

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

January 11, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on January 11, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Ms. Leslie Ross, Mrs. Mitzi Swenson, Mrs. Kris Fehr, and Dr. Mort Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Sherry Libis, Mrs. Tammy Praus, Mrs. Becky Meduna, Mrs. Dorothy Martinson, Mrs. Melanie Kathrein, Mr. Ron Dockter, Mr. Del Quigley, Mr. Calvin Dean, Mr. Henry Mack, and Mr. Perry Braunagel. Others present were: Mrs. Lynelle Urlacher, Mrs. Peggy Anderson, Mrs. Lidia Muckle, Mrs. Fern Pokorny, Mrs. Mary Ann Reisenauer, Mrs. Naomi Thorson, Mr. Lew Moormann, and Mrs. Twila Petersen.

President Rummel called the meeting to order.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Mrs. Swenson moved to approve the consent agenda consisting of the minutes from the December 14, 2009, regular meeting; bills for January 2010; financial report for January 2010; the pledged assets report for January 2010; the hires of Randall Schantz, strategist at DHS; and Holly Morris, strategist at DHS; the RESP report; and the RACTC report. There were no resignations, student/staff recognitions, or tuition waiver agreements. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent's Report** – Superintendent Sullivan reported on the following:

- 1) **Kindergarten Eligibility Date** – The new date for a child to enroll in kindergarten is August first. The child must be five years old on this date of the year of enrollment, unless there are unique exceptions. Kindergarten registration will be held February 8 – 12, 2010, at the CAO.
- 2) **Negotiations Seminar** – Dr. Sullivan will be attending the NDSBA Negotiations Seminar in Bismarck February 4-6.
- 3) **Policy Recommendations** – Dr. Sullivan discussed the policy modifications recommended by the NDSBA. He has a suggested template posted under Supporting Documents on the website. Board members would like any major changes recommended by the NDSBA be reviewed by a Board member with the superintendent providing his recommendation. All policy revisions will need to go before the Board for their review as a first and second reading. The Board recommended Superintendent Sullivan proceed with the policy revisions using his template.

**RASP Report** – Project Coordinator Lidia Muckle and RASP Site Director Peggy Anderson provided the Board with information regarding the Regional After School Program. The RASP program currently has approximately 225 students enrolled. There are some locations partially funded by a grant (Heart River, Roosevelt, Hebron, and Beach) and two other locations funded through parent fees (Lincoln and Jefferson). During the summer of 2009, approximately 210 students were enrolled in RASP under the supervision of approximately 30 staff members. An updated report from RASP is available as a supporting document on the website.

**Lincoln and Jefferson Additions Update** – Assistant Superintendent Vince Reep gave a brief update to the Board on the progress of the proposed additions at Lincoln and Jefferson Elementary Schools. Background information on his update and a time line are included as supporting documents on the website. Mr. Reep feels the project is on target. This week, there will be additional meetings at both schools with the architect to discuss more details before the architect prepares the specifications. The projects will be put out as two separate bids. Bid opening on the proposed Jefferson project is set for February 18. Bid opening on the proposed Lincoln addition is set for February 25. Mr. Reep explained the contractors bidding on a project must meet certain conditions. When asked about enrollment, Mr. Reep projected approximately 186 kindergarten students will be enrolled the fall of 2010. Dickinson Public Schools will be two classrooms short next fall. Next year, Lincoln Elementary and Jefferson Elementary will each need to find another classroom. This agenda item was informational only. No action was required.

**Destruction of Old School Records** – Assistant Superintendent Vince Reep addressed the board. NDCC 21-06-05 and 21-06-06 describe the procedure for retention and destruction of school district documents. All district records must be saved for five years with the exception of the following items being retained permanently: governing Board proceedings, receipts and expenditure journals, and payroll records. The following records were recommended for destruction at the Dickinson City landfill:

**For Fiscal Year 2002-2003**

- Bank Statements & Cancelled Checks

**For Fiscal Year 2003-2004**

- Accounts Payable
- Timesheets
- Interview Records
- Busing Records
- State Bid Records

**Other Documents**

- West Dakota Parent & Resource Center bidders prior to 2004

All other records from fiscal year 2004-2005 to present will be retained. Action was requested. Ms. Ross moved to authorize the business manager to destroy the records presented in accordance with North Dakota Century Code 21-06-05 and 21-06-06 by depositing them in the Dickinson City landfill. Dr. Krieg seconded. Motion carried unanimously.

**Copy Machine Bid Consideration** - Assistant Superintendent Vince Reep addressed the Board. On December 29, 2009, the Dickinson Public School District received and opened four bids for the purchase and inclusive maintenance of eight copy machines. Maintenance costs include staples, toners, and repairs. The bid analysis is posted under Supporting Documents on the website. All of the minimum specifications were met with all four local vendors who submitted bids. The administrative recommendation was to accept the lowest responsible bid from Advanced Business Methods of Dickinson. Action was requested. Mrs. Swenson moved to accept the low bid of \$48,224 for eight Canon 5075 copiers and the five year inclusive

**Copy Machine Bid Consideration (Cont.)**

maintenance cost of \$.00425 per copy from Advanced Business Methods. Dr. Krieg seconded. Motion carried unanimously.

**Administrative Bargaining Recognition Petition** – The administrators have requested to meet formally with Superintendent Sullivan and the administrative bargaining Board members to engage in contract discussions. Action was requested. Mrs. Swenson moved that, pursuant to the provisions of Section 15.1-16-10 of the North Dakota Century Code, the school board of the Dickinson Public School District #1 recognize all certified administrators employed as administrators in the Dickinson District as an appropriate negotiation unit for the purpose of negotiations for the 2010-2011 contract. Dr. Krieg seconded. Motion carried unanimously.

**Discuss Math Course Addition at DHS** – Mr. Ron Dockter, Principal at Dickinson High School and Mrs. Melanie Kathrein, Director of Instruction, addressed the Board. A summary and flowchart are posted under Supporting Documents on the website. A few years ago, the Dickinson High School administrators and teachers developed a plan to encourage students to take more math courses. As a result, there has been great support from the students and math scores have improved. Mr. Dockter and Mrs. Kathrein recommend adding another Algebra course offering beginning the 2010-2011 school year. This additional course is an option if students are not ready for Algebra II. President Rummel recommended tracking students P-16. Action was requested. Ms. Ross moved that an additional Algebra II course be added as an offering at Dickinson High School for the 2010-2011 school year. Dr. Krieg seconded. Motion carried unanimously.

Dr. Krieg departed the meeting at 6:05 p.m.

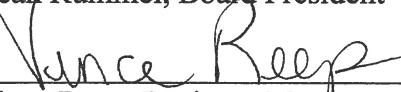
**Other**

Ms. Ross recommended Board members read the minutes from the recent RACTC meetings. They are available on their website for review. There was discussion regarding this developing into a possible agenda item in the future.

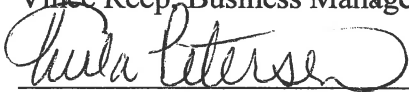
At 6:07 p.m., Mrs. Fehr moved to adjourn. Mrs. Swenson seconded the motion. Motion carried unanimously.



\_\_\_\_\_  
Dean Rummel, Board President



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Vince Reep, Business Manager



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Twila Petersen, Secretary



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

February 8, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on February 8, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Dr. Mort Krieg, Ms. Leslie Ross, Mrs. Mitzi Swenson, and Mrs. Kris Fehr. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Tammy Praus, Mrs. Becky Meduna, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Mrs. Melanie Kathrein, Mr. Calvin Dean, and Mr. Henry Mack. Others present were: Mr. Lew Moormann, Mrs. Beverly Kinnischtzke, Dr. Keith Fernsler, Ms. Beth Wischmeyer from the Dickinson Press, and Mrs. Twila Petersen.

President Rummel called the meeting to order.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Mrs. Fehr moved to approve the consent agenda consisting of the minutes from the January 11, 2010, regular meeting; bills for February 2010; financial report for February 2010; the pledged assets report for February 2010; the hiring of Tracy Brudwick as an Adult Basic Education Instructor at the Adult Learning Center; the early resignation and retirement notification from Mr. Phil Moormann, math teacher at Hagen Junior High; a tuition waiver agreement for Josi Moyers from Dickinson to South Heart; the Student/Staff Recognition; the RESP report; and the RACTC report. Dr. Krieg seconded the motion. The motion carried unanimously.

### **Superintendent's Report** – Superintendent Sullivan reported on the following:

- a) **Graduation Requirements** – The 2012 high school graduates will be required to take a full credit of English composition as compared to one-half credit in previous years. Implementation will begin the 2010-2011 school year to give those students ample time to complete their credit.
- b) **Kindergarten Enrollment** – The Dickinson Public Schools Central Administration Office is currently accepting registrations for kindergarten students for the 2010-2011 school year. Registration began today and will continue throughout the week. The projected kindergarten enrollment is between 190-195 students. Due to the anticipated increasing class sizes, the Cabinet has met and discussed ways to resolve the possibility of being short two elementary classrooms this fall. Cabinet proposes moving some of the 2010-2011 fifth graders or kindergarteners from Jefferson and Lincoln to Berg Elementary. Dr. Sullivan has sent out a survey letter to Jefferson and Lincoln Elementary parents of fourth graders and included a letter in the Jefferson and Lincoln Elementary kindergarten registration packet. The survey letter asks the parents if they would be acceptable to having their fifth grader or kindergartener attend Berg Elementary during the 2010-2011 school year. The responses should be received in approximately two weeks.

**Midget Mascot** – President Rummel requested this item to be placed on the agenda so the Board may initiate any discussion about the perception of the DHS mascot. President Rummel began by providing some background information on the midget mascot name. Mr. Rummel explained that approximately 14 years ago, there was a heated discussion regarding the midget mascot name. Due to the recent controversy of the UND Sioux name, Mr. Rummel realizes that time can change the influence or perception of a name. President Rummel provided some handouts and explained the handouts which are available on the school board website under Supporting Documents. The handouts included a copy of a letter from Attorney Gary Thune, a copy of a letter from a DHS alumnus, a copy of an article from USA Today, a NY Daily News article, an excerpt from Wikipedia, and a copy of an undated anonymous letter. The letter from Attorney Thune references that “school officials have authority to determine and change a school mascot” and that “challenges to mascots have usually been unsuccessful.” President Rummel said there was not a constitutional violation, but questioned the appropriateness of the mascot name. He expressed that there doesn’t have to be a change, that he would like the Board members to have the opportunity to discuss the mascot. President Rummel felt 14 years ago when the mascot was brought up for discussion with the school board, it was not handled and discussed properly. He would like to have public input on the topic.

Dr. Krieg gave a brief history on how the mascot name developed. In the 1940’s or 50’s, an announcer made reference to the high school team noting their stature to be small and therefore tagged them as the “mighty midgets”. Dr. Krieg provided as a handout to Board members, a copy of a Dickinson Press article from 1997. Dr. Krieg read a portion of the article which reflected the results of a vote to keep the mascot name. The results were 5 to 1 in favor of keeping the midget mascot. Dr. Krieg emphasized, as of now, the mascot name was not an issue and asked the Board to consider channeling their efforts to other topics. Ms. Ross, Mrs. Swenson, and Mrs. Fehr gave brief comments.

President Rummel is the spokesperson for the school district. He requested feedback from the public and will keep a tally of the input whether it be pro or con. Dr. Krieg also indicated he would keep a tally of any responses he receives.

**Lincoln and Jefferson Additions Update** – Assistant Superintendent Vince Reep gave a brief update to the Board on the progress of the proposed additions at Lincoln and Jefferson Elementary Schools. Background information and the bidder response questionnaire are available as supporting documents on the website. President Rummel encouraged school board members to attend the bid opening.

This Thursday, February 18, there will be a pre-construction meeting at Jefferson Elementary and Lincoln Elementary. This will give bidders an opportunity to ask the architect questions prior to the bid opening.

**Superintendent Evaluation** - The superintendent evaluation must be completed prior to March 15. The second evaluation is different from the December 15 evaluation. Board members will rate the superintendent on the areas identified without prior comment by the superintendent. The three areas to be evaluated were identified as: relationship with school board, educational leadership, and community involvement. Board members are asked to complete and return the evaluation form to President Rummel before February 26.

**2010-2011 School Calendar** - The calendar committee proposed a calendar for the 2010-2011 school year. This draft is posted as a Supporting Document on the website. The administrative recommendation was to approve the 2010-2011 school calendar with a start date of August 25, 2010; the last day of school scheduled for May 25, 2011; and Graduation held on Sunday, May 29, 2011; as presented. Discussion followed. Action was requested. Mrs. Swenson moved to approve the 2010-2011 school calendar with a start date of August 25, 2010; the last day of school scheduled for May 25, 2011; and Graduation held on Sunday, May 29, 2011; as presented. Dr. Krieg seconded the motion. Motion carried unanimously.

**April 2010 School Board Meeting** – The National School Board Association Convention is scheduled for April 9-12 in Chicago. The Superintendent and two members of the School Board are anticipating attending the convention. Mrs. Swenson moved that the regular meeting of the Dickinson Public School District for the month of April 2010 be rescheduled for Tuesday, April 6, 2010, at 5:00 p.m. Dr. Krieg seconded the motion. Motion carried unanimously.

**Administrative Bargaining Recognition of Representative Organization** - The administrators requested to recognize the administrative council as the exclusive representative for negotiations for the 2010-2011 contract. Action was requested. Mrs. Fehr moved that, pursuant to the provisions of Section 15.1-16-11 of the North Dakota Century Code, the school board of Dickinson Public School District #1 recognizes the Dickinson administrative council as the exclusive representative of the appropriate negotiation unit for the purpose of negotiations. Dr. Krieg seconded the motion. Motion carried unanimously.

**Open Enrollment Applications** – Brenda Kostelecky applied for open enrollment for Logan Kostelecky and Emilee Kostelecky to be admitted to the Dickinson Public School District from the South Heart School District. Their application indicates they moved so the waiver applies. Sheila Ayers applied for open enrollment for Ronald Bray and Cody Bray to be admitted to the Dickinson Public School District from the New England School District. Their application indicates they moved so the waiver applies. Cynthia Egeness applied for open enrollment for Alyssa Purvis to be admitted to the Dickinson Public School District from South Heart School District. The application indicates they moved so the waiver applies. The administrative recommendation is to approve the applications. Action was required. Mrs. Fehr moved to approve the request for Logan Kostelecky, Emilee Kostelecky, Ronald Bray, Cody Bray, and Alyssa Purvis to be admitted to the Dickinson Public School District under the open enrollment policy. Dr. Krieg seconded the motion. Motion carried unanimously.

**Early Retirement Incentive Application** – Mr. Phil Moormann, math teacher at Hagen Junior High has submitted his early retirement incentive application. The early retirement application deadline is March 1, 2010. The District may receive additional applications. The administration will evaluate the vacancy this position may or may not create and will post any openings at a later time. The administrative recommendation is to approve the early retirement incentive application. Action was requested. Ms. Ross moved to approve the early retirement incentive application for Mr. Phil Moormann, math teacher at Hagen Junior High, and to accept his resignation, effective 05-27-10. Dr. Krieg seconded the motion. Motion carried unanimously. President Rummel thanked Mr. Moormann for his many years of service.

**School Board Election** – The city/county election has been scheduled for Tuesday, June 8, 2010. The school board election will be held the same day as the city/county election and at the city/county polling sites in Dickinson. There are three polling sites in Dickinson (Days Hotel-Grand Dakota Lodge, the Dickinson National Guard Armory, and Lady J's Catering). The city/county ballots will include the school board election. The 2010 school election deadlines are posted as a link on the School Board website. Following is the tentative timelines that will be followed. These dates will be coordinated with the County Auditor.

Wednesday, March 10, 2010 – (30 days before the filing deadline) – Publish notice in the Press with the school board election filing deadline.

Friday, April 9, 2010 – Candidates statement of interest filing deadline.

Monday, April 12, 2010 – Draw for position on the ballot.

Wednesday, April 14, 2010 – Certify names to the Stark County Auditor of individuals who have indicated their intent to be candidates and their position.

Thursday, April 29, 2010 (at least 40 days before the election) – Prepare the official ballots containing the names of all individuals who have indicated their intent to be candidates.

Tuesday, May 25, 2010 (at least 14 days before the election) – Publish the official election notice in the Dickinson Press with the election date, polling sites, times the polling sites are open, and the purpose of the election.

Tuesday, June 8, 2010 – School board election is held.

Wednesday, June 9, 2010, 12 noon – Canvass the election (must be done within three days of the election).

Friday, June 11, 2010 – Notification of election results (must be done within 10 days of the election).

Mr. Dean Rummel, Mrs. Mitzi Swenson, and Dr. Morton Krieg's terms expire. The terms are four-year terms. The administrative recommendation is to set the school board election date for June 8, 2010, and to designate the polling sites, as presented. Discussion followed. Action was requested. Mrs. Swenson moved to schedule the school board election on Tuesday, June 8, 2010, and to designate the polling sites at Days Hotel-Grand Dakota Lodge, the Dickinson National Guard Armory, and Lady J's Catering with the polls opening at 8:00 a.m. and closing at 7:00 p.m. Dr. Krieg seconded the motion. Motion carried unanimously.

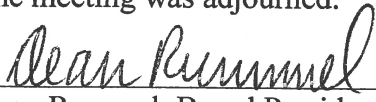
**Board Policy Revisions, Additions, and Deletions-First Reading** – The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. The proposed policy revisions are posted as Supporting Documents under the school board website under the Policy Revisions link. There is a summary spreadsheet available as a Supporting Document that explains the NDSBA revision and the superintendent's recommendation for the policy. Board members felt they needed additional time to review all the recommended revisions. Action was requested. Mrs. Fehr moved to table this agenda item and put it on next month's agenda. Dr. Krieg seconded the motion. Motion carried unanimously.

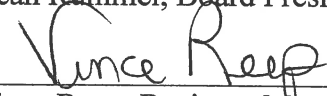
**Other** – Mrs. Swenson reminded members the hospital Valentine cookie sale is held this week. Mrs. Fehr said that the eighth graders were registering for high school this week.

