



**Calendar Committee Meeting Minutes**  
**Monday, December 5, 2016; 4:00 p.m.**  
**Central Administration Office**

Members present: Douglas Sullivan, Melanie Kathrein, Brenda Loney, Melinda Fridrich, Todd Selle, Jamie Prellwitz, Crystal Hoerner, Kelly Jahn, Tammy Meschke, Madelyn Ohene-Ntow, Amy Wyant, and Kalindi Brandvik. Others present: Twila Petersen.

The meeting was called to order by Superintendent Sullivan at 4:00 p.m.

Superintendent Sullivan distributed copies of 2017-2018 draft calendar A and B which had also been distributed at the November 15 meeting. He noted the reason he called another meeting for this committee was to bring them back to discuss the calendars further since the proposals at the November 15 meeting did not have 175 contact days. At the November 15 meeting, the elementary principals requested  $\frac{1}{2}$  work day in place of a student contact day. That student contact day was not moved to a different date and added back into the calendar. Therefore, there were only 174 contact days in the draft calendars. The committee was back to the starting point.

Dr. Sullivan recalled from the November meeting that representatives from the high school wanted calendar A and B distributed. Ms. Loney felt that the middle school had requested a different calendar. She added that quite a few teachers at the high school would be in favor of  $\frac{1}{2}$  day work day at the beginning of the school year and  $\frac{1}{2}$  day work day at the end of the school year. The high school teachers need at least  $\frac{1}{2}$  day at the end of the school year for grading and closing up.

Mrs. Kathrein clarified the differences between calendar A and calendar B were that calendar A had no school on December 21 and school on March 1. Calendar B had school on December 21 and no school on March 1.

Dr. Sullivan asked the elementary school representatives for input. Mrs. Hoerner responded. It was her impression the middle school preferred to have a full work day at the beginning of the school year to give them additional time since the new middle school would be opening that fall. Mrs. Meschke said the teachers at Roosevelt were half and half whether to have a full day or  $\frac{1}{2}$  work day at the beginning of the school year. Dr. Sullivan clarified the middle school wished to have an option where the work day was scheduled for August 23.

Ms. Loney referenced the snow days. She did not feel that pushing the snow day to a Friday due to utilizing a snow day would be a good idea. If the last Friday in May would end up being a student contact day there would not be enough time to get the grades in for a potential graduation the following Sunday. She inquired when the work day would fall. Dr. Sullivan responded it could potentially be on the weekend. He added that might be a decision that will have to be made this school year since the district has already utilized its two allocated storm days.

Ms. Loney referenced the two differences in draft calendar A and B; December 21 and March 1. Mrs. Kathrein explained that it was her impression from the last meeting that the starting date would be the same for all schools. If that was to occur, the August 23 work day would utilize one of the contact days. That contact day could be moved to December 21 and there would also be school on March 1. The calendar would then have 175 contact days. Consensus of the committee was there would be student contact days on December 21 and March 1. The first student contact day would be Thursday, August 24.

Elementary school representatives requested two calendar options: one option with ½ work day on August 23 and ½ work day on May 25. The second option was a full work day on August 23 and no work day at the end of the school year. The first student contact day would be August 24 for both options.

Mrs. Kathrein clarified the high school would like two options: one option with ½ work day on August 23 and ½ work day on May 25. The second option would be a full work day on May 25 and no work day at the beginning of the school year. The first student contact day would be August 24 for both options.

Mr. Selle requested three options for the middle school. He suggested one option with ½ work day on August 23 and ½ work day on May 25. The second option would be a full work day on Wednesday, August 23 and no work day at the end of the school year. The third option would be a full work day on May 25 and no work day at the beginning of the school year. The first student contact day would be August 24 on all three calendar options.

A committee member inquired if the back-to-school night had already been planned. It was noted those dates would be decided at a later date. The calendar would need to be drafted and approved. She suggested the back-to-school night not be held after a full day of professional development. If there was a work day, she recommended the back-to-school night be tied in with the work day. Other committee members felt differently; if there was an opportunity to be done by noon they did not want to come back in the evening. Committee members felt it was a priority to get a calendar drafted and sent out and approved and not worry about the back-to-school night. Superintendent Sullivan said the calendars would be drafted and sent out.

Dr. Sullivan noted the school district had already utilized two storm days last week for this school calendar. It is possible there could be another storm day before the end of the school year. He referenced a conversation from last year when the 2016-2017 calendar was drafted where a third storm day was suggested and the March 9 date was a possibility. He asked for input from the committee about designating March 9 as a storm day so that teachers, staff, and parents can make plans and know there will be school on that date. Ms. Loney asked if WDA was scheduled for March 9 and 10<sup>th</sup>. Dr. Sullivan responded that WDA is scheduled for the week before. That was a mistake that came out of the Central Office and steps have been taken so that mistake does not happen again. Ms. Loney inquired what the law was on storm makeup days. Dr. Sullivan responded that the district is required to set aside for severe weather or emergency related conditions an average number of days per school year as calculated using the five previous school years. Dickinson Public Schools has not used storm days for several years. The guidance from the Department of Public Instruction is that school districts must make every effort to make up days that have been missed. There was a discussion regarding makeup days on Saturdays. Mrs. Prellwitz requested if the time could be made up at the end of the day and

another member added or the beginning of the school day. Dr. Sullivan responded because of the scheduling at the high school it would be difficult but would be something to be considered. Ms. Loney asked for clarification what Dr. Sullivan was suggesting to the committee. Dr. Sullivan responded that he was suggesting this committee endorse March 9 as a snow day. Mrs. Meschke noted that some staff members may have already made plans for March 9. Mrs. Meschke inquired what the staff would do if they already had plans for those snow days and suggested an order for numbering the storm days. Dr. Sullivan said that was a good point and understood her perspective. If the district was going to go that direction and have March 9 as a storm day it would be beneficial for a communication with the buildings recommending that they do not schedule anything on March 9. Mrs. Wyant added that the district cannot make everyone happy. Mr. Selle said that if there needed to be another storm day he would prefer it be in March instead of an extra day in May. Dr. Sullivan said if the district can get past March 9 there is still a lot of potential for a storm day which would leave the district May 25 to utilize.

Mrs. Kathrein referenced the committee's discussion regarding parent/teacher compensation days. She said the parent/teacher compensation days are paid contract days. They could be on May 29. If the parent/teacher compensation days are needed for storm days they would still be a paid contract day, no matter where they were placed. She added it is good for teachers to get away and during a storm day they are not getting away. The legal holidays probably cannot be used for storm make up days. Dr. Sullivan concurred with Mrs. Wyant that we cannot please everyone. If the district had not already used two of its snow days, it would be different. Mrs. Meschke asked when the next school board meeting was scheduled. Dr. Sullivan responded next week Monday, December 12 adding that was why he would like this committee to endorse March 9 as a storm day. If the word is out early enough it could prevent further conflicts. Mrs. Prellwitz said it would be nice to have an opportunity for feedback. Mrs. Kathrein said that her fear is that there could be a necessity to have more than three storm days. Mr. Selle asked if there would need to be four storm days could the May 10 parent/teacher compensation day be moved to the end of the year and May 10 be used as a storm makeup day. Mrs. Meschke suggested to get through tomorrow since there was a potential for another storm day. Then for sure the district would know if it would need to utilize March 9. Mr. Selle noted there could be a possibility of a storm in January or February. Dr. Sullivan said he would need an answer or sentiment of the committee before Thursday morning regarding March 9 being a storm day. He added the committee needs to accept the fact that there is going to be a conflict. Ms. Loney asked for clarification that the May 25 storm day was being moved to March 9. There was discussion regarding late spring snow storms. Mrs. Wyant proposed March 9 as a storm day. Ms. Loney said that she thought that it could be proposed to the school board to add March 9 as a snow day.

Dr. Sullivan thanked the committee for their honesty and candor. He asked committee members to share the 2017-2018 proposed calendars with their building and provide Mrs. Petersen with the results before noon on Friday, December 16. Mrs. Prellwitz inquired if there was feedback requested regarding the proposal of the 2016-2017 calendar. It was understood there was no feedback necessary for the 2016-2017 calendar proposal. Dr. Sullivan asked committee members to share the March 9 storm day with their building. Superintendent Sullivan is going to request from the board that March 9 be a snow day. It will be the board members' decision.

The meeting adjourned at 4:45 p.m.