

Dickinson Public School  
Regular Meeting

January 15, 1991, 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on January 15, 1991, in the Board Room at the Central Administrative Office. Board members present were: Nancy Johnson, Don Staudinger, Diana Hunke, Jim Ciavarella and Earl Abrahamson. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Ron Steiner, Jim Gentile, Vince Reep, Buster Langowski, Betty Neigum, Clarence Corneil, LeRoy Boespflug, Arlo Howe, Bruce Jessen and Rodger Miller. Others present were: Mike Dougherty, Dickinson Press; Milo Smith, KQCD TV; Sherry Heaton; Marty Odermann Gardner and Fern Pokorny.

President Ciavarella called the meeting to order. Ciavarella requested that those at the board table introduce their special guests. Nancy Johnson introduced her son, Christopher. Dr. Morud introduced his son, Eric. Earl Abrahamson introduced his daughter, Erica Anne.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items from Consent Agenda

There were no items added to the agenda and no requests to remove any items from the consent agenda.

#### Consent Agenda

Johnson moved that the consent agenda, consisting of the minutes of the special meeting held December 18, 1990; minutes of the regular meeting held December 18, 1990; bills; financial reports; and the new hire of James Miller be approved. Hunke seconded the motion. The motion passed unanimously.

#### Superintendent's Report

In view of the world situation and the threat of war in the Middle East, Dr. Morud began his report with an appropriate selection prompting everyone present to pause and consider the seriousness of the situation and its potential impact on all U.S. citizens.

Head Start Program - Dr. Morud reported that the District and the Community Action Program have been cooperating to begin this program. Community Action has received verbal approval of the grant application. Implications for the District are:

- a. The program will begin in March or April, 1991. Normally, the program will follow the school calendar.
- b. The District will hire a person in a half time educational coordinator's position which will be funded by the grant.
- c. Head Start will purchase a handicapped accessible bus to be used by Head Start and the District.
- d. Tentative plans are to move the pre-school handicapped program to the same location as Head Start to form an "Early Childhood Educational Center". Facility costs are estimated at \$7,900 annually.

No action is required at this time.

Calendar for 1990-1991 - Dr. Morud recommended, after having consulted with administrators and faculty, that parent/teacher conferences be rescheduled from April to the week of February 19th. The rationale is that this is a more appropriate time since it is just after the mid-term of the third nine-week period.

Negotiations Seminar - The North Dakota School Boards Association Negotiations Seminar is scheduled on February 20, 21 and 22. Board members interested in attending are asked to contact Business Manager Haas.

Chamber Meeting - Dr. Morud will be assisting Ken, Dukart of the Dickinson Chamber of Commerce, in the development of an agenda for a joint meeting of the city, county, park and school district governing boards. If Board members have any suggestions, they are asked to please contact Dr. Morud.

#### Seven-Period Day Committee Report

The committee, consisting of Dr. Morud, Jim Ciavarella, Diana Hunke, Cindy Koppinger, Del Quigley and Jim Steckler, met to discuss the seven-period day. Significant points discussed were:

- a. Everyone agrees that the seven-period day is desirable.
- b. Provisions in the current negotiated agreement for compensation for teaching a sixth class should be changed through negotiations.

- c. During 1991-1992, a 7:30 A.M. class should be offered as a beginning transition to a true seven-period day.
- d. There should be more faculty involvement in advising students during registration.
- e. The entire structure of the high school day should be examined. A recommendation in regard to this structure should be made to the Board on or before the December, 1991 meeting.
- f. During 1991-1992, the course offerings at Dickinson High School will be carefully reviewed so that, when a seven-period day is scheduled in 1992-1993, the course offerings will be comprehensive and appropriate for the future.
- g. The committee will continue to meet on a monthly basis with Arlo Howe and Jim Peters as additional members.

Board consensus was in agreement with the direction of the committee.

#### Channel I Educational Network

President Ciavarella introduced the topic and asked Dr. Morud to report on the discussions which have taken place with faculty and students regarding Channel I. Ron Steiner, Jim Gentile and Arlo Howe reported that faculty and students were in favor of installing Channel I. Superintendent Dr. Morud recommended that the Board enter into a contract with Whittle Communications Educational Network to implement Channel I at Dickinson High School and Hagen Junior High. Hunke raised questions on the amount of equipment that would be installed, how the program would be used by faculty, whether or not we were obligated to show the programs to all students and who had responsibility for maintenance of the equipment. Following discussion of these topics, Johnson moved that Superintendent Dr. Morud's recommendation be accepted. Staudinger seconded the motion. The motion passed unanimously.

#### Board Policy

Board policy FEFA, Bus Fee Waivers, was presented for first reading approval as amended. The purpose of the amendment is to modify the type of form required to determine eligibility. Hunke moved that Board Policy FEFA, Bus Fee Waivers, be given first reading approval as amended. Johnson seconded the motion. The motion passed unanimously.

Other

Johnson informed the Board that the National Nominating Committee meeting she attended was very worthwhile. She also indicated that she would be attending a National Leadership Conference in Washington D.C. in February.

Abrahamson complimented Johnson on her role with the School Boards Association at the state and national levels.

President Ciavarella requested everyone to join him in a minute of silent meditation to contemplate the national and world situation in which we are currently involved.

At 7:56 P.M. Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.

  
James Ciavarella, President

  
C. B. Haas, Business Manager

Dickinson Public School  
Regular Meeting

February 19, 1991, 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on February 19, 1991, in the Board Room at the Central Administration Office. Board members present were: Jim Ciavarella, Earl Abrahamson, Diana Hunke, Nancy Johnson and Don Staudinger. Administrators present were: Superintendent Dr. Rollie Morud, C.B. Haas, Vince Reep, Marv Knoll, Arlo Howe, LeRoy Boespflug, Buster Langowski, Rodger Miller and Ron Steiner. Others present were: Rick zumBrunnen, Mike Adolf, Julianne Weir, Laurae Dykema, Keith Gendreau, Jay Greenwood, Kyle Adolf, Ranae Hartman, Ryan Hartman, Mike Gerbig, Troy Svihl, Jans Hestdalen, Wade Jehowski, Nate Clark, Ryan Heth, Nicci Clark, Darrel Hestdalen, Sam Pasicznyk, Dallas Pasicznyk, Jeremy Berger, Fern Pokorny, Mike Dougherty-Press, and Mike Smith-KQCD.

President Ciavarella called the meeting to order.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items from Consent Agenda

There were no items added to the agenda. Johnson requested that "Personnel" be removed from the consent agenda.

#### Consent Agenda

Johnson moved that the consent agenda, consisting of the minutes of the regular meeting held on January 15, 1991, bills and financial reports be approved. Hunke seconded the motion. The motion passed unanimously.

#### Personnel

Superintendent Dr. Morud presented letters of resignation from Nicci Clark and Cleo Kulish which, according to the letters, will be effective at the end of the current school year. Dr. Morud recommended that the Board accept these resignations. Staudinger moved that the Board accept the resignations of Nicci Clark and Cleo Kulish. Hunke seconded the motion. The motion passed unanimously. Johnson moved to approve the remaining personnel items on the consent agenda including the new hire of Dennis Faulhaber, increasing the time for Gayle Heinsen (bus dispatcher) and five additional days emergency leave for Mary Bruhschwein. Hunke seconded the motion. The motion passed unanimously.

#### Superintendent's Report

Dr. Morud reported on the following items:

- a. Dickinson Public School District Foundation - A meeting is scheduled on Monday, February 25, 1991 to which Board Members, teachers, parents and administrators are invited.
- b. School Calendar for 1991-1992 - Progress is being made on the calendar with staff and administrative input. Attempts are underway to develop a common calendar and schedule among eleven school districts in the Southwest. The calendar will be presented at either the March or April meeting for Board approval.
- c. Dr. Morud and selected Dickinson teachers have been making presentations at various in-service activities, for which they have received honorariums.
- d. School Bus Purchase - \$32,000 is budgeted for a bus purchase this year. Discussions are taking place with the Midget Booster Club concerning their participation in this purchase so the bus could be upgraded to a quality team bus.
- e. Employee Financial Planning - An arrangement has been made with IDS Financial Services to enable employees to receive a 20% corporate discount on personal financial planning. There are no monetary agreements involved and the District is not endorsing one financial service over another.
- f. Summer School - Driver Education will be offered during the summer of 1991, as in past years. Marv Knoll will direct the program. Discussions are currently being held to determine how other summer school classes will be conducted. Some consideration is being given to summer school as an entrepreneurial activity of teachers.

Student/Staff Recognitions

Superintendent Dr. Morud recognized the following:

Jim Glaser - Recently won his 300th career basketball coaching victory when the Midgets defeated Trinity.

Hagen Junior High School - Received first place in the Stark County Mathcounts competition.

Individual Mathcounts winners were:

Wayne Werremeyer - 2nd place  
 Luke Abrams - 3rd place  
 Cameron Weigel - 4th place  
 Tyler Leintz - 10th place

Wayne Werremeyer will advance to the State Competition in Bismarck on March 14th.

Carlton Larson, a student at Dickinson High School, was recently recognized for a poem he wrote which will be published this Spring.

Dr. Morud also recognized Ray Hauck, a School Board member from Richardton and bestowed upon him the "Good Neighbor Award". Mr. Hauck rescued Dr. Morud a few miles east of Dickinson when "Old Blue" (Dr. Morud's car) ran out of petro.

#### DHS/Trinity Wrestling Agreement

Marv Knoll, Athletic Director, informed the Board that the cooperative agreement has worked beautifully for the past three years and recommended that it be continued. Johnson moved that the Dickinson Public School Board approve a three-year agreement with the Trinity School Board for the purpose of conducting a cooperative wrestling program. Staudinger seconded the motion. The motion passed unanimously.

#### DEA Petition for Recognition

Petitions have been submitted to the Business Manager identifying an appropriate negotiating unit and requesting recognition of the Dickinson Education Association as the representative organization and exclusive representative of the identified negotiating unit. The petition has been uncontested.

Hunke moved that, pursuant to the provisions of Section 15-38.1-10 and 15-38.1-11 of the North Dakota Century Code, as amended, the School Board of Dickinson Public School District No. 1 (hereinafter "Board") recognizes all full-time certified teachers employed by the Board, with the exception of personnel employed under the Classified Benefit Package and Administrators, as the appropriate negotiating unit for the 1991-92 negotiated agreement and that the Board further determines that the Dickinson Education Association represents a majority of the persons within the above appropriate negotiating unit and it therefore recognizes the Dickinson Education Association as the representative organization of that unit for the 1991-92 negotiated agreement. Johnson seconded the motion. The motion passed unanimously.

#### Early Retirement Applications

Fern Jespersen and Estrella Treude have applied for early retirement based on Board Policy DBJA. Dr. Morud recommended that both applications be accepted. Staudinger commented on the potential financial impact to the district, and questioned whether, in the hiring practice, experienced candidates or recent graduates will be sought. Dr. Morud assured the Board that a "healthy mix" of candidates will be considered and hired. Hunke moved to accept the early retirement applications of Fern

Board Policy

Abrahamson moved that Policy FEFA, Bus Fee Waivers, receive second reading and approval as amended. Staudinger seconded the motion. The motion passed unanimously.


Other

Johnson informed the Board of a program "Prairie Town Meeting" which would be considering the topic of School Consolidation in North Dakota. Johnson also reported that the Leadership Conference she recently attended in Washington, D.C. was very worthwhile.

Ciavarella requested that everyone in attendance observe a moment of silence in consideration for U.S. and Allied troops in the Gulf War and, particularly, for family and friends affected by this war.

At 8:25, Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.

  
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C.B. Haas, Business Manager

  
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James Ciavarella



Dickinson Public School  
Regular Meeting

March 19, 1991, 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on March 19, 1991 in the Board Room at the Central Administration Office. Board members present were: Jim Ciavarella, Don Staudinger, Diana Hunke, Earl Abrahamson and Nancy Johnson. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Ron Steiner, Buster Langowski, Rodger (The Terrible Writer) Miller, Vince Reep, Betty Neigum, LeRoy Boespflug, Jim Gentile, Bruce Jessen and Arlo Howe. Others present were: Curtis Glasoe, Neysa Morrison, Kim Kuhn, Marty Odermann Gardner, Lawrence A. Gardner, Fern Pokorny, Bob Stefonowicz and Jim Steckler.

President Ciavarella called the meeting to order.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items from Consent Agenda

There were no items added to the agenda. There were no requests to remove any items from the consent agenda.

#### Consent Agenda

Johnson moved that the consent agenda, consisting of the minutes of the regular meeting held on February 19, 1991, and the special meeting held on March 7, 1991; bills; financial reports; the resignation of Valerie Van Ells, Jan Bjornson, Dorothy Roll, Sherry Heaton, Nancy Kolloen, Theresa May, Harvey Hellman and Karen Lewis; the new hires of Nancy Dockter and Patricia Kilwein and the request for additional emergency leave for Patricia Bellamy be approved. Hunke seconded the motion. The motion passed unanimously.

#### Superintendent's Report

Dr. Morud reported on the following items:

- a. Summer School - Student interest in summer school will be assessed during the month of April. The Board will be advised in early May as to the progress on summer school.
- b. Bus Shop Property Site - The district has received an offer from Glacier Park Company (the Land Management Company for Burlington Northern) regarding the sale of the property upon which the bus shops are located. They are asking \$38,000 for the property. This is more than two and one-half

times the independently appraised value. Dr. Morud recommended that the administration continue to work with Glacier Park but also look at other property options. Board consensus affirmed this recommendation.

