committee Report** – This committee met on February 7. The minutes from this meeting are available as a supporting document on the website. Vice president Seaks, Board President Ricks, Board Superintendent Sullivan, and Assistant Superintendent Reep will review the topics discussed. Topics discussed at the Budget Committee meeting included-K-5 new instructor positions, 2017-2018 classified staff salaries, foundation aid payment, state transportation funding, Hub City School Oil funding, needs assessment, building-level administrative support, 2017-2018 extra-curricular salary adjustments, technology director, and school land purchase. This agenda topic is informational only. No action is requested.
- e. **Early Resignation Incentive Applications** – The following individuals have submitted their resignation before the deadline to receive the early resignation incentive.
- Paula Gallegos, resource room instructor at Prairie Rose Elementary, effective 05/26/2017 (2 years of service)
 - Scott Hoffman, industrial arts instructor, Hagen Junior High, effective 05/26/2017 (21 years of service)
 - Leonard Lindbo, building and grounds coordinator, Central Administration Office, effective 06/30/2017 (22 years of service)
 - Amber Remark, grade three instructor, Jefferson Elementary, effective 05/26/2017 (3 years of service)
 - Margaret Schulz, strategist, Dickinson High School, effective 05/26/2017 (7 years of service)
 - Susan Splichal, general paraprofessional, Prairie Rose Elementary, effective 05/25/2017 (31 years of service)

Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may create and will post any openings at a later date. The administrative recommendation is to approve the early resignation incentive applications. Action is requested. Sample motion: **“I move to approve the early resignation incentive for Paula Gallegos, resource room instructor at Prairie Rose Elementary; Scott Hoffmann, industrial arts instructor at Hagen Junior High; Amber Remark, grade three instructor at Jefferson Elementary; and Margaret Schulz, strategist at Dickinson High School; all with an effective date of May 26, 2016. I further move to approve the early resignation incentive for Leonard Lindbo, building and grounds coordinator, with an effective date of 06/30/2017 and also approve the early resignation incentive for Susan Splichal, general paraprofessional at Prairie Rose, with an effective date of 05/25/2017.”**

- f. **Central Administration Office Reorganization** – Part of the required actions requested by AdvancED at the last District visitation was the review of the Central Administration Office reorganization. There have been extended discussions regarding this topic with the School Board and District administration. Superintendent Sullivan will present for consideration the job titles, job qualifications, and job goals for the creation of the administrative recommended new positions for the Central Administration Office reorganization. These positions include the new positions for business manager,

technology director, curriculum coordinator, and human resources director. Available under Supporting Documents is information regarding each position. **Sample motion: “I move to approve the job title, job qualifications, and job goals for the positions of technology director, curriculum coordinator, and human resources director, as presented.”**

“I move to approve the job description for the position of business manager, as presented.”

or

“I move to approve the job description for the position of business manager, as amended.”

g. School Board Regulation Revisions- First Reading and Final Adoption –

- Board Regulation FFK-BR2 – Suggested Procedure for Conducting an Expulsion Hearing is available on the website under Supporting Documents. There are NDSBA recommended revisions noted in red text to this board regulation.
- Board Regulation FFK-BR3 – Suspension and Expulsion of Special Education Students is available on the website under Supporting Documents. There are NDSBA recommended revisions noted in red text to this board regulation.

As per Board Policy BDA the Board may adopt Board regulations with one reading. Administrative recommendation is for these revisions to be implemented July 1, 2017. *A roll call vote is required on the motion.* **Sample motion: “I move to adopt the revisions to Board Regulation FFK-BR2–Suggested Procedure for Conducting an Expulsion Hearing and Board Regulation FFK-BR3–Suspension and Expulsion of Special Education Students with one reading with an implementation date of July 1, 2017, as presented.”**

h. School Board Policy Addition, First Reading – DPS Administration recommend adopting policy FDG-Drop Outs as it is a requirement of NDSBA to have a matching policy for all exhibits. The District has in place an exhibit for completing when students withdraw or exit and discontinue education. Policy FDG is available on the website under Supporting Documents. Administrative recommendation is to adopt the policy. *A roll call vote is required on a motion.* **Sample motion: “I move to complete the first reading for adopting new policy FDG-Drop Outs, as presented.”**

i. School Board Policy Additions, Second Reading and Final Adoption – NDSBA has suggested the Board consider three new policies for adoption. One policy regarding weapons is addressed to employees; another policy regarding weapons is addressed to the public. The third policy pertains to whistleblower protection. All three policies are posted on the website under Supporting Documents. Text noted in red are the NDSBA recommendations and the purple text are DPS recommendations.

1. Policy ACF-Whistleblower Protections Policy
2. Policy DEAG-Weapons Prohibition on School Property—Employees
3. Policy KADA-Weapons Prohibition on School Property—Public

Administrative recommendation is to adopt the three new policies. 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 new policies ACF-Whistleblower Protections Policy,**

DEAG-Weapons Prohibition on School Property-Employees, and new policy KADA-Weapons Prohibition on School Property-Public, as presented.”

j. **School Board Policy Revisions, Second Reading and Final Adoption** – NDSBA and DPS administration have 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 and the purple text is DPS recommended revisions. Administrative recommendation is to revise the following policies.

1. Policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability
2. Policy FDB-Education of the Homeless Students
3. Policy FFD-Carrying Weapons
4. Policy FFI-Student Use of Personal Technology
5. Policy KACB-Complaints About Personnel

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 the revisions to policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability, policy FDB-Education of the Homeless Students, policy FFD-Carrying Weapons, policy FFI-Student Use of Personal Technology, and policy KACB-Complaints About Personnel, as presented.”**

VII. Other

VIII. Adjournment