

# **Dickinson Public Schools**

Unapproved School Board Meeting Minutes

November 19, 2018; 5:00 p.m.

Central Administration Offices Board Room

The Dickinson Public School Board held a regular meeting on November 19, 2018, at the Central Administration Offices. Board members present: President Brent Seaks, Vice President Kim Schwartz, Board Member Michelle Orton, Board Member Jason Rodakowski, and Board Member David Wilkie. Others present were: Superintendent Shon Hocker, Assistant Superintendent Keith Harris, Director of Instruction Melanie Kathrein, Director of Student Services Dorothy Martinson, Business Manager Kent Anderson, Dickinson High School Principal Kevin Hoherz, Dickinson High School Assistant Principal Jay Hepperle, Dickinson High School Assistant Principal Theodore Schye, Dickinson High School Assistant Principal/Activities Director Guy Fridley, Southwest Community High School Principal Kristy Goodall, Dickinson Middle School Principal Marcus Lewton, Dickinson Middle School Assistant Principal Shawn Leiss, Prairie Rose Elementary Principal Nicole Weiler, Lincoln Elementary Principal Tammy Peterson, Lincoln Elementary 4<sup>th</sup> Grade Teacher Christina Thiel, Lincoln Elementary 4<sup>th</sup> Grade Teacher Kaitlyn Kostelecky, Lincoln Elementary 5<sup>th</sup> Grader Olivia Seaks, Lincoln Elementary 4<sup>th</sup> Grader Paxton Fridley, Lincoln Elementary 4<sup>th</sup> Grader Addison Dahmus, Lincoln Elementary 4<sup>th</sup> Grader Henlie Dahmus, Lincoln Elementary 4<sup>th</sup> Grader Rylan Miller, Jefferson Elementary Principal Sara Streeter, Roosevelt Elementary Principal Henry Mack, Heart River Elementary Principal Susan Cook, Berg Elementary Principal Tracy Lecoe, The Dickinson Press Reporter Kayla Henson, KX News Reporter Steve Kirch, JE Dunn Construction Project Senior Manager Brian Stark, JE Dunn Construction Project Coordinator Melissa Gjermundson, JE Dunn Construction Ryan Anderson, Harlow's Bus Service Transportation Manager Burton Lewton, Ms. Fern Pokorny, Mrs. Kendra Miller, Ms. Dolly Muziri, and School Board Secretary Twila Petersen.

**Call to Order** - Board President Seaks called the meeting to order at 5:00 p.m.

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

**Additional Agenda Items/Removal of Items from the Consent Agenda** – There were no additions or deletions to the agenda nor the consent agenda.

**Consent Agenda** – Mrs. Schwartz moved to approve the agenda including the consent agenda consisting of the minutes from the October 9 regular board meeting, with corrections to reflect Ms. Weiler instead of Mrs. Weiler, the October 9 board workshop, and the October 15 special meeting; the bills for October 2018; the financial reports for October 31, 2018; the pledged securities report for October 31, 2018; the personnel reports; the student/faculty/staff recognitions; and a tuition waiver for a child of Rhonda Tonole from Dickinson Public to South Heart Public; as presented. Mr. Wilkie seconded the motion. A voice vote was taken. The motion carried unanimously.

**Superintendent's Report** – Superintendent Hocker reminded the Board members that at the December 10 Board meeting, there will be a training on BoardDocs. BoardDocs will be the new format for creating, management, and posting of school board meeting documents.

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**Business Topics**

**Principal Reports** – Lincoln Elementary Principal Tammy Peterson, the two Lincoln 4<sup>th</sup> grade teachers, and several 4<sup>th</sup> and 5<sup>th</sup> grade students from Lincoln Elementary addressed the Board. The students were Olivia Seaks, Paxton Fridley, Henlie Dahmus, Addison Dahmus, and Kendra Miller. Mrs. Peterson explained Lincoln Elementary is a Top 20 school. The principles and practices implemented through Top 20 develop social emotional learning skills for all members of the school community. The Top 20 culture is built on four key cornerstones: Help Others Succeed, Communicate that It Matters, Honor the Absent, and See the Problem, Own the Problem.

The Top 20 skills encourage teamwork and building friendships. These skills are applied in the school, on the playground, and in the home. The students provided examples of utilizing the skills.

Lincoln Elementary holds monthly celebration assemblies where students are recognized for positive impacts they have made on the school environment.

Jefferson Elementary Principal Sara Streeter addressed the Board. She reported the students at Jefferson also have been learning some social emotional skills. Mrs. Streeter explained at Jefferson, some of the Keys of Excellence are integrity, ownership, balance, and commitment. Teachers and staff will recognize student's Keys of Excellence by filling out a form when students have gone above and beyond. Mrs. Streeter has been impressed with the large number of recognitions and thanked the teachers and staff for taking the time to write a short note for the recognition. She shared some examples of recognitions of students. Each month, a couple of recognized students are chosen, at random, to receive special prizes.

Principal Streeter explained the shared reading opportunities at Jefferson Elementary. There is an area set aside at Jefferson Elementary with comfortable seating for the students to read. They are also invited to take a donated book home to read.

The STEM club at Jefferson Elementary is returning on November 30. There will be a block of time for students to learn many different areas in science, technology, engineering, and math (STEM).

Board members thanked the principals and teachers for sharing information regarding the great things happening at the schools. This agenda item was informational only. No action was requested.

**Dickinson High School Update** – Dickinson High School Principal Kevin Hoherz addressed the Board. He provided a PowerPoint with information from recent workshops. The areas covered in the workshops were growth, flexibility, school pride, choice ready, community, and interdisciplinary.

Several years ago, the projected student enrollment growth at the high school for this school year was 4%. The high school had a 7% growth in enrollment. Principal Hoherz shared some projected enrollment numbers for the next few years. Enrollment at the high school is expected to go from the current 1,009 students to approximately 1,136 students in the next four years.

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**Dickinson High School Update (cont.)**

Three options were presented at the high school workshops by Perkins+Will to address the enrollment at Dickinson High School. Those options were: a complete remodel of the current facility, partial remodel with an expansion, and the third option was to build a new high school. The third option of a new high school being built was the direction and support of the focus groups. The proposed new high school would be built on Fairway Street where the current softball diamonds are located and/or the current practice field.

A video of Alexandria, Minnesota's Career Academy High School was shown to the Board and audience. The video highlighted what students are learning in different trades and preparing students for both college and careers.

President Seaks expressed his appreciation for the information that was shared. This agenda item was informational only. No action was requested.

**ACT Test Results 2017:** The 2017 ACT test results are posted on the website under Supporting Documents. Dickinson High School Principal Kevin Hoherz addressed the Board. He explained the ACT test results are from the past five years. These scores are compared to the state scores. The state trend shows a decline in the scores. The District's trend is similar to the state trend. Principal Hoherz noted that the students do not take a lot of credibility in the test and take the test because they are required to take it, not because they want to take the test.

Mr. Hoherz shared some different options that the high school is looking to encourage more interest of their scores.

President Seaks said that the Board would be willing to help in whatever way or resource possible knowing that the tests are important. This agenda item was informational only. No action was requested.

**North Dakota School Boards Association (NDSBA) Convention** – President Seaks, Vice President Schwartz, Board Member Orton, Board Member Rodakowski, Board Member Wilkie, Superintendent Hocker, and Assistant Superintendent Harris attended the recent NDSBA convention and seminar. Board members shared their appreciation for the opportunity to attend the convention and seminars. This agenda item was informational only. No action was requested.

**Selection of Construction Management At Risk (CMAR) for Dickinson High School, Including Bond Services for the High School and Future Elementary School** – At the October 15 Board meeting, the Board directed the administration to proceed with the selection of the CMAR for the Dickinson High School project, including bond services for the high school project and future elementary school. As per requirements in the N.D. Century Code §48-01.2-20, which is posted on the website, the selection committee for the Construction Management At-Risk was comprised of Jan Prchal, a registered architect; Scott Schneider, a registered engineer; Kim Kolling, a licensed contractor who was not contending for the position; and Assistant Superintendent Keith Harris.

**Selection of Construction Management At Risk (CMAR) for Dickinson High School, Including Bond Services for the High School and Future Elementary School (cont.)**

Available under Supporting Documents is a copy of a letter from Mr. Harris regarding the CMAR interview selection process. Also available under Supporting Documents is a copy of the scoring sheet used during the interviews. Action was requested. Superintendent Hocker addressed the Board and explained there were interviews for the CMAR last week Friday. The selection committee recommended to award the CMAR to JE Dunn Construction. He hoped the Board would act on the recommendation soon so that the conversations could start before workshop #4, which is scheduled in December. Mr. Wilkie moved to award the Construction Management At-Risk for the Dickinson High School project, including the bonding services for the high school and future elementary school, to JE Dunn Construction and direct Assistant Superintendent Harris to work with JE Dunn Construction to reach an agreement on compensation and contract terms. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Orton, Rodakowski, Wilkie, Schwartz, Seaks); nays-0; absent-0. The motion carried unanimously. President Seaks thanked Mr. Harris and the other members of the interview committee for their part in this process and appreciated their time devoted to the selection process.

**Memorandum of Understanding in Boys' and Girls' Hockey** - The agreement with the Dickinson Public Schools and Dickinson Youth Activities, Inc. for boys' and girls' hockey is due for renewal. A copy of the Hockey Memorandum of Understanding is posted under Supporting Documents. There are no changes to the agreement from last year. Action was requested. Mrs. Schwartz moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Youth Activities, Inc./Dickinson Hockey Club for boys' and girls' hockey for the 2018-2019 school year, as presented. Mrs. Orton seconded the motion. A voice vote was taken. The motion carried unanimously.

**Open Enrollment Applications** – Michael Clevenger requested an open enrollment for his two children from New England Public to Dickinson Public. The family recently moved into the New England School District, therefore the deadline waiver applies. Administrative recommendation was to approve the applications. Mrs. Schwartz moved to approve the open enrollment application for two children of Michael Clevenger from New England Public to Dickinson Public, as per the open enrollment policy. Mr. Wilkie seconded the motion. A voice vote was taken. The motion carried unanimously.

**Superintendent's Formative Evaluation** – The six areas of performance in the superintendent's evaluation are: Goal and Vision Setting, Board Relations, Human Resource Management, Curriculum and Student Support Services, Community Relations, and Operations and Resources Management. Upon review of the individual evaluations, Mrs. Orton moved that all board members have rated the superintendent as satisfactory for the performance areas of: Goal and Vision Setting, Board Relations, Human Resource Management, Curriculum and Student Support Services, Community Relations, and Operations and Resources Management. Mrs. Schwartz seconded the motion. A roll call vote was taken: ayes-5 (Schwartz, Wilkie, Rodakowski, Orton, Seaks); nays-0; absent-0. The motion carried unanimously. President Seaks thanked Dr. Hocker for the great work he is doing in the District.

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**Addition of School Board Policies, First Reading** – The North Dakota School Boards Association (NDSBA) requires two new Board policies be added by the District. These policies are posted on the website under Supporting Documents. Action was requested. Mrs. Schwartz moved to approve for first reading the addition of new Board policy ABCE-Prohibition on Aiding Sexual Abuse and new Board policy FDH-Students in Foster Care, as presented. Mrs. Orton seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rodakowski, Wilkie, Schwartz, Orton, Seaks); nays-0; absent-0. The motion carried unanimously.

**School Board Policies Revisions, First Reading** – The NDSBA proposes revisions to several Board policies. These policies are posted on the website under Supporting Documents. Revisions proposed by NDSBA are noted in red text or ~~strikeout~~ on the document. Mr. Wilkie requested clarification regarding an item on Policy ACDA-Acceptable Internet Use. Superintendent Hocker explained the intent is not to be internet police but also wanted to note the District's website and email should be utilized for work purposes if an employee is utilizing it too much for personal use. Dr. Hocker also noted some changes to Policy FFE that are proposed by administration and noted in purple text. Action was requested. Mrs. Schwartz moved to approve for first reading the revisions of policy ACDA-Acceptable Internet Use, policy FDB-Education of the Homeless Students, policy FFA-Student Alcohol and Other Drug Use/Abuse, policy FFD-Carrying Weapons, policy FFE-Extracurricular Participation Requirement, and revisions to policy FFK-Suspension and Expulsion, as presented. Mrs. Orton seconded the motion. A roll call vote was taken on the motion: ayes-5 (Wilkie, Schwartz, Rodakowski, Orton, Seaks); nays-0; absent-0. The motion carried unanimously.

**School Board Policy Revision, Second Reading and Final Adoption** - Dickinson Public Schools administrators recommend revisions to Board policy ABBA-Dickinson Public School District's Policy for Tobacco Use. This policy is posted on the website under Supporting Documents. The recommended revisions are noted in red text. Action was requested. Mr. Wilkie moved to approve for second reading and final adoption revised policy ABBA-Dickinson Public School District's Policy for Tobacco Use, as presented. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-5 (Orton, Schwartz, Wilkie, Rodakowski, Seaks); nays-0; absent-0. The motion carried unanimously.

**Addition of School Board Regulations, First Reading and Final Adoption** – NDSBA proposes two new Board regulations for the Board's consideration. These regulations are posted on the website under Supporting Documents. Mrs. Schwartz moved to table for first reading new Board regulation FDH-BR1—Foster Care Student Transportation Procedure and new Board regulation FDH-BR2—Foster Care Student Transportation Dispute Resolution, as presented, until the December school board meeting. Mrs. Orton seconded the motion. A roll call vote was taken on the motion: ayes-5 (Schwartz, Wilkie, Rodakowski, Orton, Seaks); nays-0; absent-0. The motion carried unanimously.

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**School Board Regulations Revisions, First Reading and Final Adoption** – The NDSBA proposed revisions to several Board regulations. These regulations are posted on the website under Supporting Documents. The revisions recommended by NDSBA are noted in red text. Action was requested. Mrs. Schwartz moved to approve for first reading and final adoption revisions to Board regulations FDB-BR—Education of the Homeless Dispute Resolution Procedure and FFK-BR1—Suspension and Expulsion Regulations, as presented. Mrs. Schwartz further moved to amend FFK-BR2—Suggested Procedure for Conducting an Expulsion Hearing and FFK-BR3—Suspension and Expulsion of Special Education Students and place these as exhibits. Mr. Wilkie seconded the motion. A roll call vote was taken on the motion: ayes-5 (Rodakowski, Orton, Schwartz, Wilkie, Seaks); nays-0; absent-0. The motion carried unanimously.

**Other** – There were no other items shared.

**Adjournment** – At 6:00 p.m., President Seaks declared the meeting adjourned.

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Brent Seaks, Board President

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Kent Anderson, Business Manager

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Twila Petersen, Secretary