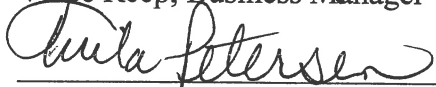


At 6:20 p.m., Mrs. Swenson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned.

  
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Dean Rummel, Board President

  
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Vince Reep, Business Manager

  
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Twila Petersen, Secretary



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

March 8, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on March 8, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Dr. Mort Krieg, Ms. Leslie Ross, Mrs. Mitzi Swenson, and Mrs. Kris Fehr. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Tammy Praus, Mrs. Dorothy Martinson, Miss Sherry Libis, Mr. Del Quigley, Mr. Perry Braunagel, Mr. Calvin Dean, and Mr. Henry Mack. Others present were: Mrs. Naomi Thorson; Mrs. Deb Conlon; Mr. Jason Hanson; Mr. Len Lindbo; Mrs. Cammi Hysjulien; Mrs. Chris Kleinwachter; Mr. Myron Knutson, Public Financial Management; Mr. Scott Wegner, Cook, Wegner, & Wilkie, PLLP; Ms. Jan Prchal, Hulsing & Associates Architects; Ms. Beth Wischmeyer, Dickinson Press; Mr. Brian Howell from KQCD; and Mrs. Twila Petersen.

President Rummel called the meeting to order.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Mrs. Swenson moved to approve the consent agenda consisting of the minutes from the February 8, 2010, regular meeting; bills for March 2010; financial report for March 2010; the pledged assets report for March 2010; the early resignation and/or retirement notifications from Joan Allen, Hagen Junior High, Day Treatment Social Worker; Linda Binek, Dickinson High School Special Education Instructor; Carolyn Blake, Lincoln Elementary Grade 2 Teacher; Carolyn Carter, Jefferson Elementary, Title I Look-A-Like Teacher; Toni Fosaaen, Roosevelt Elementary, Title I Teacher; Kathleen Kessel, Berg Elementary Grade 6 Teacher; and Susan Larsen, Dickinson High School, Vocational Counselor. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent's Report** – Superintendent Sullivan reported on the following:

- 1) **Fifth Grade Assignment to Berg Elementary** – To accommodate the needs of additional classroom space for the 2010-2011 school year, the administration decided to move one 5<sup>th</sup>-grade classroom from Lincoln Elementary to Berg Elementary and one 5<sup>th</sup>-grade classroom from Jefferson Elementary also relocated to Berg Elementary. This relocation will only be for one year.
- 2) **Individuals with Disabilities Education Act (IDEA) Report** – This annual performance report is prepared by the Department of Public Instruction and a copy is available under Supporting Documents on the school board website. It contains 20 performance indicators required by the Department of Education. Mrs. Dorothy Martinson, Director of Student Services, briefly summarized the report. She informed the Board there are approximately 400 students utilizing the Individualized Education Program (IEP). Dickinson Public Schools has met all the requirements with the exception of one measurement. This indicator is “percent of children with IEP’s aged 6 through 21 served in the regular class 80% or more of the day.”
- 3) **Energy Development Impact Office (EDIO) Grant Application** – Assistant Superintendent Vince Reep briefly explained the justification for requesting this grant and how it would be utilized for capital projects in the District.
- 4) **Posting School Board Member's Email Addresses** – The school district Board members will have their email addresses posted on the Dickinson Public Schools website.

**Refinancing of Bonds** – Assistant Superintendent Vince Reep briefly explained the bid for the sale of the Limited Tax Levy Bonds, Series 2002 Bond (ADA Fire Marshall construction) and also the sale of the General Obligation Building Fund Levy Bonds of 2002 (ADA Fire Marshall construction). This sale was held March 8, 2010, at 12:00 noon. Copies of the two resolutions authorizing issuance of these two bonds is posted on the school board website under Supporting Documents. Mr. Myron Knutson, Managing Director of Public Financial Management and Mr. Scott Wegner, Bond Counsel of Cook, Wegner, & Wilkie, PLLP reported the results from today's bid sale. Mr. Knutson addressed the Board indicating the bonds received a favorable rating (AAA) with positive comments about the District's finances and management. He stated there were three bids received. The lowest bid was from Northland Securities at an interest rate of 2.33%. Mrs. Swenson moved to approve the resolution authorizing issuance of the General Obligation Building Fund Levy Bonds and accept the lowest bid from Northland Securities. Dr. Krieg seconded the motion. A roll call vote was taken. Aye – Mrs. Swenson, Mrs. Fehr, Mr. Rummel, Dr. Krieg, and Ms. Ross. Nay – none. The motion carried.

Mr. Scott Wegner explained the Limited Tax Levy Bonds. Authorizing issuance of these bonds will not change the mill levies. Mrs. Swenson moved to approve the resolution authorizing issuance of the Limited Tax Levy Bonds. Dr. Krieg seconded the motion. A roll call vote was taken. Aye – Dr. Krieg, Ms. Ross, Mrs. Swenson, Mrs. Fehr, and Mr. Rummel. Nay – none. The motion carried.

**Review of Bids for Lincoln and Jefferson Elementary Proposed Additions** – Assistant Superintendent Vince Reep provided updates regarding the recent bid openings for the proposed construction of the additions to Lincoln Elementary and Jefferson Elementary. A bid tabulation breakdown of both projects is provided under Supporting Documents on the website. The bid breakdown document shows the individual costs for base bids and all alternate bids. Also included under Supporting Documents is a revised budget for the two projects. The administrative recommendation was to award the bids and include all proposed alternate bids for both projects. Action was requested. Ms. Jan Prchal from Hulsing & Associates Architects explained the Solatube lights in the multi-purpose rooms. She also explained the MDU transformer needed to be moved at Jefferson Elementary. It was originally estimated this cost would be \$50,000. The price is now approximately \$18,000. There was discussion regarding making the buildings more environmentally friendly. Mrs. Swenson moved to accept the lowest responsible bids for the Jefferson Elementary project, including all alternate bids, from Professional Contractors, Inc. of \$868,000 for general contractor, Advanced Mechanical of \$209,765 for mechanical, and Berger Electric of \$124,421 for electrical. Dr. Krieg seconded the motion. The motion carried unanimously.

Assistant Superintendent Reep explained there were eight alternate bids at Lincoln Elementary. These bids included increasing the multi-purpose room/gymnasium by 22 feet and a kitchen remodel. With the 22 foot expansion, there are issues regarding work space, skylights, and clay removal. The bids on the projects came in better than anticipated. The administrative recommendation is to accept the alternate bids at Lincoln Elementary also. As per Mr. Reep, adding in all the alternatives will still keep the projects within the state guidelines. \$2.2 million will come from the federal stimulus monies, \$941,000 will come from the general fund, and \$302,000 from capital projects. Ms. Prchal explained the roofs on the expansions will have a small amount of slope and will not be totally flat. Mrs. Fehr moved to accept the lowest responsible bids for the Lincoln Elementary project, including all alternate bids, from Kolling and Kolling of \$1,228,000 for general contractor, Central Mechanical of \$275,500 for mechanical, and Berger Electric of \$154,299 for electrical. Dr. Krieg seconded the motion. The motion carried unanimously.

**Review of Bids for Lincoln and Jefferson Elementary Proposed Additions (cont.)**

President Rummel thanked Ms. Prchal, Assistant Superintendent Reep and Superintendent Sullivan for their excellent job in getting to this point.

**Superintendent Evaluation** – Each Board member completed a superintendent’s evaluation form. President Rummel and Mrs. Fehr reviewed the evaluation results with Superintendent Sullivan last week. A copy of the evaluation summary is posted under Supporting Documents on the school board website. Dr. Sullivan received satisfactory marks in all areas evaluated. President Rummel briefly reported on these areas which were educational leadership, board relationship, and community/public relations. Dr. Sullivan responded that he appreciated the opportunity to be evaluated. He is grateful for the quality staff and assistance in the District. Action was requested. Mrs. Ross moved to acknowledge that school board members did evaluate Superintendent Sullivan, as required by North Dakota Century Code, and that the evaluations were satisfactory. Dr. Krieg seconded. The motion carried unanimously.

**Bid for Two Buses** - The school district advertised for and provided specification sheets (bus chassis and bus body) for bids for a 28-passenger plus a 3-wheel-chair-positions, special-needs school bus and a 65-passenger, 59-seated school bus. Only one company, Harlow’s Bus Sales, submitted bids which were opened at 1:30 pm on February 16, 2010. Harlow’s bid is posted under Supporting Documents on the school board website.

Following is a summary of the bids from Harlow’s Bus Sales:

Bus #1: 2011 International IC CE 65 passenger 59 seated school bus with a Maxxforce 7 Diesel engine and an Allison 2500 automatic transmission to meet or exceed all local, state, and federal standards and specifications. (2007 per emissions) F.O.B. Dickinson, ND \$78,183.00

Bus #2: 2011 International Stock IC CE 28 passenger and 3-wheel-chair position, special-needs school bus with a Maxxforce 7 Diesel engine and an Allison 2500 automatic transmission to meet or exceed all local, state, and federal standards and specifications. (Stock unit with 2007 per emissions) F.O.B. Dickinson, ND \$86,856.00

Bus #3: 2011 International IC CE 28 passenger and 3-wheel-chair position special needs school bus with a Maxxforce 7 Diesel engine and an Allison 2500 automatic transmission to meet or exceed all local, state, and federal standards and specifications. (2007 per emissions) F.O.B. Dickinson, ND \$89,950.00

Dr. Sullivan explained the Board was requesting bids to replace a general route bus and a special needs bus. Bus #3 was for a bus that would have to be built by the factory. Assistant Superintendent Reep said the District budgeted \$160,000 for the buses. The emissions requirements on the buses were discussed. The administrative recommendation was to accept bus #1 and bus #2 from Harlow’s Bus Sales, Inc. for a total price of \$165,039. The two buses were \$5,000 over the budget. Action was requested. Mrs. Swenson moved to accept the bid submitted by Harlow’s Bus Sales, Inc. and purchase the 2011 International route bus and the 2011 International special-needs bus for \$165,039. Dr. Krieg seconded the motion. The motion carried unanimously.

**Request Approval of Energy Development Impact Office (EDIO) Grant Application** – The administration requests approval of submitting a grant application to the Energy Development Impact Office (EDIO) for funding towards the proposed additions to Jefferson Elementary and Lincoln

**Request Approval of Energy Development Impact Office (EDIO) Grant Application (cont.)**

Elementary. A copy of the grant application is posted under Supporting Documents and was presented for consideration by the Board. The amount requested is \$510,181 (13% of the cost of the projects). The grant application is due by March 26. Responses to the grant applications should be received in May 2010. Mrs. Swenson moved to approve the grant application to the Energy Development Impact Office in the amount of \$510,181 for costs incurred in the proposed additions to Jefferson Elementary and Lincoln Elementary, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Classified Staff Salary Proposal** – The budget committee has met and discussed the salaries for the classified staff. The budget committee recommends approval of a \$.90 per hour increase for beginning wages (except for minimum wage) for classified staff. Also, all staff receiving \$10.50 per hour or more and who have received a satisfactory performance evaluation a recommended salary increase of 7%. Classified staff in categories VI through X receiving a satisfactory performance evaluation it was recommended a salary increase of \$.80 - \$1.10 per hour. The average total increase would be equal to approximately 7.35%. Action was requested. Ms. Ross moved to approve the classified salary and benefit package with an effective date of July 1, 2010, and to authorize a \$.90 per hour increase for beginning wages (except for minimum wage); a 7% increase for classified staff with salaries at \$10.50 or more per hour and receiving a satisfactory performance evaluation; and a \$.80-\$1.10 per hour increase for classified staff receiving a satisfactory performance evaluation in categories VI, VII, VIII, IX, and X; for the 2010-2011 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**DHS Fast-pitch Softball Agreement** - The agreement with the Dickinson Public Schools and Dickinson Diamonds Fast-pitch Softball (DDFS) is due for renewal. DDFS would like to enter into a one-year agreement. Mr. Calvin Dean, district-wide activities director, has corresponded with Mr. Bill Butterfield, president of the Dickinson Diamonds Fast-pitch Softball who has reviewed and signed a Memorandum of Understanding. A copy of the Memorandum of Understanding is posted as a Supporting Document under the school board website. The only change from last year's agreement is section 3e (transportation per school contract with Harlow's Bus Sales). Mrs. Fehr moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Diamonds Fast-pitch Softball at Dickinson High School for the 2009-2010 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Open Enrollment Applications** – The Dickinson Public Schools received open enrollment applications from the following requesting to transfer into Dickinson effective fall 2010: Karissa Krueger, Hebron to Dickinson; Shantel Williamson, South Heart to Dickinson; Kellie Williamson, South Heart to Dickinson; Jonathan Williamson, South Heart to Dickinson; Holly Williamson, South Heart to Dickinson; Bailee Kupper, South Heart to Dickinson; Riley McGarvey, South Heart to Dickinson; Lacey Forsness, Richardton to Dickinson; Bowen Forsness, Richardton to Dickinson; Kadin Barth, South Heart to Dickinson; Nathan Barth, South Heart to Dickinson; and Birch Obrigewitch, Billings County to Dickinson.

The administrative recommendation was to approve the applications. Action was requested. Mrs. Swenson moved to approve the requests for Karissa Krueger, Shantel Williamson, Kellie Williamson, Jonathan Williamson, Holly Williamson, Bailee Kupper, Riley McGarvey, Lacey Forsness, Bowen Forsness, Kadin Barth, Nathan Barth, and Birch Obrigewitch, to be admitted to the Dickinson Public

**Open Enrollment Applications (cont.)**

Schools under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

**Early Resignation Incentive Applications** – Early resignation incentives were received from the following staff and educators: Joan Allen, Hagen Junior High Day Treatment Social Worker with 18 years of service with the District; Linda Binek, Dickinson High School Special Education Instructor, with 19 years of service with the District; Carolyn Blake, Lincoln Elementary Grade 2 Teacher, with 33 years of service with the District; Carolyn Carter, Jefferson Elementary, Title I Look-A-Like Teacher, with 36 years of service with the District; and Kathleen Kessel, Berg Elementary Grade 6 Teacher, with 15 years of service with the District. Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may or may not create and will post any openings at a later time. The administrative recommendation was to approve these early resignation incentive applications. Action was requested. Mrs. Fehr moved to approve (with regret) the early resignation incentive applications for: Joan Allen, Hagen Junior High Day Treatment Social Worker; Linda Binek, DHS Special Education Instructor; Carolyn Blake, Grade 2 teacher at Lincoln Elementary; Carolyn Carter, Title I Look-A-Like teacher at Jefferson Elementary; and Kathleen Kessel, Berg Elementary Grade 6 teacher; with effective dates of May 27, 2010. Dr. Krieg seconded the motion. The motion carried unanimously.

President Rummel noted the combined service of all these individuals is 121 years. He wanted to publicly thank these individuals for their many years of service to the Dickinson Public School District.

**Early Retirement Incentive Applications** – Early retirement incentives were received from the following educators: Toni Fosaaen, Roosevelt Elementary, Title I Teacher, effective 06-04-10 with 26 years of service with the District; and Susan Larsen, Dickinson High School, Vocational Counselor, effective 05-27-10 with 19 years of service with the District.

The administrative recommendation was to approve the early retirement incentive applications. Action was requested. Mrs. Swenson moved to approve the early retirement incentive applications for Toni Fosaaen, Roosevelt Elementary, Title I Teacher, effective 06/04/10; and Susan Larsen, Dickinson High School, Vocational Counselor, effective 05/27/10; and to accept their resignations. Dr. Krieg seconded the motion. The motion carried unanimously.

President Rummel noted these individuals provided a combined 45 years of service to the District and thanked them for their dedication.

**Stark County Joint Powers Agreement** – Dickinson Public Schools has been working with Stark County to establish a combined county and school district election. A Joint Powers Agreement has been prepared to permit Stark County to coordinate and administer the Dickinson School District elections. A copy of this agreement is available on the school board website under Supporting Documents. Combining the election would save money for Stark County and the Dickinson School District. The administrative recommendation was to approve the joint powers agreement with Stark County. Action was requested. Mrs. Fehr moved to approve the Joint Powers Agreement between the County of Stark and Dickinson Public Schools for the purpose of the school district elections, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Dunn County Joint Powers Agreement** – The Dunn County Auditor has prepared a Joint Powers Agreement between Dunn County and Dickinson Public Schools. This document is posted under Supporting Documents on the school board website. The agreement would permit Dunn County to coordinate and administer the Dickinson School District elections. There are some residents in Dunn County that could vote on the June 8 election for the Dickinson School District. The administrative recommendation was to approve the joint powers agreement with Dunn County. Action was requested. Ms. Ross moved to approve the Joint Powers Agreement between the County of Dunn and Dickinson Public Schools for the purpose of school district elections, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Policy Revisions, Additions, and Deletions-First Reading** – This agenda item was tabled at the February 8, 2010, school board meeting. The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Copies of the first reading of the following policy revisions (using the new descriptor codes) are available under Supporting Documents on the school board website: Policy AAA–Philosophy of the Dickinson Public Schools, Dickinson, North Dakota; Policy AAB–District Goals and Objectives; Policy GABAA–English Language Learners; Policy FDB–Education of the Homeless Students; Policy FDC–Education of Migrant Students; Policy ABCC–Dickinson Public Schools Wellness Plan; Policy ABAA–School District Organization Plan; Policy AAC–Nondiscrimination and Anti-Harassment Policy; Policy FAAC–Enrollment of Suspended or Expelled Students; Policy FAAA–Open Enrollment; Policy ABAB–School Year and Calendar; Policy GACD–Summer School; Policy FAB–School Assignment and Choice; Policy ABBA–Tobacco-Free Schools and Workplaces; Policy ACBA–Automated External Defibrillators (AED); Policy ABBE–Displays of Religious Objects or Documents; Policy ABCA–Copyrighted Material and Intellectual Property; Policy ABCB–Sportsmanship; Policy ACAA–Emergency Closings; Policy ACBB–Significant Contagious Diseases; Policy ACCA–Sexual Offenders on School Property; Policy ACE–Violent and Threatening Behavior; Policy ACEC–Vandalism (with a correction); Policy FAB–School Assignment and Choice; Policy KACB–Patron Complains about Personnel; Policy CBD–Superintendent’s Role in Negotiations; Policy KAAA–Visitors in the Schools; Policy KBA–Relations with the News Media; and Policy LAC–Relations with Colleges and Universities.

