

**Dickinson Public Schools**  
Unapproved School Board Meeting Minutes  
August 14, 2017; After Public Hearing  
Central Administration Office Board Room

The Dickinson Public School Board held a regular meeting on August 14, 2017, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Kim Schwartz, Mr. David Wilkie, and Mrs. Tanya Rude (via conference call). Administrators present were: Superintendent Douglas Sullivan, Business Manager Kent Anderson, Mr. Jay Hepperle, Mr. Ron Dockter, Mrs. Tammy Peterson, Mrs. Susan Cook, Mrs. Melanie Kathrein, and Dr. Marcus Lewton. Others present: Mr. Richard Benz, Mrs. Twila Petersen, and Mr. Patrick Bernadeau from the Dickinson Press.

**Call to Order:** Board President Ricks called the meeting to order at 6:23 p.m.

**Public Participation:** There were no requests for public participation.

**Additional Agenda Items/Removal of Items from Consent Agenda:** There were no requests for additions or removal of agenda topics.

**Consent Agenda:** Mr. Wilkie moved to approve the agenda including the consent agenda consisting of the minutes from the July 17, 2017, annual meeting; the July 27 workshop, and the August 1 workshop; the bills for July 2017; the financial reports for August 1, 2017; the pledged assets report for August 1, 2017; the personnel reports; the student/staff recognitions; and a tuition waiver for a child of Frank Martinet from South Heart to Dickinson; as presented. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

**Superintendent's Report:** Superintendent Sullivan reported on the following topics which did not require Board action.

**Open Enrollment:** Dr. Sullivan noted that open enrollment has been closed. This administrative decision was based on many class sizes exceeding the recommended number of students in the classroom.

**Public Open Forum:** The DLR Group will facilitate a public open forum on Tuesday, October 10 at Dickinson High School to receive input from the community regarding the Dickinson High School facility. The large classroom sizes will be moving forward to the high school in the near future which may create challenges for the space available.

**Professional Development:** Dr. Sullivan invited Board members to attend the professional development sessions held on August 21, 22<sup>nd</sup> and 23<sup>rd</sup>.

**Vacancies:** At last month's meeting, Dr. Sullivan shared the positions that still needed to be filled. Superintendent Sullivan updated the Board members noting there was one vacancy to fill at the Early Childhood Center and interviews for that vacancy are being conducted tomorrow.

**Eureka Math:** Director of Instruction Melanie Kathrein addressed the Board. Mrs. Kathrein explained the District would be implementing Eureka Math this fall. The pilot was very beneficial preparing for the upcoming school year. She acknowledged the work and dedication by the teachers in the pilot program and noted it was challenging at times for the teachers involved in the process but they persevered and provided good input. Mrs. Kathrein explained the professional development that will be available for the teachers, strategists, title teachers, paraprofessionals, and other employees. She emphasized the role of the different areas in supporting student learning and how it is important across all grade levels. The curriculum, training, and resources will be monitored as the District moves forward.

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**Business Topics**

**Summer Building and Grounds Project Update:** Business Manager Kent Anderson reported on the status of the building and grounds projects that were scheduled for completion this summer. He noted there were approximately 40 projects varying in scope with a total budgeted cost of approximately \$550,000. Given the summer overlapped two fiscal years, some projects were expensed in the 2016-2017 budget and some in the 2017-18 budget. Mr. Anderson reported that there were three major projects still in process as of today and that the Building and Grounds Coordinator indicated he expects those projects to be wrapped up before the start of the school year. This agenda item was informational only. No action was requested.

**Senate Bill 2186:** Superintendent Sullivan addressed the Board. He noted Senate Bill 2186 was passed and signed by the Governor during the 2017 legislative session. A copy of the bill is posted on the website under Supporting Documents. This bill provides school districts an opportunity to apply for a waiver for an innovative grant. This opportunity could be to improve the delivery of education, improve the administration of education, increase education opportunities for students, or improve the academic success of students.

Senate Bill 2186 was discussed at this morning's Cabinet meeting. The principals indicated if they decide to do something at the building level, they will work with their faculty. This innovative process may require a request for a waiver.

President Ricks said she had asked this topic be placed on the agenda. The Board is excited about the direction this could take and hoped that it would open doors for individuals to "think big" and make innovative decisions. This process is in its infancy therefore the application procedure was unknown. This agenda topic was informational only with no action requested by the Board.

**Budget Input and Development Committee:** The Budget Committee met on July 27 and August 1. Available on the website under the District Wide Committee Meetings are the minutes from the meetings. This agenda item was informational only. No action was requested.