- c. Extracurricular Committee Report - Dr. Morud distributed copies of the Extracurricular Committee Report, asked the Board members to study it and indicated that it would be placed on the agenda at the regular meeting in April or May.
- d. Upcoming Events Calendar - Dr. Morud distributed a calendar of events for the remaining days in March and the month of April. He asked the Board to respond to him as to the value of this service.
- e. Organization of "Think Tanks" - Dr. Morud informed the Board that he is organizing two "think tanks" for an in-depth study and analysis in the following areas:
  - K-6: Will look at stress in elementary teachers related to class size, organization of the day and students at risk.
  - K-12: Will review the district's committee structure with consideration given to alternative ways of handling committee work.
- f. Summer USC Conference - Dr. Morud has been nominated and invited to attend this leadership conference and has submitted his application. He requested an opinion from the Board as to whether or not he should attend. Johnson moved that the Board support Dr. Morud's attendance at this conference. Staudinger seconded the motion. The motion passed unanimously.
- g. North Dakota High School Activities Association Rule Violation - Dr. Morud reviewed the recent incident and informed the Board that, although the decision he made was based on a technically correct procedure, it was not the right decision. He stated unequivocally that Mr. Gentile and Mr. Howe had made the right decision. Dr. Morud stated that the district needs to more specifically define what is meant by possession, place a higher value on honesty and outline the district's responsibility for determining dependency and encouraging treatment. To this end, Dr. Morud is forming a "task force" to examine the issue of drinking as it pertains to extra-curricular activities. The "task force" will include Booster

Club members, parents, students, faculty and administrators. A community cultural change is needed and can likely be achieved through a collaborative process. Dr. Morud will keep the Board informed on progress.

- h. Staffing for 1991-1992 - There will not be any reduction in force this spring related to lack of funds or declining enrollment.
- i. Special Board Meeting - A special Board meeting will be scheduled in early April for the purpose of reviewing the 1990-1991 budget and considering tentative budgets for 1991-1992.
- j. Chamber of Commerce Committee - Dr. Morud will be serving on a committee to select a new Chamber Director to replace Ken Dukart.
- k. United Way Board - Dr. Morud has agreed to serve on the United Way Board for the 1991 campaign.
- l. DHS Registration - Preliminary student registration requests for a seventh class next year are in the range of 175 students. The seven-period day committee will begin meeting more regularly to address this issue.
- m. Rally Day - A Legislative Rally day has been scheduled for March 21, 1991 in Bismarck. Anyone who desires to do so is encouraged to call legislators on that day and express appreciation for support of education.
- n. Student Recognitions - Jason Carney, a fifth grader at Lincoln and Seth Weber, a sixth grader at Roosevelt will be participating at the state level of the National Geography Bee. Julie Fadden and Pat Riddle are the students' instructors.

### Curriculum Guides

Betty Neigum reviewed the curriculum revision process and introduced Neysa Morrison and Kim Kuhn, two staff members involved in the Home Economics Curricula revisions. Other staff members involved in the revisions were:

Home Economics -	Dianne Eidsness
Art -	Lili Stewart Wheeler
	Frank Schank
	Wayne Hledik
	Sandra Aman
	Carolyn Carter
	Sandy Franchuk

Staff members commented briefly on the new curricula guides. No action was required.

#### Interim Fund Decision

Dr. Morud reviewed the Board policy on the interim fund. The policy specifies an optimum level at 10% of the current year's budget and a minimum equal to the amount of the greatest deficit shown on a general fund cash flow study. Following comments and discussion by Board members, consensus reaffirmed the policy and requested Dr. Morud to work within these guidelines. It was also suggested that if it appears the interim fund would be spent below the 10% level, those expenditures be of a nonrecurring nature.

#### Appoint Board Negotiators

Abrahamson moved that Staudinger and Hunke be appointed as Board negotiators for negotiations with the DEA. Johnson seconded the motion. The motion passed unanimously. Dr. Morud reminded the Board that Ciavarella and Staudinger had volunteered earlier to hold "terms of employment discussions" with classified staff. These appointments were re-confirmed.

#### School Calendar - 1991-1992

Dr. Morud presented a calendar for the 1991-1992 school year. He indicated the calendar had received administrative and DEA approval. Hunke moved that the calendar be approved. Abrahamson seconded the motion. The motion passed unanimously.

#### Annual School Board Election

Johnson moved that the annual election be scheduled on June 4, 1991, with the same precinct boundaries as previous election, with polling places at Jefferson, Lincoln, Heart River and Gladstone Elementary Schools and that the polls be opened at 9:00 A.M. and closed at 7:00 P.M. Hunke seconded the motion. The motion passed unanimously.

Precinct boundaries are as follows:

The district, both city and rural, shall be divided by Highway 22 and the Burlington Northern railway tracks.

Those living north of the Burlington Northern railway tracks and west of Highway 22 shall vote at Jefferson Elementary School. This includes residents of the old Newcastle School District.

Residents living north of the Burlington Northern railway tracks and east of Highway 22 to the old

Gladstone District shall vote at Lincoln Elementary School.

All residents living south of the Burlington Northern railway tracks and east to the Old Gladstone and Garden Districts shall vote at Heart River Elementary School.

All residents of the old Gladstone and Garden School District shall vote at the Gladstone Elementary School.

All residents of the old Shipley School District shall vote at Gladstone or Heart River Elementary, whichever is more convenient.

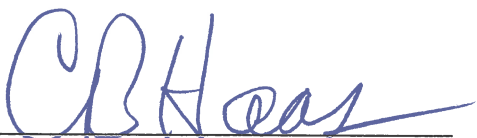
The June 4, 1991 election creates the following deadlines:

Candidate filing deadline -	4:00 P.M., May 2, 1991
Ballots printed -	May 15, 1991
Official notice of election - (Dickinson Press)	May 21, 1991
Election -	June 4, 1991
Canvas election returns - (Must be done within 3 days of election)	June 7, 1991
Notification of election results - to County Superintendent (Must be done within 10 days of election)	June 13, 1991

Other

Abrahamson mentioned that he is on a statewide committee in coalition with the Pharmacists Association and twenty-two other professional groups which is addressing the problems in North Dakota related to professional impairment due to drugs and alcohol. They are also addressing minors who use or are in possession of drugs and alcohol. The coalition is recommending mandatory counseling for first time minor offenders in possession of drugs or alcohol.

At 7:49 P.M., Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.



C.B. Haas, Business Manager

  
James Ciavarella, President

Dickinson Public School  
Regular Meeting

April 16, 1991, 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on April 16, 1991, in the Board Room at the Central Administration Office. Board members present were: Jim Ciavarella, Earl Abrahamson, Diana Hunke and Don Staudinger. Nancy Johnson was absent. Administrators present were Superintendent Dr. Rollie Morud, C. B. Haas, Betty Neigum, Ron Steiner, LeRoy Boespflug, Marv Knoll, Vince Reep, Buster Langowski, and Arlo Howe. Others present were: Rich Wardner, Dennis Mosbrucker, Dirk Smutzler, Gary Selle, Bobbi Miller, Leanne M. Smutzler, Kim Kuhn, Fern Pokorny, Sherwin R. Dockter, Al Koppinger, Milo Smith-KQCD and Mike Dougherty-Dickinson Press.

President Ciavarella called the meeting to order.

#### Public Participation

Rich Wardner addressed the Board thanking them for the Political Leave policy, for the encouragement he received while in the State Legislature, and for the accommodations which were made administratively to facilitate his absence and return to his teaching position at Dickinson High School.

#### Additional Agenda Items/Removal of Items From Consent Agenda

There were no items added to the agenda. There were no requests to remove any items from the consent agenda.

#### Consent Agenda

Hunke moved that the consent agenda, consisting of the minutes of the regular meeting held on March 19, 1991; bills; financial reports; the new hires of Daryl Hofer and Amy Duxbury; the transfers of Meroe Haug and Jean Steiner; and one additional day emergency leave for Norma Auer be approved. Staudinger seconded the motion. The motion passed unanimously.

#### Superintendent's Report

Dr. Morud reported on the following items:

- a. The American Diabetes Association is sponsoring a "Bike" or "Run" for Diabetes. Materials will be distributed to district students.
- b. Elementary School Stress Symposium - On Friday, April 12, 1991, ten elementary teachers, two elementary principals and Dr. Morud met to discuss ways of reducing stress in the elementary school

setting. The participants arrived at several short-range and several long-range goals which will be considered for implementation.

- c. One-time foundation aid payment - Consideration is being given to using these funds (approximately \$169,000) in a manner that would allow teachers and administrators at the building level to make decisions as to how the funds should be spent.
- d. The Wellness Committee will begin planning a "Women's Wellness Weekend" for the 1991-1992 year.
- e. Communication within the district will be improved and streamlined with a publication designed to reduce the number of memos and keep all members of the organization better informed.
- f. Community relations will be improved through a program which promotes education and educators.
- g. A condensed report of Board meetings will be distributed within the district on the day after Board meetings.

#### DHS Booster Club Presentation

Dennis Mosbrucker outlined the goals and objectives of the Booster Club. The Booster Club feels that the "basics" for activities provided by the Board should be:

- a. Adequate supervision and coaches to direct students.
- b. Facilities and equipment for practice and home games.
- c. Adequate transportation to and from out-of-town activities and athletic contests.

The Club asked the Board to consider increases for athletics if additional revenues are available in the new budget year.

#### Hagen Middle School Concept

Kim Kuhn introduced the Hagen Junior High staff members who are on a committee studying the Middle School Concept. They are Leanne Smutzler, Bobbi Miller, Gary Selle, Dirk Smutzler, Sherwin Dockter and Ron Steiner. Ms. Kuhn proceeded to outline the rationale for implementation of such a concept at Hagen, a brief summary of the concept which directs attention to social and physical dimensions as well as intellectual growth, the implications of such a change at Hagen and the needs of the Junior High School which would

have to be provided by the Board to make it possible. Board members' comments were supportive of the concept and staff efforts. Consideration will be given to these needs during the budgeting process.

#### Student/Staff Recognitions

Dr. Morud recognized the following:

- a. Dickinson High School and Hagen Junior High School for receiving "without exception" NCA accreditation reports for the 1990-1991 school year.
- b. "Sparkplug" Awards - Month of March
  - Heart River - Al Decker
  - Jefferson - Estrella Treude
  - Roosevelt - Jan Fields
  - Berg - Jean Steiner
  - Dickinson High School - Phil Moormann
  - Transportation - Edna Binek
  - Central Office - Walter Sand
  - Lincoln - Nancy Mack
  - Hagen - Jan Bjornson
- c. Brian Kolling - Moorhead State scholarship
- d. Jason Jesch - WalMart and Elks Scholarships
- e. Erin Sahlstrom and Joel Baumgartner - First place in State Dramatic Duo.
- f. Brian Woehl and Jesse Zeller qualified for the Plymouth Trouble Shooting Contest in Fargo on May 9, 1991. Jered Haas is the alternate.
- g. Gregg Anderson - First place in State Competition in Architectural Drawing. Gregg qualifies to take part in the National Competition in Louisville, Kentucky.
- h. Jim Lechler - Fourth place in State Competition in Architectural Computer Drafting.
- i. Mike Banyai - Third place in State Competition in the Drafting Written Test.
- j. Tiffany Staudinger - Selected as Elks Student-of-the-month for April.
- k. Chantel Moore - Recognized for having poetry published.



Travel Reimbursement

Due to the fact that the district has not had the same daily rate for overnight lodging as the state, Dr. Morud recommended that the district follow state rates for all travel reimbursement costs. That rate is a maximum of \$35.00. Staudinger moved that Superintendent Dr. Morud's recommendation be approved. Abrahamson seconded the motion. The motion passed unanimously.

Board Policy

President Ciavarella presented a portion of Policy "KAG", Public Participation at Board Meetings, for amendment. The amended section is to read, "Comments at special and regular meetings can only address topics appearing on the prepared agenda." Hunke moved that Policy "KAG" receive first reading approval as amended. Abrahamson seconded the motion. The motion passed unanimously.

Future Meeting Dates

A special Board meeting is scheduled for April 25, 1991 at 4:30 P.M. The special meeting agenda will include May 1st early dismissal, bus bids and the 1991-1992 budget.

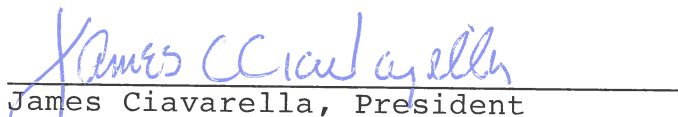
Other

- Dr. Morud - Members of the Music Boosters may be contacting Board members to express their concerns in regard to the district's music programs.
- Abrahamson - A follow-up meeting of the Hagen Closed Noon Hour Committee has been held. Abrahamson would like to report on this topic at the May regular meeting.
- Staudinger - Expressed his strong support for reporting summaries of Board meetings to all employees on the day after the meeting.
- Ciavarella - Expressed his thanks and appreciation for those who take an interest in the school district and attend Board meetings.

At 8:35 P.M., Hunke moved that the meeting be adjourned. Abrahamson seconded the motion. The motion passed unanimously.



C.B.Haas, Business Manager

  
James Ciavarella, President

Dickinson Public School  
Special Meeting

April 25, 1991, 4:30 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in special session on April 25, 1991, in the Board Room at the Central Administration Office. Board members present were: Jim Ciavarella, Nancy Johnson, Earl Abrahamson, Diana Hunke and Don Staudinger. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Bruce Jessen, Arlo Howe, Vince Reep, Buster Langowski, LeRoy Boespflug, Louie Braun and Clarence Corneil. Others present were Candace Odegaard, Camey Huncovsky, Ronna Ault-Teeters, Carla Jirges, Bonnie Kostelecky, Donna Wolf, Mike Dougherty-Dickinson Press and Milo Smith-KQCD.