Copies of the first readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: Policy AAA–Purpose and Role of the Board; Policy ABA–School District Legal Status; Policy FGDA–Canvassing and Distribution of Materials; Policy FGDB–Soliciting Funds and Gifts; Policy KAI–Distribution/Posting of Promotional Literature; Policy KAIB–Advertising in the Schools; Policy KAIBA–Advertising in School Publications; Policy GBEBD–Significant Contagious Diseases; Policy ED–Payment of Negotiations Costs; Policy KAA–School-Community Relations Responsibilities of the School Board; Policy KAB–School-Community Relations Responsibilities of the Superintendent; Policy KAC–School-Community Relations Responsibilities of School Personnel; and Policy KCA–Public Information Program.

Copies of the first readings of the following recommended new policies are available on the school board website under Supporting Documents: Policy ABABA–Religious Observance; Policy ABBDA–Distribution and Posting of Noncurricular Material in School; Policy ACAB–Emergency Plans and Drills; Policy ACDA–Acceptable Use; Policy ACEA–Bullying; Policy ACEB–Hazing; and Policy LBA–Relations with Armed Forces Recruiting Units.



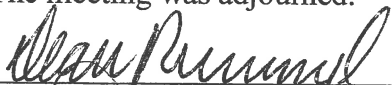
**Board Policy Revisions, Additions, and Deletions-First Reading (cont.)**


Action was requested. Mrs. Swenson moved to accept the first reading approval of the school board policy revisions, deletions, and additions, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.


**Other** – There was brief discussion regarding the two classes of fifth graders moving to Berg Elementary in the fall 2010.

At 6:20 p.m., Mrs. Swenson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned.

  
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Dean Rummel, Board President

  
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Vince Reep, Business Manager

  
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Twila Petersen, Secretary



Approved School Board Meeting Minutes

Dickinson Public Schools  
Special Meeting

March 18, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on March 18, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Mrs. Kris Fehr, and Dr. Mort Krieg. Board members absent were: Mrs. Mitzi Swenson and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, and Mr. Calvin Dean. Others present were: Mr. Jason Hanson, Mr. Kelly Armstrong, and Mrs. Twila Petersen.

President Rummel called the meeting to order.

There was a request for Public Participation from Mr. Kelly Armstrong under Agenda item III. Cooperative Agreement with Dickinson Baseball Club.

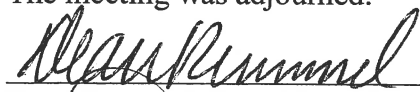
There were no additions or deletions to the agenda.

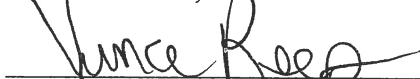
**Cooperative Agreement with Dickinson Baseball Club** – Mr. Kelly Armstrong, President of the Dickinson Baseball Club, addressed the Board under Public Participation. Mr. Armstrong said he had signed the cooperative agreement but wished to make a few comments. Mr. Armstrong stated the goal of the Dickinson Baseball Club was to get as many kids involved in the program and still be affordable. He commended the coaches in the program and felt the program has grown a lot and has a great future. Unfortunately, the program has been running in the red for three years. Currently, they are funding seven teams traveling throughout the spring and summer programs. The club does not have control over the high school team so if cuts needed to be made, they would be made at the high school level. The baseball club will not be able to sustain at the current levels. The Board agreed that all athletic programs would need to be looked at before any commitment could be made on the high school baseball program.


Minor revisions had been made to the previous Memorandum of Understanding. A copy of the agreement is posted under Supporting Documents on the school board website. The administrative recommendation was to approve the one year agreement, as presented. Action was requested. Mrs. Fehr moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Baseball Club for the DHS baseball for the 2009-2010 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

At 5:15 p.m., Mrs. Fehr moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned.

  
Dean Rummel, Board President

  
Vince Reep, Business Manager

  
Twila Petersen, Secretary



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

April 6, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on April 6, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Mrs. Mitzi Swenson, Mrs. Kris Fehr, and Dr. Mort Krieg. Ms. Leslie Ross was absent. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mrs. Melanie Kathrein, Mrs. Tammy Praus, Mrs. Dorothy Martinson, Miss Sherry Libis, Mr. Perry Braunagel, and Mr. Calvin Dean. Others present were: Mrs. Naomi Thorson, Mr. Jason Hanson, Mr. Gaylon Baker, Mr. Dave Moody, Mr. Brian Howell with KQCD-TV, and Mrs. Twila Petersen.

President Rummel called the meeting to order.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Mrs. Swenson moved to approve the consent agenda consisting of the minutes from the March 8, 2010, regular meeting; the March 18, 2010, special meeting; bills for April 2010; financial report for April 2010; the pledged assets report for April 2010; the early resignation notification from Sandra Behm, Day Treatment paraprofessional at Hagen Junior High effective May 27, 2010; the RACTC report; the RESP report; the student/staff recognitions; and the tuition waivers for Joshua Wait, Dickinson to South Heart; Alyssa Purvis, South Heart to Dickinson (both for the 2009-2010 school year); and Ayden Morel, South Heart to Dickinson beginning fall 2010. Dr. Krieg seconded the motion. The motion carried unanimously.

### **Superintendent's Report** – Superintendent Sullivan reported on the following:

- 1) **State Assessment** – The preliminary state assessment results were recently received. Mrs. Melanie Kathrein, Director of Instruction, addressed the Board. Several documents are posted under Supporting Documents on the website. These documents reflect the results in the areas of mathematics, reading, and science. There is also a document indicating the 5-year history of the results. Mrs. Kathrein briefly explained each area. The District is achieving good results in the area of mathematics. The School Board requested follow-up information be presented at a future board meeting to explain the discrepancy in the science scores in different buildings.
- 2) **School Resource Officer** – Dickinson Public Schools has a new resource officer. The new resource officer is Dave Wallace.
- 3) **Kindergarten Enrollment** – Earlier this year, Assistant Superintendent Reep projected kindergarten enrollment for the 2010-2011 school year to be approximately 200 students based on the birth rates at the local hospital. Dickinson Public Schools currently has 191 kindergarten students registered for the 2010-2011 school year. A chart showing the kindergarten placements is posted under Supporting Documents on the website. It is anticipated registration for kindergarten will continue throughout the summer months. The new projected kindergarten enrollment is approximately 230-240 students. This increase in enrollment could be the result of the economic activity in the area. Dickinson Public Schools is currently staffed for ten

**Superintendent's Report (cont.)**

kindergarten sections next school year. The new enrollment projections were discussed at Cabinet on Monday. The administrative recommendation was to request from the budget committee a minimum of one more section of a kindergarten class.

- 4) **Counseling Services** – Recently information was received regarding counseling services for the next school year. A copy of the letter received is posted under Supporting Documents on the website. The Dickinson Public Schools projected enrollment in grades 7-12 for the 2010-2011 is 1,150 students. Using this projected number of students, we could still be within the guidelines using our current counseling staff.

**Lincoln Elementary and Jefferson Elementary Additions Update** – Assistant Superintendent Vince Reep gave a brief update to the Board regarding the progress of the additions. Central Mechanical has begun work at Lincoln Elementary connecting pipes for the hot water heating system. Work has begun by District staff at both schools to remove the playground equipment. The larger pieces have been contracted to be removed by Ouellette Recreational Design. The playground equipment will be relocated this summer. Work on the kitchen at Lincoln Elementary has begun. This should be completed this summer. Assistant Superintendent Reep explained Dickinson Public Schools will receive an additional \$55,000 from the one-time supplemental grant. This agenda item is informational only. No action was required.

**Hope Christian Academy Cooperative Agreements** – The Hope Christian Academy School Board has requested an extracurricular cooperative agreement with Dickinson High School. Copies of the North Dakota High School Activities Association cooperative applications between Dickinson Public Schools and Hope Christian Academy are available on the school board website under Supporting Documents. These agreements are available for the following athletics during the 2010-2011 school year: baseball, boy's cross country, football, boy's basketball, boy's track, girl's basketball, girl's cross country, girl's track, softball, and volleyball. Action was requested. Mrs. Swenson moved to approve the extracurricular cooperative agreements with Hope Christian Academy for the 2010-2011 school year for the following sports: baseball, boy's cross country, football, boy's basketball, boy's track, girl's basketball, girl's cross country, girl's track, softball, and volleyball, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Open Enrollment Application** – Amy Hoepfner applied for open enrollment for Shelby Hoepfner to be admitted to the Dickinson Public School District from the South Heart School District. This application is to begin fall of 2010. The administrative recommendation was to approve the application. Action was required. Mrs. Fehr moved to approve the request for Shelby Hoepfner to be admitted to the Dickinson Public School District under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Policy Revisions, Additions, and Deletions-First Reading** – The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Copies of the proposed revisions are available under the school board website under Supporting Documents and the Policy Revisions First Reading link. Following are the policies with the proposed revisions presented for first reading using the new descriptor code: policy BA–School Board Pledge of Ethics; policy BBA–School Board Elections and Terms of Office; policy BBBA–Officers of the Board; policy BBBB–School Board Committees; policy BBC–Method of Filling a Board Vacancy;

**Board Policy Revisions, Additions, and Deletions-First Reading (cont.)**

policy BC–Meetings of the Board; policy BCAA–Board Meeting Agenda and Pre-Meeting Preparation; policy BCAB–Board Meeting Procedures; policy BCAC–Minutes; policy BCAD–Executive Sessions; policy BCBA–Public Participation at Board Meetings; policy BCBB–News Coverage of Board Meetings; policy BDA–Procedure for Adopting Board Policy; policy BDBB–Retaining an Attorney; policy BDD–Compensation and Expenses for Board Members; policy BDE–Membership in Associations; policy BE–Board Member Development; policy BEA–Candidate Orientation; policy BEB–New Member Orientation; policy BFA–Board Superintendent Relations; policy BFE–Board Negotiating Agents; policy CAAA–Superintendent Recruitment and Appointment; policy CAAB–Superintendent Evaluation Procedure; policy CABA–Creation and Elimination of Administrative Personnel Positions; policy CABB–Hiring Administrative Staff; policy CABD–Administrative Work Calendar; policy CBAA–Administrative Regulations; policy CBB–Superintendent’s Consulting Activities; policy CBD–Superintendent’s Role in Negotiations; and policy BDBD–Parent Advisory Council (PAC).

Copies of the first readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: policy BA–School Board Legal Status and Authority Powers and Duties; policy BAA–General Powers and Duties of School Board; policy BB–Goals and Objectives of the Dickinson School Board; policy BBA–Priority Objectives of Board Members; policy BCDA–Board Member Resignation; policy BDB–School District Records; policy BI–School Community Relations Goals and Objectives; policy CA–Administration Goals and Objectives; policy CBD–Superintendent’s Professional Development; policy CBDC–Conferences and Associations; and policy CDBEB–Conferences and Associations.

Copies of the first readings of the following recommended new policies are available on the school board website under Supporting Documents: policy BAA–Employing Board Members; policy BDC–Insurance for Board Members; policy BEC–School Board Evaluation; and policy CCB–Superintendent Grievance Procedure.

Also posted under Supporting Documents is a spreadsheet indicating the NDSBA revision and the superintendent’s recommendation for the policies. The administrative recommendation was to revise, delete and add the above policies, with the exception of policy BAA-Employing Board Members and BEC-School Board Evaluation. Action was requested. Mrs. Fehr moved to accept the first reading approval of the school board policy revisions, deletions, and additions with the exception of policies BAA-Employing Board Members and BEC-School Board Evaluation, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

- 1) Policy BAA-Employing Board Members – This policy recommended by the North Dakota School Board Association is new. A copy of this policy is available on the school board website under Supporting Documents, Policy Revisions-First Reading.
- 2) Policy BEC-School Board Evaluation – This policy and its process is recommended by the North Dakota School Board Association. This would be new to the Board. A copy of the policy and a sample evaluation form BEC-E School Board Self-Evaluation Form are posted on the school board website under Supporting Documents-First Reading.

Discussion followed. Mrs. Swenson discussed concerns with policy BEC-School Board Evaluation. There will be two or three new board members elected this year and any decisions made will affect those

**Board Policy Revisions, Additions, and Deletions-First Reading (cont.)**

new members. It will be difficult for the new board members to evaluate some areas since these new members have not completed the process, such as the superintendent's evaluation process. Mrs. Swenson recommended the Board discuss this policy in about another year. President Rummel suggested rotating the list of areas the Board would evaluate and pick those that are most pertinent to the Board at that specific time frame. Superintendent Sullivan will place policy BEC-School Board Evaluation as an item for discussion on the April 2011 school board agenda.

Mrs. Swenson moved to accept the first reading approval of the school board policy BAA-Employing Board Members, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption** – Copies of the policies presented for second reading approval and final adoption are posted on the school board website under Supporting Documents as Policy Revisions-Second Readings link. The following policies with revisions are presented (using the new descriptor codes) for second reading approval and final adoption: policy AAA–Philosophy of the Dickinson Public Schools, Dickinson, North Dakota; policy AAB–District Goals and Objectives; policy GABAA–English Language Learners; policy FDB–Education of the Homeless Students; policy FDC–Education of Migrant Students; policy ABCC–Dickinson Public Schools Wellness Plan; policy ABAA–School District Organization Plan; policy AAC–Nondiscrimination and Anti-Harassment Policy; policy FAAC–Enrollment of Suspended or Expelled Students; policy FAAA–Open Enrollment; policy ABAB–School Year and Calendar; policy GACD–Summer School; policy FAB–School Assignment and Choice; policy ABBA–Tobacco-Free Schools and Workplaces; policy ACBA–Automated External Defibrillators (AED); policy ABBE–Displays of Religious Objects or Documents; policy ABCA–Copyrighted Material and Intellectual Property; policy ABCB–Sportsmanship; policy ACAA–Emergency Closings; policy ACBB–Significant Contagious Diseases; policy ACCA–Sexual Offenders on School Property; policy ACE–Violent and Threatening Behavior; policy ACEC–Vandalism; policy FAB–School Assignment and Choice; policy KACB–Patron Complains about Personnel; policy CBD–Superintendent's Role in Negotiations; policy KAAA–Visitors in the Schools; policy KBA–Relations with the News Media; and policy LAC–Relations with Colleges and Universities.

Copies of the second readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: policy AAA–Purpose and Role of the Board; policy ABA–School District Legal Status; policy FGDA–Canvassing and Distribution of Materials; policy FGDB–Soliciting Funds and Gifts; policy KAI–Distribution/Posting of Promotional Literature; policy KAIB–Advertising in the Schools; policy KAIBA–Advertising in School Publications; policy GBEBD–Significant Contagious Diseases; policy ED–Payment of Negotiations Costs; policy KAA–School-Community Relations Responsibilities of the School Board; policy KAB–School-Community Relations Responsibilities of the Superintendent; policy KAC–School-Community Relations Responsibilities of School Personnel; and policy KCA–Public Information Program.

Copies of the second readings of the following recommended new policies are available on the school board website under Supporting Documents: policy ABABA–Religious Observance; policy ABBDA–Distribution and Posting of Noncurricular Material in School; policy ACAB–Emergency Plans and Drills; policy ACDA–Acceptable Use; policy ACEA–Bullying; policy ACEB–Hazing; and policy LBA–Relations with Armed Forces Recruiting Units.



**Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption (cont.)**

The administrative recommendation was to revise, delete or add these policies with an effective date of 07/01/2010. Action was requested. Mrs. Swenson moved to approve the language modifications to policies AAC, GABAA, and FAAA as recommended by the North Dakota State Board Association and present those policies for second reading and final adoption. Dr. Krieg seconded the motion. The motion carried unanimously.

Mrs. Fehr moved to accept the second reading approval and final adoption of the school board policy revisions, deletions and additions, including amended policies AAC, GABAA, and FAAA, with an effective date of July 1, 2010, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Other** – Mrs. Fehr requested Roughrider Career and Technical Center (RACTC) be an item for discussion on next month's agenda.

At 6:00 p.m., Mrs. Swenson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned.

  
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Dean Rummel, Board President

  
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Vince Reep, Business Manager

  
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Twila Petersen, Secretary



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

May 10, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on May 10, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Mrs. Mitzi Swenson, Mrs. Kris Fehr, and Ms. Leslie Ross. Dr. Mort Krieg was absent. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mrs. Melanie Kathrein, Mrs. Tammy Praus, Mrs. Dorothy Martinson, Miss Sherry Libis, Mr. Henry Mack, Mr. Shawn Leiss, Mr. Perry Braunagel, and Mr. Calvin Dean. Others present were: Mrs. Naomi Thorson, Mr. Jason Hanson, Mr. Dave Moody, Mrs. Margaret Olheiser, Mrs. Maxine Hauck, Mrs. Beverly Kinnischtzke, Mrs. Jane Cornell, Mrs. Becky Pitkin, Mrs. Jill Nelson-Wetzstein, Mrs. Fern Pokorny, Mrs. Kathleen Schou, Mrs. Toni Goetz, Mrs. Twila Petersen, and Ms. Beth Wischmeyer from the Dickinson Press.

President Rummel called the meeting to order.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Mrs. Swenson moved to approve the consent agenda consisting of the minutes from the April 6, 2010, regular meeting; the bills for May 2010; the financial report for May 2010; the pledged assets report for May 2010; the resignation of Marilyn Huschka (paraprofessional at Hagen Junior High) and Christa Tescher (Early Childhood Center Preschool Teacher); the new certified staff hires of Rebecca Bautz (Title I at Roosevelt), Mandy Beck (district-wide reading coach), Christina Hirschfeld (grade one at Jefferson), Jennifer O'Brien (grade one at Lincoln), Kayla Simnioniw (grade four at Jefferson), and Damian Sobolik (grade six at Berg); and additional hires of Brandon Nichols (language arts at DHS), Elizabeth Jacobson (mathematics at Hagen Junior High), and Robin Pedersen (grade one at Lincoln); the RACTC report; the RESP report; and the student/staff recognitions. There were no tuition waiver agreements. Ms. Ross seconded the motion. The motion carried unanimously.

