

TO: School Board Members
FROM: Douglas W. Sullivan, Superintendent
SUBJECT: Agenda Background
DATE: January 9, 2017

- I. **Call to Order** – President Ricks 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** – Minutes from the December 12 Board meeting 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** – The student/staff recognitions are posted on the Consent Agenda.
 - g. **Tuition Waiver Agreement** – A tuition waiver request for a child of Amy Kass from New England Public to Dickinson Public.
- Sample motion: “I move to approve the agenda (or revised agenda) including the consent agenda consisting of the minutes from the December 12 regular board meeting; the bills for December 2016; the financial reports for January 1, 2017; the pledged assets report for January 1, 2017; the personnel reports; the student/staff recognitions; and a tuition waiver request for a child of Amy Kass; as presented.”**
- V. **Superintendent’s Report** – Superintendent Sullivan will report on topics which do not appear elsewhere in the agenda.
- VI. **Business Topics**
- a. **Dickinson Middle School Construction Update** – Assistant Superintendent Reep will update the Board members on the progress of the construction of the new middle school. This agenda item is informational only. No action is requested.
 - b. **Route Bus Bids for Consideration** – Bid opening was at 10:30 a.m. on Tuesday, December 20, 2016 for four (4) new 77 passenger school buses. The only bid received was from Harlow’s. The price for each bus and the added options that the administration selected are as follows:

2018 International IC CE 77 Passg. Bus	\$90,615
Camera System	\$2,300
Block Heater	\$350
Heated Wiper Blades	\$500
Total Per Bus	\$93,765 X 4 = <u>\$375,060 Total Bid</u>

The administrative recommendation is to accept Harlow's bid for four (4) 77 passenger buses with the added options listed above for a total of \$375,060. These four buses, in addition to a used bus that was purchased in December, will be under the annual bus replacement budget this year of \$500,000. These purchases will solidify our busing fleet needs for 2017-2018. **Sample motion: "I move to accept the low bid from Harlow's Bus Service for four (4) 77 passenger buses with the added options for a total price of \$375,060."**

- c. **Dickinson Park and Recreation Land Lease** – Assistant Superintendent Reep will update the Board members regarding the area of property owned by DPS and leased to the Dickinson Park and Recreation. The lease has expired and the Dickinson Park and Recreation wishes to renew their lease with DPS. There is a lease agreement posted on the website under Supporting Documents. This agreement has a clause in #8 that either party may terminate the agreement with a 30-day written notification. The administrative recommendation is to renew the lease for five years. **Sample motion: "I move to approve the land lease agreement with Dickinson Parks and Recreation for a term of five years ending December 12, 2021."**

- d. **Early Resignation Incentive** – The following individuals have submitted a notification of their resignation before the deadline to receive the early resignation incentive.

- Barbara Binstock, grade one instructor at Jefferson Elementary, effective 05/26/2017 (40 years of service)
- Nancy Mack, grade three instructor at Lincoln Elementary, effective 0/26/2017 (40 years of service)
- James A. Peters, science instructor at Hagen Junior High, effective 05/26/2017 (26 years of service)
- Vince Reep, assistant superintendent and business manager at the Central Administration Office, effective 06/30/2017 (41 years of service)

The administration will verify their eligibility and evaluate the vacancy this position may create and will post an opening at a later date. The administrative recommendation is to approve the early resignation incentives. Action is requested. **Sample motion: "I move to approve the early resignation incentive from Barbara Binstock, grade one instructor at Jefferson Elementary; Nancy Mack, grade three instructor at Lincoln Elementary; and James A. Peters, science instructor at Hagen Junior High, all with an effective date of May 26, 2017. I further move to approve the early resignation incentive for Vince Reep, assistant superintendent and business manager at the Central Administration Office with an effective date of June 30, 2017."**

- e. **2017-2018 DPS School Calendar** – The calendar committee has met and proposed four draft options for a 2017-2018 school calendar. Minutes from the meeting are available under District Wide Committee Minutes. Descriptions of each draft and the responses from the building representatives are as follows. All calendars have the same first student contact date of Thursday, August 24 and the last student contact date of Wednesday, May 23. Graduation date is proposed to be scheduled for Sunday, May 27. There are two built-in storm days in all four drafts. The differences between the drafts

are the dates for professional development at the beginning of the school year and also the date for the teacher work day. The draft calendars are posted on the website under Supporting Documents.