President Ciavarella called the meeting to order.

#### Early Dismissal - May 7

Dr. Morud requested a change in the 1990-1991 school calendar to allow for early dismissal on May 7, 1991. The early dismissal would occur approximately one hour earlier than usual. The purpose will be to bring all the instructional staff together to discuss the broad parameters of structural change in the Dickinson School System. The meeting will be a culmination of this year's discussions regarding change and set the tone for continuing the dialogue into next year. Hunke moved to approve the early dismissal on May 7, 1991. Abrahamson seconded the motion. The motion passed unanimously.

#### Bus Bids

LeRoy Boespflug presented a summary of the bids received as follows:

		Bus Bid Summary		April 25, 1991
BUS #2 - HEAD START BUS				
Bidder	Bid	193" DTA 360 Engine	Wheel Base in Base Bid	Net Cost = (Base Bid + DTA 360 Engine + 193" Wheel Base) - Trade
Barton	\$ 34,993 IHC 7.3	+2435.	170" + 303.	34,993 + (2435 + 303) - 2500 = 35,231.
Denison	37,447 IHC 7.3	+2460.	170" +180.	37,447 + (2460 + 180) - 5266 = 34,821.
Dietrich	36,291	Not Spec.	151"	W/O DTA 360 35,291 - 800 = 35,491.

Ford 6.6

36,636  
IHC 7.3 + 2723. 170"  
+ 209.

Harlow's 36,450 +2460. 170" 36,450 + (2460 + 720) - 3000 = 36,630.  
IHC 7.3 + 720.  
Includes  
65 gal.tank

Hartley's 41,027 Included 170" 41,027 - 4000 = 37,027.  
IHC-DT360 No  
Alternate

39,906 Not Spec. No  
Ford 7.8 Alternate

McLaughlin 36,862 + 2460. Yes 36,862 + 2460 - 1100 = 38,222.  
IHC 7.3

36,145 + 2460. 170"  
IHC 7.3

Base Bid Spec: 36 passenger  
With: Wheelchair Lift  
Two Wheelchair Tie Downs  
Diesel, Automatic Transmission  
See attached Spec Sheet

Bus Bid Summary

April 25, 1991

BUS #1 - ACTIVITY BUS

Bidder	Base Bid	Body	Cummins Diesel 190hpTC	Trade	Less Total
Barton	44,980	Blue Bird TC 2000	See attached comparison between Barton & Hartley +2474.	2500	44,954
Dietrich	56,928	Thomas MVP	Included (Rear)	4500	52,428
	54,300	Thomas Vista	185 hp IHC DTA 350 Included	4500	49,800

Harlows	58,500	Ward Senator 185 hp IHC DTA 360 Included	3000	55,500
	52,200	Ward Volunteer Cummins 190 hp	3000	49,200

Hartleys	49,990	Blue Bird TC 2000 Cummins 190 hp	4000	45,990
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Base Bid Spec: 78 passenger seated to 44 (2 to a seat)  
Transit Type - Front Engine  
Diesel, automatic transmission  
See attached spec sheet

COMPARISON OF TC-2000 BIDS

<u>Specifications</u>	<u>Barton's</u>	<u>Hartley's</u>
Base Bid	44,980.	49,990
190 hp Cummins (5.9 Liter TC)	+ 1,077.	Included
Tan Floor Covering	+ 202.	Included
Lower Rear Door Glass w/screen	+ 46.	Included
Front & Rear Fender Well Ext.	+ 107.	Included
Heated Water Separator (Fuel Filter)	Included	Included
Wheel House Molding Interior	+ 100.	Included
Extra Dome Light	+ 50.	Included
Tilt Steering Wheel	+ 77.	Included
Extra Speakers	(8)+ 90.	(8) Included
Continuous Front Wheel Bearing Lube	+ 35.	Included
Mud Flaps	+ 72.	Included
Fan Clutch	Included	Included
Tach	+ 130.	Included
Engine Hr. Meter	Included	Included
Amp Meter	+ 31.	Included
Extra Spray on Sound Proofing	+ 47.	Included
Parcel Racks	+ 275.	Included
Tires-Radial	Included--We spec. size--	Included
White Wear Plate	+ 16.	Included
Wiper/Wetarm/Blade	+ 72.	Included
AM/FM Switch	+ 12.	Included
Side Directionals (Front & Rear)+	<u>35.</u>	<u>Included</u>
	47,454.	49,990.

Less Trade	<u>1,500.</u>	<u>2,000.</u>
	45,954	47,990.

Alternate #1

Buy Both Buses from Barton

Head Start Bus

34,993 + (2435 + 303) = \$ 37,731.

Activity Bus

44,980 + 2474 = 47,454.

85,185.

Less Trade 2 busses -4,000.

Less Additional Trade for  
2 unit purchase -2,000.

\$ 79,185.

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Alternate #2

Buy Head Start Bus from Denison

37,447 + (2460 + 180) = \$ 40,087.

Less Trade (Thomas) -5,266.

\$ 34,821.

Buy Activity Bus from Barton

44,980 + 2474 - 1500 = \$ 45,954.

\$ 80,775.

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Recommendation:

Accept bids from Barton on both busses and authorize administration to negotiate the final order.

Following a brief discussion on the bids, Johnson moved that both busses be purchased from Barton at a cost of \$37,731.00 for the Head Start bus and a cost of \$47,454.00 for the activity bus with trade-in values of \$6,000.00 to apply to the activity bus and that the Board further authorize the administration to negotiate the final order. Staudinger seconded the motion. The motion passed unanimously.

## 1991-1992 Budget

President Ciavarella introduced the agenda item and asked Dr. Morud to begin the budget discussion. Dr. Morud's presentation included projections on the General Fund Balance as of June 30, 1991 (\$1,564,063), anticipated revenue in Fiscal Year 1992 (\$10,570,101) and an expected expenditure level in Fiscal Year 1992 of \$10,492,335. Dr. Morud also pointed out that the District will have increased revenue available for allocation in the amount of \$449,754. This assumes the targeted level of the interim fund on June 30, 1992 will be \$1,192,075. Within the increased revenue, \$42,027 is for restricted use and \$407,727 unrestricted. Dr. Morud then reviewed some of the changes that will be necessary within the current expenditure level of \$10,262,000. He described this as "level budgeting". Within the "level budgeting" process, Dr. Morud explained the concepts of "linkage" and "bridging" which will be used to enhance employee performance and improve fiscal efficiency. Finally, Dr. Morud presented considerations for 1991-1992 staffing and 1992-1993 staffing. Following Dr. Morud's presentation, Staudinger moved that the Board recess for ten minutes. Abrahamson seconded the motion. The motion passed unanimously

President Ciavarella reconvened the meeting at 6:20 P.M. During discussion on the budget, Board members made the following observations:

Staudinger- Expressed appreciation for the well prepared information.

Stated he is particularly concerned with budget areas in:

Hagen Activities

Extra-Curricular Activity Fee Relief

Music Programs

Building specific elementary music & P.E. instructors.

Hunke - Expressed concern with large class sizes  
Inquired as to the decision time line with regard to the budget

Dr. Morud responded that we would open some positions now and begin candidate searches in May. Other budget decisions will be made at the May meeting and at an early June meeting.

Abrahamson- Expressed appreciation for the well prepared outlook.

Supports improvements at Hagen and within the music program.

Ciavarella- Specifically addressed the concept of "linkage and bridging" expressing his support.

Johnson - Expressed specific support for proposed Carl Perkins funds which are being devoted to Technology within the Industrial Arts program at Hagen.

No specific action was taken on the budget.

Future Meetings

May 21, 1991, 7:00 P.M. - Regular May Meeting  
June 7, 1991, 4:45 P.M. - Special Meeting  
June 11, 1991, 7:00 P.M. - Regular June Meeting

At 6:50 P.M. Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.

  
\_\_\_\_\_  
C.B. Haas, Business Manager

  
\_\_\_\_\_  
James Ciavarella, President

Dickinson Public School  
Regular Meeting

May 21, 1991, 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on May 21, 1991, in the Board Room at the Central Administration Office. Board members present were: Jim Ciavarella, Don Staudinger, Diana Hunke and Earl Abrahamson. Nancy Johnson was absent. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, LeRoy Boespflug, Betty Neigum, Ron Steiner, Bruce Jessen, Vince Reep, Rodger Miller, Arlo Howe and Clarence Corneil. Others present were: Mike Dougherty-Press, Milo Smith-KQCD, Bob Stefonowicz, Philip J. Wolf, Louise Wolf, Thomas M. Hammel, Carole N. Miller, Bobbi Miller, Toby Miller, Richard Rykowski, Fern Pokorny and John Rykowski.

President Ciavarella called the meeting to order.

#### Public Participation

Richard Rykowski, former District Employee, addressed the Board. He requested information on what he perceived were violations of Sections 12-10-02 and 44-02-01 of the North Dakota Century Code. President Ciavarella responded that the matter would be looked into and a report given at a later regular meeting of the Board.

#### Additional Agenda Items/Removal of Items from Consent Agenda

There were no items added to the agenda. There were no requests to remove any items from the consent agenda.

#### Consent Agenda

Hunke moved that the consent agenda, consisting of the minutes of the regular meeting held on April 16, 1991; the minutes of the special meeting held on April 25, 1991; bills; financial reports; the resignation of Linda Schiwal; the new hires of Jim Becker, Ellen Becker, Julia Reffel, Karen Thompson and James Miller; and two and one half (2 1/2) days additional emergency leave for Mary Bruhschwein be approved. Staudinger seconded the motion. The motion passed unanimously.

#### Superintendent's Report

Dr. Morud reported on the following items:

- a. Business Office Computer - IBM will discontinue software support for the System 36 after January 1992. The machine we would be considering to



replace the "36" is the AS400. We are also entering into discussions with the City of Dickinson concerning a computer. It appears that a cooperative venture may be possible. Representatives of the City and the School District will be attending a meeting with IBM in Bismarck on June 10 to view a demonstration of the system and receive cost estimates from IBM.

- b. Elementary School Accreditation - All elementary schools in the district have been accredited with commendation for the 1990-1991 school year.
- c. Last Day of School - A "last day" picnic is scheduled and all employee groups have been invited to the occasion.
- d. Special Board Meeting - June 7, 1991 - This meeting had been scheduled in the late afternoon, however, some conflicts have made it necessary to change the time to 11:30 A.M. The two items on the agenda will be canvassing of the Board Election and a 1991-1992 budget discussion.
- e. The "Board" Publication - If Board members have found this publication helpful this past year and would like to continue with it, they should let Dr. Morud know.

#### Student/Staff Recognitions

Dr. Morud recognized the following:

##### Speech Team:

Wendy Hulsing, DHS, 3rd Place, Speech to Entertain  
Carlton Larson, DHS, 4th Place, Varsity Extemp.  
Marnie Soggie, DHS, 4th Place, Speech to Persuade  
Gail Thuner, DHS, 6th Place, Speech to Persuade  
Holly Krech, DHS, Superior Medal, Speech to Inform  
Dawn Miller, DHS, Superior Medal, Poetry Interpret.

##### Invent America:

Roosevelt: Josh Johnson, Chris Kadrmas, Travis Stagl, Angela Sabo, Christopher Tongen, Scott Focht, Erin Schwartz and Jenne Kruger.

Berg: Darren Kruger, Treeva Kary, Katie Banyai, Kari Gustafson and Cassandra Dowhaniuk.

Heart River: Heather Messmer, Melanie Hehn, Chenoa Houle, Shane Yates, Aaron Nielsen, Katy Shirey, and Megan Frank.

Lincoln: Jon Zent, Mari Franchuk, Julie Keller, Courtney Gust, Blake Molmen, Nathan Wandler and John Greenwood.

Hagen: Chom Heckaman, Martin Hovden, Jim Steckler, Lauri Dennis, Nate Clark, Tony Thompson, Carissa Jackson, and Jennifer Burwick.

Jefferson: Travis Binek, Eric Stromsberg, Lucas Gregory, Ashley Miller, Elizabeth Kadrmas, Marty Morud, and Sheena Schwindt.

Elks Teens of the Month:

Brian Kolling, Deanna Murphy, Mitchel Christensen, Randi Kostelecky, Greg Cascaes, Kari Ciavarella, Gregg Gawryluk and Dave Silky.

Elks Scholarship Recipient: Jason Jesch

Springer Scholarship Recipient:

Rhonda Bleth, DHS, Scholarship to attend DSU

Fred Radloff Memorial Scholarship:

William Kainz, DHS, \$500 Scholarship-NDSCS

ND State Citizen Bee Championship:

Carlton Larson-DHS

School Spirit: Cassandra Zietz, Lincoln

Music - Star Ratings:

Margaret Hereford - DHS Vocal Solo  
Chantel Moore, Margaret Hereford, DHS Vocal Duet  
Tarra Lindborg, Chantel Moore, Margaret Hereford, DHS Vocal Trio  
Jolyn Scott, Trisha Schauer, Lisa Frank, Crystal LaPierre, Chantal Moore, Margaret Hereford- DHS Vocal Ensemble  
Paul Redding, DHS Alto Sax

Carlton Larson, DHS French Horn Solo  
Kathy Preston, DHS French Horn Solo  
Christie Wade, Collin Kapelovitz, DHS Bassoon  
Duet

Miscellaneous:

Jim Gentile & Student Volunteers, DHS, Recognition  
for starting a Peer Tutoring Program at DHS

Milo Anderson, DHS, Recognition for hosting a  
Weld-O-Rama

Rhoda Hilden, Hagen, Recognition for starting a  
Laryngectomee Organization

Lili Stewart-Wheeler, Berg, Recognition for  
District-Wide Art Show

Roosevelt Staff, Recognition for District-Wide Art  
Show

Del Quigley and Student Council Members, Hagen,  
Recognition for starting a student volunteer  
program for developmentally disabled students

Nicci Clark and 6th Grade LEAP Class,  
Recognized for Spring Clean Up Campaign

Kim Kuhn, Hagen, DEA March Merit Award

DHS Student Council, DHS, Served Teacher  
Appreciation Day Breakfast

Honor Ushers:

Jo Marie Glasoe, Wendy Hulsing, Stacy  
Baumgartner, Shelly Ott, Kirsten Monson, Vince  
Biesiot, Eric zumBrunnen, Jay Bleth, Nolan  
Overton, Colby Carter, Gary Zins, Brent Selle,  
Rhonda Steiner and LaRae Staiger

Deb Mallberg and Greg Anderson, DHS, Chosen to lead  
the graduating seniors during commencement exercises.