**Budget and Tax Levy:** The Certificate of Levy is due in the County auditor's office August 15. It may be amended until October 10 and the rest of the budget may be changed at any time by Board action. The revenue and expenditures are listed on the background agenda. The administrative recommendation was to approve the budget as presented. Mrs. Schwartz moved to approve the general fund expenditures of \$44,457,024; the capital projects fund expenditures of \$14,947,017; the debt services fund expenditures of \$4,632,512; and the food services fund expenditures of \$1,874,722 for the 2017-2018 school term. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Rude, Seaks, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

A copy of the District's Certificate of Levy for 2017-2018 is posted under Supporting Documents. The administrative and Budget Committee recommendation was to levy for 65.57 mills in the general fund, 10 mills in the building fund, and 28.81 mills in debt services for a total of 104.38 mills. The total amount requested for all levies is \$17,676,588. Action was requested. Mrs. Rude moved to approve the

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**Budget and Tax Levy (cont.)**

Certificate of Levy for \$17,676,588 for the fiscal year ending June 30, 2018. Mrs. Schwartz seconded the motion. Vice President Seaks reiterated his appreciation for the time and efforts in the research provided by Business Manager Anderson and Superintendent Sullivan and the examples provided for the taxpayers. President Ricks concurred. A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Seaks, Rude, Ricks); nays-0; absent-0. The motion carried unanimously.

**Payment of Signing Bonus:** A copy of North Dakota Century Code 15.1-09-33.1 is posted on the website under Supporting Document. This Century Code provides an opportunity for school districts to “offer and, upon the signing of the contract by both parties, pay a signing bonus.” Administrative recommendation was for the School Board to authorize a signing bonus for two positions at the high school in the Career and Technical Education (CTE) field with bonus payments to be made in three increments over the course of the school year.

Superintendent Sullivan addressed the Board. He explained that signing bonuses are a new concept for the school district. He noted there is conflicting language in the professional negotiated agreement between the School Board and the DEA. This is something that will need to be discussed during the next round of negotiations. After a discussion with the DEA leadership, it was felt that the District could not go to 15 years on the salary schedule for the CTE instructors. Dr. Sullivan explained the placement of the most recently hired CTE instructors and the justification for the suggested bonus amount. Mr. Seaks moved to authorize Dickinson Public Schools to pay a one-time signing bonus of \$3,300 to Anthony Awender for the signed contract for 2017-2018 for the position of automotive technology instructor at Dickinson High School and to pay a one-time signing bonus of \$3,300 to Marjorie Lehman for the signed contract for 2017-2018 for the position of drafting instructor at Dickinson High School. The one-time signing bonus shall be paid in three increments; September 2017, January 2018, and May 2018. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Seaks, Wilkie, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

**Schedule Special School Board Meeting:** The 2017-2018 Consolidated Grant Application requires approval by the School Board prior to submission but won't be completed until after August 22. Action was requested. Mrs. Schwartz moved to schedule a special school board meeting for August 23 at 12:00 noon at the Central Administration Office. Mrs. Rude seconded the motion. Assuming a roll call vote, the motion carried unanimously.

**Open Enrollment Application:** Kristina Goodall applied for open enrollment for her foster child to be admitted to the Dickinson Public Schools from South Heart School District. The student recently moved and therefore the deadline waiver applies. The administrative recommendation was to approve the application. This student attended DPS in 2016-2017. Action was requested. Mrs. Rude moved to approve the open enrollment request for a foster child of Kristina Goodall to be admitted to the Dickinson Public Schools from South Heart under the open enrollment policy. Mrs. Schwartz seconded the motion. Assuming a roll call vote, the motion carried unanimously.

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**School Board Regulation Revision, First Reading and Final Adoption:** Board regulation GAAC-BR1 Procedure for Reviewing Complaints About Instructional/Resource Material has an edit recommended by the administration. This revised regulation is available on the website under Supporting Documents. Action was requested. Mr. Seaks moved to approve for first reading and final adoption the revisions to Board regulation GAAC-BR1—Procedure for Reviewing Complaints About Instructional/Resource Material, as presented. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rude, Wilkie, Seaks, Schwartz, Ricks); nays-0; absent-0. The motion carried unanimously.

**School Board Policy Revisions, Second Reading and Final Adoption:** The following policies have recommended revisions. Changes noted in red text are recommended by the North Dakota School Boards Association (NDSBA); changes noted in purple text are recommended by the DPS administration or School Board member. All policies are available on the website under Supporting Documents. Policy BA–School Board Ethics has minor NDSBA recommended revisions to the policy. Policy BCAD-Executive Session has several revisions recommended by the NDSBA. Policy CAAB-Superintendent Evaluation Procedure has recommended revisions from Board President Ricks and revisions recommended by NDSBA. Policy DDA-Sick Leave has a minor revision that would clarify classified personnel sick leave and align it with the DPS Classified Salary and Benefit Package. Policy FACB-Student Transfer and Withdrawal Records has minor revisions recommended by the NDSBA. Policy FCAF-Concussion Management has several revisions recommended by the NDSBA. Action was requested. Mrs. Rude moved to approve for second reading and final adoption the following revised policies: BA-School Board Ethics, BCAD-Executive Session, CAAB-Superintendent Evaluation Procedure, DDA-Sick Leave, FACB-Student Transfer and Withdrawal Records, and policy FCAF-Concussion Management. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Seaks, Rude, Wilkie, Ricks); nays-0; absent-0. The motion carried unanimously.

**Other:** There were no other topics for discussion.

**Adjournment:** President Ricks declared the meeting adjourned at 7:10 p.m.

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Sarah Ricks, Board President

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Kent Anderson, Business Manager

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Twila Petersen, Secretary