Building	Calendar A1	Calendar A2	Calendar A3	Calendar A4 (Unique to DHS Only)
	PD days on August 21 and 22	PD days on August 21 and 22	PD days on August 21 and 22	PD days on August 22 and 23
	½ Day Teacher Work Day on August 23 and ½ Day Teacher Work Day on May 25	Teacher Work Day on August 23	Teacher Work Day on May 25	Teacher Work Day on May 25
DHS				X
Hagen	0	17	0	
Berg	6		5	
Prairie Rose	4	15		
Lincoln	20	4		
Heart River	0	16		
Jefferson	8	17		
Roosevelt	14	8		
Elementary Total	46	60		

The early release dates are not listed on the calendars as these dates will be selected later. At the Board meeting, Superintendent Sullivan will provide more details and answer any questions. Action is requested. **Sample motion: “I move to approve the 2017-2018 school calendar _____ with a starting date of August 24, 2017; the last day of school scheduled for May 23, 2018; and graduation scheduled for Sunday, May 27, 2018.”**

- f. **School Board Policy Additions, First Reading** – NDSBA has suggested the Board consider three new policies for adoption. One policy regarding weapons is addressed to employees; another policy regarding weapons is addressed to the public. The third policy pertains to whistleblower protection. All three policies are posted on the website under Supporting Documents. Text noted in red are the NDSBA recommendations and the purple text are DPS recommendations.

1. Policy ACF-Whistleblower Protections Policy
2. Policy DEAG-Weapons Prohibition on School Property—Employees
3. Policy KADA-Weapons Prohibition on School Property—Public

Administrative recommendation is to adopt the three new policies. Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to complete the first reading of adopting new policy ACF-Whistleblower Protections Policy, DEAG-Weapons Prohibition on School Property-Employees, and policy KADA-Weapons Prohibition on School Property-Public, as presented.”**

- g. **School Board Policy Revisions, First Reading** – NDSBA and DPS administration have recommended revisions to the below policies. The proposed revised policies are available on the website and posted under Supporting Documents. Text noted in red are the NDSBA recommended changes and the purple text is DPS recommended revisions. Administrative recommendation is to revise the following policies.

1. Policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability
2. Policy FDB-Education of the Homeless Students
3. Policy FFD-Carrying Weapons
4. Policy FFI-Student Use of Personal Technology
5. Policy KACB-Complaints About Personnel

Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to complete the first reading of the revisions to policy ACDA-Acceptable Internet and Personal Technology Use and Waiver of Liability, policy FDB-Education of the Homeless Students, policy FFD-Carrying Weapons, policy FFI-Student Use of Personal Technology, and policy KACB-Complaints About Personnel, as presented.”**

- h. **School Board Policy Addition, Second Reading and Final Adoption** – NDSBA recommends adding policy IDC-Data Protection and Security Breaches. This policy is posted on the website under Supporting Documents. Administrative recommendation is to add the policy. *A roll call vote is required on the motion.* **Sample motion: “I move to complete the second reading and final adoption of the addition of policy IDC-Data Protection and Security Breaches, as presented.”**

- i. **School Board Policy Revisions, Second Reading and Final Adoption** – NDSBA has recommended revisions to the below policies. The proposed revised policies are available on the website and posted under Supporting Documents. Text noted in red are the NDSBA recommended changes to the policies. Text noted in purple are DPS recommended changes to the policies. Administrative recommendation is to revise the following policies.

1. Policy BCAD-Executive Sessions
2. Policy CAAA-Superintendent Recruitment and Appointment
3. Policy CAAB-Superintendent Evaluation Procedure
4. Policy FAAA-Open Enrollment
5. Policy FAAD-Tuition Agreements

Action is requested. *A roll call vote is required on the motion.* **Sample motion: “I move to complete the second reading and final adoption of revised policies BCAD-Executive Sessions, CAAA-Superintendent Recruitment and Appointment, CAAB-Superintendent Evaluation Procedure, FAAA-Open Enrollment, and FAAD-Tuition Agreements, as presented.”**

VII. **Other**

VIII. Adjournment

Announcements:

NDSBA Negotiations Seminar is scheduled for February 9-10 at the Bismarck Ramkota.