



**Classified Council Minutes**  
**Wednesday, October 10, 2018; 1:30 p.m.**  
**Central Administration Office**

**Present** - Superintendent Shon Hocker, Assistant Superintendent Keith Harris, Marsha Breiner (Berg Elementary), Mary Weflen (Jefferson Elementary), Heidi Smith (Lincoln Elementary), Jo Erickson (Roosevelt Elementary), Kelly Bergman (Prairie Rose Elementary), Denae Klein (Dickinson Middle School), Paula Penny (Heart River Elementary), and Meghan Ziegs (Central Administration Offices).

**Absent** - Heidi Schostek (Dickinson High School)

**Call to Order** – The meeting was called to order by Superintendent Hocker at 1:30 p.m.

**Introductions** – Individuals stated their names and the buildings they represented.

**Review and Approval of May 15, 2018, Meeting Minutes** – Mrs. Jo Erickson moved to approve the May 15, 2018, meeting minutes, as presented. Mrs. Heidi Smith seconded the motion. The motion carried unanimously.

**Old Business** – There was no old business.

**New Business**

**October 9, 2018, School Board Meeting and Board Workshop** – A copy of the agenda from the meeting was distributed to the Classified Council members. There was a brief discussion regarding the revision of Policy ABBA-Dickinson Public School District's Policy for Tobacco Use. Dr. Hocker informed the members of the crowding and repair issues at DHS and the upcoming community meeting regarding solutions for these issues.

**School Zone Street Signs** - Mrs. Smith stated the need for more signage mainly around Lincoln and Roosevelt Elementary. She had stated that this issue has been brought up in the past with the result that Dickinson Public Schools would have to approach the City with the request. Dr. Hocker and Mr. Harris agreed that this could be done at their next meeting with the City later this fall.

**Personal Leave-List Reason for Leave** - Mrs. Weflen inquired if staff need to list a reason when taking a personal day. Mr. Harris said that it is not required.

**15-minute Break** - Mrs. Weflen asked how many hours one must work in order to receive a 15 minute break. Dr. Hocker said that the 15 minute break is not guaranteed. Staff are only guaranteed a 30 minute unpaid break. Mr. Harris stated that he wanted to sit in on the next Principal's meeting to discuss each buildings view of the 15-minute break so we can be consistent across the District.

**AdvancED Engagement Review November 4-7**- Dr. Hocker informed the Classified Council members that there would be AdvancED members in the schools November 4-7. The AdvancED team reviews the District every five years.

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

**Adjournment** – The meeting adjourned at 2:30 p.m. The next meeting has been scheduled for Tuesday, November 20 at 1:30 p.m.