**Superintendent's Report** – Superintendent Sullivan reported on the following:

- a. Administrative Negotiations Meeting – This meeting is scheduled for Tuesday, May 11 at 4:00 p.m. in the Central Administration Office's Board room.
- b. Staff Recognition and Retirement Program – This meeting is scheduled for Wednesday, May 12 at 7:00 p.m. in the Dickinson High School Auditorium.
- c. Assistant Principal Interviews – These interviews will be conducted on Thursday, May 13.

**Lincoln Elementary and Jefferson Elementary Additions Update** – Assistant Superintendent Vince Reep updated Board members on the progress of the additions at Jefferson and Lincoln Elementary schools. The general contractor along with mechanicals have been working at Lincoln Elementary. A security fence is up at Jefferson and work will begin next week. This agenda item was informational only. No action was requested.

**Major Summer Building Projects** - Assistant Superintendent Vince Reep explained the process for the summer building projects. This year there were approximately 30 items in the medium priority to high priority categories. These totaled approximately \$275,000. Mr. Reep listed some of the projects that would be completed this summer. This agenda item was informational only. No action was requested.

**Adult Learning Center Update** –Mrs. Margaret Olheiser, coordinator of the Adult Learning Center (ALC) has a report posted as a Supporting Document on the school board website. Mrs. Olheiser gave a brief description of the report. The report indicates that fewer people are utilizing the Adult Learning Center; however, they are spending more time at the ALC. President Rummel suggested Mrs. Olheiser try to be placed on an RESP agenda so she may have an opportunity to share her information with the RESP members which consist of superintendents throughout the region. This agenda item was informational only. No action was requested.

**Report on National School Board Association Convention** – Ms. Leslie Ross, Mrs. Kris Fehr and Superintendent Sullivan attended the recent National School Board Association (NSBA) convention held in Chicago. Mrs. Fehr and Superintendent Sullivan have their reports posted under Supporting Documents on the school board website. All three that attended the convention thanked the Board for allowing them this opportunity. Ms. Ross stated the three attendees tried to divide up the seminars they attended to avoid duplication. Ms. Ross, Mrs. Fehr, and Dr. Sullivan reflected on the highlights from the seminars. Mrs. Swenson recommended sending a Board member to a future national technology conference. This agenda item was informational only. No action was requested.

**Annual Meeting Day & Time** – Board members were asked to schedule the annual meeting date. The Board usually meets the second Monday of each month. In July, this date would be July 12. Action was requested. Mrs. Fehr moved to schedule the annual school board meeting for July 12, 2010, at 5:00 p.m. Mrs. Swenson seconded the motion. The motion carried unanimously.

**Addition of Two Kindergarten Positions** – Assistant Superintendent Vince Reep provided the Board members with information from the recent Budget Committee meeting. The Budget Committee discussed the addition of two kindergarten sections for the 2010-2011 school year. Although we currently have twelve sections of kindergarten, administrative transfers and reassignments had been completed earlier in the year with the anticipation that Dickinson Public Schools might only have ten sections of kindergarten in 2010-2011. With recent kindergarten registration numbers currently at 172, the Budget Committee felt Dickinson Public Schools should proceed and hire two additional kindergarten instructors for the 2010-2011 school year. This would keep the number of kindergarten sections at twelve. With the recent move of the fifth grade students from Lincoln Elementary and Jefferson Elementary to Berg Elementary for one year, these two additional kindergarten classrooms would be located at Lincoln Elementary and Jefferson Elementary. Adding these two sections of kindergarten, the total number of K-6 classrooms would increase from 55 in 2009-2010 to 57 in 2010-2011. Action was requested. Mrs. Swenson moved to authorize the administration to add two more kindergarten classrooms for the 2010-2011 school year. Ms. Ross seconded the motion. The motion carried unanimously.

**Approve 2010-2011 Student Handbooks** - A copy of the 2010-2011 elementary, Hagen Junior High, and Dickinson High School Student Handbooks and a summary of the recommended changes for these handbooks are posted under Supporting Documents on the school board web site. Action was requested. Mrs. Fehr moved to approve the 2010-2011 elementary, Hagen Junior High, and Dickinson High School Student Handbooks, as presented. Mrs. Swenson seconded the motion. Discussion followed. Mrs. Swenson requested clarification on the cell phone policy listed in the Dickinson High School Student Handbook. The handbook states that cell phone usage is not permitted during the school day and then lists some exceptions to this statement. Mrs. Fehr moved to amend the main motion to clarify the 2010-2011 Dickinson High School Student Handbook is approved with the understanding the administration will correct the contradicting information in the handbook regarding

**Approve 2010-2011 Student Handbooks (cont.)**

the cell phone policy located on page 18, section 11. Mrs. Swenson seconded the motion. The amendment was approved unanimously. Following this, the Board considered the main motion as amended. The main motion as amended carried unanimously.

**Board Policy Revisions, Additions, and Deletions-First Reading** – The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Copies of the proposed revisions are available under the school board website under Supporting Documents and the Policy Revisions First Reading link. Following are the policies with the proposed revisions presented for first reading using the new descriptor code: policy DBAA–Recruitment, Hiring and Background Checks for New Classified Personnel; policy DBAB-Emergency Hiring of Classified Personnel; policy DBBA-Drug and Alcohol Testing for Employees; policy DBBB-Physical Examinations; policy DCB-Overtime and Compensatory Time; policy DDA-Sick Leave; policy DDBA-Vacations; DDBB-Holidays for Classified Staff; policy DDC-Unpaid Leave; policy DDEA-Jury and Witness Duty; DEAA-Drug and Alcohol Free Workplace; policy DEAB-Staff Attendance; policy DEAF-Occupational Safety; policy DEBB-Conflict of Interest; policy DBAC-Recruitment, Hiring, and Background Checks for New Instructional Personnel; policy DFC-Transfer and Reassignment; policy DHA-Licensure; policy DI-Personnel Records; policy DIB-Review of Contested Material in Personnel File; policy DJA-Substitute Teachers; policy DJF-Determining the Necessity for Classroom Paraprofessionals; policy FDE-Education of Special Education Students; policy GCAA-Grade Promotion, Retention and Acceleration; policy GACCA –Post Secondary Enrollment; policy GDA– Graduation Requirements; policy FACB-Transfers and Withdrawals Records; policy FDA-Education of Home Educated Students; policy FFB–Attendance and Absences; policy FGA–Student Education Records; policy FCAB-Administering Medication to Students; policy FFJ-Student Vehicles on School Property; policy FGCC-Student Interrogations; policy FFK-Suspension and Expulsion; policy FIC-Public Performances by Students; policy GCBC–Academic Co-Curricular Performances and Grading; FGCA- Searches of Lockers; policy FGCB-Searches of Students and Students Personal Property; policy FF- Student Conduct Standards and Discipline; policy FGDB-Student Handbooks; policy FFD-Carrying Weapons; policy FFA-Alcohol and other Drug Use or Abuse; policy FFI-Student Use of Electronic Devices; policy FGDD–Student Publications; policy FEE-Student Organizations; policy FFG-Student Assemblies; policy GAAA-Curriculum Design and Evaluation; policy IB–Food Service Program; policy IEAC–Transportation; and policy DIA-Distribution of Personnel Directory.

Copies of the first readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: policy DAHD–Employee Right to Know Hazardous Substance, policy DBA-Licensed Staff Positions, policy FBA-Ages of Attendance, policy FBC-Inoculations, policy FBFAB-Tuition to Other Districts, policy FCA-Illnesses, policy FFC-First Aid/Accidents, policy FCF-Make-up Work, policy FFC-First Aid and Accidents, policy FFE-Reporting Child Abuse and Neglect, policy FFF-Student Safety and Supervision, policy FGB-Contests for Students, policy FGCB- Gift Deliveries to Students While in School, policy FGD-Volunteers for School and Public Service, policy FHFC-Bus Fee Waivers, and policy GAA-Instructional Goals.

Copies of the first readings of the following recommended new policies are available on the school board website under Supporting Documents: policy DEBC-Gifts to District Personnel, policy DEBE-Employee Relations with Vendors, policy FCAC-Head Lice, policy FFE-Extracurricular Participation Requirements, policy FG-Student Rights and Responsibilities, and policy FIB-Participation in Non-school Sponsored Contests and Competitions.

**Board Policy Revisions, Additions, and Deletions-First Reading (cont.)**

Also posted under Supporting Documents is a spreadsheet indicating the NDSBA revision and the superintendent's recommendation for the policies. The administrative recommendation was to revise, delete and add the above policies. Action was requested. Mrs. Swenson moved to accept the first reading approval of the school board policy revisions, deletions, and additions. Mrs. Fehr seconded the motion. Discussion followed. Board members discussed policy DDBB-Holidays for Classified Staff; policy DDA-Sick Leave; and policy DBAA-Recruitment, Hiring and Background Checks for New Classified Personnel. Board members requested policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel be reviewed, revised, and then brought back to the Board for a proposed first reading approval. Mrs. Swenson moved to amend the main motion to clarify that policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel be removed from the first reading approval with the remaining policies approved for first reading. Mrs. Swenson seconded the motion. The amendment was approved unanimously. Following this, the Board considered the main motion as amended. The main motion as amended carried unanimously.

**Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption** – Copies of the policies presented for second reading approval and final adoption are posted on the school board website under Supporting Documents as Policy Revisions-Second Readings link. The following policies with revisions are presented (using the new descriptor codes) for second reading approval and final adoption: policy BA–School Board Pledge of Ethics; policy BBA–School Board Elections and Terms of Office; policy BBBA–Officers of the Board; policy BBBB–School Board Committees; policy BBC–Method of Filling a Board Vacancy; policy BC–Meetings of the Board; policy BCAA–Board Meeting Agenda and Pre-Meeting Preparation, policy BCAB–Board Meeting Procedures, policy BCAC–Minutes, policy BCAD–Executive Sessions, policy BCBA–Public Participation at Board Meetings, policy BCBB–News Coverage of Board Meetings, policy BDA–Procedure for Adopting Board Policy, policy BDBB–Retaining an Attorney, policy BDD–Compensation and Expenses for Board Members, policy BDE–Membership in Associations, policy BE–Board Member Development, policy BEA–Candidate Orientation, policy BEB–New Member Orientation, policy BFA–Board Superintendent Relations, policy BFE–Board Negotiating Agents, policy CAAA–Superintendent Recruitment and Appointment, policy CAAB–Superintendent Evaluation Procedure, policy CABA–Creation and Elimination of Administrative Personnel Positions, policy CABB–Hiring Administrative Staff, policy CABD–Administrative Work Calendar, policy CBAA–Administrative Regulations, policy CBB–Superintendent's Consulting Activities, policy CBD–Superintendent's Role in Negotiations, and policy BDBD–Parent Advisory Council (PAC).

Copies of the second readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: policy BA–School Board Legal Status and Authority Powers and Duties, policy BAA–General Powers and Duties of School Board, policy BB–Goals and Objectives of the Dickinson School Board, policy BBA–Priority Objectives of Board Members, policy BCDA–Board Member Resignation, policy BDB–School District Records, policy BI–School Community Relations Goals and Objectives, policy CA–Administration Goals and Objectives, policy CBD–Superintendent's Professional Development, policy CBDC–Conferences and Associations, and policy CDBEB–Conferences and Associations.

Copies of the second readings of the following recommended new policies are available on the school board website under Supporting Documents: policy BAA–Employing Board Members, policy BDC–Insurance for Board Members, and policy CCB–Superintendent Grievance Procedure.

**Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption (cont.)**

The administrative recommendation was to revise, delete or add these policies with an effective date of 07/01/2010. Action was requested. Mrs. Swenson moved to accept the second reading approval and final adoption of the school board policy revisions, deletions and additions with an effective date of July 1, 2010, as presented. Mrs. Fehr seconded the motion. Discussion followed. The motion carried unanimously.

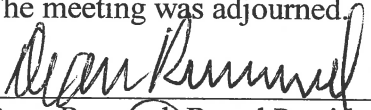
**Other** – Mrs. Swenson mentioned the Scrubs Camp will be a topic on the evening news on television. This camp was a collaborative grant among several agencies including Dickinson Public Schools.


Mrs. Fehr said the Board would not be required to canvass the school board election since this would be taken care of by the County Auditors.

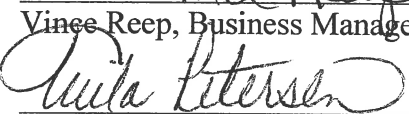
Ms. Ross recognized students from RACTC that competed in the quiz bowl at the State Leadership and Skills Conference. Team members placed 1<sup>st</sup> and 2<sup>nd</sup> at the conference. The RACTC quiz bowl team may now compete at the national competition. One individual campaigned for state office and was elected.

At 6:30 p.m., Mrs. Swenson moved to adjourn. Ms. Ross seconded the motion. The motion carried unanimously.

The meeting was adjourned.

  
\_\_\_\_\_  
Dean Rummel, Board President

  
\_\_\_\_\_  
Vince Reep, Business Manager

  
\_\_\_\_\_  
Twila Petersen, Secretary





## Approved School Board Meeting Minutes

Dickinson Public Schools  
Special Meeting

June 22, 2010; 12:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on June 22, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Mrs. Kris Fehr, Dr. Mort Krieg, Mrs. Mitzi Swenson, and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan and Mr. Shawn Leiss. Others present were: Mr. Jason Hanson, Dr. Becky Pitkin, Ms. Ashley Martin from the Dickinson Press, and Mrs. Twila Petersen.

President Rummel called the meeting to order.

There were no requests for Public Participation.

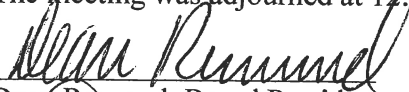
There were no additions or deletions to the agenda.

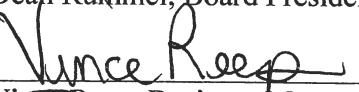
**Property Purchase** – Superintendent Sullivan provided some background information regarding the Southwest Community High School. The Southwest Community High School (SWCHS) is currently located at the T-Rex Mall. Dickinson Public Schools has been for the past few years seeking an alternate location for the SWCHS. Due to some conversations with the neighboring tenants at the mall and the new mall owners, Dickinson Public Schools became more aggressive in its pursuit of an alternate location for SWCHS. Recently the building currently occupied by the Movie Gallery became available for sale. After an offer and counter offers, the two parties came to terms on the sale of the building. The current tenants will be vacating in the near future. This is a newer building in an excellent location with the right amount of square footage. There was discussion regarding the current rental agreement at the T-Rex Mall. Action was required. Mrs. Fehr moved to approve the purchase of the property located at 266 Third Avenue West in Dickinson for the purchase price of \$430,000 with a closing date of July 28, 2010. Dr. Krieg seconded the motion. The motion carried unanimously.

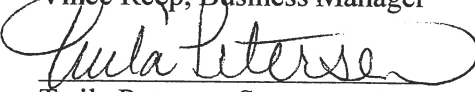
**Amend General Fund Budget** – Due to the Board's recent approval of the purchase of the property located at 266 Third Avenue West, the administrative recommendation was to amend the general fund budget for the 2009-2010 school year. Action was required. Mrs. Swenson moved to approve the amended budget for the 2009-2010 school year and increase the budget from \$27,199,099 to \$27,629,099. Dr. Krieg seconded the motion. The motion carried unanimously.

At 12:15 p.m., Mrs. Swenson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned at 12:15 p.m.

  
Dean Rummel, Board President

  
Vince Reep, Business Manager

  
Twila Petersen, Secretary



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

June 14, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on June 14, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Mrs. Mitzi Swenson, Mrs. Kris Fehr, Ms. Leslie Ross, and Dr. Mort Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Del Quigley, Mr. Henry Mack, and Mr. Perry Braunagel. Others present were: Mrs. Stacy Kilwein, Mr. Jason Hanson, and Mrs. Twila Petersen.

President Rummel called the meeting to order.

There were no requests for Public Participation.

There were no deletions to the agenda. Mrs. Fehr moved to add to the consent agenda an additional new hire. Dr. Krieg seconded the motion. The motion carried unanimously.

Mrs. Swenson moved to approve the consent agenda consisting of the minutes from the May 10, 2010, regular meeting; the bills for June 2010; the financial report for June 2010; the pledged assets report for June 2010; the new certified staff hires of: Riley Abing, mathematics teacher at Hagen; Gail Dockter, Day Treatment social worker at Hagen; Kari Fischer, .5 special education strategist at Jefferson; Jolyn Kadrmas, language arts teacher at Dickinson High School (DHS); Sara Krohmer, kindergarten teacher at Jefferson; Jessica Marion, preschool instructor at the Early Childhood Center; Mark Rerick, district-wide activities director; Courtney Sanders, mathematics teacher at Hagen; Margaret Schulz, special education strategist at DHS Angela Skaarvold, kindergarten teacher at Lincoln; the RACTC report; the RESP report; and the student/staff recognitions. There were no tuition waiver agreements. Dr. Krieg seconded the motion. The motion carried unanimously.

### **Superintendent's Report** – Superintendent Sullivan reported on the following:

- a. **Emergency Call System** – The district-wide Parent Advisory Committee (PAC) began meeting October 2009. This committee inquired about a system that would send a message to parents in the instances where school would be cancelled due to inclement weather. After researching the idea, the Dickinson Public Schools has purchased a system that will be implemented this fall. The cost is \$6,000 per year and includes all students. Faculty and staff will be on the system at no additional fee. The system offers unlimited phone access numbers for parents or guardians of district students. Information will be downloaded from PowerSchool.
- b. **Accreditation Report** – The Accreditation Report for the 2009-2010 school year from the Department of Public Instruction has been received by the district. All buildings in the district have met the requirements for accreditation.
- c. **Grade Five Transition** – A report is posted as a Supporting Document on the website. The report indicates the various activities that have been conducted by Mrs. Tammy Praus, Principal at Berg Elementary. Mrs. Praus is taking the necessary steps to ensure a smooth transition for the 2009-2010 4<sup>th</sup> and 5<sup>th</sup> grade students from Lincoln and Jefferson Elementary transitioning into the 5<sup>th</sup> and 6<sup>th</sup> grade at Berg Elementary in the 2010-2011 school year.

