

TO: School Board Members
FROM: Douglas W. Sullivan, Superintendent
SUBJECT: Agenda Background
DATE: March 12, 2018

- I. **Call to Order** – President Seaks 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** – February 12 regular School Board Meeting, February 23 Special School Board Meeting, and March 7 School Board Workshop. The minutes are posted under Minutes on the school board website.
 - b. **Bills** – The bills are posted under Financial Reports on the school board website.
 - c. **Financial Report** – The Financial Report is posted under Financial Reports on the school board website.
 - d. **Pledged Assets Report** – The Pledged Assets Report is posted under Financial Reports on the school board website.
 - e. **Personnel Reports** – The personnel reports are posted under Supporting Documents on the school board website.
 - f. **Tuition Waiver Requests** – A request for a waiver for a child of Yelena Geffre from Dickinson to South Heart and a request for a waiver for a child of Maddie Buck from Dickinson to South Heart.
 - g. **RACTC Report** – A report from the RACTC director is posted under Supporting Documents on the school board website.
 - h. **Faculty/Students/Staff Recognitions** – The faculty/students/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 February 12 regular School Board Meeting, the February 23 Special School Board Meeting, and March 7 School Board Workshop; the bills for February 2018; the financial reports for February 28, 2018; the pledged assets report for February 28, 2018; the personnel reports; a tuition waiver request for a child of Yelena Geffre from Dickinson to South Heart and a tuition waiver request for a child of Maddie Buck from Dickinson to South Heart; the RACTC director’s report; and the faculty/students/staff recognitions; as presented.”

- V. **Superintendent’s Report** – Superintendent Sullivan will report on topics which do not appear elsewhere on the agenda.

VI. Business Topics

- a. **Principal Reports** – Prairie Rose Elementary Principal Sherry Libis and Dickinson High School Principal Ron Dockter will provide information regarding the events, activities, and achievements at Prairie Rose Elementary and Dickinson High School. This agenda item is informational only. No action is requested.
- b. **North Dakota School Boards Association (NDSBA) Negotiations Seminar** – Board Member Kim Schwartz attended the February 8 and 9th NDSBA Negotiations Seminar held in Bismarck. She will summarize the seminar at the meeting. This agenda item is informational only. No action is requested.
- c. **Budget Development and Input Committee Update** – This committee met on Thursday, March 8. The minutes from this meeting are posted on the District’s website under Supporting Documents. President Seaks and Board Member Rodakowski are the Board representatives on the committee and will summarize the topics discussed. This agenda item is informational only. No action is requested.
- d. **Building Fund Levy** – Business Manager Anderson will address the board explaining the impacts and process involved in increasing the building fund levy from 10 mills to 20 mills. This item was discussed at the Budget Committee meeting held on March 8 and the Budget Committee deferred discussion to the full board. This agenda item is for discussion only. No action is requested.
- e. **Bid for Asbestos Abatement at Berg Elementary** – Dickinson Public Schools advertised for bids for Asbestos Abatement at Berg Elementary. These costs were not included in the Berg renovation project estimate previously approved by the Board. On March 1, 2018, two Asbestos Abatement bids were received. The administrative recommendation is to accept Total Control, Inc.’s bid of \$79,894.00 for asbestos abatement at Berg Elementary. Action is requested. **Sample motion: “I move to accept the low bid from Total Control, Inc. for asbestos abatement at Berg Elementary for a total price of \$79,894.00.”**
- f. **Dickinson High School Architectural Services** – On Thursday, March 7, the School Board met with Dickinson High School administrators and received input from Mr. Chris Gibbs with the DLR Group regarding the future for Dickinson High School. Based on input from stakeholder meetings, it was established to utilize the current high school building structure and make renovations. At the workshop, Board members discussed a Request for Qualifications for an architect for Phases II (Programming), III (Design), and IV (Construction) of the Dickinson High School facility. Action is required for this request. *A roll call vote is required.* **Sample motion: “I move to authorize the administration to move forward with the process to seek applications for the Request for Qualifications in the selection of an architect for the programming, design, and construction phases of the renovation of Dickinson High School.”**
- g. **Statement of Interests** – A copy of Mr. Jason Rodakowski’s Statement of Interests form is posted under Supporting Documents. He may not participate on the motion on his own potential conflict of interest. Action is requested. *A roll call vote from all Board members, except Mr. Rodakowski, is required.* **Sample motion: “I move to allow Jason Rodakowski to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17.”**

- h. Superintendent's Evaluation** – As per North Dakota Century Code, the superintendent evaluation is due by March 15. President Seaks has met with Superintendent Sullivan and reviewed a modified evaluation. Action is required. *A roll call vote is recommended.*
Sample motion: “I move to acknowledge that the school board members did evaluate Superintendent Sullivan, as required by North Dakota Century Code, and that he has met the expectations of the Board.”
- i. Co-curricular Salaries and Positions** – The Extra-curricular Committee met on January 31 and proposed increases in percentages for several positions and also recommended some new positions. The sample motion reflects the recommendation of the Extra-curricular Committee. *A roll call vote is recommended.* **Sample motion: “I move to increase the percentage for the following existing co-curricular positions:**

- **Increase the percentage for the salary of the advisor for the Dickinson High School National Honor Society from 1.9% to 3.8%.**
- **Change the percentage of the salary of the advisor for the Dickinson High School Prom/Senior Banquet from 4% to 3.8%.”**

“I further move to create the following co-curricular positions with the respective percentages of salaries as listed:

- **One (1) Dickinson Middle School Student Council head advisor with a percentage of 5.2% of the salary.**
- **One (1) Dickinson Middle School Student Council assistant advisor with a percentage of 3.8% of the salary.**
- **One (1) Dickinson High School Student Council head advisor with a percentage of 12% of the salary.**
- **One (1) Dickinson High School Student Council assistant advisor with a percentage of 9% of the salary.**
- **One (1) Dickinson Middle School weight room supervisor/strength coach with a percentage of 6% of the salary.**
- **Two (2) Dickinson High School weight room supervisor/strength coach with a percentage of 6% of the salary.”**

- j. Early Resignation Incentive Applications** – The following individuals have submitted their resignation before the deadline to receive the early resignation incentive. The deadline for certified staff is March 1 and for classified staff is April 1.
- Gail Dockter, Day Treatment social worker at Dickinson Middle School (8 years of service)
 - Richard Kovash, grade six instructor at Dickinson Middle School (29 years of service)
 - Nichole Tooz, English language arts instructor at Dickinson Middle School (22 years of service)
 - Jennie Zimmerman, grade one instructor at Prairie Rose Elementary (2 years of service)

To date, there have been 23 certified teachers, 2 administrators, and a superintendent that qualify for the early resignation incentive. Total years of service for all 26 individuals is 405 and averaging 15.5 years.

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 retirement incentive applications. Action is requested. Sample motion: **“I move to approve the early resignation incentive from Gail Dockter, Day Treatment social worker at Dickinson Middle School; Richard Kovash, grade six instructor at Dickinson Middle School; Nichole Tooz, English language arts instructor at Dickinson Middle School; and Jennie Zimmerman, grade one instructor at Prairie Rose Elementary; with an effective date of May 25, 2018.”**

- k. **Open Enrollment Applications** – Open enrollment applications are completed by non-residency parents that wish their children to attend Dickinson Public Schools. Open enrollment applications are for parents that have recently moved and the deadline waiver applies (which the Board reviews throughout the year) **or** for parents that have not moved but wish their children to attend Dickinson Public Schools. Those applicants that have not recently moved have a deadline of March 1 to turn in their application to Dickinson Public Schools for the next school year.

The administrative recommendation is to approve these applications for open enrollment (listed in order received). Action is requested.

- A child of Shannon Binstock from South Heart to Dickinson (tuition waiver 2017-2018, child currently attends Dickinson Public Schools)
- A child of Christina Ransom from South Heart to Dickinson (tuition waiver 2017-2018, child currently attends Dickinson Public Schools)
- A child of Frank Martinet from South Heart to Dickinson (tuition waiver 2017-2018, child currently attends Dickinson Public Schools)
- A child of Aaron Radtke from Richardton-Taylor to Dickinson (child currently attends Dickinson Public Schools)
- A foster child of Kristina Goodall from South Heart to Dickinson (child is currently a student at Southwest Community High School)

Sample motion: “I move to approve the open enrollment requests for a child of Shannon Binstock from South Heart to Dickinson, a child of Christina Ransom from South Heart to Dickinson, a child of Frank Martinet from South Heart to Dickinson, and a foster child of Kristina Goodall from South Heart to Dickinson; all to be admitted to Dickinson Public Schools as per the open enrollment policy.”

The administrative recommendation is to approve these applications for open enrollment (listed in order received) for the following kindergarten students. Action is requested.

- A child of Melissa Hoff from Richardton-Taylor to Dickinson (kindergartener with a sibling currently attending Dickinson Public Schools)
- A child of Audrey McMacken from South Heart to Dickinson (kindergartener with a sibling currently attending Dickinson Public Schools)
- A child of Joselyn Ycado from Belfield to Dickinson (kindergartener with no sibling attending Dickinson Public Schools)

Sample motion: “I move to approve the open enrollment requests for a child of Melissa Hoff from Richardton-Taylor to Dickinson, a child of Audrey McMacken from South Heart to Dickinson, and a child of Joselyn Ycado from Belfield to Dickinson; all to be admitted to Dickinson Public Schools as per the open enrollment policy.”

- I. **School Board Policy Revision- Second Reading and Final Adoption** - Board Policy FAB-School Assignment is posted on the website under Supporting Documents. Revisions recommended by the North Dakota School Board Association (NDSBA) are noted in red text. Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to approve for second reading and final adoption revised policy FAB-School Assignment, as presented.”**

VII. **Other**

VIII. **Adjournment**

Announcements

- May 7-11– Teacher/Staff Appreciation Week
- Wednesday, May 9, 7:00 p.m.–Teacher/Staff Retirement and Recognition Program, Dickinson High School auditorium.
- Wednesday, May 16 at 7:00 p.m.–Dickinson Adult Learning Center graduation, Hagen building
- Wednesday, May 23 at 7:00 p.m.–Southwest Community High School graduation, Hagen building
- Sunday, May 27, 1:00 p.m.–Dickinson High School graduation, Dickinson High School gymnasium