GED Graduation:

Lee Aljets-Lemen and 54 Adult Graduates, Dickinson  
Adult Learning Center

Sparkplug Recipients for May:

Pam Reep Heart River  
Kathie Carlson Lincoln

Joyce Rivinius  
Fern Jespersen  
Al Urban  
Donna Havelka  
Joelle Fruh  
Bea Thomas  
Carla Jirges

Jefferson  
Roosevelt  
Berg  
Hagen  
DHS  
Bus Shop  
CAO

### Hagen Addition

The meeting with Jim Luptak of the Energy Impact Office was successful. Architectural plans have been drawn and the detailed mechanical and electrical plans are being completed. A July 2, 1991 bid opening is anticipated with a bid awarding taking place on July 5, 1991.

### Budget Update: 1991-1992

Dr. Morud reviewed progress on the 1991-1992 budget. The meeting with custodians was very beneficial and the custodial staff demonstrated a cooperative attitude. Consequently, all utilities will be budgeted at actual costs for 1990-1991 and 2.5 FTE custodians will be added.

Dr. Morud reviewed the staff members who have requested and received in-district transfers. Dr. Morud requested authorization to employ staff in the following positions:

- 1.0 - Grade 6 Teacher at Berg
- .5 - Kindergarten at Roosevelt
- 1.0 - Combination Teacher at Hagen
- 1.0 - Mathematics at DHS
- .6 - Spanish at DHS

Staudinger moved to authorize the employment of these staff positions. Abrahamson seconded the motion. The motion passed unanimously. Dr. Morud indicated that one full-time music position at Hagen and DHS and increases in music and physical education at the elementary level are still being considered.

Dr. Morud reported that Mary Bruhschwein has requested a half-time contract. A suitable half-time replacement has been found and Dr. Morud recommends, since this is a contractual matter, that the Board approve the change with official action. Abrahamson moved that the change in Mary Bruhschwein's contract be approved. Staudinger seconded the motion. The motion passed unanimously.

### Hagen Closed Noon Hour Report

Abrahamson reported on the follow-up committee meetings held regarding the closed noon hour. Specific points made in his report were:

- a. Principal Steiner feels it is going better than expected.
- b. The reinstatement of extra curricular and co-curricular activities should be a priority.
- c. Noon supervisors should have some in-service training provided by the district.
- d. The exterior facilities and grounds need a great deal of improvement.
- e. Student involvement in the planning of the closed noon hour played a significant role in the success of the plan.

### District Art Collection

Dr. Morud explained the plan for beginning an art collection of works by Dickinson Public School students. The first three pieces of art were done by Julie Olheiser, 10th grade; Aaron Brudvig, 12th grade; and Metro Privratsky, 12th grade. These three pieces were commissioned by the district and they will be displayed in appropriate places within the district.

### Annual Audit

C. B. Haas reviewed the auditing process and informed the Board that Brose & Lardy had performed the audit for the past eight years. They have done a commendable job and have provided on-going consultant support to the district at no charge. Haas requested that the Board authorize the administration to negotiate a price with Brose & Lardy for the 1991 audit. Staudinger moved that Superintendent Dr. Morud and Business Manager Haas be authorized to negotiate a price for the 1991 audit with Brose & Lardy and that if the price is not reasonable and "in line" with last year's cost, the audit be bid. Hunke seconded the motion. The motion passed unanimously.

### Board Policy

Hunke moved that Policy "KAG", Public Participation at Board Meetings, receive second reading approval and be adopted as amended. Staudinger seconded the motion. The motion passed unanimously.

Abrahamson presented a report on the recommendations of the committee studying the Early Retirement Policy "DBJA". Following the report and a brief discussion, Abrahamson moved that the Board give first reading approval to rescind the Early Retirement Policy, "DBJA" in entirety. Hunke seconded the motion. The motion passed unanimously.

At 7:55 P.M., Abrahamson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.



C.B. Haas, Business Manager



James Ciavarella, President

Dickinson Public School  
Special Meeting

June 7, 1991, 11:30 A.M.  
Board Room, Central Office

The Dickinson Public School Board met in special session on June 7, 1991 in the Board Room at the Central Administration Office. Board members present were: Nancy Johnson, Don Staudinger, Diana Hunke and Earl Abrahamson. Jim Ciavarella was absent. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Ron Steiner, Betty Neigum, Louis Braun, Vince Reep and Rodger Miller. Others present were: Mike Dougherty, Dickinson Press; Camey Huncovsky, Becky Meduna, Patty Levorsen and Carla Fettig.

Vice President Staudinger called the meeting to order.

Canvass School Board Election

Business Manager Haas presented the following election results to the Board. The election was held on June 4, 1991.

For one (1) three-year term

<u>Precinct</u>	<u>Registered Votes</u>	<u>James Ciavarella</u>	<u>Joel Bleth</u>	<u>Jim Goetz</u>
Gladstone	26	5	19	0
Heart River	58	51	6	0
Jefferson	287	270	16	1
Lincoln	<u>201</u>	<u>191</u>	<u>10</u>	<u>0</u>
TOTALS	572	517	51	1

Gladstone - 2 Void Ballots  
Heart River - 1 Void Ballot

Publishing of Minutes

<u>Precinct</u>	<u>Yes</u>	<u>No</u>
Gladstone	22	3
Heart River	49	9
Jefferson	240	43
Lincoln	<u>166</u>	<u>34</u>
TOTALS	477	89

Johnson moved to approve the election results as presented by Business Manager Haas. Hunke seconded the motion. The motion passed unanimously.

Budget: 1991-1992

Dr. Morud distributed a detailed copy of the budget to each Board member and reviewed a projected balance sheet through June 30, 1992. He discussed those new items which were included in this budget draft and those items which have been considered but not included.

Vice President Staudinger declared a thirty minute recess at 12:00 Noon for lunch.

At 12:30 P.M., Vice President Staudinger reconvened the meeting.

Further discussion on the budget focused on explaining specific line items and amounts. No action was requested at this time.

At 1:25 P.M., Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.

  
James C. Ciavarella, President

  
C. B. Haas, Business Manager



## **ADMINISTRATIVE BENEFIT PACKAGE 1991-1992**

### **1. Life Insurance**

Term life insurance of \$30,000 for all administrators will be paid by the school district. Administrators can purchase an additional \$30,000 of coverage.

### **2. Long Term Disability Insurance**

Administrators will receive disability as outlined in the teacher negotiated agreement.

### **3. Liability Insurance**

Administrators will receive liability insurance paid by the district.

### **4. Health Insurance**

Administrators will be eligible for group health insurance with the premium paid by the district at or above the contribution offered teachers.

### **5. Leaves**

Administrators will follow the same procedures as outlined in the current teacher negotiated agreement for professional certified staff members. This includes sick leave, emergency leave, personal leave, and leave of absence. Administrators who have accumulated more than six personal leave days will be reimbursed at the same rate as teachers.

### **6. Dues**

The district will reimburse administrators for dues paid to professional organization(s) selected by the administrator at the rate of 50%. The maximum district reimbursement for any administrator will be \$250.

### **7. National Conventions and Workshops**

A schedule for administrative personnel will be established and funded by the district that will allow administrators to attend a national workshop or convention at least once every three years. The superintendent will be involved in the planning. The final approval shall be the responsibility of the superintendent.

**9. In-district Travel**

Travel incurred in-district due to job responsibilities may be vouchered and will be reimbursed at the state rate.

**10. Annual Workdays for Administrators**

The number of work days will be outlined for each administrator on an annual work calendar. The official school calendar (182 days) will be indicated as core days and the remaining days (example 202 -182= 20 days) will be individually scheduled jointly between the administrator and his/her immediate supervisor. A maximum of five paid holidays may be included in the work calendar. Effective July 1, 1991, no administrator will earn vacation time. A balance of earned vacation will be established as of July 1, 1991 for each administrator who has been earning vacation.

Transition Note: Those administrators with vacation must take five days of vacation each year until the balance is zero. No more than ten days may be taken in one work calendar. If separation occurs before the vacation balance becomes zero, the administrator will be reimbursed at \$100 per vacation day remaining.

**11. General Work Responsibilities**

When changes are contemplated in an administrator's general work responsibilities (portfolios), there will be formal consultation by the superintendent with affected administrators prior to making a final decision.

**12. Salary Schedule**

The formula for salary determination based on length of work year, length of service, level of education, and a responsibility factor is included as Appendix A.

13. **Ratification**

In witness thereof, signatures of duly authorized representatives of the administrator's organization and the Board indicate that this agreement has been ratified by the Dickinson Public School Administrator's Organization and the Dickinson Public School Board.

Dated at Dickinson, North Dakota, this 17<sup>th</sup> day of June, 1991 .

Dickinson Public Schools Administrator's Organization

By: LeRoy R. Baspfly Chief Negotiator

By: Ronald Steiner President

Dickinson Public School Board

By: Maria Suske Chief Negotiator

By: James C Ciavarella President of the Board

Dickinson Public School  
Regular Meeting

June 11, 1991, 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on June 11, 1991, in the Board Room at the Central Administration Office. Board members present were: Jim Ciavarella, Nancy Johnson, Diana Hunke, Earl Abrahamson and Don Staudinger. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Ron Steiner, LeRoy Boespflug, Vince Reep, Arlo Howe, Betty Neigum, Clarence Corneil and Louie Braun. Others present were: Mike Dougherty-Press, Ed Sahlstrom and Del Quigley.

President Ciavarella called the meeting to order.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items from Consent Agenda

There were no items added to the agenda. There were no requests to remove any items from the consent agenda.

#### Consent Agenda

Abrahamson moved that the consent agenda, consisting of the minutes of the regular meeting on May 21, 1991; bills; financial reports; the new hires of Randi Hochhalter, Rhonda Kraenzel, Shelly Friedt, Joy Fisher, Todd Glaser and Dawn Sipma; the resignation of Buster Langowski; and two additional days of emergency leave for Joyce Berger be approved. Hunke seconded the motion. The motion passed unanimously.

#### Superintendent's Report

Dr. Morud reported on the following items:

- a. Music Position - Some preliminary advertising and interviewing on the position has been started. Board approval of the position is requested. Johnson moved to approve a full-time music position. Hunke seconded the motion. The motion passed unanimously.
- b. Elementary Music and Physical Education - Discussion is continuing as to what approach would alleviate the most stress at the elementary level; building specific music and physical education teachers or hiring additional classroom aides. The

decision on this will likely be made in late July or August.

- c. Vacation - Dr. Morud will be on vacation the week of June 17, 1991.
- d. Elementary Principal Vacancy - The position is being advertised. An "input" committee is being organized consisting of administrators, teachers, secretaries and parents. Dr. Morud will be actively involved in the process and will attempt to make a recommendation to the Board in early July. Staudinger volunteered to serve on the input committee.
- e. Other Contacts - Dr. Morud will be meeting with selected parents concerning drug and alcohol use by students. He will also be visiting with and holding an informal exit interview with the three teachers who retired this year.
- f. Student Recognitions - Dr. Morud recognized the following students for their achievement.

Tim Jacobson - Male Athlete of the Year  
Randi Kostelecky-Female Athlete of the Year  
Girls' Volleyball Team - Team Scholar Award  
With a Team GPA of 3.58

#### Seven-Period Day

The seven-period day is closely related to negotiations and it appears as though the Board negotiators and teacher negotiators cannot agree on the specifics of a seven-period day. Board negotiators and Dr. Morud will seek one more opportunity for position movement before impasse is declared. Hunke commented that she is definitely in favor of the seven-period day and that if the Board raises graduation requirements as a result of implementing it, the increased requirements should be in the elective areas. Staudinger commented that the teacher negotiators have apparently let it be known that no Board proposal is acceptable, however, one more attempt at negotiations should be made before declaring impasse.

#### Budget: 1991-1992

A general discussion on the budget was held. The following points were made:

- a. It may be necessary to budget additional funds for a change in computers at the Business Office.

- b. Consideration should be given to additional funds being budgeted for student activities and clubs at Dickinson High School.
- c. Study the possibility of reducing the participation fee at Dickinson High School from the planned \$30 to \$25 or \$20.

The budget is very near its final form and will be presented for approval at the July meeting.

Classified Salary & Benefit Package

Dr. Morud recommended the following be approved for classified employees for the 1991-1992 school year:

- a. \$.35 per hour increase in salary regardless of where the employee is located on the current salary range.
- b. Schedule and budget four additional days for all twelve-month classified employees.
- c. No change in health insurance. Current caps on the district's contribution to classified health plans are as follows:

Single:	\$1,197.00
Family:	3,427.00

- d. Issue work calendars to all classified employees.

Staudinger moved that the Superintendent's recommendation be approved. Johnson seconded the motion. The motion passed unanimously.

Hunke and Staudinger commented on the need for a comprehensive review of all classified positions by a third party consultant. Staudinger also suggested that a comprehensive study be conducted on the feasibility of contracting in some way for transportation services. Board consensus was to explore both these suggestions with an initial report to be given at the July Board meeting.

Administrative Negotiations

Dr. Morud presented a report on the negotiations between administrators and the Board. The report included a recommendation for salary increases amounting to \$13,949.00 in addition to a wage adjustment for two administrators. Hunke moved to approve the negotiated administrative benefit package as presented by Dr. Morud. Johnson seconded the motion. The motion passed unanimously.

Annual Meeting Date

Dr. Morud recommended that the Annual Meeting be scheduled at 4:30 P.M. on Tuesday, July 2, 1991. Johnson moved that the Annual Meeting be scheduled on Tuesday, July 2, 1991 at 4:30 P.M. Hunke seconded the motion. The motion passed unanimously.

Board Policy

Hunke moved that Board Policy DBJA, Early Retirement, receive second reading approval to have the entire policy rescinded. Abrahamson seconded the motion. The motion passed unanimously.

Other

President Ciavarella presented a detailed response to the inquiries made by Richard Rykowsky at the May 21, 1991 regular meeting.

At 8:22 P.M. Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.

  
James C. Ciavarella, President

  
C. B. Haas, Business Manager

# ENERGY DEVELOPMENT IMPACT OFFICE

STATE LAND DEPARTMENT  
918 E. Divide Ave. P. O. Drawer 5523  
Bismarck, North Dakota 58502  
Telephone (701) 224-3188

## Forward Funding Offer June 20, 1991

The Energy Development Impact Office offers to the Dickinson Public School District an advance commitment of \$200,000 out of the allocation from the Oil and Gas Impact Grant Fund that will be made in the Spring of 1992. These funds, together with the \$150,000 awarded today and the \$25,000 awarded in 1990 provide the district with a total of \$375,000 toward the completion of the Hagan Junior High addition and renovation project.

This offer of forward funding will become a firm commitment and an actual grant number will be issued on or after July 1, 1991, when the new appropriation for the 1991-93 Biennium becomes effective, but only if the Dickinson Public School District formally accepts this offer.

In accepting this forward funding offered here, the Dickinson School District agrees that it will not submit any applications for oil impact grants in the next general (as opposed to Special Assessment) grant round that will be held in the Spring or Summer of 1992. The district is eligible to participate in any grant round after that time.

If the District chooses not to accept the forward funding, the offer of \$200,000 will be withdrawn and the \$150,000 grant issued today will remain in force for a period of one year. If within that time, the district is unable to make financial arrangements for completion of this project, that grant will also be withdrawn, otherwise it will remain open until the project is completed and the grant is paid out.

We accept

Yes

We do NOT accept \_\_\_\_\_

Kang. C. Ciawally  
Board President

CB Haas  
Board Secretary

(PLEASE RETURN YOUR SIGNED RESPONSE TO THE EDIO)



Dickinson Public School  
Annual Meeting

July 2, 1991, 4:30 P.M.  
Board Room, Central Office

The Dickinson Public School Board held its Annual Meeting on July 2, 1991, in the Board Room at the Central Administration Office. Board members present were: Jim Ciavarella, Diana Hunke, Nancy Johnson, Don Staudinger and Earl Abrahamson. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas and Betty Neigum. Others present were: Mike Dougherty-Dickinson Press, Lois Myran, Becky Meduna, Fern Pokorny and Ruth Stefonowicz.

President Ciavarella called the meeting to order.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items from Consent Agenda

There were no items added to the agenda. There were no requests to remove any items from the consent agenda.

#### Consent Agenda

Johnson moved to approve the consent agenda, consisting of the minutes of the Special Meeting on June 7, 1991; the Regular Meeting on June 11, 1991; bills, financial reports; the new hires of Susan Bogner, Phyllis Dvorak, Lucy Barth, Kristi Andrus, Melinda Fridrich, Leo Hofer, Lorraine Bren and Dennis Faulhaber and one additional day of emergency leave for Jan Fields. Hunke seconded the motion. The motion passed unanimously.

#### Unfinished Business

#### Superintendent's Report

Dr. Morud reported on the following items.

- a. Elementary Principal at Lincoln - Dr. Morud reviewed the interviewing process and the number of candidates (four) considered for the position. Dr. Morud recommended that the Board employ Lois Myran as principal of Lincoln Elementary. Staudinger moved that the Board employ Lois Myran as Lincoln Elementary School Principal. Johnson seconded the motion. The motion passed unanimously.

- b. Extension Grants - No word has been received from the Department of Public Instruction regarding Dickinson's participation in this program.
- c. Business Office Computer - No decision for a recommendation has been reached in regard to replacing the business office computer. At least two alternatives to the IBM, AS 400 will be explored prior to preparing a recommendation for presentation to the Board.
- d. Lincoln Playground - The crested wheat grass north of Lincoln Elementary is not being mowed because it is being left to allow it to go to seed.

Student/Staff Recognitions

Dr. Morud recognized the following:

Becky Meduna - Recipient of the 1991 North Dakota Award for Excellence in Elementary Science and Mathematics Teaching.

Allison Robbins-North Dakota winner of the National Jefferson Award. The award is based on the individual's community service involvement and concern for the environment.

Carlton Larson-Received third place in the National Citizenship Bee competition.

Budget: 1991-1992

Business Manager Haas reviewed the Certificate of Levy which calls for the dollar amounts specified below.

General Fund	\$ 3,205,264.
Asbestos Levy	101,188.
Building Fund	200,000.
Special Assessments	45,000.
Debt Service	270,230.

Johnson moved that the Certificate of Levy be approved. Hunke seconded the motion. The motion passed unanimously.

Dr. Morud presented the proposed budget for 1991-1992 with expected revenues at \$10,733,894 and expenditures at \$11,218,996. Dr. Morud also explained that the budget is still in a fluid state, it may change on either or both sides of the ledger. Final approval will be requested prior to October 10, 1991. Hunke moved that the budget with revenue of \$10,733,894 and expenditures of \$11,218,996 be approved.

Abrahamson seconded the motion. The motion passed unanimously.

#### Energy Impact Grant

Staudinger moved that the Board accept the grant as proposed in the "Forward Funding Offer". (A copy of the "Forward Funding Offer" is attached to these minutes.) Johnson seconded the motion. The motion passed unanimously.

#### Day Treatment Program

Dr. Morud reviewed this program and informed the Board that Rodger Miller would be completing the grant application with a deadline for submission of July 12, 1991. Abrahamson moved that the grant application be approved. Johnson seconded the motion. The motion passed unanimously.

#### Transportation Alternatives

Several possible alternatives to the current transportation system were presented. Dr. Morud recommended that a Transportation Study Committee be formed to review the alternatives. Board consensus was in agreement with this recommendation. Abrahamson volunteered to serve on this committee.

#### Classified Salary Structure Study

Following earlier discussions on the district conducting a thorough study of the Classified Salary Structure, Dr. Morud recommended the Board engage in this type of study during 1991-1992. The study would be patterned similarly to one the Bismarck School System completed. Board consensus was to invite a representative of the Bismarck School System, Mr. Harvey Schilling, to the August Board meeting for a detailed presentation and cost estimate to perform the study.

Johnson moved that a ten minute recess be taken. Hunke seconded the motion. The motion passed unanimously.

President Ciavarella reconvened the meeting at 5:25 P.M.

#### New Business

##### Election of Officers

Johnson nominated Ciavarella for president. Hunke moved that nominations cease and a unanimous ballot be cast for Ciavarella. Staudinger seconded the motion. The motion passed unanimously.

Abrahamson moved that Don Staudinger be nominated for vice-president, that nominations cease and a unanimous ballot be cast for Staudinger. Hunke seconded the motion. The motion passed unanimously.

Abrahamson moved that C. B. Haas be appointed as business manager. Staudinger seconded the motion. Abrahamson moved to amend the motion by striking the word "appointed" and inserting the word "employed". Staudinger seconded the amendment. The amendment passed unanimously. The motion as amended passed unanimously.

#### Meeting Day and Time

Johnson moved that the Board establish the third Tuesday of each month at 7:00 P.M., excluding July and subject to change, as the regular meeting day and time for the Dickinson Public School Board. Hunke seconded the motion. The motion passed unanimously.

#### School Board Authorized Representative

Johnson moved that Superintendent Dr. Rollie Morud be named as the authorized representative of the Dickinson Public School Board. Hunke seconded the motion. The motion passed unanimously.

#### Existing Policies Reinstatement

Staudinger moved that the existing policies of the Dickinson Public School Board be reinstated for 1991-1992. Johnson seconded the motion. The motion passed unanimously.

#### Bank Depository Designation

Johnson moved that American State Bank be designated as the official depository for school district funds for the 1991-1992 fiscal year. Staudinger seconded the motion. The motion passed unanimously.

#### Grant Programs

Johnson moved that the following Grant Program Applications be approved for submission:

Chapter I	\$ 364,643.
Chapter II	42,253.
Title II	13,000.
Drug & Alcohol	51,801.

Staudinger seconded the motion. The motion passed unanimously.

Board Policy

Policy DADE - Tobacco Use in the Schools

Johnson moved that Policy DADE receive first reading approval as amended with the word "grounds" deleted in the first paragraph and "on school property" deleted in the second paragraph. Hunke seconded the motion. The motion passed unanimously.

Policy BCBB - Compensation & Expense for Board Members

Dr. Morud recommended that the compensation per meeting for Board members be increased to \$25.00. Staudinger moved that Policy BCBB receive first reading approval as amended to increase compensation per meeting for Board members to \$25.00. Abrahamson seconded the motion. The motion passed unanimously.

Other

Johnson would like to see a Special Board Workshop scheduled to discuss general topics and give a report on the activities of the North Dakota School Boards Association. Ciavarella indicated that he would schedule a workshop in cooperation with Dr. Morud and Mr. Haas.

Abrahamson expressed his appreciation and thanks to other Board members, Dr. Morud and Mr. Haas for all their efforts during the past year.

Hunke expressed her appreciation to Ciavarella and Staudinger for their willingness to serve as officers of the Board.

Ciavarella expressed his appreciation to Mike Dougherty, Dickinson Press, for his superb cooperation and excellent coverage of School Board affairs.

At 6:05 P.M., Abrahamson moved to adjourn. Staudinger seconded the motion. The motion passed unanimously.

  
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C.B. Haas, Business Manager

  
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James C. Ciavarella, President

Dickinson Public School  
Special Meeting

July 23, 1991, 12:15 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in special session on July 23, 1991 in the Board Room at the Central Administration Office. Board members present were: Jim Ciavarella, Diana Hunke, Nancy Johnson and Earl Abrahamson. Don Staudinger was absent. Administrators present were: C. B. Haas and LeRoy Boespflug. Others present were: Rick zumBrunnen, Ron Steiner and Dana Kaster-Dickinson Press.

President Ciavarella called the meeting to order.

Hagen Addition Bids

LeRoy Boespflug reviewed the bids and, after having consulted with Architect zumBrunnen, recommended that the bids of F & J Construction, Central Mechanical and Berger Electric be accepted. The bid summary is as follows:

<u>Contractor</u>	<u>Base Bid</u>			
F&J Const.	\$624,400	Single Prime	\$4000	\$6200
F&J Const.	455,100	General	4000	6200
Tooz Const.	498,071	General	3456	6191
Central Mechan.	95,600	Mechanical	-	-
Kramer Sheet Met.	102,488	Mechanical	-	-
B&K Electric	75,534	Electrical	-	-
Berger Electric	68,645	Electrical	-	-

Johnson moved that the general bid and Alternate #1 of F & J Construction (\$459,100), the mechanical bid of Central Mechanical (\$95,600), and the electrical bid of Berger Electric (\$68,645) be accepted. Hunke seconded the motion. The motion passed unanimously.

Classified Health Insurance

C. B. Haas reviewed the classified health insurance rate structure for the past several years and explained how the cap on classified health insurance came about. Discussion focused on how to arrive at a long-term solution to escalating health insurance costs as well as addressing the immediate needs within the classified benefit structure.


Hunke moved that the current caps be removed for 1991-1992 and that the Board contribute a maximum of \$1464 to the single plan and \$3888 to the family plan. Abrahamson seconded the motion. The motion passed unanimously.

Consensus was to place "Health Insurance" on the August regular meeting agenda for the purpose of establishing a

health insurance study committee which would be active during the 1991-1992 school year.

At 12:55 P.M., Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.

  
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C.B. Haas, Business Manager

  
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James C. Ciavarella, President

Dickinson Public Schools  
Regular Meeting

August 20, 1991, 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on August 20, 1991 in the Board Room at the Central Administration Office. Board members present were: Jim Ciavarella, Nancy Johnson and Diana Hunke. Earl Abrahamson and Don Staudinger were absent. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, LeRoy Boespflug, Ron Steiner, Jim Gentile, Betty Neigum, Lois Myran, Bruce Jessen, Clarence Corneil and Arlo Howe. Others present were: Del Quigley, Bobbi Miller, Bob Stefonowicz, Ed Sahlstrom, Mike Dougherty-Dickinson Press, and Milo Smith -KQCD TV.

President Ciavarella called the meeting to order.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items from Consent Agenda

Johnson moved that the "NDSBA Membership Survey" be added to the agenda. Hunke seconded the motion. The motion passed unanimously.

#### Consent Agenda

Johnson moved to approve the consent agenda, consisting of the minutes of the Annual Meeting on July 2, 1991; the minutes of the Special Meeting on July 23, 1991; July bills; July Financial Reports; the new hires of Jay Schobinger, Elaine LaPlante, Sara Binstock, Mary Farrar and Michael Stevenson and the release of contract obligations for Todd Glaser. Hunke seconded the motion. The motion passed unanimously.

#### Superintendent's Report

Dr. Morud reported on the following items.

- a. Annual Certificate of Compliance - Johnson moved that the Annual Certificate of Compliance be approved and submitted to the Department of Public Instruction. Hunke seconded the motion. The motion passed unanimously.
- b. Fall In-Service - Board members are invited to attend two luncheons scheduled as a part of the fall in-service.



- c. Educator's Delegation to Eastern Europe - C. B. Haas has been invited to be a part of a delegation to Eastern Europe. The delegation is composed of adult educators who will visit with their counterparts in Poland, Czechoslovakia and Hungary. This is an honor for Mr. Haas and for the district.
- d. Music Program - Music teachers have been meeting and a plan is developing which will lead to building specific music instruction at the elementary level. Dr. Morud recommended that the Board approve the expansion of the instrumental program to include fifth graders. Hunke moved to approve expansion of the instrumental music program to include the fifth grade. Johnson seconded the motion. The motion passed unanimously. Johnson moved to approve the hiring of additional music and physical education staff to allow for building specific staff at the elementary level. Hunke seconded the motion. The motion passed unanimously.
- e. Enrollment - Dr. Morud reported that enrollment appears to be slightly above earlier projections but also stated that the numbers are quite fluid up to two or three weeks into the school year.
- f. Policy Review Cycle - A procedure needs to be established for a cyclical review and revision of Board policy. Following discussion, President Ciavarella stated that the topic would be placed on the September agenda.
- g. Upcoming Events - The listing of upcoming events will be sent to the Board within a week.

Student/Staff Recognitions

Dr. Morud recognized the following:

Becky Wells - Winner of three events in the National AAU competition.

District Spark Plug Awards at the Central Office:

June -	Donna Wolf
July -	Bonnie Kostelecky
August -	Linda Wanner

Classified Salary Structure Study

Due to the absence of two Board members, Dr. Morud recommended that this presentation be postponed. Johnson moved that this agenda item be tabled. Hunke seconded the motion. The motion passed unanimously.

## Annual Financial Report

Johnson moved to approve the last batch of bills charged to FY '91, the monthly financial report as of June 30, 1991 and the Annual Financial Report. Hunke seconded the motion. The motion passed unanimously.

## Certificate of Levy

Business Manager Haas presented the complete Certificate of Levy, including actual expenditures for FY '91, actual revenue for FY '91, appropriations for FY '92 and revenue for FY '92. The Certificate of Levy was officially approved at the Annual Meeting on July 2, 1991.

## Census

Dr. Morud reviewed the recently completed census which shows 3870 students in the ages from 6-17 inclusive. A copy of the census summary is attached to these minutes.

## Educational Service Agreement

Dr. Morud explained that Elgin, New Leipzig and Mott have requested Spanish teaching services from Dickinson under the provisions of SB2034. Hunke moved to approve this Educational Service Agreement. Johnson seconded the motion. The motion passed unanimously.

## NDSU Extension Grant

Dr. Morud reported that this program has been in the developmental stages since last spring. He recommended the Board approve the program with a budget of \$58,000, including approximately 1.5 new staff positions. Johnson moved that the Board approve this program and accept the grant monies associated with it. Hunke seconded the motion. The motion passed unanimously.

## Health Insurance Study Committee

Johnson moved that a Health Insurance Study Committee be established. Hunke seconded the motion. The motion passed unanimously. President Ciavarella appointed Johnson and Abrahamson to represent the Board on the committee. Johnson was named to chair the committee. Consensus was that the committee should include representation from the following groups:

- All employee groups
- Administration
- Community
- Board of Education

## Student Handbooks for 1991-1992

Jim Gentile reviewed the 1991-1992 Dickinson High School Student Handbook. Hunke moved that the handbook be approved. Johnson seconded the motion. The motion passed unanimously.

Ron Steiner reviewed the 1991-1992 Hagen Junior High School Student Handbook. Johnson moved that the handbook be approved. Hunke seconded the motion. The motion passed unanimously.

Betty Neigum reviewed the Elementary Student Handbook for 1991-1992. Hunke moved that the handbook be approved. Johnson seconded the motion. The motion passed unanimously.

Johnson moved that the Board recess for five minutes. Hunke seconded the motion. The motion passed unanimously.

At 8:35, President Ciavarella reconvened the meeting.

## Early Dismissal - September 27, 1991

Dr. Morud requested Board approval for an early dismissal (not necessarily on the 27th) to conduct in-service activities with an instructional focus. Hunke moved to approve an early dismissal for instructional in-service with the date to be scheduled. Johnson seconded the motion. The motion passed unanimously.

## Graduation Date - Spring 1992

Graduation date must be rescheduled so it does not fall before the 180th day of school in order that foundation aide is not sacrificed. Dr. Morud recommended that parents, students and faculty be surveyed prior to the Board decision. The apparent options are: Friday Evening; Saturday A.M. or P.M. or evening; Sunday P.M. Board consensus was in agreement with this recommendation.

## Board Policy

Policy DADE, Tobacco Use in the Schools - Johnson moved that Policy DADE receive second reading approval and be adopted as amended. Hunke seconded the motion. The motion passed unanimously.

Policy BCBB - Compensation and Expenses for Board Members - Hunke moved that Policy BCBB receive second reading approval and be adopted as amended. Johnson seconded the motion. The motion passed unanimously.

Board Orientation/Workshop Meeting

Following discussion on meeting format and available dates, consensus was to hold the meeting in one evening with the agenda being set by the Board president after input from Board members. Superintendent Morud will schedule the meeting.

NDSBA Membership Survey

Johnson explained the survey, received Board members opinions on the questions asked and volunteered to complete and return the survey. President Ciavarella thanked Johnson for her efforts.

At 9:15 P.M., Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.

  
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C.B. Haas, Business Manager

  
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James C. Ciavarella, President

Dickinson Public Schools  
Special Meeting

September 4, 1991; 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in special session on September 4, 1991 at the Central Administrative Office. Board members present were: Nancy Johnson, Earl Abrahamson, Diana Hunke and Jim Ciavarella. Don Staudinger was absent. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Lois Myran, Betty Neigum, Ron Steiner, LeRoy Boespflug, Rodger Miller, Arlo Howe, Clarence Corneil and Louie Braun. Others present were: Milo Smith- KQCD-TV and Fern Pokorny.

President Ciavarella called the meeting to order.

#### Board Orientation

President Ciavarella introduced the topics for discussion and called on Dr. Morud to facilitate the workshop process. Before breaking into small groups, Dr. Morud explained in detail the nature of the Learning Lab and the Community/School Collaboration Project.

Topics discussed in small groups were:

- a. Children and Learning
- b. Demographics and Hagen Campus
- c. Governance and Organization
- d. New Initiatives

A recorder was appointed in each small group. A summary of the comments will be compiled for consideration at a future Board meeting.

At 10:45 P.M., Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.

  
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James C. Ciavarella, President

  
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C.B. Haas, Business Manager

Dickinson Public Schools  
Regular Meeting

September 17, 1991, 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on September 17, 1991 in the Board Room at the Central Administrative Office. Board members present were: Jim Ciavarella, Don Staudinger, Diana Hunke, Earl Abrahamson and Nancy Johnson. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Betty Neigum, LeRoy Boespflug, Rodger Miller, Ron Steiner, Lois Myran, Arlo Howe, Clarence Corneil, Bruce Jessen, Marv Knoll, Vince Reep and Louie Braun. Others present were: Harvey Schilling, Bismarck Public Schools; Mike Dougherty, Dickinson Press; Milo Smith, KQCD-TV; Ted Nameniuk; Fern Pokorny; Jeannie Roshau; Jan Scherr; Judy Quigley; Edna Binek and Ed Sahlstrom.

President Ciavarella called the meeting to order.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items from Consent Agenda

Abrahamson moved to add "NSBA Board of Directors Endorsement" to the agenda. Hunke seconded the motion. The motion passed unanimously.

#### Consent Agenda

Johnson moved to approve the consent agenda, consisting of the minutes of the regular meeting on August 20, 1991; the minutes of the special meeting on September 4, 1991; bills; financial reports and the new hires of Nancy Ratterree, Joan Allen, Yevgeniya Gorskiy, Craig Grundhauser, Vranna Messmer, James A. Peters, Kathleen Bacon, Sandra Ficek, Dakota Seymanski, Karen Dryden, Tammy Fox and Jill Skarvold. Hunke seconded the motion. The motion passed unanimously.

#### Classified Salary Structure Study

President Ciavarella introduced Harvey Schilling, Bismarck Public Schools, who gave a presentation on the model the Bismarck system used to conduct their study. Mr. Schilling included information on the structure, organization and implementation of the classified salary structure study. Following Mr. Schilling's presentation, Johnson moved to recess the meeting for ten minutes. Abrahamson seconded the motion. The motion passed unanimously.

President Ciavarella reconvened the meeting at 8:30 P.M. Staudinger moved that Superintendent Dr. Morud be directed to establish a committee for implementation of the Classified Salary Structure Study and that, in the process of

their study, classified staff be notified that there will be no salary reduction resulting from this process. Johnson seconded the motion. The motion passed unanimously.

### Superintendent's Report

Dr. Morud reported on the following items:

- a. Early Dismissal for Teachers' Convention - A request for early dismissal has been submitted. Dr. Morud does not recommend early dismissal. Teachers who have to leave early may have their assignments covered by other staff. Board consensus was favorable to this recommendation.
- b. Board Orientation - Dr. Morud distributed a summary of major topics discussed at the meeting and asked Board members to indicate a possible direction for each.
- c. October Meeting Date - Due to conflicts, it is recommended that the date be changed. Board consensus was to schedule the meeting on October 14, 1991 at 7:00 P.M.
- d. District Newsletter - Dr. Morud informed the Board that he is in the process of developing a newsletter for the district. The cost would be approximately \$75.00 per issue and would be funded by the special appropriation.
- e. Staff Recognitions - Dr. Morud recognized Becky Meduna, fifth grade teacher at Jefferson, and recipient of the 1991 Presidential Award for Excellence in Math Teaching.
- f. Title II Grant - Dr. Morud distributed a copy of the final budget for the Title II Grant for 1991 - 1992.
- g. Instructional In-Service - Early Dismissal - An early dismissal has been scheduled for Monday, October 7, 1991. The speaker will be Peter Holly and the topics will be change and action research as tools for school improvement.

### Thinking Skills Curriculum

Betty Neigum explained how this curriculum will be used. The curriculum was designed for grades K-6.

## Principals' Reports

Building principals each presented a brief report on how the school year started and is progressing.

### 1991-1992 Budget: Status Report

Business Manager Haas reviewed the 1991-1992 budget and explained how it has changed since the Annual Meeting on July 2, 1991. The revenue now stands at \$10,954,275 and expenditures at \$11,460,145. Abrahamson moved to approve a modified 1991-1992 budget with revenue at \$10,954,275 and expenditures at \$11,460,145. Hunke seconded the motion. The motion passed unanimously.

### Personnel

Dr. Morud requested authorization to hire personnel in the following positions:

- a. Curriculum Development Specialist in the Community/School Revitalization Project (1 FTE).
- b. Secretary in the Community/School Revitalization Project (1 FTE).
- c. Basic Skills Teacher in Chapter I (1 FTE).
- d. Special Education Classroom Aides (2 FTE).

Hunke moved to approve the hiring of personnel in these positions. Johnson seconded the motion. The motion passed unanimously.

### Board/Administrative Workshop

Dr. Morud presented a brief update on the summarized topics discussed at the workshop. The topics are presented for study and will be used at a future meeting for discussion and decisions regarding future directions for the district.

### Parent/Teacher Conferences

Dr. Morud recommended early dismissal for parent/teacher conferences on November 5, 6, 7 and 8. Johnson moved to approve these days for parent/teacher conferences. Hunke seconded the motion. The motion passed unanimously.

### America "2000" Program

Staudinger moved that the Board approve and endorse the "America 2000 Program". Abrahamson seconded the motion. The motion passed unanimously.



## Board Policy

President Ciavarella presented a suggested Board member assignment and schedule for policy review during the 1991-1992 school year. Board consensus was to adopt the schedule as presented and with the addition of at least one administrative representative on each committee.

<u>Policy Section</u>	<u>Board Member Assignment</u>	<u>Scheduled Review</u>
A - School Dist. B - School Board	Ciavarella, Staudinger	October
D - Personnel	Ciavarella, Johnson	November
C - Administration G - Instruction H - Fiscal Management	Abrahamson, Hunke	December
E - Negotiations F - Students	Hunke, Staudinger	January
I - Non-Instructional Operations J - Facility Development K - General Public Relations L - Organizational Relations	Abrahamson, Johnson	February

## National School Boards Association Board of Directors

Staudinger moved to support and endorse Nancy Johnson in her candidacy for a Board of Directors seat in the National School Boards Association. Abrahamson seconded the motion. The motion passed unanimously. The seat she is seeking represents the Western Region.

## Other

President Ciavarella read a letter from Fern Pokorny requesting direct and informal conversations with the Board on a regular basis. Following discussion, Board consensus was to deny the request. As an alternative, Dr. Morud and President Ciavarella will plan a joint workshop with all employee groups represented.

Johnson announced the Superintendent's evaluation workshop to be held on October 21, 1991.

Hunke inquired as to whether or not there would be a Board member schedule prepared for school visitation. Board

consensus was to have each Board member visit as they can arrange it.

At 10:14 P.M., Johnson moved to adjourn the meeting. Hunke seconded the motion. The motion passed unanimously.

  
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James C. Ciavarella, President

  
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C. B. Haas, Business Manager

Dickinson Public Schools  
Regular Meeting

October 14, 1991; 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on October 14, 1991 at the Central Administrative Office. Board members present were: Jim Ciavarella, Nancy Johnson, Earl Abrahamson, Don Staudinger and Diana Hunke. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Betty Neigum, Jim Gentile, Lois Myran, Vince Reep and Marv Knoll. Others present were: Gene Brose, Dennis Lardy, Fern Pokorny and Mike Dougherty- Dickinson Press.

President Ciavarella called the meeting to order.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items From Consent Agenda

There were no requests to add any items to the agenda.

Johnson requested that the minutes of the September 17, 1991 meeting be removed from the consent agenda.

#### Consent Agenda

Johnson moved that the consent agenda consisting of the minutes of the special meeting on September 4, 1991; bills; financial reports; the new hires of Amy Jahner and Julie Alexander; the resignation of Nancy Dockter and the request for 6 1/2 additional emergency leave days for Doris Reopelle be approved. Hunke seconded the motion. The motion passed unanimously.

#### Minutes - Regular Meeting, September 17, 1991

Johnson moved to approve the minutes with a correction on page four which changes the month of November to October in the announcement concerning the Superintendent's Evaluation Workshop. Hunke seconded the motion. Hunke moved to amend the motion by also correcting the record under "National School Boards Association Board of Directors." The correction is the addition of: "Abrahamson seconded the motion. The motion passed unanimously." Abrahamson seconded the amendment. The amendment passed unanimously. The motion as amended passed unanimously.

#### Audit Report - FY '91

President Ciavarella introduced Gene Brose and Dennis Lardy for the purpose of reviewing the annual

audit. Following their presentation and discussion, Hunke moved that the audit be approved and that the administration be directed to implement the recommendations in the management letter. Johnson seconded the motion. The motion passed unanimously.

### Superintendent's Report

a. Vision - Dr. Morud informed the Board that he is formulating a comprehensive vision of the district which will preserve the best of what the district has while meeting the challenge of the future through predictable change.

b. Think Tank - The focus of the first "Think Tank" will be the development of a local report card to gauge the success and progress of the district and to discuss and design an appropriate employee recognition program.

c. NDSBA/NDASASuperintendent's Evaluation Workshop in Killdeer - All Board members are invited to attend the workshop on October 21, 1991 in Killdeer.

d. September, 1992 In-Service - Madeline Hunter has been scheduled to provide in-service on September 25, 1992. The district is fortunate to be able to secure the services of Ms. Hunter.

e. Learning Lab - The official press release and announcement of Dickinson as the 15th Learning Lab in the nation is scheduled for October 29, 1991.

f. Study Council Meeting - Dr. Morud recently attended this meeting at Camp Grafton. The Council is emphasizing the following areas in its program of work for 1991-1992:

1. Health insurance issues
2. Restructuring initiatives
3. Special education at-risk students (IEP Program)
4. Accreditation standards
5. Instructional strategies
6. Finance & group purchasing
7. Scheduling of co-curricular activities
8. Substance abuse program
9. Conflict management for principals

g. District Newsletter - The first issue of the "Insider" will be distributed on October 16, 1991. The intent is to publish it twice a month.

h. Staff Recognitions - Dr. Morud recognized Lee Aljets Lemen for recently receiving the award of North Dakota Adult Educator of the Year.

## Classified Salary Structure Study

Dr. Morud announced the following appointees to this committee:

C. B. Haas, Chairman  
Rodger Miller  
LeRoy Boespflug  
Bruce Jessen  
Arlo Howe

The committee will begin its work by consulting with Harvey Schilling and then proceed on a time schedule which will allow the work to be completed in February or March of 1992.

## Policy Review Committees

President Ciavarella presented a final schedule for review of the policy manual which includes administrative assignments to the committees. C. B. Haas distributed policies which are considered to be required by the North Dakota School Boards Association. These policies are to be considered by each committee as appropriate.

## Negotiations Update

Dr. Morud informed the Board that he and Del Quigley are in the process of working on arrangements with the Center of Conflict Resolution. It may be possible to return to the bargaining table prior to involvement of the Center for Conflict Resolution.

## Extra-Curricular Cooperative Agreement

Staudinger moved to approve the continuation of the cooperative cross-country track agreement between Dickinson Public Schools and the Trinity School System. Johnson seconded the motion. The motion passed unanimously.

## Special Legislative Session

Rich Wardner submitted a request for political leave to Superintendent Dr. Rollie Morud. Dr. Morud recommended approval of the request in compliance with Board Policy DAGFB. Staudinger moved to approve Rich Wardner's request to attend the Special North Dakota Legislative Session under the terms of Board Policy DAGFB. Johnson seconded the motion. The motion passed unanimously.

## Elementary Classroom Paraprofessionals

Dr. Morud reviewed the need for at least one regular classroom paraprofessional per elementary building. The need was also expressed by the "Elementary Think Tank" in April of

1991. Dr. Morud recommended that the Board authorize the administration to hire five elementary paraprofessionals. Staudinger moved to authorize the administration to hire five paraprofessionals at the elementary level. Abrahamson seconded the motion. The motion passed unanimously.

I 94-ITV Consortium

Dr. Morud informed the Board that the bids for installation of the ITV system were rejected due to excessive cost. The Consortium is not going to dissolve, however, a new approach will be required. The Consortium members will continue to meet and attempt to resolve the problem.

At 8:55 P.M., Johnson moved to adjourn the meeting. Hunke seconded the motion. The motion passed unanimously.

  
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James C. Ciavarella, President

  
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C. B. Haas, Business Manager

Dickinson Public Schools  
Regular Meeting

November 19, 1991; 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on November 19, 1991 at the Central Administration Office. Board members present were: Jim Ciavarella, Don Staudinger, Diana Hunke, Nancy Johnson and Earl Abrahamson. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Betty Neigum, Bruce Jessen, Ron Steiner, LeRoy Boespflug, Rodger Miller, Lois Myran, Jim Gentile, Louis Braun and Arlo Howe. Others present were: Sharon Dietz-Press, Milo Smith-KQCD, Neil Roberts-KQCD, Larry Selle, Fern Pokorny, Paul Bonicelli, Brian Bonicelli, Rodney J. Kostelecky, Lukas Kostelecky, Shawn Pritchard, Jay Greenwood, Lee Pritchard, Mike Gerbig, Brick Thompson, Keith Thompson, Bobbi Miller, Lester Riddle, Keith Gendreau, Jans Hestdalen and Ed Sahlstrom.

President Ciavarella called the meeting to order.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items from Consent Agenda

There were no requests to add any items to the agenda.

There were no requests to remove any items from the consent agenda.

#### Consent Agenda

Johnson moved that the consent agenda consisting of minutes of the regular meeting held on October 14, 1991; bills; financial reports; the resignation of Judy Berg and Carl Steffan; the new hires of Grace Pelton, Theresa May, Sandy Bertelsen, Cindy Wagner, Heidi Leudtke, Ione Andersen, Lori Rattei and Cindy Splichal; and the percent of time increases for Gale Berger, Diane Erickson and Georgiann Schmalenberger by approved. Hunke seconded the motion. The motion passed unanimously.

#### Superintendent's Report

Dr. Morud reported on the following items.

- a. Employee Meeting - A meeting with Board members and representatives from all employee groups has been scheduled on November 21, 1991 at the Elks Club. The focus of the meeting will be the district's vision and the corresponding belief system.

- b. Think Tank - The Think Tank held on November 13, 1991 concentrated on three areas:
  - 1. Employee recognition program.
  - 2. Measuring the success of the district in ways other than standardized test scores.
  - 3. Culture development within the district. This will include cross-district understanding, promotion of better feelings with the community and an assessment of what we do well.
- c. Community Think Tank - This activity is scheduled on December 5, 1991 and will include representatives from business, parents and school employees. The emphasis will be to better understand each other's point of view regarding the future.
- d. Negotiations - A negotiating meeting is scheduled on November 20, 1991 at 7:00 P.M. in the Central Administrative Office. The Board negotiators will present a compromise offer.
- e. Business Community/School Cooperation - Sax Motors has presented an offer to the administration which will allow participating schools to receive equipment and instructional aids by cooperating with them on some business promotion activities.
- f. Hagen Progress Report - The project is approximately three weeks behind but it appears as though the time will be made up once the shell is enclosed.

Emerging Technologies will be one of the programs housed in the new facility. TMI Systems Design Corporation, a Dickinson manufacturer, is cooperating with the district on the project and has offered to fully equip the Emerging Technologies Shop/Classroom with work station cabinetry and storage cabinetry. This is a mutually beneficial relationship and a special "thank you" is extended to TMI from the district.

#### Student/Staff Recognitions

Dr Morud recognized the following:



- a. Verona Sletto - ND Adult Education Association Volunteer of the Year. Ms. Sletto works as a Literacy Volunteer in the Dickinson Adult Learning Center.
- b. Nancy Johnson - (1) Elected to the position of Vice-President in the ND School Boards Association; (2) Selected as one of three finalists for the Board of Director's position with the National School Boards Association representing our region. She will have a formal interview on January 4, 1992. If successful through the interview, Nancy will be on the ballot at the annual meeting in April.
- c. Spark Plug Awards:

<u>Location</u>	<u>September</u>	<u>October</u>
DHS	Dee Rieker	Jay Schobinger
Hagen	Rick Hofer	Bobbi Miller
Berg	Petti Levorsen	Marlene Binstock
Heart River	Sharon Runcorn	Orla Smith
Jefferson	None	Bob Bren
Lincoln	Bob Portscheller	Denelle Hibl
Roosevelt	Sue Biesiot	Dennis Faulhaber
Bus Shop	Rita Wolf	Matt Weisgerber
Cent. Office	Ginger Miller	Karen Voigt

d. Athletics:

- 1. Girls' Basketball: All WDA - Stephany Baumgartner
- 2. Football - WDA: Colby Carter-Offensive Center and Defensive Tackle  
Darrell Hartman-Defensive End  
Aaron Manns-Defensive Linebacker  
Ryan Barts-Defensive Back
- 3. Cross Country:
  - All WDA - Girls: Becky Wells, State Champion  
Kirsten Hestdalen
  - All WDA - Boys: Darin Nester
  - All State-Girls: Becky Wells  
Kirsten Hestdalen
  - All State-Boys: Darin Nester  
Todd Reisenauer  
Greg Zastoupil  
Tracy Kuhn

Budgets: 1991-1992

- a. General Fund - Dr. Morud explained the changes required in the budget at this time. Revenue and expenditures need to be increased by the following amounts:

Community/School Revitalization Project	\$38,060.
Emerging Technologies Workshop	16,400.
Chapter II Mini Grants	9,000.

These increases will raise the revenue to \$11,017,735 and expenditures to \$11,523,605. Abrahamson moved to amend the budget for 1991-1992 placing the revenue at \$11,017,735 and the expenditures at \$11,523,605. Hunke seconded the motion. The motion passed unanimously.

- b. Capital Projects Fund - C. B. Haas reviewed the budget explaining that, if the fund balance as of June 30, 1991 (\$369,105) is included on the revenue side of the budget, it will balance the budget. Johnson moved to approve the Capital Projects Fund budget with revenue of \$794,462 and expenditures of \$1,163,567. Hunke seconded the motion. The motion passed unanimously.

- c. Food Service Fund - Johnson moved to approve the following food service budgets:

School	<u>Milk Program</u>		<u>Regular Lunch Program</u>	
	Revenue	Expenditures	Revenue	Expenditures
Berg	\$ 8600.	\$ 9400	\$ 134,642	\$ 109,980
Heart River	7142	7267	76,593	66,959
Jefferson	6295	5800	55,415	53,649
Lincoln	8540	7900	64,720	58,985
Roosevelt	9750	9700	75,207	70,856
DHS	-	-	82,200	81,467

Hunke seconded the motion. The motion passed unanimously.

- d. Debt Service - Johnson moved to approve the debt service budget with revenue of \$278,230 and expenditures of \$268,930. Staudinger seconded the motion. The motion passed unanimously.

Insurance

C. B. Haas reviewed the general liability, auto coverage and inland marine policies and the renewal rates. Staudinger moved to approve the premium payment of \$16,940 with the understanding that, for the next premium year, bids will be

called for in all three categories of insurance. Abrahamson seconded the motion. The motion passed unanimously.

Superintendent's Evaluation

Dr. Morud distributed an instrument to be used by Board members in their first evaluation of the Superintendent this year. President Ciavarella explained the evaluation process under new state law and proposed the following schedule for the first evaluation:

- November 19, 1991 - Distribution of evaluation instrument to Board members
- December 6, 1991 - Individually completed evaluations submitted to Business Manager
- December 17, 1991 - President Ciavarella summarizes the evaluation at the regular December Board meeting.

Board consensus concurred with this scheduled.

Other:

Johnson noted that the official "kick-off" for the Learning Lab went well.

Abrahamson suggested that, at a future meeting, Board members give brief reports on the N.D. School Boards Association Annual Meeting and the American School Board Journal Fall Conference. President Ciavarella indicated that he would make arrangements on an agenda for these reports.

At 7:55 P.M., Johnson moved to adjourn the meeting. Hunke seconded the motion. The motion passed unanimously.