**Superintendent's Report (Cont.)**

- d. **2009-2010 Transportation Report** – The Transportation report is posted on the website under Supporting Documents. The number of trips and the number of riders has decreased from the 2008-2009 Transportation report. The number of miles was approximately 8,000 less than the previous year.
- e. **Adequate Yearly Progress (AYP)** – The AYP reports for the entire district and each individual school are posted on the website under Supporting Documents. Dr. Sullivan reported that each of the individual schools within the district made AYP however, Dickinson Public Schools did not make AYP as a district within the students with disabilities subgroup in reading. Mrs. Dot Martinson, Director of Student Services, explained to the Board members for the first time the state of North Dakota exceeded the allowable limit of students that may be assessed utilizing an alternate test (2% of students with persistent learning difficulties and 1% of students with significant cognitive delays). Therefore, scores for students in the district exceeding the 1% and 2% limits that were proficient were required to be reported for the purpose of calculating AYP as non-proficient. This did not change the individual student test scores. The adjustment in these scores resulted in the district not making AYP.
- f. **Stark County Social Services** – Dickinson Public Schools is currently contracting 1.5 social workers with the Stark County Social Services. The cost for these positions is approximately \$73,000. One position is located at the elementary level and the .5 position is located at the high school.
- g. **Fresh Fruits and Vegetables Food Grant** – Assistant Superintendent Reep wrote a school foods grant for fresh fruits and vegetables that has been awarded to Heart River Elementary and Roosevelt Elementary in the amount of approximately \$27,000.
- h. **Roughrider Area Career and Technical Center (RACTC)** – A document projecting the RACTC program at Dickinson High School is posted on the website under Supporting Documents. At this time, Dickinson Public Schools is not making any recommended changes to the program. The RACTC director position is being advertised.

**Lincoln Elementary and Jefferson Elementary Additions Update** – Assistant Superintendent Vince Reep updated Board members on the progress of the additions at Jefferson and Lincoln Elementary schools. The work is moving ahead very well and is on schedule. Notes from the recent contractor meetings on the projects are posted on the website under Supporting Documents. Mr. Reep indicated the City is also working on a project near Lincoln Elementary to coincide with the addition project. This agenda item was informational only. No action was requested.

**Partners in Parenting Update** – Mrs. Stacy Kilwein, Coordinator for the Partners in Parenting program provided a report that is posted on the website under Supporting Documents. Mrs. Kilwein addressed the Board. She said Partners in Parenting is celebrating their 16<sup>th</sup> year of providing services to support and strengthen parent/child relationships and to help foster better conditions in the home. The report that is posted shows the activities completed within the past year. Mrs. Kilwein highlighted two projects at the meeting. These two projects were the Gearing Up For Kindergarten program and the Love In Logic program. Both programs have been very successful with good completion rates. On a monthly basis, the Partners in Parenting program sends out over 2,600 flyers. This agenda item was informational only. No action was requested.

**Wellness End of Year Summary** – The Wellness End of the Year summary is posted under Supporting Documents. Superintendent Sullivan briefly explained the information contained in the summary. There was discussion regarding the noon break at Hagen Junior High. This agenda item was informational only. No action was requested.

**Administrative Negotiations Settlement** – President Dean Rummel and Mrs. Kris Fehr were the school board representatives on the administrative negotiations team. Mrs. Melanie Kathrein, Mr. Del Quigley, and Mr. Ron Dockter were the administrative representatives for administrative negotiations. The representatives recommended a one year agreement ending June 30, 2011, with a salary schedule increase that would reflect a 5.25% base increase. A copy of the proposed administrative salary schedule is posted as a Supporting Document. Action was required. Ms. Ross moved to approve the administrative negotiated agreement with the Dickinson Public Schools administrators and to authorize a 5.25 % base increase in the 2010-2011 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Request Approval of the Stark County GPT Infrastructure Grant Application** – Assistant Superintendent Vince Reep briefly explained the justification for the grant application that would be submitted to the Stark County Commissioners to help defray the costs for two recently purchased school buses. A copy of the grant application is posted under Supporting Documents. Action was required. Ms. Ross moved to approve the grant application to the Stark County Commissioners for the Stark County GPT Infrastructure Grant in the amount of \$165,039 for costs incurred in the purchase of two additional school buses, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Certify Average Daily Membership (ADM) Report and Transportation Report** – A summary of the Average Daily Membership report and the Transportation report for the 2009-2010 school year are posted under Supporting Documents. State law requires that the school board certify the average daily membership and the transportation report for the recently completed school year to the Superintendent of Public Instruction. Action was required. Ms. Swenson moved to certify that the Average Daily Membership report and the Transportation report have been submitted, as presented, in accordance with NDCC 15.1-27-20. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Policy Revisions, Additions, and Deletions-First Reading** – The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Copies of the proposed revisions are available under the school board website under Supporting Documents and the Policy Revisions First Reading link. Following are the policies with the proposed revisions presented for first reading using the new descriptor code: policy DBAA–Recruitment, Hiring and Background Checks for New Classified Personnel; policy DHBA–Professional Development; policy DKDA–Early Retirement Incentive; policy GAAC–Review and Complaints of Instructional and Resource Materials; policy GACA–Correspondence Courses (Revised); policy GCC–Educational Research and Surveys of Students; policy GDAA–Early Graduation (Revised); policy GDB–Graduation Exercises; policy HCAB–Bidding Requirements and Procedures; policy HCAE–Disbursement of Monies; policy HDD–Gifts and Bequests; policy HEBA–System of Accounts; policy HEBB–Cash in School Buildings; policy HEBC–Fraud Prevention and Investigation; policy HEBD–Audits; policy ICCB–Disposal of School Equipment and Supplies; policy JBA–Accommodations for Individuals with Disabilities; policy JD–Retirement of Facilities Procedure and Criteria; policy KAAB–Community Assistance; policy LAD–Access to School Information; and policy LBB–Relations with Department of Human Services.

**Board Policy Revisions, Additions, and Deletions-First Reading (Cont.)**

Copies of the first readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: policy GABA–Priorities of the Basic Instructional Program, policy GABC–Title I Programs, policy GBEAA–Career and Technical Education, policy GBEB–Health Education, policy GBEIA–Programs for Gifted and Talented, policy GBFD–Community Resources, policy GCAA–Student Schedules and Course Loads, policy GD–Goals and Objectives of Extracurricular Program, policy GDHB–Use of Controlled Substances by Activity Group Members, policy HA–Fiscal Management Goals, policy HAA–Interim Fund, policy HCB–Tuition Fees, policy HGA–Inventories of School Properties, policy ICC–Special District Transportation, policy IHA–Insurance Management, policy JA–Facilities Development Goals, policy JB–Facilities Planning, policy JDA–Memorabilia from Closed Facilities, policy KAD–Community Involvement in Decision Making, policy LAA–Relations with Other Schools and School Districts, policy LAD–Educational Accreditation Agency Relations, policy LAE–Relations with State Education Agencies, policy LC–Relations with Parent Organizations, policy LD–Relations with Community Organizations, policy LE–Relations with Other Governmental Agencies, policy LEA–Relations with Law Enforcement Authorities, policy LED–Relations with Fire Department, and policy LEE–Relations with Health Department.

Copies of the first readings of the following recommended new policies are available on the school board website under Supporting Documents: policy DDDA–Short Term Professional Leave, policy GABC–Sex Education, policy GACB–Patriotic Exercises (Revised), policy HBAA–Federal Fiscal Compliance (Revised), and policy KACA–Patron Complaints.

Also posted under Supporting Documents is a spreadsheet indicating the NDSBA revision and the superintendent’s recommendation for the policies. The administrative recommendation was to revise, delete and add the above policies. Action was requested. Ms. Ross moved to remove policy HBCC-Student Fundraising from the first reading approval. Dr. Krieg seconded the motion. The motion carried unanimously. Ms. Ross moved to change board regulation DKDA-BR Early Retirement Incentive to a board policy DKDA–Early Retirement Incentive and be presented for first reading approval. Dr. Krieg seconded the motion. The motion carried unanimously. Mrs. Fehr moved to remove policy KAB-Parental Involvement from the first reading approval. Dr. Krieg seconded the motion. The motion carried unanimously.

Mrs. Fehr moved to accept the first reading approval of the school board policy revisions, deletions, and additions, as discussed. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption** – Copies of the policies presented for second reading approval and final adoption are posted on the school board website under Supporting Documents as Policy Revisions-Second Readings link. The following policies with revisions are presented (using the new descriptor codes) for second reading approval and final adoption: policy DBAB-Emergency Hiring of Classified Personnel; policy DBBA-Drug and Alcohol Testing for Employees; policy DBBB-Physical Examinations; policy DCB-Overtime and Compensatory Time; policy DDA-Sick Leave; policy DDBA-Vacations; policy DDBB-Holidays for Classified Staff; policy DDC-Unpaid Leave; policy DDEA-Jury and Witness Duty; policy DEAA-Drug and Alcohol Free Workplace; policy DEAB-Staff Attendance; policy DEAF-Occupational Safety; policy DEBB-Conflict of Interest; policy DBAC-Recruitment, Hiring, and Background Checks for New Instructional Personnel; policy DFC-Transfer and Reassignment; policy DHA-Licensure;

**Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption (Cont.)**

policy DI-Personnel Records; policy DIB-Review of Contested Material in Personnel File; policy DJA-Substitute Teachers; policy DJF-Determining the Necessity for Classroom Paraprofessionals; policy FDE-Education of Special Education Students; policy GCAA-Grade Promotion, Retention and Acceleration; policy GACCA –Post Secondary Enrollment; policy GDA-Graduation Requirements; policy FACB-Transfers and Withdrawals Records; policy FDA-Education of Home Educated Students; policy FFB-Attendance and Absences; policy FGA-Student Education Records; policy FCAB-Administering Medication to Students; policy FFJ-Student Vehicles on School Property; policy FGCC-Student Interrogations; policy FFK-Suspension and Expulsion; policy FIC-Public Performances by Students; policy GCBC-Academic Co-Curricular Performances and Grading; policy FGCA- Searches of Lockers; policy FGCB-Searches of Students and Students Personal Property; policy FF-Student Conduct Standards and Discipline; policy FGDB-Student Handbooks; policy FFD-Carrying Weapons; policy FFA-Alcohol and other Drug Use or Abuse; policy FFI-Student Use of Electronic Devices; policy FGDD-Student Publications; policy FEE-Student Organizations; policy FFG-Student Assemblies; policy GAAA-Curriculum Design and Evaluation; policy IB-Food Service Program; policy IEAC-Transportation; and policy DIA-Distribution of Personnel Directory.

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Copies of the second reading approval of the following recommended new policies are available on the school board website under Supporting Documents: policy DEBC-Gifts to District Personnel, policy DEBE-Employee Relations with Vendors, policy FCAC-Head Lice, policy FFE-Extracurricular Participation Requirements, policy FG-Student Rights and Responsibilities, and policy FIB-Participation in Non-school Sponsored Contests and Competitions.

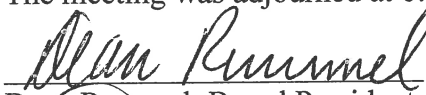
Action was requested. Mrs. Swenson moved to accept the second reading and final adoption of the school board policy revisions, deletions and additions with an effective date of July 1, 2010, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Other** – Mrs. Fehr recently attended the 8<sup>th</sup> annual commencement at the Southwest Community High School. She commended the school and their graduates and felt the program was very impressive.

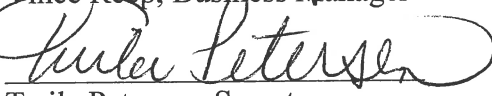
Dr. Krieg, Mrs. Fehr, and Ms. Ross expressed their thanks to the retiring Board members for their years of service and leadership. Superintendent Sullivan presented Board retirees President Dean Rummel and Vice President Mitzi Swenson with a school bell.

At 6:45 p.m., Mrs. Swenson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned at 6:45 p.m.

  
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Dean Rummel, Board President

  
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Vince Reep, Business Manager

  
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Twila Petersen, Secretary



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Annual Meeting

July 12, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held their annual meeting on July 12, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Ms. Leslie Ross, Dr. Mort Krieg, Mr. Jason Hanson, and Dr. Becky Pitkin (via telephone). Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Perry Braunagel, Mrs. Tammy Praus, Miss Sherry Libis and Mr. Mark Rerick. Others present were: Mr. Dave Wallace and Mrs. Twila Petersen.

Superintendent Sullivan called the meeting to order at 5:00 p.m.

### **Election of Officers –**

- a. **President** - Superintendent Sullivan conducted the election of a new Board president. Mr. Hanson nominated Mrs. Kris Fehr for president of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously. Dr. Krieg motioned and directed the clerk to cast a unanimous ballot for Mrs. Fehr and for nominations to cease. Mr. Hanson seconded the motion. The motion carried unanimously.
- b. **Vice President** – President Fehr conducted the election of a new Board vice-president. Mr. Hanson nominated Ms. Leslie Ross for vice-president of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Ms. Ross moved to approve the agenda including the consent agenda, as presented, consisting of the minutes from the June 14, 2010, regular meeting; the June 22, 2010, special meeting; the bills for July 2010; the financial report for July 2010; the pledged assets report for July 2010; the personnel reports, the RESP report; and the tuition waiver agreement for Dakota Jilek from Dickinson to South Heart. There were no staff/student recognitions and there was no RACTC report. Dr. Krieg seconded the motion. The motion carried unanimously.

### **Superintendent's Report** – Superintendent Sullivan reported on the following:

- a. **School Board Member Orientation** – When Dr. Pitkin returns from her trip, Mrs. Petersen will coordinate a time that is convenient for Dr. Pitkin and Mr. Hanson to meet with the Central Office staff.
- b. **New District-wide Activities Director** – Dr. Sullivan introduced and welcomed Mr. Mark Rerick as the new district-wide activities director.
- c. **Back to School Schedule** – A tentative schedule for the Back to School events has been posted on the school board website. School Board members are invited and welcome to attend any or all events.
- d. **2010 School Registration and Open House Schedule** – The fall school registration schedule and open houses for all schools are posted on the school board website.
- e. **NDSBA Policy Services Renewal Contract** – The contract with the North Dakota School Boards Association Policy Services is due for renewal. The new contract is posted on the school board website under Supporting Documents.

**Superintendent's Report (Cont.)**

- f. **Energy Development Impact Office (EDIO) Grant** – On behalf of Dickinson Public Schools (DPS), Assistant Superintendent Vince Reep applied for the EDIO grant. DPS was successful in receiving a grant for \$25,000. Mr. Reep indicated these funds would be placed in the capital projects account and used to offset the costs for the additions at Jefferson Elementary and Lincoln Elementary.
- g. **Technology Committee Report** – A copy of Dr. Sullivan's Technology Committee report is posted on the website under Supporting Documents. Dr. Sullivan briefly explained some information in the report.
- h. **NDHSAA Athletic Physical Form** – The North Dakota High School Activities Association (NDHSAA) has changed their guidelines and therefore created new athletic forms. These forms may be located on the Dickinson High School (DHS) website under the athletic quick links. The new form was not a requirement of DHS but was created by and a requirement for the NDHSAA.

**District Technology Plan** – A copy of the District Technology Plan provided by Mr. Mitch Murphy, technology coordinator, is posted as a Supporting Document on the website. Superintendent Sullivan briefly explained some highlights from the report. Mr. Reep, business manager, explained the budgeting for technology in the district. This agenda item was informational only. No action was requested.

**School Resource Officer (SRO) Report** – A memorandum from the School Resource Officer, Dave Wallace is posted under Supporting Documents. Officer Wallace addressed the Board and explained the philosophy of the SRO as being education, prevention, and intervention. The SRO has seen an increase in harassment using technology, such as postings on Facebook, texting, and sexting. The SRO spends approximately 65% of his time at Hagen Junior High and the remaining at DHS. He has an office at each building. The cooperative agreement with the schools and SRO has been beneficial to both sides. This agenda item was informational only. No action was requested.

**Lincoln Elementary and Jefferson Elementary Additions Update** – A report of the progress on the additions at Jefferson Elementary and Lincoln Elementary are posted on the website under Supporting Documents. Assistant Superintendent Vince Reep reported the kitchen and two offices at Lincoln Elementary may be completed as soon as August 1. The entire south wall is complete on the gymnasium area. Work is progressing very well at Lincoln Elementary. Work at Jefferson Elementary is moving slower than at Lincoln. This agenda item was informational only. No action was requested.

**2009-2010 Budget Statistics** – Mr. Reep, business manager, presented the 2009-2010 final revenue and expenditure information for several different accounts. The balances are listed under the Combined Balance Sheet under Financial Reports on the school board website. Mr. Reep explained the balances in the accounts. The hold back on the interim fund is 22%. This exceeds the Board recommended 10%.

The capital projects account had an ending balance of \$2,817 million. This is on target. Approximately \$2 million from this account will be used to pay off the Lincoln Elementary and Jefferson Elementary additions. Due to an increase in debt services, Dickinson Public Schools will possibly ask for fewer mills next year. The Food Services revenue account had a substantial increase compared to a year ago. Lunch sales are up due to an increase in elementary students and this is reflected in the Food Services balance. Staff efficiency also influenced the account balance. This agenda item was informational only. No action was requested.

**Annual Financial Report** – A copy of the annual financial report is posted under Supporting Documents on the school board web site. Mr. Reep, business manager, explained the ending balance on the report ties into the balance sheet. The report is created by a software program. Everything in the district financials ties back to what is reported to the State. The Dickinson Public Schools average cost per pupil for 2009-2010 was \$7,778, this compares to \$7,969 from one year ago. Action was required. Ms. Ross moved to approve the Annual Financial Report for the fiscal year beginning July 1, 2009, and ending June 30, 2010, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Meeting Day and Time** – The Board needed to establish a date and time for the regular meetings of the Dickinson Public School District. Action was required. Ms. Ross moved that the regular meeting of the Dickinson Public School District be set for the second Monday of each month beginning at 5:00 p.m., with the exception of the April regular meeting, which is scheduled for April 4, 2011. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Workshops** – Board members suggested having the Board workshop following the September and October Board meetings. Board members should forward agenda items for the Board workshops to Superintendent Sullivan. No decisions will be made during the workshop but topics discussed could become future Board meeting agenda items.

Action was requested to schedule the Board workshops. Ms. Ross moved to schedule the Board workshops following the September 13 Board meeting and following the October 11 Board meeting. Dr. Krieg seconded the motion. The motion carried unanimously.

**School Board Authorized Representative** – The Board's authorized representative is the superintendent. Ms. Ross moved that Superintendent Douglas W. Sullivan be named the authorized representative of the Dickinson Public School District that shall include and not be limited to the Department of Public Instruction and the legislature. Also, Superintendent Sullivan shall be the authorized representative for the District for all federal programs, including but not limited to: all school lunch, special education and vocational programs, the Energy Impact Office, Title I, Title IIa, Title IIc, Title IV, Title V, Head Start, E-rate and Job Service programs. Dr. Krieg seconded the motion. The motion carried unanimously.

**Designate Official Newspaper** – North Dakota Century Code requires that the school district designate an official newspaper. Ms. Ross moved to designate the Dickinson Press as the official newspaper of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously.

**Bank Depository Designation** – State law requires DPS to designate all depositories at its annual meeting. The administrative recommendation was to designate American Bank Center as the official depository for the school district checking account and other investments and Wells Fargo Bank, Bank of the West, Dakota Community Bank, and Dacotah Bank as depositories for investments. Action was requested.

Ms. Ross moved that American Bank Center be designated as the official depository for the school district checking account and other investments and further moved that Wells Fargo Bank, Bank of the West, Dacotah Bank, and Dakota Community Bank be designated as depositories for investments for the 2010-2011 fiscal year. Dr. Krieg seconded the motion. The motion carried unanimously.

**Committee Assignments** – Committee members were organized for 2010-2011. Mrs. Kris Fehr and Ms. Leslie Ross have offered to serve as Board representatives on the collaborative bargaining team. Mrs. Kris Fehr and Mr. Jason Hanson have volunteered to serve as Board representatives for administrative negotiations. Dr. Becky Pitkin has agreed to serve as the primary school board representative for the Roughrider Educational Services Program (RESP) and Mrs. Kris Fehr has agreed to serve as the secondary representative. Ms. Leslie Ross has volunteered to continue to serve on the Roughrider Area Career and Technology Center (RACTC) Governing Board. Other committee assignments are listed under Supporting Documents. Action was requested. Mr. Hanson moved to designate Mrs. Kris Fehr and Ms. Leslie Ross as Board representatives on the collaborative bargaining team, Mrs. Kris Fehr and Mr. Jason Hanson as Board representatives on administrative negotiations, Dr. Becky Pitkin as the primary RESP school board representative, Mrs. Kris Fehr as the secondary RESP Board representative, and Ms. Leslie Ross as the school board representative on the RACTC Governing Board for 2010-2011. Dr. Krieg seconded the motion. The motion carried unanimously.

**Conflict of Interest** – Copies of the school board member's most recent Statement of Interest forms are posted under Supporting Documents.

Mr. Hanson stated there were no changes or updates on his Statement of Interest form. Ms. Ross moved to allow Mr. Jason Hanson to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye – Mrs. Fehr, Ms. Ross, Dr. Pitkin, Dr. Krieg. Naye – None. Mr. Hanson abstained. The motion carried.

Dr. Pitkin requested the following changes on her Statement of Interest form: under Item D, to delete Ellis College and under Item C, to add the Chamber of Commerce Education Committee. Ms. Ross moved to allow Dr. Becky Pitkin to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye – Mrs. Fehr, Ms. Ross, Mr. Hanson, Dr. Krieg. Naye – None. Dr. Pitkin abstained. The motion carried.

Dr. Krieg stated there were no changes or updates on his Statement of Interest form. Ms. Ross moved to allow Dr. Morton Krieg to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mr. Hanson seconded the motion. Aye – Mrs. Fehr, Ms. Ross, Dr. Pitkin, Mr. Hanson. Naye – None. Dr. Krieg abstained. The motion carried.

Ms. Ross requested the following changes on her Statement of Interest form: under Item B, to delete Aegis Security Investigations, LLL and under Item D, to delete Aegis Security Investigations, LLL. Mr. Hanson moved to allow Ms. Leslie Ross to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye – Mrs. Fehr, Mr. Hanson, Dr. Krieg, Dr. Pitkin. Naye – None. Mr. Hanson abstained. The motion carried.

Mrs. Fehr requested the following changes be made on her Statement of Interest form: to delete Lee Enterprises Retirement Fund (JP Morgan), AIM Funds and Washington Mutual Funds in Item B, to add VALIC Investment Funds in Item B, and under item C to delete RSVP Advisory Council and Berg Elementary Parent Advisory Committee. Ms. Ross moved to allow Mrs. Kris Fehr to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye – Mr. Hanson, Dr. Krieg, Dr. Pitkin, Ms. Ross. Naye – None. Mrs. Fehr abstained. The motion carried.

**Board Policy Revisions, Additions, and Deletions-First Reading** – There were two policies that were removed from the first reading at the June 14 school board meeting. Superintendent Sullivan explained the new fundraising request form that will be implemented this fall. He also explained the Title I parent involvement policy has been reviewed by the Department of Public Instruction and found it to be acceptable. The administrative recommendation was to accept the three revised policies for first reading. Action was requested. Ms. Ross moved to accept the first reading approval of the revised school board policy HBCC–Student Fundraising, policy KAB–Title I Parental Involvement, and GAAB–Curriculum Adoption, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption** – Copies of the policies presented for second reading approval and final adoption are posted on the school board website under Supporting Documents as Policy Revisions-Second Readings link. The following policies with revisions are presented (using the new descriptor codes) for second reading approval and final adoption: policy DBAA–Recruitment, Hiring and Background Checks for New Classified Personnel; policy DHBA–Professional Development; policy DKDA–Early Retirement Incentive; policy GAAC–Review and Complaints of Instruction and Resource Materials; policy GACA–Correspondence Courses; policy GCC–Educational Research and Surveys of Students; policy GDAA–Early Graduation; policy GDB–Graduation Exercises; policy HCAB–Bidding Requirements and Procedures; policy HCAE–Disbursement of Monies; policy HDD–Gifts and Bequests; policy HEBA–System of Accounts; policy HEBB–Cash in School Buildings; policy HEBC–Fraud Prevention and Investigation; policy HEBD–Audits; policy ICCB–Disposal of School Equipment and Supplies; policy JBA–Accommodations for Individuals with Disabilities; policy JD–Retirement of Facilities Procedure and Criteria; policy LAD–Access to School Information; and policy LBB–Relations with Department of Human Services.

Copies of the following deleted policies presented for second reading approval and final adoption are available on the school board website under Supporting Documents: policy GABA–Priorities of the Basic Instructional Program, policy GABC–Title I Programs, policy GBEAA–Career and Technical Education, policy GBEB–Health Education, policy GBEIA–Programs for Gifted and Talented, policy GBFD–Community Resources, policy GCAA–Student Schedules and Course Loads, policy GD–Goals and Objectives of Extracurricular Program, policy GDHB–Use of Controlled Substances by Activity Group Members, policy HA–Fiscal Management Goals, policy HAA–Interim Fund, policy HCB–Tuition Fees, policy HGA–Inventories of School Properties, policy ICC–Special District Transportation, policy IHA–Insurance Management, policy JA–Facilities Development Goals, policy JB–Facilities Planning, policy JDA–Memorabilia from Closed Facilities, policy KAD–Community Involvement in Decision Making, policy LAA–Relations with Other Schools and School Districts, policy LAD–Educational Accreditation Agency Relations, policy LAE–Relations with State Education Agencies, policy LC–Relations with Parent Organizations, policy LD–Relations with Community Organizations, policy LE–Relations with Other Governmental Agencies, policy LEA–Relations with Law Enforcement Authorities, policy LED–Relations with Fire Department, and policy LEE–Relations with Health Department.

Copies of the following new policies presented for second reading approval and final adoption are available on the school board website under Supporting Documents: policy DDDA–Short Term Professional Leave, policy GABC–Sex Education, policy GACB–Patriotic Exercises, policy HBAA–Federal Fiscal Compliance, and policy KACA–Patron Complaints.

**Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption (Cont.)**


The administrative recommendation was to accept the revisions, deletions, and additions of the proposed policies for second reading and final adoption. Action was requested. Ms. Ross moved to accept the second reading and final adoption of the school board policy revisions, deletions and additions, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.


**Other** – Newly elected Board members were welcomed. Ms. Ross explained the current status of the Roughrider Area Career and Technology Center. Board members were invited to the Back to School events in August.

**Adjournment** – At 6:30 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned at 6:30 p.m.

  
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Kris Fehr, Board President

  
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Vince Reep, Business Manager

  
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Twila Petersen, Secretary

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

August 9, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held their regular meeting on August 9, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Dr. Mort Krieg, Mr. Jason Hanson, Dr. Becky Pitkin, and Ms. Leslie Ross. Administrators present were: Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mr. Del Quigley, Mrs. Melanie Kathrein, Mr. Perry Braunagel, Miss Sherry Libis and Mr. Shawn Leiss. Others present were: Ms. Lisa Miller, Dickinson Press; Mr. Brian Howell, KQCD; and Mrs. Twila Petersen.

President Fehr called the meeting to order at 5:00 p.m.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Ms. Ross moved to approve the agenda including the consent agenda, consisting of the minutes from the July 12, 2010, annual meeting; the bills for August 2010; the financial report for August 2010; the pledged assets report for August 2010; the personnel reports; the RESP report; the student recognitions; and the tuition waiver agreements for Keala McCluskey, Sloan McCluskey, Kala McCluskey, Ethan McCluskey, Alexis Liberty, and Abby Liberty, all from Dickinson to South Heart. There was no RACTC report. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent's Report** – Assistant Superintendent Reep reported on behalf of Superintendent Douglas Sullivan. A copy of Superintendent Sullivan's report is posted on the website under Supporting Documents.

- a. New Licensed Staff Orientation – Orientation for new licensed personnel is scheduled for August 18 at the Central Administration Office. Board members are invited to attend the lunch on this date.
- b. Fall Kick-off – A breakfast and inservice for all District teachers and staff is scheduled for August 23. This will be the first day for returning and new licensed personnel. Board members are invited to attend the breakfast and inservice.
- c. New Board Member Orientation – The new Board member orientation is scheduled for Thursday, August 12 at the Central Administration Office.
- d. New Roughrider Area Career and Technology Center (RACTC) Director – Mr. Marcus Lewton is the new director for the RACTC. President Fehr added she contacted RACTC members in July regarding an interview team. A committee was formulated using the assistance of the Dickinson Public School Board, administrators, and human resource staff. President Fehr recommended adding RACTC as a topic for the September Board workshop and inviting Mr. Lewton to attend the workshop. The RACTC by-laws and supporting material are posted on the website under Supporting Documents.
- e. Southwest Community High School (SWCHS) – On July 28, Dickinson Public Schools closed on the building purchased for relocating the SWCHS. Electricians, painters, and Kolling Construction are working to get everything ready before the beginning of the school year.

**Lincoln Elementary and Jefferson Elementary Additions Update** – A report of Jefferson Elementary's progress and a report of Lincoln Elementary's progress on their additions are posted on the website under Supporting Documents. Assistant Superintendent Vince Reep reported the brick layers have completed the south and east walls at Lincoln. The kitchen flooring is in at Lincoln Elementary and they are waiting for the stainless steel for the new dishwashing area.

Jefferson Elementary has a time-line document from the contractor posted on the website under Supporting Documents. The timeline shows that everything will be done by February of 2011 with the completion of the kitchen remodel during the summer of 2011. The contractor has until the end of June to complete their project. Mr. Reep said he has received good cooperation from all vendors and they have bi-weekly construction meetings. Having the area safe for children when school begins is a priority and will be discussed again at this week's meeting with the contractors. This agenda item was informational only. No action was requested.

**Summer Building and Grounds Project Update** – Assistant Superintendent Reep provided a report summarizing the progress on the projects which is posted on the website under Supporting Documents. The report shows approximately 80% of the projects have been completed. Due to the heat generated by the coolers at Lincoln Elementary, an additional cooling unit was installed that was not on the project list. This agenda item was informational only. No action was requested.

**2010-2011 Budget Information** – The DPS Budget Committee met on Monday. Ms. Ross stated the interim fund (which is a carryover account) will hold approximately 22% into the new school year. The Board recommendation is a minimum of 10% carryover. There was discussion regarding the kindergarten sections at the schools and the decision to move one kindergarten teacher from Jefferson Elementary to Heart River Elementary to accommodate the large number enrolled at that school. This agenda item was informational only. No action was requested.

**2010-2011 Personnel Update** – Assistant Superintendent Vince Reep briefly discussed the information on the personnel changes list for the 2010-2011 school year. His summary of the 2010-2011 personnel changes is posted under Supporting Documents on the website. This agenda item was informational only. No action was requested.

**Budget and Tax Levy** – The Certificate of Levy is due in the county auditor's office by August 15. It may be amended until October 10 and the remainder of the budget may be changed at any time by Board action. A copy of the school district's Certificate of Levy for the year 2010 is posted under Supporting Documents. The administrative and budget committee recommendation was to levy for 110 mills in the general fund, 10 mills for the building fund and 2.18 mills for the remodeling bonding levy. There is an estimated mill levy reduction of .17 mills. Action was required. Mr. Hanson moved to approve the general fund expenditures of \$27,233,999, the capital projects fund expenditures of \$3,306,026, the debt services fund expenditures of \$218,997, and the food services fund expenditures of \$1,046,971 for the 2010-2011 school term. Dr. Krieg seconded the motion. The motion carried unanimously. Ms. Ross moved to approve the Certificate of Levy for \$6,607,000 for the fiscal year ending June 30, 2011. Dr. Krieg seconded the motion. The motion carried unanimously.



**Fuel Bids** – Dickinson Public Schools advertised for bids for fuel (diesel and gasoline) for the transportation department for the 2010-2011 school year. The bids were due on or before August 9. Assistant Superintendent Reep reported the following bids were received from Farmers Union Oil Company:

- #1 diesel at bidders' pump-\$.084/gallon below the posted cash price
- #2 diesel at bidders' pump-\$.084/gallon below the posted cash price
- Unleaded gasoline at the bidders' pump-\$.084/gallon below the posted cash price

The administrative recommendation was to accept the lowest bid. Action was requested. Mr. Hanson moved to accept the low bid by Farmers Union Oil Company for #1 and #2 diesel fuel for \$.084/gallon below the posted cash price and the bid for unleaded gasoline for \$.084/gallon below the posted cash price. Dr. Krieg seconded the motion. The motion carried unanimously.

**Resolution of the School District Board to Open an Account** – Business Manager Reep stated due to the appointment of the new Board president, he recommends the Board adopt a resolution to coincide with the new signature on the accounts. A copy of the resolution is posted on the website under Supporting Documents. The administrative recommendation was to adopt this resolution. Action was requested. Ms. Ross moved to adopt the Resolution of the School District Board to Open an Account, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

**Department of Public Instruction Certificate of Compliance** - A copy of DPI's Annual Certificate of Compliance for the year 2010-2011 is posted on the school board website under Supporting Documents. After the Board approves the certificate, it is submitted to the Department of Public Instruction. Action was requested. Dr. Pitkin moved to approve the Certificate of Compliance for the 2010-2011 school year. Dr. Krieg seconded the motion. The motion carried unanimously.

**Consolidated Grant Application Approval for 2010 – 2011** - A copy of the print out of the application for the Consolidated Grant is posted under Supporting Documents on the school board website. The public was invited to make comments regarding the Consolidated Grant Application. No comments were received. Dickinson Public Schools has received notification of the amounts for several of their Federal grants. Those amounts are:

Title I	\$760,829.00
Title IIa	\$395,717.00
Title IId	\$ 5,241.00
Total	<u>\$1,161,787.00</u>

The Board is required to approve the grant application annually prior to submittal. Action was requested. Mr. Hanson moved to approve the Consolidated Grant Application for Federal grants which includes Title I, Title IIa, and Title IId, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Southwest Community High School (SWCHS) 2010-2011 Student Handbook** - A copy of the 2010-2011 Southwest Community High School Student Handbook and a summary of the recommended changes for the handbook are posted under Supporting Documents on the School Board website. SWCHS principal Shawn Leiss explained most of the changes were done to comply with the recent Board policy changes. The administrative recommendation was to accept the changes to SWCHS's handbook. Action was requested. Ms. Ross moved to approve the 2010-2011 Southwest Community High School student handbook, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Gymnastics Cooperative Agreement with Richardton-Taylor Public School District** – Dickinson High School has received a request from Richardton-Taylor Public School District to establish a cooperative agreement for gymnastics beginning in the fall of 2010. Information regarding this request has been posted as a Supporting Document on the website. The administrative recommendation was to approve the agreement. Action was required. Mr. Hanson moved to approve the request from Richardton-Taylor Public School District to establish a cooperative agreement for high school gymnastics commencing in the fall of 2010. Dr. Krieg seconded the motion. The motion carried unanimously.

**Committee Reassignment** – Mrs. Fehr noted that due to scheduling conflicts, Ms. Ross has asked another Board member to represent DPS on the Roughrider Area Career & Technology Center Governing Board committee. Action was requested. Ms. Ross moved to designate Mr. Jason Hanson as the school Board primary representative and Mrs. Kris Fehr as the secondary representative on the Roughrider Area Career & Technology Center Governing Board for 2010-2011. Dr. Krieg seconded the motion. The motion carried unanimously. Mrs. Fehr thanked Ms. Ross for her many years of service and dedication on this committee. A copy of the remaining committee assignments are posted on the website under Supporting Documents.

