



Classified Leadership Minutes
Tuesday, November 15, 2022; 1:30 p.m.
Professional Learning Lab

Present - Superintendent Dr. Marcus Lewton, Assistant Superintendent Keith Harris, Business Manager Stephanie Hunter, Kayla Kennedy (Berg Elementary), Jennifer Wyckoff (Jefferson Elementary), Heidi Smith (Lincoln Elementary), Jeffrey Whitehead (Hagen Building), Jo Erickson (Roosevelt Elementary), and Tracy Lauf (Prairie Rose Elementary).

Absent – Kristi Burbank (Dickinson High School), Jeanette Wyckoff (Heart River Elementary), Nancy Muffley (Central Administration Offices), and Kristi Eckes (Dickinson Middle School).

Call to Order – The meeting was called to order by Superintendent Lewton at 1:32 p.m.

Review and Approval of October 10, 2022, Meeting Minutes – Mrs. Jo Erickson moved to approve the October 10, 2022, meeting minutes as presented. Mrs. Heidi Smith seconded the motion. A voice vote was taken on the motion. The motion carried unanimously.

Old Business – There was no old business.

New Business

Communication Between Administration/Certified Staff and Classified Staff – The person requesting this item on the agenda was not present. Dr. Lewton will reach out to the representative to get more clarification. No other members had questions or concerns regarding this topic at this time.

Virtual Day on Storm Day – There was a question as a follow up to the storm day on Thursday, November 10, 2022, when school transitioned from face-to-face to virtual learning. Superintendent Dr. Lewton stated the Classified Salary and Benefits Package allowed for personal, vacation, or sick days to be taken by classified employees. Mrs. Erickson thanked Dr. Lewton for the early announcement regarding the decision to go virtual as it was beneficial for those employees that need to arrive at school early in the morning and they could plan accordingly.

Paraprofessionals – Dr. Lewton explained the District provided more flexibility for paraprofessionals to be mutually categorized. The paraprofessionals could then be utilized in different capacities throughout the District if there was a need to have that option.

Superintendent Lewton reminded committee members that questions that are unique to an individual should be referred to the proper individual in their building.

Review the November 14, 2022, School Board Meeting Agenda – Copies of the School Board Meeting agenda were distributed to the committee members. Dr. Lewton highlighted topics from the agenda. Mrs. Erickson inquired if the position for the grant coordinator from the North Dakota Full-Service Community Schools (NDSFCS) funding could be a shared position. Dr. Lewton responded the grant specifications do not allow the individual(s) to be shared with other schools, at this time. The District has applied for another grant to provide assistance with emotional and behavioral health needs.

2023-2024 DPS Calendar Committee – Superintendent Lewton requested a volunteer to serve on the Calendar Committee to represent the Classified Leadership in drafting the 2023-2024 calendar. Mrs. Smith volunteered.

Other – Mrs. Smith inquired regarding the construction of the North Campus. Dr. Lewton responded there was currently construction going on in building A. It was anticipated the work should be completed on building A on or before January 1, 2023. He added that the construction on building B and C was out for bids with a bid opening on November 23, 2022.

Adjournment – Superintendent Lewton declared the meeting adjourned at 2:00 p.m.