

Dickinson Public Schools

Unapproved Special School Board Meeting Minutes
January 18, 2018; After Board Workshop
Central Administration Office Board Room

The Dickinson Public School Board held a special meeting on January 18, 2018, at the Central Administration Office. Board members present were: President Brent Seaks, Vice President Kim Schwartz, Board Member Tanya Rude, and Board Member David Wilkie. Others present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Director of Student Services Dorothy Martinson, Director of Instruction Melanie Kathrein, Dickinson High School Principal Ron Dockter, Dickinson High School Assistant Principal Jay Hepperle, Dickinson High School Assistant Principal Guy Fridley, Southwest Community High School Principal Kristy Goodall, Dickinson Middle School Principal Marcus Lewton, Dickinson Middle School Assistant Principal Shawn Leiss, Dickinson Middle School Assistant Principal Cassie Francis, Heart River Elementary Principal Susan Cook, Lincoln Elementary Principal Tammy Peterson, Prairie Rose Elementary Principal Sherry Libis, Roosevelt Elementary Principal Henry Mack, School Board Secretary Twila Petersen, JE Dunn Senior Project Manager Brian Stark, Ms. Megan Spillman, Ms. Natasha Ash, and Ms. Barbara Shockey.

Call to Order - Board President Seaks called the meeting to order at 6:41 p.m.

Public Participation - There were no requests for public participation.

School Board Vacancy – Mrs. Sarah Ricks has submitted her resignation as a member of the Dickinson Public School Board. Available under Supporting Documents is an Application for Board Position that was previously utilized for filling a Board vacancy. Action was requested to declare a Board vacancy. Due to the resignation of Mrs. Sarah Ricks, Mrs. Schwartz moved to declare there is a vacancy on the School Board. She further moved that all applications for the Board vacancy be submitted no later than 12:00 noon on Friday, February 9, 2018. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-4 (Schwartz, Wilkie, Rude, Seaks); nays-0; absent-0. The motion carried unanimously.

Election of Officers – As per Board Policy BBBA-Officers of the Board, Mr. Brent Seaks (formerly the vice president) shall fill the vacancy in the presidency. As Board president, he will be one of the two signatures for the District's American Bank Center account. Action was requested to fill the vice presidency position. Mr. Wilkie nominated Kim Schwartz for vice president of the Dickinson Public School District. Mrs. Rude seconded the motion. President Seaks make three requests for additional nominations for the position of vice president of the Board. There were no additional nominations. A roll call vote was taken on the motion: ayes-4 (Wilkie, Rude, Schwartz, Seaks); nays-0; absent-0. The motion carried unanimously.

Superintendent Sullivan's Resignation – At the end of the January 8, 2018, School Board Meeting, Superintendent Douglas Sullivan submitted his resignation effective June 30, 2018. Action was requested on his resignation. Mrs. Rude moved to accept the resignation of Dr. Douglas W. Sullivan as superintendent of Dickinson Public Schools effective June 30, 2018. Mrs. Schwartz seconded the motion. Discussion: Board Member Wilkie shared his pleasure and time working with Dr. Sullivan. Dr. Sullivan echoed that sentiment and said his resignation was not an easy decision to make. A roll call vote was taken on the motion: ayes-4 (Rude, Wilkie, Schwartz, Seaks); nays-0; absent-0. The motion carried unanimously.

Superintendent Search – The Board would need to decide if it wished to do the search internally or utilizing an external firm. Several external proposals for the superintendent search were received and distributed to the Board members. These are available upon request.

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Superintendent Search (cont.)

Mrs. Rude has reviewed the proposals and provided the following input. Some of the search firms had not done a search in North Dakota for several years. One firm only does searches within the State of North Dakota. She identified the search firms that are currently contracted by North Dakota school districts for a superintendent search. The monetary amount for some of the firms was high. Mrs. Rude contacted two of the search firms today and visited with them. One of the firm's fees (Ray) was encompassing with only adding travel expenses. Skype could be utilized to communicate with the firm and a fee would be required once there was a commitment to bring a candidate. Another firm's proposal (McPherson) did not include all expenses nor the cost of media advertisement. Ray and Associate could be \$2,000 for each candidate. Mrs. Rude felt it would cost the same amount whether choosing Ray and Associates or McPherson. She would like to know which firm has more experience.

President Seaks suggested doing an external search and then discuss which search company to use and also discuss a timetable. Vice President Schwartz concurred with using an external firm. Mr. Wilkie also concurred since no one on the Board has had the experience of a superintendent search.

President Seaks noted there were three proposals that had been forwarded to the Board members for review. They were from the North Dakota School Boards Association, Ray and Associates, Inc., and McPherson & Jacobson, LLC. President Seaks explained he had sent an email to both Ray and Associates and McPherson and had heard back from both of them within 30 minutes. Ray and Associates indicated they had 170 network consultants and their fee was \$16,500. McPherson & Jacobson indicated they had 130 networks and their fee was \$9,500.

A timeline was discussed. President Seaks requested input from Superintendent Sullivan. Dr. Sullivan recommended having the process completed no later than March. Most superintendents have made their commitments by April.

Consensus was to interview McPherson & Jacobson and also Ray and Associates in a Special School Board Meeting as potential firms for the superintendent search. Mrs. Rude will draft some questions to be asked of both companies. Mrs. Schwartz moved to schedule a Special School Board Meeting on Friday, January 26 at 12:00 noon at the Central Administration Office in the Board room. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

Adjournment – At 7:05 p.m., Board President Seaks declared the meeting adjourned.

Brent Seaks, Board President

Kent Anderson, Business Manager

Twila Petersen, Secretary