**Board Policy Revisions–Second Reading and Final Adoption** – Copies of the policies presented for second reading approval and final adoption are posted on the school board website under Supporting Documents as Policy Revisions – 2<sup>nd</sup> Readings. The administrative recommendation was to adopt the following revised policies: policy HBCC–Student Fundraising, policy KAB–Title I Parental Involvement, and policy GAAB–Curriculum Adoption. Action was requested. Dr. Pitkin moved to accept the second reading and final adoption of policy HBCC–Student Fundraising, policy KAB–Title I Parental Involvement, and policy GAAB–Curriculum Adoption, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Regulation Revisions and Additions-First Reading and Final Adoption** – The North Dakota School Board Association (NDSBA) has recommended to DPS revisions of some of the board regulations or recommends adopting some new board regulations. Copies of the proposed board regulation revisions or additions are available on the school board website under Supporting Documents and the Board Regulation-1<sup>st</sup> Reading link. The administrative recommendation was to revise the following board regulations: ACCA-BR–Criteria for Granting Parent Offenders Privileges to Enter School Property, BCBA-BR–Public Participation at School Board Meetings, DEAF-BR–Hazardous Substance Communication Program, FCAB-BR–Procedure for Administering Medication, FFF-BR–Supervision of Students, FFK-BR1–Suspension and Expulsion Regulations, FFK-BR2–Suggested Procedure for Conducting an Expulsion Hearing, FFK-BR3–Suspension and Expulsion of Special Education Students, FGA-BR–Student Education Records Access and Amendment Procedure, FECB-BR–Gift Deliveries to Students While in School, FIB-BR–Criteria for Participation in Non-school Sponsored Contests and Competitions, and board regulation GAAC-BR2–Access to Resources and Services in the School Library Media Program.

The administrative regulation was to add the following board regulations: AAC-BR–Discrimination and Harassment Grievance Procedure, BCAB-BR– Procedure for Seating New Board at the Annual Meeting (with revisions), FAAB-BR–Early Entrance Requirements, and board regulation GABC-B–Sex Education Law.

**Board Regulation Revisions and Additions-First Reading and Final Adoption (cont.)**

Action was requested. Ms. Ross moved to accept the first reading approval and final adoption of the school board regulation additions and revisions, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.


**Other** – President Fehr reminded Board members to attend the upcoming new certified staff lunch and the fall school kick off.

**Adjournment** – At 6:00 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned at 6:00 p.m.

  
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Kris Fehr, Board President

  
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Vince Reep, Business Manager

  
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Twila Petersen, Secretary



## Approved School Board Workshop Minutes

Dickinson Public Schools  
Board Workshop

September 13, 2010; 5:35 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a Board workshop on September 13, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Dr. Becky Pitkin, Ms. Leslie Ross, and Mr. Jason Hanson. Dr. Morton Krieg was absent. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mr. Del Quigley, Mrs. Melanie Kathrein, Mr. Perry Braunagel, Miss Sherry Libis, Mrs. Dorothy Martinson, Mr. Calvin Dean, Mrs. Tamara Praus, Mr. Henry Mack, and Mr. Shawn Leiss. Others present were: Mrs. Beverly Kinnischtzke, Mr. Marcus Lewton, Ms. Lisa Miller from the Dickinson Press, and Mrs. Twila Petersen.

President Fehr called the meeting to order at 5:35 p.m.

No action will be taken. Topics may become agenda items at future Board meetings.

Topics for discussion included:

### **Facilities**

**District Organization** – Superintendent Sullivan asked the group to consider what would be the best organization of the facilities in the district to meet the educational needs and what type of organization has the potential to improve student learning. There are reservations if the district would change the organization of the elementary buildings from its current kindergarten to grade five. An option would be changing the organization of the elementary buildings from grades K-5 into two buildings with K-2 and two buildings with grades 3-5. Assistant Superintendent Reep discussed the possibility of the district buildings running out of space. The migration trends are unknown for the future. He felt the maximum number of classrooms the K-5 buildings in the district could handle would be 66. The district currently has 54 sections. The projection for 2011 is 61 classrooms.

**Enrollment** – Assistant Superintendent Reep provided a handout indicating the classroom sections at the K-5 buildings and the projections through 2015 based on births at St. Joseph's hospital with a 4% migration. Mr. Reep reported as of September 1, there were 15 sections of classes at Lincoln, 13 sections at Roosevelt, 13 sections at Heart River, and 13 sections at Jefferson. In 2011, Dickinson Public Schools will gain eleven additional classrooms with the additions at Lincoln and Jefferson Elementary.

**Sister Schools** – Assistant Superintendent Reep's handout also included information regarding the five elementary schools changing their current organization to two elementary schools carrying grades K-2 and two elementary schools carrying grades 3-5. This would be a district-wide collaborative move. Superintendent Sullivan provided a handout from Solution Tree and he discussed how this concept has the ability to increase student learning. Mrs. Tammy Praus, principal at Berg Elementary, explained how the combination of the sixth grade students into one building has positively impacted the students and teachers in the district. There was discussion regarding between-school busing, the starting time of school in the buildings, and the possibility of the construction of a new school.

**Roughrider Area Career and Technology Center (RACTC)** – Mr. Lewton provided a handout that included information regarding the salaries and district costs for the RACTC teachers utilized at Dickinson High School (DHS). His handout also projected costs for the next few years. The health career courses draw a lot of interest from the DHS students. There was discussion regarding adding an additional section of the health career course and the affect this would have on this program and the block scheduling at DHS.

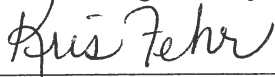
**School Improvement**

**NCA Update** – Superintendent Sullivan provided a handout with information from the Quality Assurance Review Team Report. Dr. Sullivan reviewed each item listed on the handout and the progress that has been made in accomplishing the goals established in the report.

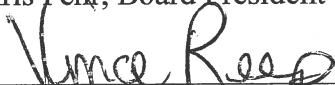
**Strategic Plan** – Superintendent Sullivan distributed copies of the latest school district strategic plan which was last updated in April 2007. Mrs. Melanie Kathrein, director of instruction, introduced the idea of the Balanced Scorecard (BSC) to the Board members. She explained how the Balanced Scorecard is a system to help improve communications from the top-down in an organization and also bottom-up. Board members discussed attending a Balanced Scorecard presentation at the National School Board Conference in April 2011.

**Adjournment** – At 8:00 p.m., Ms Ross moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously.

The meeting was adjourned at 8:00 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

September 13, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held their regular meeting on September 13, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Dr. Becky Pitkin, Ms. Leslie Ross, and Mr. Jason Hanson. Board member absent: Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mr. Del Quigley, Mrs. Melanie Kathrein, Mr. Perry Braunagel, Miss Sherry Libis, Mrs. Dorothy Martinson, Mr. Calvin Dean, Mrs. Tammy Praus, Mr. Mark Rerick, and Mr. Henry Mack. Others present were: Mrs. Beverly Kinnischtzke, Mrs. Naomi Thorson, Mrs. Diana Stroud, Mrs. Yvonne Seifert, Ms. Lisa Miller from the Dickinson Press, and Mrs. Twila Petersen.

President Fehr called the meeting to order at 5:00 p.m.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Ms. Ross moved to approve the agenda including the consent agenda, consisting of the minutes from the August 9, 2010, regular meeting; a correction to the July 12, 2010, annual meeting; the bills for September 2010; the financial report for September 2010; the pledged assets report for September 2010; the personnel reports; the RESP report; the RACTC report; the tuition waiver agreements for Dustin Carlsen and Tearny Brown from South Heart to Dickinson, Mathias Becker from Glen Ullin to Dickinson, and Zachary J. Miller from Dickinson to South Heart; and dissolving the open enrollment for Birch Obrigewitch and Nicole Urlacher. There were no student/staff recognitions. Mr. Hanson seconded the motion. The motion carried unanimously.

**Superintendent's Report** – Superintendent Douglas Sullivan reported on the following:

- a. Building Co-chairs School Improvement Leadership Meeting – This committee will be having a team meeting on September 15 at 4:00 p.m. at the Central Administration Office.
- b. North Dakota School Board Association Annual Conference (NDSBA) – The NDSBA conference is scheduled for Friday and Saturday, October 29-30 at the Ramkota in Bismarck.
- c. North Dakota School Board School Law Seminar and New Member Seminar – These seminars are scheduled for Thursday, October 28, also at the Ramkota in Bismarck.
- d. National School Board Association Annual Conference – This conference is scheduled for April 9-11, 2011, in San Francisco.
- e. Professional Learning Community Conference – Dr. Sullivan's notes from this August conference are posted on the website under Supporting Documents.

**Lincoln Elementary and Jefferson Elementary Additions Update** – A report of Jefferson and Lincoln Elementary's progress on the additions at these two schools is posted on the website under Supporting Documents. Assistant Superintendent Vince Reep reported there have been some change orders to the projects totaling approximately \$20,000. There was a budget for \$75,000 in contingencies. The steel structure is nearly complete at Jefferson Elementary. During teacher's convention in October, the contractors at Lincoln Elementary anticipate opening up the area connecting the old section to the new section. Contractors have schedules of when there are recesses at both schools and are therefore refraining from delivering materials during that time.

**Student Transfer & Withdrawal Report** – Assistant Superintendent Reep distributed copies of the rough draft inward and outward migration reports for 2009-2010. More up-to-date information will be available in the near future and will be posted on the school board website under Supporting Documents.

**School Board Workshop** – A Board workshop immediately followed the Board meeting. The agenda for this workshop is posted on the website under the workshop agenda link. Topics discussed at the workshop may become agenda items at future Board meetings. This agenda item was informational only. No action was requested.

**Extracurricular Cooperative Agreement with Hope Christian Academy in Wrestling** – Hope Christian Academy requested a cooperative agreement in wrestling for the 2010-2011 school year. A copy of the agreement is posted under Supporting Documents on the website. Mr. Mark Rerick, activities director, recommended approval of the extracurricular agreement and he addressed the Board. Action was requested. Mr. Hanson moved to approve the extracurricular cooperative agreement with Hope Christian Academy in wrestling for the 2010-2011 school year. Ms. Ross seconded the motion. The motion carried unanimously.

**Extracurricular Cooperative Agreement with Hope Christian Academy in Speech** – Hope Christian Academy requested a cooperative agreement in speech for the 2010-2011 school year. A copy of the agreement is posted under Supporting Documents on the website. Mr. Mark Rerick, activities director, recommended approval of the extracurricular agreement and he addressed the Board. Action was requested. Ms. Ross moved to approve the extracurricular cooperative agreement with Hope Christian Academy in speech for the 2010-2011 school year. Mr. Hanson seconded the motion. The motion carried unanimously.

**Board Policy Revisions-First Reading** – The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Policy GDHB – Use of Controlled Substances by Activity Group Members had a descriptor code change from GDHB to FFEA. Policy DJA-Substitute Teachers and policy DDC-Unpaid Leave had minor changes to the text. Copies of the policies with the proposed revisions are available on the school board website under Supporting Documents and the Board Policies-1<sup>st</sup> Reading link. Any area on the policy where new Dickinson Public School language has been incorporated is noted in purple text. The administrative recommendation was to approve the revisions. Action was requested. Ms. Ross moved to accept the first reading approval of the school board policy revisions for policy GDHB-Use of Controlled Substances by Activity Group Members, policy DJA-Substitute Teachers, and policy DDC-Unpaid Leave, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.



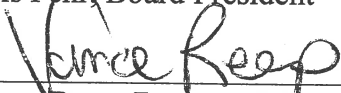
**Other** – There were no other items for discussion.

**Adjournment** – At 5:25 p.m., Mr. Hanson moved to adjourn. Dr. Pitkin seconded the motion. The motion carried unanimously.

The meeting was adjourned at 5:25 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary



## Approved Board Workshop Minutes

Dickinson Public Schools  
Board Workshop

October 11, 2010; Following the Board Meeting  
Board Room, Central Office

The Dickinson Public School Board held a Board workshop on October 11, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Dr. Becky Pitkin, Dr. Morton Krieg, and Mr. Jason Hanson. Ms. Leslie Ross was absent. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mr. Del Quigley, Mrs. Melanie Kathrein, Mr. Perry Braunagel, Miss Sherry Libis, Mrs. Dorothy Martinson, Mrs. Tammy Praus, Mr. Shawn Leiss, and Mr. Henry Mack. Others present were: Mrs. Amy Axtman, Mrs. Sandy Bertelsen, Mr. Riley Abing, Ms. Lisa Miller from the Dickinson Press, and Mrs. Twila Petersen.

President Fehr called the meeting to order.

No action will be taken. Topics may become agenda items at future Board meetings.

Topics of discussion included:

### Science Scores

Mrs. Melanie Kathrein, Director of Instruction, provided handouts giving examples of science benchmarks and science standards. She discussed areas that were prioritized on the benchmarks. Teachers in the district have taken steps to increase the reading abilities of the students since reading correlates with the increased student learning. The teachers are taking initiatives to do book studies on reading essentials. The positive results of the changes may not be recognized on the assessment tests for another two years.

### Roughrider Education Services Program (RESP)

Several handouts were provided to Board members regarding RESP. The handouts listed services, cooperating partners, participation fees, budgets, and the fees incurred by the District. Recently RESP went to a system where schools pay for services used. Dickinson Public Schools (DPS) has many participants in the RESP winter inservice. There was discussion if the services provided meet the needs of DPS. DPS is changing and growing which makes it unique. The services provided by RESP are based on the results from a needs survey distributed to the district administrators and teachers.

### Update on Dickinson High School's (DHS) Professional Learning Communities (PLC)

Principal Ron Dockter handed out copies of minutes from discussions the teachers at the high school have had regarding professional learning communities. The PLC committee meets once a week and then meets with the faculty at least once a month. The main focus is student learning and the ability to give additional support to the students through more time spent with students. Recently some DPS faculty and administrators visited the Minot Public Schools campus where they have incorporated intervention time into the school day to give students the opportunity to receive additional help from teachers. The teachers reteach areas in subjects that a student may not have understood the first time. Dickinson High School administrators and faculty would like to mirror what Minot Public Schools is providing. They would like to proceed with adding 20 minutes as tutorial time during the school day at DHS. They propose the school day begin five minutes earlier and the current time for Channel One be devoted towards classroom time. There will be more time added during the lunch break for students to use as a study hall. This additional time will not be considered punishment. Minot has seen the number of failing grades drop since they are using the intervention time. Mr. Dockter explained there are some logistics to work out but would like to implement the change beginning second semester of this school year (January 2011).

Finance and Budgetary Information

Assistant Superintendent Vince Reep distributed handouts with information regarding the current revenue and expenditures in comparison to the budget. He explained the anticipated average pupil membership for the district. Mr. Reep also explained the mill levies and how the district is reimbursed for those funds.

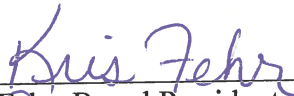
Social Studies Curriculum Development


Mrs. Kathrein explained the method that was previously used in the social studies curriculum and the transition to teaching the subject using different types of resources, not just the traditional books. The new resources are very effective.

Legislative Issues

Superintendent Sullivan distributed copies of the legislative issues discussed at a recent North Dakota Study School Council (NDSSC) meeting. A few of the areas discussed that may impact DPS were the ACT/WorkKeys testing fees, transportation costs, merit pay compensation, funding prekindergarten, academic and technical college scholarship recommendations, and per student funding.

At 7:20 p.m., the meeting was adjourned.

  
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Kris Fehr, Board President

  
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Vince Reep, Business Manager

  
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Twila Petersen, Secretary

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

October 11, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held their regular meeting on October 11, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Dr. Becky Pitkin, Dr. Morton Krieg, and Mr. Jason Hanson. Board member absent: Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mr. Del Quigley, Mrs. Melanie Kathrein, Mr. Perry Braunagel, Miss Sherry Libis, Mrs. Dorothy Martinson, Mr. Calvin Dean, Mrs. Tammy Praus, Mr. Mark Rerick, and Mr. Henry Mack. Others present were: Mrs. Amy Axtman, Mrs. Naomi Thorson, Mr. Riley Abing, Ms. Lisa Miller from the Dickinson Press, and Mrs. Twila Petersen.

President Fehr called the meeting to order at 5:00 p.m.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Dr. Pitkin moved to approve the agenda including the consent agenda, consisting of the minutes from the September 13, 2010, regular meeting; minutes from the September 13, 2010, workshop; the bills for October 2010; the financial report for October 2010; the pledged assets report for October 2010; the personnel reports; the RESP report; the RACTC report; the student/staff recognitions; the tuition waiver agreements for Kayden Meduna from South Heart to Dickinson; Payton Taylor from Dickinson to Richardton-Taylor; Layla, Carmen and North Davison, and Arthur Harrison from Dickinson to Richardton-Taylor; Tristen Schmidt from Dickinson to South Heart; Dustin Robert from Dickinson to South Heart; and Wyatt and Kylie Davis from Dickinson to Hebron. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent's Report** – Superintendent Douglas Sullivan reported on the following:

- a. **Collaborative Bargaining Training** – There will be collaborative bargaining training beginning this week Friday at 8:00 a.m. at the Central Administration Office.
- b. **Immunization Point of Dispensing (POD)** – Southwest District Health Unit will be conducting a mass flu vaccination at Dickinson High School on Friday, October 22.
- c. **American Education Week** – This year, the week of November 15-19 has been designated as American Education Week. Dickinson Public Schools will recognize the teachers and staff that have contributed to the education of the children in the community. Board members are invited to participate in the events planned for that week.
- d. **North Dakota Title I Conference** – At the North Dakota Title I Conference held last week, Berg Elementary was recognized as the 2010-2011 National Title I Distinguished School from North Dakota. The state will pay for three individuals to attend the National Conference in January and Berg Elementary will receive a grant to be used towards their Title I program. Principal Tammy Praus from Berg praised Mrs. Denise Adams and Miss Christine Pechtl for their hard work on the Title I program. She also recognized all the teachers at Berg noting it is a team effort.

**Lincoln Elementary and Jefferson Elementary Additions Update** – A report of Jefferson and Lincoln Elementary's progress on the additions is posted on the website under Supporting Documents. Also available on the website are photos taken of the construction projects. Assistant Superintendent Vince Reep reported there have been some change orders done for the additional concrete work at Lincoln Elementary. The skylights at both Lincoln and Jefferson use natural lighting and are a positive addition to the projects. Brick work should begin soon at Jefferson Elementary. This agenda item was informational only. No action was requested.