  
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James C. Ciavarella, President

  
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C.B. Haas, Business Manager

Dickinson Public Schools  
Special Meeting

November 21, 1991; 7:00 P.M.  
Elks Club, Dickinson

The Dickinson Public School Board met in special session on November 21, 1991 at the Elks Club in Dickinson. Board members present were: Jim Ciavarella, Nancy Johnson, Earl Abrahamson, Diana Hunke and Don Staudinger. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, LeRoy Boespflug, Rodger Miller, Betty Neigum, Jim Gentile, Arlo Howe, Ron Steiner, Vince Reep, Clarence Corneil, Lois Myran and Louis Braun. Others present were: Nelda Krein, Toni Goetz, Sandy Ficek, Donna Tessier, Dean Arneson, Bob Stefonowicz, Rich Wardner, Elaine Lindemann, Glenda Seela, Jill Nelson-Wetzstein, Rosella Perdaems, Marlene Binstock, Betty Kittelson, Jean Braun, Frank Schank, Nancy Raterree, Sharon Kadrmas, Judy Saville, Peg Manns, Beth Selle, Joe Sickler, Edna Binek, Ted Nameniuk, Dennis Faulhaber, Nute Haag, Jean Binger, Lois Keator, Anna Frank, Bette Howard, Gloria Knoll and Karen Voigt.

President Ciavarella called the meeting to order.

#### Vision Statement and Belief System

The purpose of the meeting was to discuss a vision statement and corresponding belief statements for the Dickinson District.

Activities consisted of: first, an informative video, followed by two separate round-table discussions.

The information summarized will be used to assist in determining a future for the District.

At 9:00 P.M., Johnson moved that the meeting be adjourned. Hunke seconded the motion. The motion passed unanimously.

  
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James C. Ciavarella, President

  
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C.B. Haas, Business Manager

Dickinson Public Schools  
Special Meeting

December 9, 1991; 12:00 Noon  
Board Room, Central Office

The Dickinson Public School Board met in special session on December 9, 1991 at the Central Administrative Office. Board members present were: Jim Ciavarella, Don Staudinger, Nancy Johnson, Diana Hunke and Earl Abrahamson. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Vince Reep and Betty Neigum. Others present were Neil Roberts-KQCD-TV; Fern Pokorny, Glenda Seela, Bobbi Miller and Leanne Smutzler.

President Ciavarella called the meeting to order.

### Negotiations

President Ciavarella introduced the topic and asked negotiations Chairperson Hunke to report on the status of negotiations to date. The last Board proposal (attached to these minutes) was unanimously rejected by the DEA and the most recent counterproposal by the DEA is all that remains on the table. A copy of the counterproposal is attached to these minutes. Hunke moved that the Board reject the DEA counterproposal offered on December 2, 1991. Staudinger seconded the motion. The motion passed unanimously. Hunke continued to outline how the Board should proceed to develop what the Board negotiators consider to be the final offer to the DEA. The Board needs to give direction and the authority to make this last offer. The offer will include terms of employment related to:

- a. Salary
- b. Health Insurance
- c. Seven-period Day at DHS

Staudinger expanded on Hunke's comments and said the Board negotiators must have authority to:

- a. Make a final offer
- b. Waive mediation if appropriate
- c. Declare impasse if appropriate
- d. Hire legal counsel if deemed necessary.

Johnson moved to recess the meeting for approximately ten minutes. Staudinger seconded the motion. The motion passed unanimously.

President Ciavarella reconvened the meeting at 1:35 P.M.

Staudinger moved that the Board's final offer to the DEA for the 1991-1992 school year consist of:

- a. An increase of \$100 on the base salary. This will place the base at \$15,326.
- b. Cap the district's contribution to health insurance at the current rates. Those rates are:

Single-----	\$ 140.60
Single plus Dependent-----	235.70
Employee/Spouse-----	261.20
Family-----	405.00

- c. Institute a seven-period day at Dickinson High School with staff teaching six periods with no additional compensation.

Abrahamson seconded the motion. Hunke moved to amend the motion by changing the salary base increase from \$100.00 to \$200.00. Abrahamson seconded the amendment. The amendment passed unanimously. The motion as amended passed unanimously. (Under this offer the base salary would increase to \$15,426 for the 1991-1992 school year.)

Hunke moved that the negotiating team be authorized to waive mediation. Johnson seconded the motion. The motion passed unanimously.

Hunke moved that, in the event the DEA rejects the final offer, the Board give the negotiating team the authority to declare impasse. Johnson seconded the motion. Johnson moved to amend the motion by striking the phrase "declare impasse" and inserting the phrase "implement impasse procedures". Hunke seconded the motion. The amendment passed unanimously. The motion as amended passed unanimously.

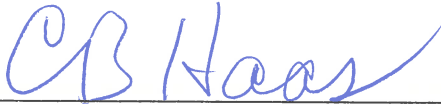
Hunke moved that the Board give the negotiating team the authority to hire legal counsel. Johnson seconded the motion. The motion passed unanimously.

Announcements:


- 1. December 16, 1991 - A Ghost-Out is scheduled at Dickinson High School. Board members are asked to participate if called upon.
- 2. December Board Meeting - Due to scheduling conflicts, the December regular Board meeting is

rescheduled to Monday, December 16, 1991 at 7:00 P.M.

At 2:11 P.M., Johnson moved to adjourn the meeting. Hunke seconded the motion. The motion passed unanimously.



C.B. Haas, Business Manager



James C. Ciavarella, President

Dickinson Public Schools  
Regular Meeting

December 16, 1991; 7:00 P.M.  
Board Room, Central Office

The Dickinson Public School Board met in regular session on December 16, 1991 at the Central Administrative Office. Board members present were: Jim Ciavarella, Don Staudinger, Diana Hunke, Nancy Johnson and Earl Abrahamson. Administrators present were: Superintendent Dr. Rollie Morud, C. B. Haas, Betty Neigum, Clarence Corneil, Ron Steiner, Jim Gentile, Arlo Howe, Louie Braun, Bruce Jessen, LeRoy Boespflug, Rodger Miller and Vince Reep. Others present were: Sharon Dietz-Dickinson Press, Fern Pokorny, Dave Paulson and Ed Sahlstrom.

President Ciavarella called the meeting to order.

#### Public Participation

There were no requests to address the Board.

#### Additional Agenda Items/Removal of Items From the Consent Agenda

There were no requests to add any items to the agenda.

There were no requests to remove any items from the consent agenda.

#### Consent Agenda

Johnson moved that the consent agenda consisting of: minutes of the regular meeting held on November 19, 1991; minutes of the special meeting held on November 21, 1991; minutes of the special meeting held on December 9, 1991; bills and financial reports be approved. Hunke seconded the motion. The motion passed unanimously.

#### Student/Staff Recognitions

Dr Morud recognized the following:

a. Student Congress - Cindy Koppinger, Advisor. Recipients of the Eighth Annual Fall Scholar Award. The collective grade point average of the members of Student Congress was 3.57.

b. Girls' Cross-country - Jerry Schwartz, Coach. Recipients of the Eighth Annual Fall Team Scholar Award with a grade point average of 3.26.

c. Girls' Basketball - All Koppinger, Coach. Recipients of the Eighth Annual Fall Team Scholar Award with a grade point average of 3.73.



d. Boys' Cross-country - Leon Kleingartner, Coach. Recipients of the Eighth Annual Fall Team Scholar Award with a grade point average of 3.23.

e. ND All State Football Team - Those named to the team are Aaron Manns, Colby Carter and Darrell Hartman.

f. Sparkplug Awards

Hagen: November, Jerry Schneider  
December, Dawn Sipma  
Berg: November, Gloria Ciavarella  
December, Sue Haakedahl  
Heart River: November, Merrill Fahlstrom  
Lincoln: November, Pat Kilber  
Roosevelt: November, Vince Reep  
Jefferson: November, Beth Selle  
Central Office: November, Deb Sabo  
December, Sandy Bertelsen  
Bus Shop: November, Adrian Krebs

Superintendent's Report

Dr. Morud reported on the following items.

a. Community Think Tank - The Think Tank was a success. A comprehensive report summarizing the interview data and Think Tank input will be prepared. This will eventually be followed by neighborhood meetings at each of the elementary schools.

b. Southwest Educational Summit - Consideration is being given to holding a meeting of a large number of educational leaders in Southwest North Dakota. Topics which could be discussed are:

1. Census data
2. Consolidation of County Superintendents' positions
3. Cooperative efforts in vocational education, interactive television, technology, foreign language and guidance
4. Planning the future of SW North Dakota.

c. Hagen Kitchen - Plans and cost estimates are being developed to make the kitchen at Hagen a complete preparation and serving kitchen. Original plans called for it to handle serving only. The administrative recommendation is not final but at this time it is generally believed that a full-service kitchen will be best.

- d. IBM Executive Conference - Dr. Morud has been invited to attend IBM's school administrators' conference scheduled for January 25-29, 1992. The conference is timely because we are currently making a decision on a new Central Office computer. Dr. Morud plans to attend.
- e. Wellness Weekend - Through the Community/School Revitalization Project, a Wellness Weekend is being planned at the Hospitality Inn on February 8 and 9, 1992.
- f. Final Negotiations Offer - In consideration of more current financial information, Dr. Morud recommended that the Board's final base salary offer be increased by \$120.00. This would place the base at \$15,546. Staudinger moved to amend the Board's earlier decision on final base salary offer and add \$320.00 to the current base of \$15,226, thus offering a base of \$15,546. Hunke seconded the motion. The motion passed unanimously.

#### Learning Lab Update

Betty Neigum presented an update report on the current status of the Learning Lab and some of the possible future directions for the lab. Included are:

- a. Action Teams - small groups at the building level looking at long-range strategic planning.
- b. Outcomes based education.
- c. Other resource people to discuss such topics as school climate, communication skills and conflict resolution.

To accomplish these goals, it may be necessary to budget funds for release time.

#### Parent/Teacher Conferences

Dr. Morud recommended that the second round of parent/teacher conferences be scheduled for February 18th through 21st. Hunke moved to schedule parent/teacher conferences on February 18-21 with early dismissal on those days. Johnson seconded the motion. The motion passed unanimously.

#### Administrative Structure - 1992-93

Dr. Morud indicated to the Board that the position of "Administrative Assistant for Curriculum, Instruction & Personnel" should be filled for the '92-'93 school year. The position may not be comprised of the same portfolios, and Dr.

Morud is considering the total structure of the Central Office over the next two to five year period. A job description and vacancy notice will likely be presented to the Board at the January, 1992 meeting. Individual Board members commented on their perceptions of the Central Office structure as a basis for giving some general direction to Dr. Morud. No action was taken at this meeting.

#### Cooperative Athletic Agreement

Dr. Morud recommended approval of a gymnastics agreement between Richardton/Taylor High School and Dickinson High School. Abrahamson moved to approve the cooperative agreement in gymnastics between Richardton/Taylor High School and Dickinson High School for a period of three years. Staudinger seconded the motion. The motion passed unanimously.

#### Board Policies

Staudinger reviewed the following policies and presented them to the Board for action.

##### Section B - School Board:

- BAA General Powers and Duties of School Board
- BBA Priority Objectives of Board Operations
- BBB School Board Evaluation
- BDC Board Meeting Agenda
- BDD Board Meeting Procedures
- BFD Policy Review and Revision

Staudinger moved that the above listed policies receive first reading approval as amended. Hunke seconded the motion. The motion passed unanimously.

Hunke reviewed the following policies and presented them to the Board for action.

##### Section C - Administration:

- CBBB Superintendent Evaluation
- CBDA Superintendent's Consulting Activities
- CDBA Recruitment and Appointment of  
Administrative Staff

Hunke moved that the above listed policies receive first reading approval as amended. Abrahamson seconded the motion. The motion passed unanimously.

Johnson reviewed the following policies and presented them to the Board for action.

Section D - Personnel:

DAF Payrolls  
DAGB Personal Leave  
DAHD Employees Right-to-Know  
DBC Transfer and Reassignment

Johnson moved that policies DAF, DAGB and DBC receive first reading approval as amended and policy DAHD receive first reading approval for adoption. Abrahamson seconded the motion. The motion passed unanimously.

Hunke reviewed the following policies and presented them for Board action.

Section G - Instruction:

GABA Priorities of the Basic Instruction Program  
GABC Chapter I Complaints  
GBEBD Significant Contagious Diseases  
GBEIB Programs for Handicapped Students  
GFA School Calendars

Hunke moved that Policy GFA receive first reading approval as amended and that policies GABA, GABC, GBEBD and GBEIB receive first reading approval for adoption. Abrahamson seconded the motion. The motion passed unanimously.

Abrahamson reviewed the following policies and presented them for Board action.

Section H - Fiscal Management:

HCE Gifts, Bequests & Grants  
HGA Inventories of School Properties  
HHAA Petty Cash Accounts

Abrahamson moved that policies HCE and HGA receive first reading approval as amended and that policy HHAA receive first reading approval for adoption. Hunke seconded the motion. The motion passed unanimously.

Copies of all policies will be attached to the minutes after second reading approval as amended or adopted.

Other


Dr. Morud announced that the "Ghost Out" activities and assembly at Dickinson went very well. It was impressive, sobering and tastefully done.

Abrahamson wished everyone a Merry Christmas.

Staudinger called attention to an article in the North Dakota School Boards Journal concerning sales activities for fund raising by elementary students. The tone of the article supported the Board's position expressed in policy FGDC.

At 8:37 P.M., Johnson moved to adjourn the meeting. Hunke seconded the motion. The motion passed unanimously.

  
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C.B. Haas, Business Manager

  
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James C. Ciavarella, President