

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

September 12, 2016; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on September 12, 2016, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Brent Seaks, Mrs. Tanya Rude, Mrs. Kim Schwartz, and Mr. David Wilkie. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Kristy Goodall, Mrs. Sara Streeter, Mr. Henry Mack, Dr. Marcus Lewton, Mrs. Dorothy Martinson, Mrs. Melanie Kathrein, Mr. Jay Hepperle, Mr. Guy Fridley, Mr. Ron Dockter, Mr. Shawn Leiss, and Ms. Tamara Praus. Others present: Mr. Josh Gustafson, Mr. Barry Morgan, Ms. Naomi Thorson, Mr. Lyle Smith, Mrs. Shary Smith, Mrs. Jarris Bergherr, Mrs. Twila Petersen, and Ms. Sydney Mook from the Dickinson Press.

Call to Order - Board President Ricks 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 Consent Agenda – There were no requests for additions or removal of agenda items from the Consent Agenda.

Consent Agenda – Mrs. Rude moved to approve the agenda including the consent agenda consisting of the minutes from the August 8 public input and regular board meeting, the August 24 special board meeting; the bills for September 2016; the financial reports for September 2016; the pledged assets report for September 2016; the personnel reports; to deny the tuition waiver request for a child of Sherie Talbot from New England to Dickinson and to deny a tuition waiver request for a child of Karie Hatzenbuehler from South Heart to Dickinson; as presented. Mr. Seaks seconded the motion. Discussion: Mrs. Rude inquired the reasoning for the denial of the two tuition waiver agreements. Superintendent Sullivan responded that one request was denied due to classroom size and the concern with not having the flexibility for district students to be enrolled in the future. He noted the other request was denied due to the appearance that the District would need to hire additional personnel which is not the practice of the District. Assuming a roll call vote the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics which do not appear elsewhere in the agenda. No action was requested on these topics.

- a. **Title I Monitoring** – The DPI Title I Monitoring is scheduled for September 20. It has been past practice for DPI to invite Board members to attend, however that seems to have changed. Superintendent Sullivan requested that if any Board members were interested in attending to notify him as soon as possible so that if more than two attend a notification can be delivered within the required timeframe. There will be a written report that will be shared with the Board when it is made available at a later date.
- b. **Teacher Evaluation Instrument Committee Meeting** – This committee is scheduled to meet on Tuesday, September 13 at 4:00 p.m. President Ricks noted that the evaluation tool has been selected and inquired what work the committee is involved in doing. Superintendent Sullivan responded when the committee was configured the members were informed it would be three or up to five years of commitment. Even though the instrument has been selected there are different components that are phased in. It is the decision of the committee how those components are phased in and dates of implementation. There are 22 components. The committee needs to decide if all components are required of every teacher every year. And, to also consider what components

Superintendent's Report (cont.)

are required of new teachers that just graduated from college. There might be different components in different areas; such as the speech language pathologist might have a different set of components than the mathematics teacher. The committee needs to continue the conversation regarding the frustrations that arise. Mrs. Rude inquired if the administrators are also using the Danielson Framework as an evaluation model. Superintendent Sullivan responded that the Danielson Framework did not have an evaluation model for administrators. The administrators have chosen to implement the state model.

- c. DPS Foundation Meeting – Thursday, September 22 at 4:00 p.m.
- d. North Dakota School Boards Association (NSBA) New Member Seminar and Conference – Superintendent Sullivan reminded new board members there is a required New Board Member Seminar scheduled for Thursday, October 27. The Law Seminar is also scheduled for October 27. The conference is scheduled for Thursday and Friday, October 27 and 28th.
- e. Enrollment - Dr. Sullivan noted the student enrollment comparison from fall 2015 to fall 2016 shows a decrease of 53 students. The enrollment from May 2016 to September 2016 shows a gain of 105 students.