**North Dakota School Board Association Convention**

- e. **Delegates** – President Kris Fehr, Dr. Becky Pitkin, Mr. Jason Hanson, and Superintendent Douglas Sullivan will be attending the convention. Assistant Superintendent Vince Reep, Superintendent Sullivan, Dr. Pitkin, and Mr. Hanson will be attending the new member/law seminar. The convention allows us to have up to four delegates to represent Dickinson Public Schools. Dr. Krieg moved that President Fehr, Dr. Pitkin, and Mr. Hanson be named delegates from Dickinson Public Schools for the North Dakota School Board Association Convention. Mr. Hanson seconded the motion. The motion carried unanimously.
- f. **Resolutions** – A copy of the 2010 resolutions are posted under Supporting Documents on the school board website. President Fehr requested any input regarding the proposed resolutions be addressed to the DPS convention delegates.

**Open Enrollment Applications** – Tom and Deanna Steffan applied for open enrollment for Ethan Steffan to the Dickinson Public School District from the Killdeer Public School District to take one class at DHS. Kim Balliet applied for open enrollment for Paige Balliet to the Dickinson Public School District from the South Heart School District. They have recently moved, so the deadline waiver request applies. The administrative recommendation was to approve both applications. Action was required. Mr. Hanson moved to approve the request for Ethan Steffan and Paige Balliet to be admitted to the Dickinson Public School District under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

**Approval of the Individuals with Disabilities Education Act (IDEA) VI-B Grant** – Mrs. Dorothy Martinson, Director of Student Services, addressed the Board regarding the IDEA VI-B Grant. The North Dakota Department of Public Instruction requires assurances that IDEA will be met and the application for the funds is approved by the Board. A copy of the summary of the grant is posted on the website under Supporting Documents. Action was requested. Mr. Hanson moved to approve the application for the Individuals with Disabilities Education Act VI-B funds, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Approval of North Dakota Educational Technology Council (ND ETC) Grant Applications** – Principal Becky Meduna from Jefferson Elementary, Principal Perry Braunagel from Hagen Junior High, and Principal Tammy Praus from Berg Elementary addressed the Board and summarized the applications for the grants from the teachers at their schools. Copies of the grant applications are available on the website under Supporting Documents. Action was requested. Mr. Hanson moved to approve the applications for the North Dakota Educational Technology Council Grant, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Energy Development Impact Office (EDIO) Reimbursement Request for Funds** – Assistant Superintendent Reep addressed the Board explaining that during the summer of 2010, Dickinson Public Schools was awarded an EDIO grant of \$25,000 to be used towards the additions at Jefferson Elementary and Lincoln Elementary. Reimbursement of the grant funds requires action from the school board. Mr. Hanson moved to approve the reimbursement request for \$25,000 from the Energy Development Impact Office. Yeas–Mrs. Fehr, Dr. Pitkin, Dr. Krieg, Mr. Hanson. Nays–None. The motion carried.


**Board Policy–Assignment of New Descriptor Code** – The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Some of these policies are noted in the negotiated agreement. The Dickinson Education Association has reviewed policy DBH (old descriptor code)/DKA (new descriptor code)-Reduction in Staff and wishes to keep the policy as written without the NDSBA recommended revisions. A copy of this policy is available on the website under Supporting Documents. The administrative recommendation was to reaffirm the policy with the new descriptor code. Dr. Pitkin moved to reaffirm policy DKA–Reduction in Staff with the assigned new descriptor code. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Policy Revisions-Second Reading and Final Adoption** – The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Copies of the proposed revisions are available on the school board website under Supporting Documents and the Board Policies-2<sup>nd</sup> Reading link. The revised policies are GDHB-Use of Controlled Substances by Activity Group Members, policy DJA-Substitute Teachers, and policy DDC-Unpaid Leave. The administrative recommendation was to approve the revisions for second reading and final approval. Action was requested. Dr. Pitkin moved to accept the second reading and final adoption of the school board policy revisions for policy GDHB-Use of Controlled Substances by Activity Group Members, policy DJA-Substitute Teachers, and policy DDC-Unpaid Leave, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Other** – There were no other items for discussion.

**Adjournment** – At 5:25 p.m., Dr. Krieg moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously.

The meeting was adjourned.

  
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Kris Fehr, Board President

  
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Vince Reep, Business Manager

  
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Twila Petersen, Secretary





## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

November 8, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held their regular meeting on November 8, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Dr. Becky Pitkin, Dr. Morton Krieg, Mr. Jason Hanson, and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Mr. Ron Dockter, Mrs. Melanie Kathrein, Mr. Perry Braunagel, Mr. Calvin Dean, Mr. Shawn Leiss, and Mr. Mark Rerick. Others present were: Mrs. Naomi Thorson, Mrs. Beverly Kinnischtzke, Ms. Lisa Miller from the Dickinson Press, and Mrs. Twila Petersen.

President Fehr called the meeting to order at 5:00 p.m.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Ms. Ross moved to approve the agenda including the consent agenda consisting of the minutes from the October 11, 2010, regular meeting; minutes from the October 11, 2010, workshop; the bills for November 2010; the financial report for November 2010; the pledged assets report for November 2010; the personnel reports; the student/staff recognition; the RESP report; the RACTC report; and the ND ETC Grant application. There were no tuition waiver agreements. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent's Report** – Superintendent Sullivan reported on the following topics:

- a. **Gearing Up For Kindergarten** – Board members should have received an invitation from Mrs. Kilwein to attend these sessions. This would be a great opportunity for Board members to observe this program.
- b. **Letter from Senator Conrad Regarding ESEA Reauthorization** – A copy of the letter from Senator Conrad to Secretary of Education Duncan is posted on the website under Supporting Documents. Within the letter, Senator Conrad recognizes the concerns with the Elementary and Secondary Education Act (ESEA) and how it affects rural educational communities such as those found in North Dakota.
- c. **American Education Week** – This year, American Education Week is being recognized November 14-20. The response Dickinson Public Schools has received from the community to participate in activities during that week has been outstanding.
- d. **Legislative Meeting, November 17** – The meeting organized by the North Dakota Study School Council (NDSSC) in Minot for November 17 has been postponed due to conflicts with committee meetings the legislators need to attend.

**Lincoln Elementary and Jefferson Elementary Additions Update** – A report on Lincoln Elementary's progress on the addition is posted on the website under Supporting Documents. Pictures of Lincoln and Jefferson Elementary's additions are also posted on the website. Superintendent Sullivan reported the improvements to the additions at Jefferson Elementary include all the windows being installed, the completion of the brick work with sheet rocking to begin this week. There should be substantial completion at Jefferson Elementary by March 2011.

**Lincoln Elementary and Jefferson Elementary Additions Update (Cont.)**

At Lincoln Elementary, the walls in the gymnasium have been primed and work may begin this week on the interior brick work. The majority of the interior sheet rocking has been completed. The project is ahead of schedule and there should be substantial completion by February 2011. This agenda item was informational only. No action was requested.

**Southwest Community High School (SWCHS) Report** – Principal Shawn Leiss from SWCHS prepared a report for the school which is posted on the website under Supporting Documents. Mr. Leiss addressed the Board and summarized the report indicating the new facility has been a great improvement for the students and staff. The building is more private, has fewer distractions, and better noise reduction. This could be a record school year for the number of graduates from SWCHS. This agenda item was informational only. No action was required.

**North Dakota School Board Association Convention**

- a. **Convention Report and Legal Seminar Report** – President Fehr, Dr. Pitkin, Mr. Hanson, and Superintendent Sullivan each gave brief reports on their attendance to the recent North Dakota School Board Convention. Copies of their reports from the convention and seminars are posted on the website under Supporting Documents. Various topics included teacher licensing in North Dakota, teacher compensation pay, student contact days, high school athletics liability, employee discipline and termination, collective bargaining, and special education issues.
- b. **New Member Seminar Report** – Mr. Hanson gave a brief report on the New Member Seminar he recently attended. He felt the discussion regarding the TFFR legislative studies was of particular interest.

**Superintendent's Evaluation** – President Fehr and Superintendent Sullivan selected three areas from the superintendent's job description to be evaluated. The areas are: Recruitment/retention of staff (licensed and non-licensed), relationship with students and parents, and financial management skills. A copy of the superintendent's job description is posted under Supporting Documents. In the evaluation form, Superintendent Sullivan will respond to the topics in writing and forward the evaluation to the school board members for their comments. Board members are asked to return the evaluation forms to President Fehr by December 1. The written feedback and comments from the Board members will be the basis of the evaluation. The legal deadline for completion of the process is December 15. The Board will review the evaluation at their December 13 Board meeting. This agenda item was informational only. No action was required.

**Request Approval of the Dunn County GPT Infrastructure Grant Application** – On behalf of Assistant Superintendent Reep, Superintendent Sullivan explained any money received by Dickinson Public Schools would count as county revenue within the state funding formula. The justification for the grant application that will be submitted to the Dunn County Commissioners is to help defray costs incurred for the additions at Lincoln Elementary and Jefferson Elementary. A copy of the grant application is posted under Supporting Documents and is presented for consideration by the Board. Action was required. Dr. Pitkin moved to approve the grant application to the Dunn County Commissioners for the Dunn County GPT Infrastructure Grant in the amount of \$344,040 for costs incurred to the District from the additions at Lincoln


**Request Approval of the Dunn County GPT Infrastructure Grant Application (Cont.)**  
Elementary and Jefferson Elementary schools, as presented. Dr. Krieg seconded the motion.  
The motion carried unanimously.


**Hockey Agreement** - Mr. Mark Rerick, District-wide activities director, addressed the Board regarding the renewal of the Memorandum of Understanding between the Dickinson Public Schools and the Dickinson Youth Activities, Inc. for the boys and girls hockey. Mr. Rerick has corresponded with Mr. Dave Hanneman, Dickinson Hockey Club Coordinator and Mr. Lynn McChesney, Dickinson Hockey Club Board president to review the Memorandum of Understanding. Dickinson Youth Activities would like to enter into a one-year agreement. Changes have been made to items #3 and #6 of the 2009-2010 agreement. Included in the change is the transportation costs are now covered by the school district, not the club. A copy of the agreement is posted under Supporting Documents. Action was requested. Ms. Ross moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Youth Activities, Inc./Dickinson Hockey Club for boys and girls hockey for the 2010-2011 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

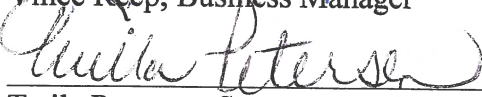
**Other** – There were no other items for discussion.

**Adjournment** – At 5:30 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned.

  
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Kris Fehr, Board President

  
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Vince Reep, Business Manager

  
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Twila Petersen, Secretary



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

December 13, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held their regular meeting on December 13, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Dr. Morton Krieg, Mr. Jason Hanson, Ms. Leslie Ross, and Dr. Becky Pitkin. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Melanie Kathrein, Mr. Perry Braunagel, Mr. Del Quigley, Mr. Shawn Leiss, Mrs. Tamara Praus, Mrs. Becky Meduna, and Mr. Henry Mack. Others present were: Mrs. Diana Stroud, Mr. James Wosepka from Wosepka CPA, Ms. Lisa Miller from the Dickinson Press, and Mrs. Twila Petersen.

President Fehr called the meeting to order at 5:00 p.m.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Ms. Ross moved to approve the agenda including the consent agenda consisting of the minutes from the November 8, 2010, regular meeting; the bills for December 2010; the financial report for December 2010; the pledged assets report for December 2010; the personnel reports; the student/staff recognitions; the tuition agreement for Ryan and Aaron Anderson from Richardton-Taylor to Dickinson; the RESP report; and the RACTC report. Dr. Krieg seconded the motion. The motion carried unanimously.

### **Superintendent's Report** – Superintendent Sullivan reported on the following topics:

- a. **Online Forms** – The District has been working on becoming more efficient by providing online forms to the staff and parents. The documents necessary for kindergarten registration can now be found on the Dickinson Public Schools website under the online forms and parent link. Parents now have the option of choosing to complete the documents online and forwarding them to the Central Administration Office (CAO) either by email, by mail or in person. Irrespective of how a child is registered for kindergarten, all parents are still required to bring their child's birth certificate and immunization records to the CAO. Until these two documents are delivered to the CAO the registration process is not complete.
- b. **Legislative Meeting** – Recently, Senator Rich Wardner joined Superintendent Sullivan and Assistant Superintendent Reep at a meeting in Minot to discuss legislative issues with other state legislators.
- c. **North Dakota Commission on Education Report** – Superintendent Sullivan has posted on the Board website under Supporting Documents a report from the North Dakota Commission on Education.
- d. **Collaborative Bargaining Team Meeting** – There will be a Collaborative Bargaining Team meeting on Wednesday, December 15 at 4:00 p.m. in the Central Administration Office Board room. President Fehr and Vice President Ross are members of the team and all other interested Board members are invited to attend.

**Superintendent's Report (Cont.)**

- e. **Title I Position** – Superintendent Sullivan described a new position that will be advertised soon for a Title I stimulus mathematics and reading instructor at Lincoln Elementary. Funding for this will come out of Lincoln Elementary's allocated stimulus money and unless under special circumstances, this position will be for only one semester.
- f. **Summer Planning** – In the past, Dickinson Public Schools has done their summer planning sessions in August. At the recommendation of the leadership team consisting of building co-chairs and principals, the summer planning sessions will be held right after the end of the school year. If goals are established before the summer, teachers can review those goals and implement them the following school year.

**Audit Report** – Mr. James Wosepka from Wosepka CPA, the school district's auditor, addressed the Board members. A copy of his audit report was mailed to the Board members prior to the meeting for their review. Mr. Wosepka's opinion was there are no issues of major concern and said the district has very good internal controls and checks and balances. The administrative recommendation was for the Board to accept the annual audit report. Action was requested. Dr. Pitkin moved to approve the annual audit report for the year ending June 30, 2010. Mr. Hanson seconded the motion. The motion carried unanimously.

**Bids for Audits** – The fiscal year 2009-2010 was the last year of the three-year bid proposal submitted by Wosepka CPA to perform the school district audit. Assistant Superintendent Reep informed Board members he has received notifications that other accounting firms are interested in performing the audit of the records. Mr. Reep will advertise for bids for the next three years with the bid opening to be held before the January Board meeting. Superintendent Sullivan and Assistant Superintendent Reep will bring their recommendation to the January Board meeting. This agenda item was informational only. No action was requested.

**Lincoln Elementary and Jefferson Elementary Additions Update** – Assistant Superintendent Reep updated Board members on the change orders that have been submitted to date for the additions at the two schools. All change orders still remain within the contingency. At Lincoln Elementary, the gymnasium baskets are up and the screen is being hung. The gymnasium should be completed by mid January and the classrooms should be completed in February or March. Active Boards for the additional classrooms at Lincoln and Jefferson are being ordered. At Jefferson Elementary, the contractors have made some good strides. The addition at Jefferson is currently being heated with propane. On December 23, this should be changed over to hot water heat. Assistant Superintendent Reep felt the contractors were working well to keep the areas safe. Reports from the December construction meetings are posted on the website under Supporting Documents. This agenda item was informational only. No action was requested.

**Collaborative Bargaining Recognition Petition from the Dickinson Education Association (DEA)** – The DEA submitted two petitions which are posted on the website under Supporting Documents. The administrative recommendation was to recognize the DEA as an appropriate negotiating unit and to recognize them as the representative organization for contract negotiations. Action was requested. Ms. Ross moved that, pursuant to the provisions of Section 15.1-16-10 of the North Dakota Century Code, the school board of the Dickinson Public School

**Collaborative Bargaining Recognition Petition from the Dickinson Education Association (Cont.)**

District #1 recognizes all licensed personnel employed, or to be employed, by the Board in positions requiring a license issued pursuant to Chapter 15.1-13 of the North Dakota Century Code, except administrators and substitute teachers, as an appropriate negotiating unit for the purpose of 2010-2011 negotiations. Dr. Krieg seconded the motion. The motion carried unanimously. Ms. Ross also moved that, pursuant to the provisions of Section 15.1-16-11 of the North Dakota Century Code, the school board of the Dickinson Public School District #1 recognizes the Dickinson Education Association as the exclusive representative of the appropriate negotiating unit for the purpose of the 2010-2011 negotiations. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent Evaluation** - The three areas evaluated from the superintendent's job description were: recruitment/retention of staff (licensed and non-licensed), relationship with students and parents, and financial management skills. Superintendent Sullivan responded to the questions and Board members completed their part of the evaluation and returned them to President Fehr. President Fehr reviewed the documents with Superintendent Sullivan prior to the meeting and distributed a summary report to the Board members which is posted on the website under Supporting Documents. All Board members evaluated all areas positive and satisfactory. Board members commended Superintendent Sullivan on the work he has done. Superintendent Sullivan thanked the Board members for their professional approach to business and meetings. He also thanked the quality staff in the District. The evaluation documents will be placed in the superintendent's personnel file. Action was requested. Mr. Hanson moved to approve the superintendent evaluation, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Policy Revisions or Deletions – First Reading** – The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Copies of the proposed revisions or deletions are available under the school board website under Supporting Documents and the Policy Revisions or Deletions First Reading link. Following are the policies with the proposed revisions presented for first reading using the new descriptor code: policy DDDF - Educational Leave, policy DCAE–Continuance Pay, policy ABBC–Use of School District Owned Property, policy DDBD–Military Leave, policy DKBB–Resignation, and policy DDBH–Transfer of Leave. Following are the policies proposed for deletion presented for first reading: policy CBD–Evaluation of Administrators, policy DBGA–Professional Leave, policy DAHBA–Sanitary Cleanup and Disposal, and policy CBBA–Superintendent Job Description. Administrative recommendation was to revise or delete the proposed policies. Action was requested. Ms. Ross moved to accept the first reading approval of the school board policy revisions and deletions, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

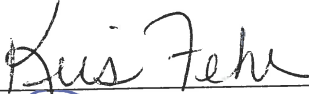
**Other** – There were no other items for discussion.

**Adjournment** – At 5:45 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

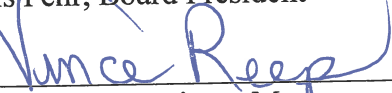
Dickinson Public Schools  
Regular Meeting

December 13, 2010; 5:00 p.m.  
Board Room, Central Office

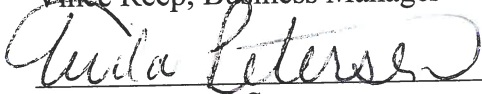
The meeting was adjourned.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary