



**District-Wide PAC Meeting
Minutes**

**Tuesday, March 12, 2024; 12:00 p.m.
Professional Learning Lab**

Committee members present were Superintendent Dr. Marcus Lewton, Business Manager Stephanie Hunter, Communications Director Sarah Trustem, Stacy Kilwein (representing Partners in Parenting), Krissy Kilwein (representing Berg Elementary PAC), Jessica Sherman (representing Heart River Elementary PAC), Melissa Wells (representing Jefferson Elementary PAC), Laura Fetting (representing Lincoln Elementary PAC), Stephanie Rogers (representing Roosevelt Elementary PAC), and Maree Bowsby (representing the Early Childhood Program).

Call to Order – Superintendent Dr. Lewton called the meeting to order at noon.

Additions/Deletions to the Agenda Items – There were no additions or deletions to the agenda.

Approval of the February 13, 2024, Minutes – The February 13, 2024, meeting minutes had been emailed to the team and were available at the meeting. Mrs. Jessica Sherman moved to approve the minutes as presented. Mrs. Laura Fetting seconded the motion. A voice vote was taken on the motion. The motion carried unanimously.

Approval of the November 14, 2023, Minutes – The November 14, 2023, meeting minutes had previously been emailed to the team and were available at the meeting. Mrs. Krissy Kilwein moved to approve the minutes as presented. Mrs. Stephanie Rogers seconded the motion. A voice vote was taken on the motion. The motion carried unanimously.

Business Topics

March 11, 2024, School Board Meeting Agenda – Superintendent Dr. Lewton noted the student enrollment was up 162 students compared to the same time last year. The current enrollment was at 4,005 students. Recently, the District opened pre-registration for next fall’s kindergarteners. There are 226 preregistered. Last year at this time, there were 127 preregistered.

The Board received a report from the Construction Manager at Risk for increasing the security at the elementary buildings and the high school rebuild. Dr. Lewton explained there are multiple elementary schools that have projects that have gone to bid or are going to bid.

At the Board Workshop held directly before the School Board Meeting, the Board received information regarding the recent proposal from RSP & Associates for elementary school boundary adjustments. The proposal recommended moving some of the students from Jefferson Elementary to Berg Elementary. Approximately 30 students residing south of Dickinson State University, north of Villard Street, and east of States Avenue would be transferred from Jefferson Elementary to Berg Elementary.

The Board received input from three Jefferson Elementary teachers regarding the boundary adjustments. The teachers supported the adjustment to help with large classrooms at Jefferson.

Once the boundary adjustments are made, Berg Elementary will become a 2-section school, meaning there will be two kindergarten classrooms, two first-grade classrooms, etc.

Superintendent Dr. Lewton stated at last night's Board meeting, the Board approved the administrative recommendation to close open enrollment. By closing open enrollment, those families that live in other school districts could no longer open enroll into Dickinson Public Schools. He noted there could be exceptions to closing open enrollment and gave some examples such as students currently attending Dickinson Public and moving to an adjacent school district. The decision to close open enrollment was due to staffing, space in the schools, and available resources.

The Board approved Dickinson High School having late starts on Wednesday for the 2024-2025 school year. The Board also approved a calendar with the A/B block schedule.

Dr. Lewton explained the early resignation incentive for employees was provided for those certified employees who indicated their intent to resign by March 1. They are provided \$35 per day for any unused sick leave with the early resignation incentive.

A copy of the District's policy for the Parent Advisory Council was distributed to the members. Based on input from the District-Wide PAC and the administrative Cabinet, there were revisions noted on the policy. Dr. Lewton went through each revision. He asked if the revisions were satisfactory with the members. The members felt it would provide some guidance and assist principals.

District-Wide PAC Gift Selection for DPS Employees – Customarily, the District-Wide PAC selects a give to be given to each District employee during Teacher/Staff Appreciation Week in May. Links for several websites were emailed to the committee members in mid-February to review for possible ideas for a gift. After a discussion of various ideas, Mrs. Sherman moved to approve a gift found through Positive Promotions. Mrs. Fetting seconded the motion. A voice vote was taken on the motion. The motion carried unanimously. Mrs. Petersen will contact local businesses to try and find the item locally and get a quote. It will need to be within the budget.

VOLY Program – Director of Communications Sarah Trustem explained the VOLY volunteer program was implemented from a Clean Climate Transformation Grant. She noted there was training on VOLY in January including some tips and tricks to better market at the building level. Mrs. Trustem distributed a handout. She felt the program was not being utilized to its fullest capacity. The opportunities for VOLY need to be brought forward from the building level. It is a work in progress and will improve with time. Volunteers are requested to sign up through VOLY. VOLY does a background check. Some ideas were shared on how the VOLY program could be utilized. This led to a discussion regarding encouraging more parents to be involved in their building's PAC.

Other - Mrs. Wells inquired regarding the Department of Transportation's proposal to remove the traffic light on Highway 22 located at the corner by Berg Elementary. Dr. Lewton explained there was a public input meeting at the Professional Learning Lab in February.

The Central Administration Office administrators have met with the City of Dickinson and the Department of Transportation. The crossing for students in the middle of the street in front of Berg Elementary has been removed. There will be another traffic light count sometime near the end of April or the beginning of May.

Mrs. Stacy Kilwein from Partners in Parenting invited members to attend a Parent Fair at Legacy Square on Saturday, April 27. This could be an opportunity to encourage parents to sign up to be on the building-level PAC. If District-Wide PAC members are interested, they were requested to email Mrs. Stacy Kilwein. Mrs. Trustem offered to create flyers with a QR Code.

Adjournment – The meeting adjourned at 1:12 p.m.