Business Topics

ACT Test Results 2015 - The 2015 ACT test results along with comparison data are posted on the website under Supporting Documents. DHS Principal Dockter addressed the Board. He noted the data indicates 198 students took the test from the class of 2016. However, only 178-180 actually took the test. Mr. Dockter called ACT today. In the profile booklet provided by ACT it shows 181 students took the test. He speculates there are 10-15 students that did not graduate from DHS included in the report. Out of the students that took the test, 12% took the test with accommodations. There were several English Language Learners that also took the test. Part of the ACT test is the work keys test which is broken down into three portions. Mr. Dockter highlighted that 43% of the students that took the test qualify for the North Dakota Academic Scholarship. That is the highest percentage in the state. Mr. Dockter said that he is concerned and disappointed in the drop in the ACT scores. He noted there was a drop in the scores statewide. He has met with the English department teachers a couple of times to discuss a plan for the entire school year. Data shows the students need reinforcement in language, vocabulary, grammar and sentence structure. There was English intervention this past summer for students with weaknesses in English. Mr. Dockter stated that only 18 states nationwide require the students to take the test. This is misleading when comparing the scores nationally. Mr. Seaks inquired if there was a goal that the District sets. Mr. Dockter responded there is an unwritten goal to have the scores at or above the state averages. Mrs. Rude inquired what the scores were like before block scheduling. Mr. Dockter responded the scores were approximately 20.3 on the composite before block scheduling and after block scheduling they were 20.2. There was very little difference. Mr. Dockter has met with the PLC groups. The ACT profile shows specific areas where there are weaknesses. DHS will be targeting those weaknesses. Mrs. Rude inquired if the teachers are targeting towards testing or focusing on the teaching. Mr. Dockter explained that it is possible that the ACT test will replace the state assessment. He added the teachers need to teach the students as much as they can. The students need to be familiar with the tools used for the test, or become familiar with taking tests on the computer. He added there are many students that took the test that were only in the district for a short time. Within the past three years there has been a noted decrease in student attendance at the high school. There are challenges that students have outside of school that affect how well they do inside the school. He stated you have to reach before you can teach. Students do better if they are connected. There was a discussion regarding project based learning and that some of the teachers will be traveling to Sioux Falls to see some project based learning. Board members shared

ACT Test Results 2015 (cont.)

their appreciation for the information Mr. Dockter provided. This agenda item was informational only. No action was requested.

Dickinson Middle School Construction Update – Mr. Josh Gustafson and Mr. Barry Morton, representatives from Mortenson Construction, addressed the Board providing updated information regarding the progress on the construction of the new middle school. Mr. Gustafson and Mr. Morton invited Board members to tour the site whenever they would like. They provided a presentation with pictures of the site and interior photos. The roofing was completed in July which is a major achievement. Windows are being delivered this week. Glazing should be completed within 3-4 weeks. Top soil has been put on the athletic field. A significant portion of the paving has been completed on the south side or main entrance to the building. There are fiberglass sandwich panels being placed in many areas in the school to provide some natural lighting. Three boilers are being installed which will help heat the building during the winter months. There were pictures that showed the classroom pods, the tiling in the bathrooms, various areas with drywall, the track and field, the bus drop off area, and the faculty/staff parking. The team has been working with the school district to identify a process for bringing in a lot of furniture and the work that will need to be done by the IT staff. The number of workers at the site last week was 102, there has been 4,356 linear feet of utility pipe installed, there is 156,000 square feet of roof installed, there is 155,000 square feet of drywall installed, and there is 73,000 square feet of area that has been painted. Board members thanked the Mortenson Construction representatives for the information shared and also for the tour they provided to the Board members at an earlier date. This agenda item was informational only. No action was requested.

Superintendent's Formative Evaluation – DPS will use the same process as last year. President Ricks and Superintendent Sullivan have selected three areas from the superintendent's job description to be evaluated. The areas are: recruitment and retention of staff, financial management skills, and relationship with students and parents. A copy of the superintendent's job description is posted under Supporting Documents. Superintendent Sullivan will respond to the topics in writing and forward the evaluation to the school board members for their comments. Board members were asked to return the evaluation forms to President Ricks by October 23. The written feedback and comments from the board members will be the basis of the evaluation. This agenda item was informational only. No action was requested.

Designate Homeless Liaison – Dickinson Public Schools is required to provide services to individual's considered homeless. Administrative recommendation was to designate Mrs. Stacy Kilwein, Coordinator for Partners in Parenting, as the District's Homeless Liaison. Action was requested. Mrs. Schwartz moved to designate Stacy Kilwein as the Dickinson Public School District's Homeless Liaison for the 2016-2017 school year. Mrs. Rude seconded the motion. Mr. Seaks voiced concerns with adding an additional full load of work to an already full time job and hoped that measures would be put in place. A roll call vote was taken on the motion: ayes-Seaks, Schwartz, Rude, Wilkie, Ricks; nays-none. The motion carried unanimously.

