



Budget Committee Meeting Minutes

March 24, 2016; 7:00 a.m.

Central Administration Office – Board Room

Present: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Board Member Leslie Ross and Board Member Brent Seaks. Others present: Mr. Lyle Smith, Mr. James Fahy, Mr. Jay Schobinger, and Mrs Twila Petersen.

Called to Order – The meeting was called to order at 7:00 a.m. by Chair Leslie Ross.

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

Business Topics

Attendance Areas / Bus Purchase – Mr. Reep explained the Board approved a \$500,000 line item for buses this school year. There was one activity bus purchased and three route buses purchased. The route buses were purchased mostly due to the in-city bus service. He noted the District was within its budget for this year. Mr. Reep would suggest that same amount of money next year as the District positions itself for the opening of Dickinson Middle School. Pick up points will be a discussion by administration in the future. These could impact how many buses would be necessary. Mrs. Ross inquired if there are any buses that need to be swapped out. Mr. Reep responded the District is caught up with the newest bus purchases. Those replaced will become spares and taken off service. The oldest bus is from 2008. Mrs. Ross and Mr. Seaks concurred with the administrative recommendation.

Center Based Emotionally Disturbed Education Program – Superintendent Sullivan explained the topic of a center based emotionally disturbed program has been presented to this committee a couple of times. When presented there wasn't a specific name attached to it. This would be a program for grades K-5. He distributed a handout with proposed classroom size, licensed teacher and paraprofessional requirements. Dr. Sullivan said the District has seen an increase in the past three years of students with significant challenges. If these students could receive more attentive, personal service it may improve the student's behavior and/or minimize disruption to an entire classroom. Tentative plans are to place this center at Prairie Rose Elementary. It would house five services from all the K-5 buildings. There would be some transportation provided with the transportation cost absorbed by the District. Mrs. Martinson, Director of Student Services, has traveled and reviewed a similar program in Bismarck. The estimated cost for the program is \$148,000-\$167,000. It will not only benefit the students in the program but also the students in the classroom and also the teaching staff in terms of getting some service to the students. Students will be placed in the program through an IEP process. Chair Ross concurred that this idea had been presented before to the Budget Committee. It is an item on the priority list. She appreciated the work Mrs. Martinson has done in gathering all the details. Dr. Sullivan noted the intention is for the students to possibly transition out of the program and mainstream into the classroom without leaving Prairie Rose Elementary. Mrs. Ross addressed Mr. Reep and inquired if funds had been allocated to the program. Mr. Reep responded that there were no funds allocated. Dr. Sullivan said that finding a strategist will be a challenge. The person will need to be licensed in North Dakota and have certification for special education for emotionally disturbed. Mrs. Ross suggested creating an organizational chart. She added that since this topic has been discussed many times it would

be her recommendation, without any objection, to concur with the administrative recommendation and move forward. Mr. Seaks agreed.

Needs Assessment – Superintendent Sullivan distributed a handout with the ranking order of the needs assessment. The process for ranking was explained. The priority items had been reviewed by Cabinet and then ranked by Central Office administrators. The list is then brought to the Budget Committee for consideration. First on the list was additional counseling services at the high school. Second on the list was building level administrative support probably in the form of a teacher on special assignment. Administrative recommendation was to proceed with items #1 and #2 on the needs assessment. Mrs. Ross and Mr. Seaks concurred with the administrative recommendation.

Teacher Stipend Pay – Assistant Superintendent Reep explained during teacher negotiations last year there was a Memorandum of Understanding drafted by the Board and DEA stating that the Board would consider an increase in the hourly teacher stipend rate every other year instead of every three years. Administrative recommendation was to increase the current \$28 per hour rate to \$30 per hour. This would have a budget implication of \$43,500 based on last year's payroll collected. Mrs. Ross and Mr. Seaks concurred with the administrative recommendation.

2017-2018 Middle School Staffing – Dr. Sullivan explained the discussion regarding the Dickinson Middle School staffing is preliminary for the 2017-2018 school year. Given the instructional model that is being worked on and the educational process at DMS, it is likely there may need to be some additional positions added. He was not prepared to give a number but wanted to provide advanced notification to the Budget Committee. The assistant superintendent is working on identifying operational costs and forecasting for the building.

2016-2017 Speech Therapy Positions – Superintendent Sullivan explained the District has 6.2 speech therapists and previously had 8.6. The administrators and human resources department has been working all year to try and find some avenues for filling the vacancies. Two days ago there were interviews from six people from the Philippines and one person domestically. Previously a request was made to the Budget Committee to request 2.6. It is easier to hire for a 3.0 position and therefore the administration was requesting authorization to hire 3.0. The estimated cost for this change is approximately \$30,000-\$35,000. Mrs. Ross and Mr. Seaks concurred with the administrative recommendation.

Other – There were no other topics for discussion.

Adjournment – The meeting adjourned at 7:36 a.m.