

TO: School Board Members
FROM: Douglas W. Sullivan, Superintendent
SUBJECT: Agenda Background
DATE: December 8, 2014

- I. Call to Order** – President Fehr will call the meeting to order.
- II. Public Participation** – Any person wishing to address the Board may do so by completing a written request prior to the meeting. The request must be within the guidelines of Board Policy BCBA, Public Participation at Board Meetings.
- III. Additional Agenda Items/Removal of Items from Consent Agenda** – Items which require Board action may be placed on the agenda by approval of a majority of the Board members present. Board members may request that an item on the consent agenda be removed for consideration by itself.
- IV. Consent Agenda**
- a. Minutes – November 17 regular Board Meeting, November 17 Board workshop, and November 21 Special School Board Meeting. The minutes are posted under Minutes on the school board web site.
 - b. Bills – The bills are posted under Financial Reports on the school board web site.
 - c. Financial Report – The Financial Report is posted under Financial Reports on the school board web site.
 - d. Pledged Assets Report – The Pledged Assets Report is posted under Financial Reports on the school board web site.
 - e. Personnel Reports – The personnel reports are posted under Supporting Documents on the school board website.
 - f. Student/Staff Recognitions – There are no student/staff recognitions this month.
 - g. Tuition Waiver Agreement – There are no tuition waiver agreements.
 - h. RACTC Report – The December RACTC director’s report is posted under Supporting Documents.

Sample motion: “I move to approve the agenda (or revised agenda) including the consent agenda consisting of the minutes from the November 17 regular board meeting, November 17 board workshop, November 21 special meeting; bills for December 2014; the financial reports for December 2014; the pledged assets report for December 2014; the personnel reports; the student/staff recognition; and the RACTC report, as presented. There are no student/staff recognitions or tuition waiver agreements.

- V. Superintendent’s Report** – Superintendent Sullivan will report on topics which do not appear elsewhere in the agenda.
- VI. Business Topics**
- a. **Roughrider Area Career and Technical Center (RACTC) Update** – Mr. Larry Sebastian, RACTC Director, will give an update on the RACTC. Within the monthly Director’s report posted under Supporting Documents, Mr. Sebastian has included summary report information regarding course offerings, mission and financials. This agenda item is informational only. No action is requested.

- b. **Prairie Rose Elementary Expansion Update** – Assistant Superintendent Reep will update the Board members on the progress of the expansion of the wing on Prairie Rose Elementary. This agenda item is informational only. No action is requested.
- c. **Teacher Contract Negotiations** – The Board Negotiators will address the Board providing updated information on the progress of the teacher contract negotiations including the offer, implications, etc. There have been six teacher negotiations meeting with the first meeting held on October 14. At the December 3 negotiations meeting, the School Board presented an offer to the DEA representatives. It was received with positive responses and will be presented to the DEA this week with possible ratification as soon as December 11. After the DEA's ratification, and as per Board policy, the School Board will need to take action on the Teacher Negotiated Contract at a Special School Board meeting. This means the impasse process has been cancelled by the FactFinding Commission Chair, after receiving notification from Superintendent Sullivan. This agenda item is informational only. No action is requested.
- d. **Sale of General Obligation Building Fund Bonds** – At 10:00 a.m. MT today (December 8, 2014) there was a bid for the sale of the General Obligation Fund bonds, Series 2014. Available on the website under Supporting Documents is a draft bond resolution. The final version with the final sale results will be emailed this afternoon from the bond attorney, Scott Wegner, for the Board's consideration. Assistant Superintendent Reep will address the Board and explain the documentation and report the results from the sale. Based on the results of the sale, if the Board should decide to consider the bid sale, a sample motion will be provided.
- e. **Copy Machine Bid Consideration** - Assistant Superintendent Vince Reep will address the Board. On November 25, 2014, the Dickinson Public School District received and opened four bids for the purchase and inclusive maintenance of nine copy machines (one at each school and two at DHS). The bid analysis is included as a supporting document on the website. All of the minimum specifications were met with all four local vendors who submitted bids. The administrative recommendation is to accept the lowest bid from Advanced Business Machines of Dickinson. Individual schools may add additional options, such as a booklet finisher, at its own discretion. Action is requested. **Sample motion: "I move to accept the low bid of \$250,115 for nine Savin copiers and the five year inclusive maintenance cost of \$.00396 per copy from Advanced Business Machines."**
- f. **Superintendent Evaluation** - The three areas evaluated from the superintendent's job description were: supervision with licensed and non-licensed staff, identification and implementation of board policy needs, effective records management, and supervision of building and grounds, transportation, and student safety. Superintendent Sullivan has responded to the questions. Board members completed their part of the evaluation and returned them to President Fehr. President Fehr reviewed the documents with Superintendent Sullivan prior to the meeting and will give a summary report to the Board. The evaluation documents and Mrs. Fehr's summary will be placed in the superintendent's personnel file. Action is requested. **Sample motion: "I move to approve the superintendent's evaluation, as presented."**

- g. **School Board Policy Additions, Second Reading and Final Adoption** – NDSBA has recommended adding the following policies:
- Policy DEBA-Confidentiality
 - Policy DLA-Recognition of Negotiating Units

A copy of these policies are posted on the website under Supporting Documents. Administrative recommendation is to add policy DEBA-Confidentiality and policy DLA-Recognition of Negotiating Units. Action is requested and a roll call vote is required on the motion. **Sample motion: “I move to complete the second reading of policy DEBA-Confidentiality and policy DLA-Recognition of Negotiating Units, as presented.”**

- h. **School Board Policy Revisions, Second Reading and Final Adoption** – NDSBA has recommended revisions for the following policies:
- Policy BBBB-School Board Committee
 - Policy BCBA-Public Participation at Board Meetings
 - Policy CAAB-Superintendent Evaluation Procedure
 - Policy DBBA-Drug and Alcohol Testing for Employees. This was tabled at the October Board meeting.
 - Policy DHA-Licensure

A copy of the revised policies are posted on the website under Supporting Documents. Administrative recommendation is to revise policy BBBB, BCBA, CAAB, DBBA, and DHA. Action is requested and a roll call vote is required on the motion. **Sample motion: “I move to complete the second reading of policy BBBB, policy BCBA, policy CAAB, policy DBBA, and policy DHA, as presented.”**

VII. **Other**

VIII. **Adjournment**

Announcements: Southwest Night with the Legislators is scheduled for Monday, February 2 at the Bismarck Radisson. If you wish to attend this event, please let Twila know no later than January 19 so she may request a ticket.

NDSBA Negotiations Seminar is scheduled for February 5-6, 2015, at the Bismarck Ramkota.