Department of Public Instruction Certificate of Compliance – Dickinson Public Schools is required to file a report annually with the Department of Public Instruction certifying that all teachers in the District have a valid teaching license and are highly qualified. The report also stipulates that DPS does background checks on certain individuals and follows a review process as outlined in Century Code. A copy of the 2016-2017 Annual Compliance Report is available under Supporting Documents. Once approved by the Board, the report is submitted to DPI. Action was requested. Mrs. Rude moved to

Department of Public Instruction Certificate of Compliance (cont.)

approve the DPI Annual Compliance Report for the 2016-2017 school year, as presented. Mrs. Schwartz seconded the motion. Superintendent Sullivan explained the district reviews the teaching licenses, background checks and goes through a variety of validations. A roll call vote was taken on the motion: ayes-Wilkie, Schwartz, Seaks, Rude, Ricks; nays-none. The motion carried unanimously.

Open Enrollment Application – Kandy Jazwa applied for open enrollment for her child to be admitted to the Dickinson Public Schools from South Heart School District. She recently moved and therefore the deadline waiver applied. The administrative recommendation was to approve the application. Action was requested. Mr. Seaks moved to approve the open enrollment request for a child of Kandy Jazwa to be admitted to the Dickinson Public Schools from South Heart under the open enrollment policy. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously.

School Board Policy Revisions, First Reading – Policies with proposed revisions are posted on the website under Supporting Documents. North Dakota School Board Association recommended revisions to the policy are noted in red text. DPS administrator recommended revisions are noted in purple text. Action was requested. Mrs. Rude moved to complete the first reading of revised policies AAA-Philosophy of the Dickinson Public Schools; ABAB-School Year and Calendar; ACBB-Significant Contagious Diseases; BCAC-Minutes; DEAA-Drug and Alcohol Free Workplace; DEAE-Occupational Safety; DEBA-Confidentiality; FFA-Student Alcohol and Other Drug Use/Abuse; FGDB-Student Handbooks; FGDD-Student Publications and Freedom of Expression; GABAA-English Language Learners; GABDB-Federal Title Programs Dispute Resolution Procedure; HCAB-Bidding Requirements and Procedures; IB-Food Services Program; and KAAD-Distribution and Posting of Noncurricular Material in School. Mr. Seaks seconded the motion. A roll call vote was taken on the motion: ayes-Seaks, Schwartz, Rude, Wilkie, Ricks; nays-none. The motion carried unanimously.

Rescind School Board Policies LAC and LBA, First Reading - There are two policies that the NDSBA recommends rescinding due to a majority of the policy language quoting law. Policy LAC-Relations with Colleges and Universities and Policy LBA-Relations with Armed Forces Recruiting Units are posted under Supporting Documents. Action was requested. Mrs. Schwartz moved to complete the first reading of rescinding policy LAC-Relations with Colleges and Universities and also rescinding policy LBA-Relations with Armed Forces Recruiting Units, as presented. Mrs. Rude seconded the motion. A roll call vote was taken on the motion: ayes-Wilkie, Seaks, Rude, Schwartz, Ricks; nays-none. The motion carried unanimously.

School Board Policy Revisions, Second Reading and Final Adoption – Policy FGA-Student Education Records and Privacy and policy GCC-Protection of Pupil Rights Amendment and Third Party Research on Students are available on the website under Supporting Documents. NDSBA has recommended revisions to both policies, noted in red text, to comply with new student data release protections in NDCC 15.1-07-25.3. Action was requested. Mr. Seaks moved to complete the second reading and final adoption of revised policy FGA-Student Education Records and Privacy and revised policy GCC-Protection of Pupil Rights Amendment and Third Party Research on Students, as presented. Mrs. Schwartz seconded the motion. A roll call vote was taken on the motion: ayes-Rude, Seaks, Wilkie, Schwartz, Ricks; nays-none. The motion carried unanimously.

Other – There were no other topics for discussion.

Adjournment – President Ricks declared the meeting adjourned at 5:56 p.m. The meeting adjourned at 5:56 p.m.

Sarah Ricks, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary