

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

January 9, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on January 9, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, Dr. Becky Pitkin and Mr. Jason Hanson. Board member absent: Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Perry Braunagel, Mr. Ron Dockter, Mrs. Dorothy Martinson, Mrs. Melanie Kathrein, Mr. Shawn Leiss, Mr. Henry Mack, Mr. Del Quigley, Miss Sherry Libis, Mrs. Becky Meduna, Mrs. Tamara Praus and Mr. Calvin Dean. Others present were: Miss Rachel Lantz, Miss Megan Arneson, Miss Kelsey Lafond, Mr. Troy King, Miss Courtney Haugen, Miss Mariah Jorda, Mrs. Deb Conlon, Mrs. Twila Petersen and Ms. Ashley Martin from the Dickinson Press.

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 December 12, 2011, regular Board meeting; the bills for January 2012; the financial reports for January 2012; the pledged assets report for January 2012; the RACTC report; the RESP report; the student/staff recognitions; and the personnel reports which included the hiring of Christy Beck, social studies instructor at Hagen Junior High effective December 12, 2011; the early resignations of Janet Bauer, grade four instructor at Jefferson Elementary, Susan Biesiot, kindergarten instructor at Roosevelt Elementary, Lois Christensen, grade three instructor at Jefferson Elementary, Alice Karn, grade one instructor at Jefferson Elementary, and Patricia Klein, district-wide school psychologist; the early resignation and retirements of Debra Rising, grade four instructor at Jefferson Elementary and Olivia Wellenstein, business and physical education instructor at DHS; and the tuition waiver agreement for Devin Houser from Dickinson to Richardton-Taylor and the tuition waiver agreement for Kellee Martin from Dickinson to Richardton-Taylor. The effective date for all resignations and retirements are May 25, 2012. Mr. Hanson seconded the motion. The motion carried unanimously.

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

- a. Stark County Infrastructure Grant Application – DPS was awarded \$12,300. This money will be used for costs incurred for transportation.
- b. EduTech Grant Application – DPS was not awarded any funds from this grant. DPS applied for \$70,000 to be used for iPads at Hagen Junior High.
- c. School Board Election - 2012 is election year for two positions on the school board.
- d. District-wide Technology Committee – This committee will have a meeting this week Thursday, January 12 at 4:00 p.m.
- e. Budget Committee Meeting Update – Last week the Budget Committee met and discussed the following topics:
 - i. After the bid openings for the new school, there may be a need to propose an amended budget to the capital projects account.
 - ii. Classified salaries were discussed and will be presented for approval at tonight's meeting.

Superintendent's Report (cont.)

- iii. Title I funding was discussed. Mrs. Martinson has been required to revise her budget several times due to federal government funding changes. These adjustments may affect classified staff. There is a possibility there will be less funding for remedial reading and remedial mathematics next school year.
 - iv. The district has created a needs assessment priority list. The top five possible projects or programs within the district are to improve our technology infrastructure for a dependable wireless connection, additional district-wide social workers, adding a technology integration specialist, in-town busing and district technology development.
 - v. The Budget Committee approved funding of \$18,000 for a resident teacher for students with disabilities and/or autism.
 - vi. A preliminary budget for the 2012-2013 school year was discussed. The budget includes funding for three additional teaching positions and start-up funds of \$700,000-\$900,000 for equipment at the new elementary school.
- f. Superintendent Sullivan and President Fehr recognized and welcomed the DHS student council representatives attending the meeting. President Fehr welcomed input from the student council members.

New Elementary School Update – Assistant Superintendent Reep addressed the Board and provided information regarding meetings with the architect, a developer of property adjacent to the new school, and administrators. Mr. Reep also explained there are upcoming meetings with the engineers for the new school, a visit to Sunrise Elementary in Bismarck, a meeting with City administrators, and the first meeting for the newly created planning committee. The planning committee consists of Central Office administrators, an elementary principal, several elementary teachers, several specialist teachers (such as physical education, music and special education), classified staff, parents, and a Board member. Ms. Ross volunteered to also serve on the committee. Board members recommended a student in a drafting class also be invited to attend the meetings. Other areas discussed were a timeline for the bidding and groundbreaking for the project along with selection and placing of students, teachers and staff at the new school. Mr. Reep has a budget for the new school posted on the website under Supporting Documents. This agenda item was informational only. No action was requested.

Professional Learning Communities Update – Principal Henry Mack from Roosevelt Elementary and Principal Del Quigley from Lincoln Elementary addressed the Board presenting information regarding the newly implemented Professional Learning Communities (PLC) at their schools. Mr. Mack reported the teachers at Roosevelt meet often to discuss common assessments, analyze data, etc. Planning for intervention and implementing intervention consume a great deal of time for the teachers. The PLC has promoted leadership and collaboration amongst the teachers at the school. Mr. Quigley also reported the teachers at Lincoln meet quite often with most meetings occurring outside the school day. There is limited area in Lincoln for meetings to be held during the day. Mr. Quigley noted that with the large influx of students arriving and even more leaving, it is very demanding on the teachers. The guided writing program at Lincoln has increased the writing skills of the students. Mr. Quigley also noted the presentation from Mike Mattos last fall was beneficial to the teachers. A copy of summary reports from Mr. Mack and Mr. Quigley are available on the website under Supporting Documents.

President Fehr thanked the principals in the district for presenting information to the Board regarding PLCs at the schools. This agenda item was informational only. No action was requested.

Destruction of Old School Records – Assistant Superintendent Vince Reep explained NDCC 21-06-05 and 21-06-06 describes the procedure for retention and destruction of school district documents. He explained all material with sensitive information would first be shredded before taken to the landfill. Following are the documents Mr. Reep recommended for deposit in the Dickinson city landfill: for fiscal years 1983-1993 MIS03s; the fiscal year 2000-2001 outdated new student registrations; for fiscal years 2003-2006 busing trip sheets, busing receipts and employee leave reports; the fiscal year 2005-2006 accounts payable, interview files, school registration, adjusted journal entries, flex forms, leave sheets, purchase orders and West Dakota Parent and Family Resource Center/Partners in Parenting records. All other records from fiscal year 2006-2007 to present will be retained. Action was requested. Dr. Pitkin 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 shredding and/or depositing them in the Dickinson city landfill. Mr. Hanson seconded the motion. The motion carried unanimously.

2012-2013 Classified Staff Salaries Proposal – Superintendent Sullivan addressed the Board and reported the budget committee had met last week. One of the topics discussed was the classified staff salaries and the need for DPS to have competitive wages. The budget committee recommends approval of a 6.5% increase for classified staff receiving a satisfactory performance evaluation. The administrative recommendation was to approve the classified staff salaries proposal. Action was requested. Mr. Hanson moved to approve the Classified Salary and Benefit package with an effective date of July 1, 2012, and to authorize a 6.5% salary increase for the 2012-2013 school year for those classified staff receiving a satisfactory performance evaluation, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

Early Resignation Incentive Applications – The following individuals have submitted their early resignation incentive applications effective May 25, 2012: Janet Bauer, grade four instructor at Jefferson Elementary, 37 years of service; Susan Biesiot, kindergarten instructor at Roosevelt Elementary, 29 years of service; Lois Christensen, grade three instructor at Jefferson Elementary, 38 years of service; Alice Karn, grade one instructor at Jefferson Elementary, 39 years of service; and Patricia Klein, district-wide school psychologist, 18 years of service. The early resignation incentive application deadline is March 1, 2012, for licensed staff and April 1, 2012, for classified staff. Dickinson Public Schools may receive additional applications. The administration will evaluate all of the vacancies that these positions may or may not create and will post any openings at a later time. The administrative recommendation was to approve the early resignation incentive applications. Action was requested. Ms. Ross moved to approve the early resignation incentive applications for Janet Bauer, grade four teacher at Jefferson Elementary; Susan Biesiot, kindergarten teacher at Roosevelt Elementary; Lois Christensen, grade three teacher at Jefferson Elementary; Alice Karn, grade one teacher at Jefferson Elementary; and Patricia Klein, district-wide school psychologist, all with an effective date of May 25, 2012. Dr. Pitkin seconded the motion. The motion carried unanimously. President Fehr offered congratulations on their upcoming retirements and thanked them for their many years of dedicated service to students and to the district.

Early Resignation and Retirement Applications – The following individuals have submitted their early resignation and retirement application effective May 25, 2012: Debra Rising, grade four instructor at Jefferson Elementary, 31 years of service and Olivia Wellenstein, business and physical education instructor at DHS, 31 years of service. President Fehr offered congratulations on their upcoming retirements and thanked them for their many years of dedicated service to students and to the district. All teachers that will be retiring on May 25 will be greatly missed. Administrative recommendation was to approve the early retirement incentive applications and to accept their resignations. Action was requested.

Early Resignation and Retirement Applications (cont.)

Ms. Ross moved to approve the early retirement incentive applications for Debra Rising, Jefferson grade four teacher and Olivia Wellenstein, business and physical education teacher at DHS, effective May 25, 2012, and to accept their resignations. Dr. Pitkin seconded the motion. The motion carried unanimously. It was noted these seven positions are equivalent to 228 years of service to the district. The deadline for early retirement applications is March 1, 2012; therefore, additional applications may be received. The administration will evaluate the vacancies these positions may or may not create and will post any openings at a later date.

Board Policy Revision—First Reading – A committee was formed to review the proposed revisions from the North Dakota School Boards Association (NDSBA) to the Bullying Prevention Policy ACEA. Members of the committee included parents, school counselors, school social workers, school principals, student representatives, parent volunteers, law enforcement, school board members, and a representative from the Domestic Violence and Rape Crisis Center. The committee thoroughly reviewed the proposed policy and provided many questions for the NDSBA. After receiving responses from the NDSBA, the committee provides the proposed policy posted on the website under Supporting Documents. Implementation date of the revised policy would be July 1, 2012. President Fehr thanked the committee members for their time and attention devoted to reviewing the policy. The administrative recommendation was to approve the proposed Bullying Prevention Policy ACEA. Action was requested. Ms. Ross moved to approve the revised Bullying Prevention Policy ACEA for first reading, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

Board Policy Deletion—Second Reading and Final Adoption – Board policy FCAB-Administering Medication to Students was proposed for deletion at the request of the NDSBA. A copy of this policy is available on the website under Supporting Documents. Administrative recommendation was to delete the policy. Action was requested. Mr. Hanson moved to delete policy FCAB-Administering Medication to Students for second reading and final adoption, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

Board Regulation Deletion—First Reading and Final Adoption – Board regulation FCAB-BR Procedure for Administering Medication was proposed for deletion at the request of the NDSBA. A copy of the regulation is available on the website under Supporting Documents. Administrative recommendation was to delete the regulation. Action was requested. Ms. Ross moved to delete regulation FCAB-BR Procedure for Administering Medication for first reading and final adoption, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

Other – There were no other topics for discussion.

Adjournment - At 6:07 p.m., Ms. Ross moved to adjourn. Dr. Pitkin seconded the motion. The motion carried unanimously. The meeting was adjourned.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

February 13, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on February 13, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, Dr. Becky Pitkin, Mr. Jason Hanson and Dr. Morton Krieg. Administrators present were: Assistant Superintendent Vince Reep, Mr. Perry Braunagel, Mr. Ron Dockter, Mrs. Melanie Kathrein, Mr. Shawn Leiss, Mr. Henry Mack, Miss Sherry Libis, Mrs. Becky Meduna, Mrs. Tamara Praus, Mr. Calvin Dean, and Mr. Mark Rerick. Others present were: Mr. Cole Anderson, Mr. Dylan Skabo, Mr. Parker Egli, Mr. Tanner Hopfauf, Mrs. Peggy Anderson, Mrs. Kim McNaney, Mrs. Amy Axtman 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 January 9, 2012, regular Board meeting; the bills for February 2012; the financial reports for February 2012; the pledged assets report for February 2012; the RACTC report; the RESP report; the student/staff recognitions; and the personnel report which included the early resignations of James Becker, gifted and talented instructor at Berg Elementary (effective May 25); Perry Braunagel, principal at Hagen Junior High (effective June 15); Kyle Christensen, mathematics instructor at Hagen Junior High (effective May 25); Laura Kelly, Title I instructor at Lincoln Elementary (effective May 25); Susan Jacobsen, grade 6 instructor at Berg Elementary (effective May 25); and Rosella Perdaems, grade 6 instructor at Berg Elementary (effective May 25); the early resignation and retirements of Deborah Greenup, grade six instructor at Berg Elementary (effective May 25) and Sharon M. Hansen, guidance counselor at Hagen Junior High (effective June 4); and the tuition waiver agreements for Kaylee Rae Saladin from Belfield to Dickinson, Serenity C. Wortham from Belfield to Dickinson, and Alexius, Alicia and Steven Shear from Dickinson to Richardton-Taylor. Dr. Krieg seconded the motion. The motion carried unanimously.

Superintendent's Report—Assistant Superintendent Reep reported the following on behalf of Superintendent Sullivan:

- a. North Dakota Association of School Administrators (NDASA) – The NDASA members recently met for a mid-winter conference. Superintendent Sullivan has provided a synopsis report which is posted under Supporting Documents on the website.
- b. District-wide Technology Committee – The next District-wide Technology Committee Meeting is scheduled for Wednesday, February 22 at 4:00 p.m. at the Central Office.
- c. Kindergarten Enrollment – Last week the district received pre-registration for next fall's kindergarten students. There were 175 students that registered. This is up slightly from last year's numbers. Assistant Superintendent Reep projects 250-260 kindergarten students for the fall of 2012.
- d. State Mandated Planning Meeting – As per legislative regulations, each district is required to have a public meeting to discuss the district strategic plan for the future. A suggested date was after the board meeting on May 13. The purpose of the discussion is to assess the impact that demographics may have on the school district in the next 3-5 years.

Superintendent's Report (cont.)

- e. **DHS Student Council Representatives** – Assistant Superintendent Reep and Board President Fehr recognized and welcomed the DHS student council representatives attending the meeting.

Regional After School Program (RASP) Report—Mrs. Peggy Anderson and Mrs. Kim McNaney, co-directors for RASP addressed the board providing information regarding the attendance and offerings at RASP. Available on the website under Supporting Documents is a report provided for the program. Mrs. McNaney reported there are currently 473 students serviced by RASP at Dickinson, Beach and Hebron. Registration for summer RASP will begin in April. The summer RASP program will no longer service students going into kindergarten. Assistant Superintendent Reep noted this is the fourth year of a five-year grant. This grant is run through the REA. The application for the grant should be available this spring. If DPS would not receive the grant, there would be some restructuring but the program would still be sustainable. This agenda item was informational only. No action was requested.

New Elementary School Update—Assistant Superintendent Reep addressed the board sharing the most recent information available for the new elementary school. Available on the website is a draft of the site plan and also the floor plan. Assistant Superintendent Reep estimated the maximum student capacity to be 460 students. There will be three sections of each grade level. The new school will have built-in security features. Anyone entering the building will need to go through the main/front office or have a pass key. There will be a lock down/security access from the main office. The property will have an off-street loop for parents to pick up and drop off their children. There will be a separate off-street bus loop. Mr. Reep also described the technology that will be utilized at the new school. This agenda item was informational only. No action was requested.

Roughrider Educational Services Program (RESP)—Dr. Becky Pitkin is the Board representative on the RESP Governing Board. Dr. Pitkin briefly reviewed the DPS participation in RESP activities. A participation report for the last three years is available on the website under Supporting Documents. According to the data, there are a number of participants for each event. DPS participation in the events is highest in the 21st Century as well as World Voices. World Voices is now being coordinated by DSU. Dr. Pitkin also noted the amount DPS spends is a contrast to the other schools. This appears to be an ongoing challenge. DPS has the largest membership with the largest fees. Each district has its own professional development needs. Discussion clarified that DPS will continue to be a member of RESP. A suggestion was made to review the RESP at the January 2013 Board meeting. This agenda item was informational only. No action was requested.

DHS Girls' Fast-pitch Softball Agreement—Mr. Mark Rerick, district-wide activities director, addressed the Board. The girls' fast-pitch softball agreement with the Dickinson Public Schools and Dickinson Diamonds Fast-pitch Softball Club, Inc. was submitted for renewal and approval. A copy of the Memorandum of Understanding is posted under Supporting Documents. There were no changes from last year's agreement. The administrative recommendation was to approve the one year agreement. Action was requested. Mr. Hanson moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Diamonds Fast-pitch Softball Club for DHS girls' fast-pitch softball for the 2011-2012 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Superintendent's Contract Negotiations—Board President Kris Fehr met with Superintendent Douglas Sullivan to discuss his contract. The recommendation was to offer a three year contract. President Fehr noted that the superintendent's duties and responsibilities have increased. She also noted Superintendent Sullivan is moving the district forward especially with the learning communities. Action was requested.

Superintendent's Contract Negotiations (cont.)

Ms. Ross moved to extend a three year contract to Dr. Douglas W. Sullivan for the position of superintendent of the Dickinson Public Schools with a salary of \$158,485 the first year, \$167,994 the second year and \$177,318 the third year, plus fringe benefits. Dr. Krieg seconded the motion. The motion carried unanimously.

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 four areas to be evaluated were identified as: supervision with licensed and non-licensed staff; identification and implementation of board policy needs; effective records management (including all records required by law); and supervision of building and grounds, transportation, and student safety. Board President Fehr will compile the information for the evaluation and present it to the Board at the March 12 Board meeting. This agenda item was informational only. No action was requested.

Classified Salary Schedule 2012-2013—Assistant Superintendent Vince Reep has posted under Supporting Documents the proposed 2012-2013 Classified Employee Salary and Benefit Package. The salary increase reflected in this document was approved at the January Board meeting, but the entire document was not available at that time. Administrative recommendation was to approve the Classified Salary and Benefit Package. Action was requested. Ms. Ross moved to approve the Classified Salary and Benefit package with an effective date of July 1, 2012, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

2012-2013 School Calendar—The calendar committee has provided a draft 2012-2013 DPS school calendar. The draft is posted as a Supporting Document on the website. The administrative recommendation was to approve the 2012-2013 school calendar with a start date of August 22, 2012; the last day of school scheduled for May 22, 2013; and graduation held on Sunday, May 26, 2013; as presented. Action was requested. Dr. Pitkin moved to approve the 2012-2013 school calendar with a starting date of August 22, 2012; the last day of school scheduled for May 22, 2013; and graduation held on Sunday, May 26, 2013; as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

School Board Election—The school board election will be in conjunction with the city/county election and at the city/county polling sites. The city/county election is scheduled for Tuesday, June 12, 2012. The two polling sites in Dickinson will be located at the Dickinson National Guard Armory and the DSU Badlands Activities Center. The 2012 school board election deadlines are posted as a link on the School Board website under Supporting Documents. Following is the tentative timelines that will be followed and coordinated with the County Auditor:

Wednesday, March 14, 2012—Publish notice in the Press with the school board election filing deadline.

Friday, April 13, 2012—Candidates statement of interest filing deadline.

Monday, April 16, 2012—Draw for position on the ballot.

Wednesday, April 18, 2012—Certify names to the Stark County Auditor of individuals who have indicated their intent to be candidates and their position.

Thursday, May 3, 2012—Prepare the official ballots containing the names of all individuals who have indicated their intent to be candidates.

Tuesday, May 29, 2012—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 12, 2012—School board election.

School Board Election (cont.)

Wednesday, June 13, 2012–Canvass the election.

Friday, June 15, 2012–Notification of election results.

The terms for Mrs. Kris Fehr and Ms. Leslie Ross expire in 2012. Their terms are four-year terms. The administrative recommendation was to set the school board election date for June 12, 2012, and to designate the polling sites, as presented. Action was requested. Ms. Ross moved to schedule the school board election on Tuesday, June 12, 2012, and to designate the polling sites as the Dickinson National Guard Armory and the DSU Badlands Activities Center with the polls opening at 8:00 a.m. and closing at 7:00 p.m. Dr. Krieg seconded the motion. The motion carried unanimously.

Early Resignation Incentive Applications–The deadline for submission of the early resignation incentive applications is March 1, 2012, for certified staff and April 1, 2012, for classified staff. Applications were recently received from James Becker, gifted and talented instructor at Berg Elementary (21 years of service); Perry Braunagel, principal at Hagen Junior High (15 years of service); Kyle Christensen, mathematics instructor at Hagen Junior High (1 year of service); Laura Kelly, Title I instructor at Lincoln Elementary (1 year of service); Susan Jacobsen, grade 6 instructor at Berg Elementary (33 years of service); and Rosella Perdaems, grade 6 instructor at Berg Elementary (35 years of service). 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 date. Mr. Reep noted the years of service to date for all resignations are 393 years. The administrative recommendation was to approve the early resignation incentive applications. Action was requested. Dr. Pitkin moved to approve the early resignation incentive applications for James Becker, gifted and talented instructor at Berg Elementary; Kyle Christensen, mathematics instructor at Hagen Junior High; Laura Kelly, Title I instructor at Lincoln Elementary; Susan Jacobsen, grade 6 instructor at Berg Elementary; and Rosella Perdaems, grade 6 instructor at Berg Elementary with an effective date of May 25, 2012; and Perry Braunagel, principal at Hagen Junior High with an effective date of June 15, 2012. Ms. Ross seconded the motion. The motion carried unanimously. President Fehr thanked the faculty for their many years of dedication to the district and for all they have done for the students. She also extended best wishes to Principal Perry Braunagel in his new venture.

Early Resignation and Retirement Applications–Mrs. Deborah Greenup, grade six instructor at Berg Elementary and Mrs. Sharon M. Hansen, guidance counselor at Hagen Junior High have submitted their applications for the early retirement incentive. Mrs. Greenup has served in the district for 26 years and Mrs. Hansen has served in the district for 20 years. Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may create and will post any openings at a later date. Assistant Superintendent Reep noted this was the last year for the early retirement incentive. Administrative recommendation was to accept the early resignation and retirement applications. Action was requested. Ms. Ross moved to approve the early retirement incentive application for Deborah Greenup, grade six instructor at Berg Elementary, effective May 25, 2012, and Sharon M. Hansen, guidance counselor at Hagen Junior High, with an effective date of June 4, 2012, and to accept their resignations. Dr. Krieg seconded the motion. The motion carried unanimously. President Fehr thanked both teachers for all they have done for the district, for the students, and for the schools.

Board Policy Revisions and Deletion–First Reading–The North Dakota School Boards Association (NDSBA) proposed recommended changes to several Board policies that have been adopted by DPS. The following revised policies are posted on the website under Supporting Documents: policy ABCA–Copyrighted Material and Intellectual Property, policy BC–Meetings of the Board, policy CAAA–

Board Policy Revisions and Deletion—First Reading (cont.)

Superintendent Recruitment and Appointment, policy DI-Personnel Records, and policy FFI-Student Use of Electronic Devices. NDSBA recommendation was to revise those policies. Policy GBFA-Procedure for Review of Instructional Material is posted on the website under Supporting Documents.

Administrative recommendation was to delete policy GBFA. Action was requested. Mr. Hanson moved to accept the first reading approval of the school board policy revisions and deletion, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Board Policy Revision—Second Reading and Final Adoption—A committee was formed to review the revised Bullying Prevention Policy ACEA that was proposed by the NDSBA. A copy of the revised policy ACEA is available on the website under Supporting Documents. Implementation date of the revised policy would be July 1, 2012. The administrative recommendation was to approve the proposed Bullying Prevention Policy ACEA. Action was requested. Ms. Ross moved to approve the revised Bullying Prevention Policy ACEA for second reading and final adoption, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

Board Regulation Addition and Deletions—First Reading and Final Adoption—NDSBA requested Board action on two old board regulations (descriptor codes AACE-R and IBEA-R). Administrative recommendation was to delete regulation AACE-R-Education of the Homeless Dispute Resolution Process and delete regulation IBEA-R-Administrative Regulations for Community Use of School Facilities. NDSBA recommended adopting Board regulation DDCA-BR-Political Leave Regulations. Copies of these regulations are available on the school board website under Supporting Documents. The administrative recommendation was to add or delete the regulations, as recommended. Action was requested. Dr. Pitkin moved to accept the first reading approval and final adoption of the school board regulation addition of DDCA-BR and deletion of board regulations AACE-R and IBEA-R, as presented. Dr. Krieg seconded the motion. The motion carried unanimously. Assistant Superintendent Reep noted that the board policies and regulations are now available on the district website.


Other—Board Vice-president Ross congratulated the DPS Foundation on the outstanding performance for the Mystery Dinner Theater. President Fehr acknowledged the DPS Foundation recently awarded approximately \$27,000 in grants to schools in the district.

Adjournment—At 6:06 p.m., Mr. Hanson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

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Regular Meeting

March 12, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on March 12, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, Dr. Morton Krieg, Mr. Jason Hanson and Dr. Becky Pitkin. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Perry Braunagel, Mr. Ron Dockter, Mr. Henry Mack, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson and Mrs. Tamara Praus. Others present were: Miss Lindsey Huber, Mrs. Naomi Thorson and Mrs. Twila Petersen.

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

There were no requests for Public Participation.

Superintendent Sullivan requested two items be added to the Consent Agenda. He requested adding the resignation of Alvina Schneider, grade five instructor at Heart River Elementary to the Personnel Report and under the Student Recognitions to add the recognition of DHS sophomore Emily Kraenzel, published author of a book *Youth Camp*. Dr. Pitkin moved to add the resignation of Alvina Schneider and the recognition of Emily Kraenzel to the Consent Agenda. Mr. Hanson seconded the motion. The motion carried unanimously.

Dr. Pitkin moved to approve the agenda including the revised consent agenda consisting of the minutes from the February 13, 2012, regular Board meeting; the bills for March 2012; the financial reports for March 2012; the pledged assets report for March 2012; the personnel reports which included the new hire of Laura Kelly, library media specialist at Lincoln Elementary, the resignations of Nicole Clark, kindergarten instructor at Roosevelt Elementary (effective 05/25/2012) and also the resignation of Alvin Schneider, grade five instructor at Heart River Elementary (effective 05/25/2012); the early retirement notifications from Debra Conlon, physical education instructor at Roosevelt Elementary (effective 05/25/2012), Becky Meduna, elementary principal at Jefferson Elementary (effective 06/30/2012), and Margaret Olheiser, coordinator/basic computer skills instructor/chief GED examiner at the Adult Learning Center (effective 07/01/2012); the student/staff recognitions; the tuition waiver agreement for Kadynn Watson from Dickinson to South Heart; and the RACTC report; as presented. There was no RESP report available. Mr. Hanson seconded the motion. The motion carried unanimously.

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

- a. Dunn County GPT Infrastructure Grant – DPS has been awarded \$48,000 which will be utilized to purchase a replacement for the baseball bus.
- b. Special Education Grant – Superintendent Sullivan commended Student Services Director Dorothy Martinson along with the following teachers: Mrs. Elaine LaPlante-Jilek, Mrs. Ellen Becker, Ms. Lee Mehrer, Miss Justene Metcalfe, Miss Alisha Webster, Mrs. Sheri Twist and Mrs. Holly Morris who had written a grant and received an award of \$9,000 for the purchase of Read 180 intervention programs to be used at DHS, Hagen and Berg.
- c. Kindergarten Enrollment – Kindergarten enrollment for next fall is currently at 194. This is 17 more students than last year or 9.6% higher than last year. Assistant Superintendent Reep is projecting 250 kindergarten students for the fall of 2012.

Superintendent's Report (cont.)

- d. **Name the School** – Naming the new elementary school has been referred to the District-wide PAC Committee. At the May Board meeting, 3-5 alternative choices will be presented for the Board to review. There were approximately 130 submissions and approximately 47 different varieties of names.
- e. **Early Release Days Waiver Application** – Mrs. Kathrein has submitted a waiver application to the Department of Public Instruction to authorize DPS early release time to be used for professional development. The application is completed every five years. DPS will keep the Board members posted regarding the determination from DPI.
- f. **DHS Student Council Representatives** – Superintendent Sullivan and Board President Fehr recognized and welcomed to the meeting Miss Lindsey Huber, DHS freshman student council representative.

District Strategic Plan – Superintendent Sullivan addressed the Board. The Strategic Plan posted on the DPS website was drafted in April 2007. Dr. Sullivan requested Board members review the Strategic Plan before the next Board meeting. A process will be identified for drafting a new plan that Dr. Sullivan will share with Board members. This agenda item was for discussion only. No action was required.

New Elementary School Update – Assistant Superintendent Vince Reep addressed the board providing updated information regarding the new elementary school. Under Supporting Documents on the website is an artist's rendition of the exterior of the school and also the floor plan. The large glass section of the building will be part of the cafeteria and multi-purpose room. The kitchen equipment will be part of the bid. Belsinger GEO received the bid for the core boring. The company has completed its soil samples. The bid opening will be held on April 24 at 2:00 p.m. Board members will meet sometime after the bid opening to receive the bids. Staffing and student placement was discussed. The amount of students at the building will be the beginning process to know how many staff will be necessary. This agenda item was informational only. No action was required.

Superintendent Evaluation – President Fehr briefly noted some comments provided in the summary regarding the four areas Superintendent Sullivan was evaluated. Superintendent Sullivan received satisfactory marks from all Board members in all four areas. A copy of the summary of the evaluations is available as a Supporting Document on the website. Dr. Sullivan responded thanking the Board members, administrators and staff for their assistance to him. Action was requested. Ms. Ross moved to acknowledge that the 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. The motion carried unanimously.

Open Enrollment Applications – The administrative recommendation was to approve the applications received from parents on behalf of their children to be enrolled in Dickinson Public Schools under the open enrollment application. Action was requested. Dr. Pitkin moved to approve the requests for Chase Hatzenbuehler, Alexander Czajkowski, Irelynn Kuntz, Kaylee Saladin, Serenity Wortham, Kolton Kupper, Alisha Twogood, Patrick Lemer II, Mark Erickson, and Megan Erickson to be admitted to the Dickinson Public Schools under the open enrollment policy. Mr. Hanson seconded the motion. The motion carried unanimously.

Early Resignation Notifications – The deadline for submission of the early resignation incentive applications is March 1, 2012, for certified staff and April 1, 2012, for classified staff. Applications were recently received from Debra Conlon, physical education instructor at Roosevelt Elementary (31 years of service); Becky Meduna, elementary principal at Jefferson Elementary (42 years of service); and Margaret

Early Resignation Notifications (cont.)

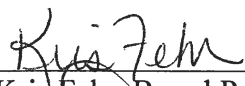
Olheiser, coordinator at the Adult Learning Center/instructor of basic computer skills/chief GED examiner (24 years of service). Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may or may not create and will post any openings at a later date. The administrative recommendation was to approve their early resignation incentive applications. Action was requested. Ms. Ross moved to approve the early resignation incentive applications for Debra Conlon, physical education teacher at Roosevelt Elementary, effective May 25, 2012; Becky Meduna, elementary principal at Jefferson Elementary, effective June 30, 2012; and Margaret Olheiser, coordinator at the Adult Learning Center with an effective date of July 1, 2012. Dr. Krieg seconded the motion. The motion carried unanimously. Ms. Ross noted the many years of experience these individuals and others that have resigned. The combined total to date is over 500 years of experience. Board President Fehr thanked the individuals for their many years of experience and noted their positions will be hard to fill. She commended them for their leadership and congratulated them on their retirement.

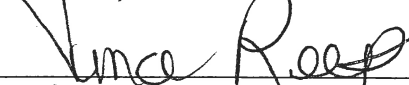
Board Policy Revisions and Deletion–Second Reading and Final Adoption – The North Dakota School Boards Association (NDSBA) has recommended changes to several Board policies that have been adopted by DPS. Copies of the policies presented for second reading approval are posted on the school board website under Supporting Documents as Board Policies. The administrative recommendation was to revise the following policies: policy ABCA-Copyrighted Material and Intellectual Property, policy BC-Meetings of the Board, policy CAAA-Superintendent Recruitment and Appointment, policy DI-Personnel Records, and policy FFI-Student Use of Electronic Devices. Policy GBFA-Procedure for Review of Instructional Material was recommended for deletion. Action was requested. Mr. Hanson moved to accept the second reading and final adoption the school board policy revisions and deletion, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

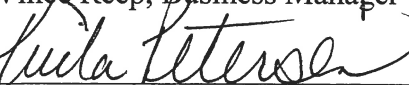
Other – There were no other topics for discussion.

Adjournment – At 5:31 p.m., Mr. Hanson moved to adjourn. Ms. Ross seconded the motion. The motion carried unanimously.

The meeting was adjourned.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

April 16, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on April 16, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, Dr. Morton Krieg, and Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Perry Braunagel, Mr. Ron Dockter, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mrs. Becky Meduna, Miss Sherry Libis, and Mr. Calvin Dean. Others present were: Miss Mackenzie Hoffmann, Miss Alyssa Selinger, Miss Beth Honeyman, Mr. Seth Leno, Mr. Leon L. Mallberg, Dr. Rebecca Pitkin, Mr. Marcus Lewton, Miss Ashley Martin from the Dickinson Press, and Mrs. Twila Petersen.

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

There was one request for public participation: Mr. Leon L. Mallberg filed a request for public participation related to agenda item VII. Measure 2.

Ms. Ross moved to approve the agenda including the consent agenda consisting of the minutes from the March 12, 2012, regular Board meeting; the bills for April 2012; the financial reports for April 2012; the pledged assets report for April 2012; the personnel reports which included the hires of Amber Adams, grade one instructor at Jefferson Elementary, Carly Arterburn, grade five instructor at Jefferson Elementary, Jana Avery, grade six instructor at Berg Elementary, Michelle Bechtold, grade four instructor at Heart River Elementary, Dixie Dennis, mathematics instructor at Hagen Junior High, Kelcey Evers, kindergarten instructor at Jefferson Elementary, Jessica Grove, counselor at Hagen Junior High, Amy Hughes, grade three instructor at Heart River Elementary, Troy Kuntz, grade four instructor at Lincoln Elementary, Alicia Long, grade one instructor at Jefferson Elementary, Marcus Lewton, principal at Hagen Junior High, Susan Miller, grade six instructor at Berg Elementary, Kendra Pasco, grade five instructor at Heart River Elementary, Rebecca Pitkin, principal at Jefferson Elementary, Kate Rothschiller, grade five instructor at Roosevelt Elementary, Chelsey Scherr, kindergarten instructor at Jefferson Elementary, Kristin Seaks, district-wide social worker, Jillene Susag, district-wide psychologist, and Nicole Weiler, kindergarten instructor at Roosevelt Elementary; the resignations of Fernanda Heppner, Spanish instructor at Dickinson High School/Hagen Junior High, Andrew Jangula, elementary music and band instructor at Berg Elementary, Marni Neubauer, grade four instructor at Heart River Elementary, Johanna Njos, district-wide gifted and talented instructor, and Deborah Thompson, language arts instructor at Southwest Community High School; the resignation of Delbert Quigley, elementary principal at Lincoln Elementary; the student/staff recognitions; the tuition waiver agreement for Kennedee Martin, Melanee DiMeo and Emilee DiMeo from Dickinson to Richardton-Taylor; the tuition waiver agreement for Randy A. Paulson from Dickinson to South Heart; the RESP report; and the RACTC report; as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

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

- a. **School Improvement Building Co-chairs and Principals Leadership Team Meeting** – The next meeting for the team will be on Tuesday, April 17 at 4:00 p.m. at the Central Administration Office.
- b. **April 20–No School** – Friday, April 20 will be a professional development day. DPS teachers will be attending the North Dakota Reading Conference that will be held in Dickinson at the Ramada Inn.

Superintendent's Report (cont.)

- c. Upcoming Graduations – Board members were invited to attend the upcoming graduations. The Adult Learning Center graduation will be held on May 10 at 7:30 p.m. The Southwest Community High School graduation will be held on May 23 at 7:00 p.m. The Dickinson High School graduation will be held on May 27 at 1:00 p.m.
- d. Teacher/Staff Appreciation Week – Teachers and staff will be recognized during the week of May 7-11.
- e. DPS Teacher/Staff Recognition and Retirement Program – The DPS Recognition and Retirement program will be held on Wednesday, May 9 at 7:00 p.m. in the DHS auditorium
- f. DHS Student Council Representatives – Board President Fehr recognized and welcomed to the meeting the DHS Student Council representatives.

School Board Vacancy – On April 4, 2012, Dr. Rebecca Pitkin submitted her resignation from the Dickinson Public Schools Board. Dr. Pitkin will be pursuing a new position as principal of Jefferson Elementary. Board policy BBC-Method of Filling a Board Vacancy is posted on the school district website using the school board policy link. Board members discussed the policy and board regulation regarding the procedure for filling the vacancy. The Board vacancy will be advertised. Interested individuals may complete an Application for School Board Position. Deadline for the application will be Monday, May 7. Board members suggested meeting the candidates at a Board meeting. After the Board has made a determination for the position, the newest member could be seated at the next Board meeting. Board President Fehr thanked Dr. Pitkin for her service on the school board and recognized the strengths she had brought to the Board. This agenda item was for discussion only. No action was requested.

Measure 2- At a previous Board meeting, Board members requested information regarding Measure 2. The North Dakota Property Tax Amendment, more commonly known as Measure 2, will appear on the June 12, 2012, primary election ballot. Measure 2 requires legislature to change the funding for local government through the state legislature and eliminate property taxes. As per the Office of the ND State Tax Commissioner, property taxes currently support schools (45.1%), counties (29.9%), cities (20.0%), townships (2.2%) and miscellaneous (1.9%). Available on the website under Supporting Documents is a portion of the North Dakota Constitution and the North Dakota Century Code.

Mr. Leon Mallberg addressed the Board thanking the Board members for their service to the public. Mr. Mallberg gave a history of the intent of Measure 2 and its development. He noted this measure is a change to the North Dakota constitution. Mr. Mallberg stated if the Measure 2 would pass, it would have an implementation date of January 1, 2012. Mr. Mallberg provided a copy of the book *Property Tax Revolution* for each Board member. Board President Fehr requested some financial information. Assistant Superintendent Reep shared that during the 2010-2011 budget, property taxes supported 21% of the revenue that came into DPS. An additional 2% came from the local. Of all the revenues, 61% came from the state level. If Measure 2 were to pass, instead of 61% coming from the state, 81% would come from the state. Mr. Reep explained the school district budgets off of a two-year biennium; half of the funding was received in 2011-2012 and the other half is received in 2012-2013. Therefore, the district has two-year agreements with the teachers that each party has legally bargained and agreed upon. Out of the budget, 80% provides funding for salaries and benefits.

President Fehr requested additional information regarding legal implications and the state process at the next school board meeting. This agenda item was informational only. No action was requested.

Personnel Report Update – Assistant Superintendent Reep addressed the Board providing information regarding the certified resignations received and the certified new hires. There have been 29 certified resignations or retirements. Out of the 29 positions, 21 positions have been filled. Fourteen of the filled positions were individuals that reside in Dickinson. Mr. Reep noted with the housing challenges the District is very fortunate to fill the positions. Two candidates that were offered positions were unable to accept them due to the affordability to move and live in the community. Mr. Reep and Board President Fehr thanked Ms. Cyndee Egeness for her remarkable work and extra effort in the large quantity of applicants and securing qualified candidates for positions. A spreadsheet listing the vacancies and filled positions is available on the website under Supporting Documents. This agenda item was informational only. No action was requested.

Major Summer Building Projects – Assistant Superintendent Reep addressed the Board providing information regarding proposed projects to be completed this summer. A summary prepared by Mr. Reep is available on the website under Supporting Documents. The intention is to complete the items with high or medium priority on the list. This agenda item was informational only. No action was requested.

New Elementary School Update – Assistant Superintendent Reep addressed the Board providing information regarding the progress towards construction of the new elementary school. Construction bid opening will be on Tuesday, April 24 at 4:00 p.m. There have been ten general contractors that have picked up sets of plans for the new school. There have been seven mechanical contractors and one electrical contractor that have requested a set of plans. There was discussion regarding the reputation of the contractors. There is a questionnaire that must be completed by the contractors submitting bids. After the bid opening, Superintendent Reep proposes researching the bidders and providing information to the Board members at a meeting where the bids will be awarded. This agenda item was informational only. No action was requested.

Schedule Special School Board Meeting – Superintendent Sullivan addressed the Board. The bid opening for the construction of the new elementary school necessitates a special Board meeting to review the bids and take action. The administrative recommendation was to schedule the special school board meeting for Thursday, April 26 at 12:00 noon. Action was requested. Ms. Ross moved to schedule a Special School Board Meeting for Thursday, April 26 at 12:00 noon. Dr. Krieg seconded the motion. The motion carried unanimously.

Naming the New Elementary School – Superintendent Sullivan addressed the Board. Approximately 130 proposed names were submitted for the new elementary school. The District-wide PAC reviewed the names and provided four recommended names to the Board. Those four names, in no particular order, were: Washington Elementary, North Star Elementary, Northern Prairie Rose Elementary, and J.F. Kennedy Elementary. Administrative recommendation was to name the new school to assist with budgeting and delivery of products and services. Action was requested. After discussion, Mr. Hanson moved to name the district's sixth elementary school "Prairie Rose Elementary". Dr. Krieg seconded the motion. The motion carried unanimously.

Request Approval of Energy Development Impact Office (EDIO) Grant Application – Assistant Superintendent Reep addressed the Board. A copy of the grant application is available on the website under Supporting Documents. Mr. Reep explained when the grant was written data available indicated 39% of the kindergarten students had a parent employed in the energy sector. This grant reflects a request

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

of 39% of the projected cost for the construction of Prairie Rose Elementary. The amount requested is \$4,485,000. Action was requested to approve the submittal of the grant. Ms. Ross moved to approve the grant application to the Energy Development Impact Office in the amount of \$4,485,000, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

Bid for Bus – The school district advertised for bids for a 29-passenger activity bus with rear luggage. Only one company, Harlow's Bus Sales, submitted bids which were opened at 11:00 a.m. on Tuesday, April 10, 2012. Harlow's bids are posted under Supporting Documents. Assistant Superintendent Reep noted that funds received from the Dunn County GPT Infrastructure Grant in the amount of \$48,000 will be used towards the purchase of the bus. The administrative recommendation was to accept the bid from Harlow's Bus Sales, Inc. to purchase the 2012 (stock) International bus for a price of \$85,202. Action was requested. Mr. Hanson moved to accept the bid submitted by Harlow's Bus Sales, Inc. and purchase the 2012 (stock) International IC AC 28 passenger bus for \$85,202. Dr. Krieg seconded the motion. The motion carried unanimously.

Breakfast and Lunch Meal Prices – Assistant Superintendent Reep addressed the Board explaining that schools are required to have meal pricing in alignment with the reimbursement for free and reduced meals. Available on the website under Supporting Documents is a summary prepared by Mr. Reep explaining the recommended rate adjustment. The breakfast meal prices would remain the same as well as the reduced meal prices. Administrative recommendation was to increase the lunch prices by \$.05 per meal to be in compliance with the Section 205. Ms. Ross moved to approve a fee of \$1.85 for lunch for students grades K-6, \$2.15 for lunch for grades 7-8, \$2.90 for lunch for grades 9-12, and \$3.40 for lunch for adults, effective the fall of 2012. Dr. Krieg seconded the motion. The motion carried unanimously.

Early Resignation Notifications – Assistant Superintendent Reep explained the classified staff deadline for the Early Resignation Notification was April 1. The following individuals have submitted their notification before the deadline: Mr. Alvin Chalupnik, custodian at Roosevelt Elementary with 40 years of service; Mrs. Sherryl Lefor, library paraprofessional at Jefferson Elementary with 11 years of service; and Mrs. Kathy Jesch, general paraprofessional at Jefferson Elementary with 22 years of service. Mr. 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 date. The administrative recommendation was to approve these early resignation incentive application requests. Action was requested. Ms. Ross moved to approve the early resignation incentive applications for Alvin Chalupnik, custodian at Roosevelt effective June 30, 2012; Sherryl Lefor, library paraprofessional at Jefferson effective May 23, 2012; and Kathy Jesch, general paraprofessional at Jefferson effective May 23, 2012. Mr. Hanson seconded the motion. The motion carried unanimously. Board President Fehr, on behalf of the Board, thanked the three classified staff members for the service provided to the students, teachers, and staff and also thanked them for their dedication to the school district.

Board Policy Revisions–First Reading – NDSBA has recommended changes to several Board policies that have been adopted by DPS. Copies of the policies presented for first reading approval are posted on the school board website under Supporting Documents as Board Policies. The administrative recommendation was to revise the following policies presented for first reading: policy ACAC–First Aid/Accidents, policy ACEB–Hazing, policy BCAA–Board Meeting Agenda and Pre-Meeting Preparation, policy BDA–Procedure for Adopting Board Policy, policy DBAB–Emergency Hiring of

Board Policy Revisions—First Reading (cont.)

Classified Personnel, and policy KACB—Patron Complaints About Personnel. Policy BCAA—Board Meeting Agenda and Pre-Meeting Preparation was tabled until further revisions are made. Action was requested. Ms. Ross moved to accept the first reading of the school board policy revisions, excluding policy BCAA, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.


Other – Mr. Hanson reported the vacancy notice for the RACTC Director's position is being advertised. Board President Fehr thanked Mr. Quigley for his many years of service to the District. He has been a valuable leader and his dedication is much appreciated. Board President Fehr congratulated the District's music instructors, particularly the band directors, for the tremendously, well-done performance at the recent All-City Band Concert.

Adjournment – At 6:28 p.m., Mr. Hanson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

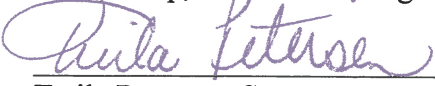
The meeting was adjourned.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special Meeting

April 26, 2012; 12:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on April 26, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, Dr. Morton Krieg, and Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan and Assistant Superintendent Vince Reep. Others present were: Ms. Janet Prchal from Hulsing and Associates, Mr. Leonard Lindbo, Ms. April Baumgarten from the Dickinson Press, and Mrs. Twila Petersen.

Call to Order - President Fehr called the meeting to order at 12:00 p.m.

Prairie Rose Elementary Bid Award – Assistant Superintendent Reep addressed the Board. Mr. Reep noted available on the website were the summaries for the bids received at the bid opening held on Tuesday, April 24 in the following categories: single prime, general, mechanical, electrical, food service, and summary with alternative bids. For the convenience of the Board members, Mr. Reep distributed hard copies of the spreadsheets.

Mr. Reep explained Comstock from Bismarck was the lowest bid for the general contractor. When adding the Comstock bid with the mechanical, electrical and food service bids, the bids came in approximately \$500,000 over the \$11,620,000 budgeted for the project. Prior to the meeting, Mr. Reep and Superintendent Sullivan discussed the bids and the alternative items. Some alternative items that administrators feel are necessary include the parent/student drop-off lane, two rows of bleachers in the gymnasium, additional casework, Mondo flooring, and acoustical panels. Part of the additional funding for the construction will come from the \$400,000 allocated for faculty housing next year and also \$100,000 from the contingency capital projects fund. The total cost for the construction of Prairie Rose Elementary, including the architects fees and contingency, is \$12,120,000. Mr. Reep noted that Comstock has done some major projects such as the ND Heritage Center and the new Halliburton building. Ms. Janet Prchal, Architect from Hulsing and Associates stated that the property the new school will be located on has some clay. This has added additional costs to the project.

Ms. Ross inquired regarding the \$400,000 housing funding if there were any commitments made by DPS in the collaboration with DSU and the City. Mr. Reep explained that DSU has pursued its own housing and the City bought some FEMA trailers for a short-term plan. Mr. Reep has informed City Administrator Kessel that the school district's plans have changed.

President Fehr asked if there is a penalty to the contractor if the school is not completed by the target date. Mr. Reep responded there is no penalty. If the district asked for a penalty normally the bidders would increase their bid to provide a cushion for the penalties. Dr. Krieg inquired if DPS has some guarantees that Comstock is not over extending themselves. Ms. Prchal responded the companies knew the deadlines when bids were submitted. Comstock is a large company and Ms. Prchal has worked with them in the past on a college project. She noted the key factor will be the weather for the upcoming fall and winter. Once the panels come in, things will move along very quickly.

Ms. Ross asked if constructing the school and using the district's funds will have a negative impact on any future funding from the legislature or other opportunities. The school district

Prairie Rose Elementary Bid Award (cont.)

could have done a bond issuance but instead decided to use monies from the general fund. She further stated the district is making some deep cuts to make this happen and it is not getting any outside aid for funding the building; providing for the students is a priority. The district wants to make sure it is available to receive any monetary assistance. Mr. Reep responded the district has requested funding from EDIO. Receiving some of those funds would be beneficial. Getting impact funding is even more important since the project came in over budget and the district doesn't want to cut corners. President Fehr noted that the district doesn't have a choice; it needs to move forward with the construction because it needs a school for the students.

Ms. Ross moved to accept the lowest responsible bid for the general contractor for the construction of Prairie Rose Elementary from Comstock Construction with a base bid of \$7,447,400 and to include alternative bids G1, G2, G4, G8, and G10 for a total amount of \$7,665,900. Dr. Krieg seconded the motion. The motion carried unanimously.

Mr. Hanson moved to accept the lowest responsible bid for the mechanical contractor for the construction of Prairie Rose Elementary from CA Contracting with a base bid in the amount of \$2,507,535. Dr. Krieg seconded the motion. The motion carried unanimously.

Mr. Hanson moved to accept the lowest responsible bid for the electrical contractor for the construction of Prairie Rose Elementary from Denny's Electric with a base bid in the amount of \$1,024,000. Dr. Krieg seconded the motion. The motion carried unanimously.


Mr. Hanson moved to accept the lowest responsible bid for the food services equipment for the construction of Prairie Rose Elementary from Capital City Restaurant Supply with a base bid in the amount of \$116,085. Dr. Krieg seconded the motion. The motion carried unanimously.

Adjournment – At 12:20 p.m., Ms. Ross moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously.


The meeting was adjourned.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved Community Input Forum Report

Dickinson Public Schools
Open Forum

May 14, 2012; After Regular Board Meeting
Board Room, Central Office

The Dickinson Public School Board held a state mandated planning community input forum on May 14, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, and Mr. Jason Hanson. Board member absent: Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Perry Braunagel, Mr. Ron Dockter, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mrs. Becky Meduna, Miss Sherry Libis, Mr. Henry Mack, and Mr. Shawn Leiss. Others present were: Dr. Becky Pitkin, Mr. Marcus Lewton, Mrs. Twila Petersen, and Miss Betsy Simon from the Dickinson Press.

Current Enrollment - Assistant Superintendent Reep distributed a spreadsheet providing information regarding the current enrollment of students in Dickinson Public Schools. The elementary level gained ten students since the beginning of the school year. The spreadsheet reflects Hagen Junior High receiving an increase of four students since last fall and the high school had no change in the number of students. Since May of 2011, the district has seen an increase of 134 students. A copy of the spreadsheet is available on the Dickinson Public Schools website under the State Mandated Planning Information link.

Projected Enrollments Through 2014- Assistant Superintendent Reep distributed a spreadsheet with information for projected enrollment at all schools within the district for the fall of 2012, 2013, and 2014 using a percentage adjustment for inward migration. Mr. Reep noted the kindergarten enrollment for next fall as of today is 251 students. Due to the increase, the budget committee approved the hire of another kindergarten teacher. This 13th kindergarten classroom will be placed at Lincoln Elementary and Lincoln's fifth grade class will be moved to Berg Elementary for one year. Mr. Reep noted by fall of 2013 the new Prairie Rose Elementary School would be built and students would begin attending at that school. Using the MapPoint program, 245 students have been identified as living north of the interstate. Based on projections in the spreadsheet, the elementary students could see an increase of 245 students from April 1, 2012, to fall of 2014. Projections for the junior high level are an increase of 96 students during the same time frame and the high school may possibly have an increase of 72 students. Due to the age of Hagen Junior High and the projected increased enrollment, the district is taking a proactive approach and reviewing some options available for a new junior high school in the future. Discussion regarding the high school enrollment indicated DHS was a sound building with the ability to handle additional students. A copy of the spreadsheet is available on the Dickinson Public Schools website under the State Mandated Planning Information link.

Enrollment Trends – Assistant Superintendent Reep provided a spreadsheet with information for enrollment trends from fall of 2005 through fall of 2011 and estimated trends for fall of 2012. The spreadsheet noted the highest number of students in the district in the seven year span at the elementary level was during the 2011-2012 school year. The largest increase in the number of students between years was from May of 2009 to fall of 2009. The five year average for the students in the elementary level indicates an increase of 1.61%, the junior high level indicates a decrease of -2.4% and the high school indicates a decrease of -4.26 percent. A copy of the spreadsheet is available on the Dickinson Public Schools website under the State Mandated Planning Information link.

Hagen Junior High Enrollment Trend - Assistant Superintendent Reep provided a handout projecting the enrollment at the junior high level through 2020. He noted the projected average students in the last column are not the actual number of students in a classroom; some students will be in an elective course

Hagen Junior High Enrollment Trend (cont.)


and not all in the core courses at the same time. A copy of the spreadsheet is available on the Dickinson Public Schools website under the State Mandated Planning Information link.

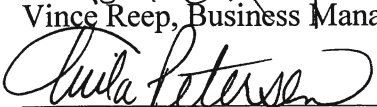
Measure 2 Discussion- Assistant Superintendent Reep noted a document available on the website under State Mandated Planning Information regarding the Measure 2 Possible Budgetary Impact. Mr. Reep noted if the district were to be at the level of spending in 2011, the district would need to make budget cuts of approximately \$1.262 million in the next school year. The teacher and administrative contracts would absorb approximately 79% of the budget. The remaining 21% would be funds for equipment, library books, etc. There are obligations that the district must fund and services provided that are not funded by the state. Mr. Reep noted the services not funded by the state include rural busing, kindergarten, and activities such as football, drama, and band. Activities represent approximately \$700,000 a year in expenses, activity busing services costs the district approximately \$95,000, and rural busing costs the district approximately \$245,000 per year. Administrators have looked at some scenarios for budget cuts. None of the scenarios are in the best interest of the students. If cuts need to be made and the new school is built, it would affect the building's textbook supply among other things. In the event Measure 2 would pass, the Board would direct Superintendent Sullivan and Assistant Superintendent Reep to provide the Board with a plan for proposed budget cuts.

Dr. Sullivan briefly noted the continuous registrations being received on a daily basis, including kindergarten students. Inquiries are often received for between-building transportation services. If Measure 2 would pass, the topic of transportation would be placed on hold. Members of Cabinet have discussed the ability of students to get to school and transportation issues. Superintendent Sullivan along with Board members commended Assistant Superintendent Reep on the punctual steps he took last fall to complete the bonding on the new elementary school before January 1, 2012, so the new school could be built regardless of the results of Measure 2.

The meeting was adjourned at 7:21 p.m.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

May 14, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on May 14, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, and Mr. Jason Hanson. Board member absent: Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Perry Braunagel, Mr. Ron Dockter, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mrs. Becky Meduna, Miss Sherry Libis, Mr. Calvin Dean, and Mr. Henry Mack. Others present were: Mr. Jon Martinson with the North Dakota School Boards Association, Mr. Gregory D. Burns with the North Dakota Education Association, Mr. Doug Johnson with the North Dakota Council of Educational Leaders, Dr. Becky Pitkin, Mr. Marcus Lewton, Mrs. Fern Pokorny, Miss Betsy Simon from the Dickinson Press, and Mrs. Twila Petersen.

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

There were no requests for public participation.

Mr. Hanson moved to remove agenda item VIb. School Resource Officer Update from the agenda and the addition of three classified hires to the personnel report on the consent agenda. Ms. Ross seconded the motion. The motion carried unanimously.

Mr. Hanson moved to approve the revised agenda including the revised consent agenda consisting of the minutes from the April 16, 2012, regular Board meeting; the April 26, 2012, special Board meeting; the bills for May 2012; the financial reports for May 2012; the pledged assets report for May 2012; the personnel reports which included the hires of Laurae Dykema, elementary music specialist at Berg and Jefferson Elementary; Clarence Hauck, welding instructor at Dickinson High School (DHS); Jay Hepperle, lead teacher/social studies at Southwest Community High School; Dora Jung, Spanish instructor at Hagen and DHS; Johanna Njos, .6 FTE district-wide gifted and talented instructor; Sean Sterkel, physical education instructor at Roosevelt Elementary; Mary Kay Versen, coordinator/basic computer skills instructor/chief GED examiner at the Adult Learning Center; Amy Wyant, kindergarten instructor at Lincoln Elementary; and Jamie Wyant, mathematics instructor at Hagen Junior High; the resignations of Courtney Goldberg, mathematics instructor at Hagen Junior High; and Mark Rerick, district activities director; the student/staff recognitions; the RACTC report; and the RESP report; 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. **Fresh Fruits and Vegetables Grant** – Dr. Sullivan noted that Assistant Superintendent Reep applied for and received two grants for the district for fruits and vegetables at Heart River Elementary and Roosevelt Elementary Schools.
- b. **Budget Committee Meeting Update** – The Budget Committee met last week and discussed a variety of items. The Budget Committee approved the hiring of another kindergarten teacher (13th teacher). This kindergarten classroom will be located at Lincoln Elementary. Next year's fifth grade class at Lincoln will be moved to Berg Elementary for one school year. Mr. Quigley has a meeting scheduled with the Lincoln fourth grade parents tomorrow. The Budget Committee approved a .25 gifted and talented position. The pre-school is seeing an increase of students with disabilities. The district provides preschool in cooperation with Head Start. Due to the increasing elementary enrollment the district will need to increase its literacy coaches. The DPS budget is currently in the

Superintendent's Report (cont.)

black of \$50,000. Providing some of the above services is contingent upon the results of Measure 2. If Measure 2 should pass, many of these services would be put on hold.

- c. Marathon Oil – Marathon Oil representatives recently visited the elementary schools and distributed ice cream treats to students to recognize the student's involvement in Earth Day.
- d. Upcoming Graduations – Southwest Community High School's graduation is on Wednesday, May 23 at 7:00 p.m. Dickinson High School's graduation is on Sunday, May 27 at 1:00 p.m.
- e. Title I Monitoring Report – Dr. Sullivan noted the Title I Monitoring Report has been received from DPI. There were no compliance issues. This is a phenomenal accomplishment. Dr. Sullivan congratulated Mrs. Dorothy Martinson, Student Services Director, and her faculty on the monitoring results and also thanked Mrs. Ginger Handcock for the extra amount of work load that was placed on her for the past years in preparation for the monitoring. President Fehr also thanked Mrs. Martinson and her faculty and also Mrs. Handcock for their hard work.

Measure 2 – At the April 16, 2012, School Board meeting, Board members requested additional information regarding Measure 2. The Board invited to the meeting Mr. Doug Johnson from the North Dakota Council of Educational leaders, Mr. Jon Martinson from the North Dakota School Boards Association and Mr. Greg Burns from the North Dakota Education Association. All three gentlemen addressed the Board and introduced themselves. Mr. Burns noted the primary objective with Measure 2 is a North Dakota constitutional amendment to eliminate property taxes. This measure would take away the control in the local units. If the measure would pass, it would use a formula that would treat all entities equally. Commissioner Fong has indicated if Measure 2 were to pass, sales tax amounts could possibly triple. Mr. Burns also expressed concern with the unanswered questions, such as what is considered a legally imposed obligation. Mr. Martinson explained the school districts would be forced to approach the legislature for funding. Mr. Johnson explained his experience with the foundation aid formula that is currently used in the school districts would be changed and in his opinion, this would be an overwhelming task for the legislature. If the measure were to pass, the legislature may possibly have to have several special sessions. Due to the complexity, the Keep It Local coalition estimates it could require each entity to present and answer questions before the legislature. Due to all the entities, this could require approximately 66 days of legislative time. Superintendent Sullivan inquired if forced school consolidation might be one area in which the legislature may look at trimming school budgets and creating efficiencies. Mr. Johnson responded that it could be one area. A question was asked if the three gentlemen had a suggestion for preparing an alternative budget for the district if Measure 2 should pass. Mr. Martinson said that a couple of business managers indicated an alternate budget would be chaotic. Mr. Burns replied that when there was a tremendous shortfall several years ago, there were faculty cuts, reduction-in-force, and the reduction of programs, such as physical education and music, to save money. Vice-president Ross asked if there were any other states that have implemented similar measures. The response was that no other states have passed anything like Measure 2. President Fehr inquired how existing obligations would be handled; the District has contracts and obligations that need to be met. There was discussion on how those would be met. Negotiated contracts with teachers were also discussed. Any increases in teacher salaries would need to be negotiated with a legislative body and approved and a funding formula would need to be devised. President Fehr asked if the legislature might look at a statewide teacher salary schedule and Mr. Johnson affirmed that the possibility has been discussed at various groups. President Fehr and board members thanked the gentlemen for attending the meeting and providing information. This agenda item was informational only. No action was requested.

Curriculum Changes – Mrs. Melanie Kathrein, Director of Instruction, addressed the Board presenting information regarding improvements to the language arts curriculum. Mrs. Kathrein has available on the board website under Supporting Documents a list of the changes implemented to the language arts program, some changes as early as the 2012-2013 school year. The language arts committee has been working diligently on the curriculum for the past three years. Mrs. Kathrein commended the elementary teachers and coaches that have assisted with the programs. She thanked the committee members for their dedication and commitment to the project. At the elementary level, students will be involved in a readers and writers workshop. Teachers have expressed the noted growth they have seen in the writing skills of the students that are using the workshop. The Leveled Libraries purchased in 2010 with stimulus funds have enhanced the small group reading abilities. Mrs. Kathrein explained the Phonics and Words Their Way programs will identify where students are in their spelling abilities. At the junior high level, students will select a novel based on reading and writing curriculum. Not every student will read the same novel. At the high school level, students will have an online assessment grading. Mrs. Kathrein also discussed the intervention program which has had great success. This agenda item was informational only. No action was requested.

Elementary Schedules–Teacher Collaboration – Mrs. Kathrein addressed the Board explaining proposed revisions to the elementary schedule to enhance the Professional Learning Communities project. High levels of learning require teacher collaboration time to assess the learning targets and procedures necessary if the targets are not met. Finding the time in the schedules was a challenge since some teachers are shared in more than one building. After several meetings, a schedule has been drafted that would allow the collaboration. This will require a different starting time and ending time for a couple of the elementary schools. Staggering the starting time may also assist with traffic congestion. This agenda item was informational only. No action was requested.

District Strategic Plan – Superintendent Sullivan addressed the Board regarding the District's Strategic Plan that was last revised in 2007. Dr. Sullivan has posted on the website under Supporting Documents the current District Strategic Plan and a separate document containing strategic plan vocabulary to assist in beginning the process of discussion at the July Board meeting. This agenda item was informational only. No action was requested.

Report on National School Board Association Convention – Board President Fehr, Board Vice-president Ross, Board Member Jason Hanson, Assistant Superintendent Vince Reep and Superintendent Sullivan briefly summarized the seminars they attended at the recent National School Boards Association Convention. Copies of summary reports from the convention are available on the website under Supporting Documents. This agenda item was informational only. No action was requested.

Board Vacancy – Business Manager Vince Reep explained applications for the Board vacancy were due in the Central Office on or before May 7. Mr. Reep reported one application was received from Mr. Scott Staudinger. The Board will take action on the application at the June Board meeting. This agenda item was informational only. No action was requested at this time.

Prairie Rose Elementary School Update – Assistant Superintendent Vince Reep posted on the website a summary of the bid analysis providing the final project budget. The first preconstruction meeting will be held this week Thursday. Mr. Reep discussed the transferring of some of the trees established on the lot.

Prairie Rose Elementary School Update (cont.)

He plans to have an update on the construction project at future Board meetings with photos available on the website. This agenda item was informational only. No action was requested.

Amend 2011-2012 Capital Projects Fund Budget – Assistant Superintendent Reep discussed the Capital Projects Fund Budget noting some bills from the general contractor and possibly the electrical contractor may be received before the fiscal year end. Mr. Reep recommends revising the budget accordingly. Action was requested. Mr. Hanson moved to approve the amended budget of the Capital Projects Fund for the 2011-2012 school year and increase the budget for revenue from \$831,600 to \$7,500,000 and the expenditures from \$987,237 to \$2,677,237. Ms. Ross seconded the motion. The motion carried unanimously.

Amend 2011-2012 Debt Services Fund Budget – Assistant Superintendent Reep addressed the Board explaining two bond service fees from US Bank totaling \$1,500 were received. The District did not originally budget for these fees. Administrative recommendation was to amend the 2011-2012 Debt Services Fund Budget. Action was requested. Ms. Ross moved to approve the amended budget of the Debt Services Fund for the 2011-2011 school year and increase the budgeted expenditures from \$215,595 to \$220,000. Mr. Hanson seconded the motion. The motion carried unanimously.

2012-2013 Student Handbooks – Available on the board website are copies of the proposed student handbooks for the 2012-2013 school year along with a summary of the changes in each handbook. DHS Principal Ron Dockter explained the revision to absences and tardies in the DHS Student Handbook. Mr. Dockter researched many Class A schools to receive input on an attempt to increase attendance and decrease tardiness. After his discussions with the schools, DHS administrators recommended an incentive for exemption from final exams for students without absences and tardies. President Fehr inquired how this may affect the school when students with illness continue to attend school and also the student's ability to prepare for major exams at the college level. Mr. Dockter felt the courses at DHS would still have major tests to prepare students for college exams. This will be monitored and feedback provided to the Board in spring of 2013. Administrative recommendation was to approve the 2012-2013 student handbooks for the elementary, junior high and high school. Action was requested. Mr. Hanson moved to approve the 2012-2013 elementary, Hagen Junior High, Dickinson High School, and Southwest Community High School student handbooks, as presented. Ms. Ross seconded the motion. The motion carried unanimously.

Authorized Representative for the 21st Century Community Learning Centers (CCLC) Program – The District was notified by the Department of Public Instruction that the continuation application for the 21st Century Grant is due by June 8, 2012. The grant must include verification the school board's appointment of an authorized representative. Administrative recommendation was to appoint Assistant Superintendent Reep. Action was requested. Ms. Ross moved to approve the appointment of Assistant Superintendent Vince Reep as the authorized representative for the 21st Century Community Learning Center grant for the 2012-2013 school year. Mr. Hanson seconded the motion. The motion carried unanimously.

Annual Meeting Day and Time – Board members were requested to schedule the annual meeting date and time. Action was requested. Ms. Ross moved to schedule the annual school board meeting for Monday, July 9, 2012, at 5:00 p.m. Mr. Hanson seconded the motion. The motion carried unanimously.

Open Enrollment Application – Rebecca Parker applied for open enrollment for Kaitlyn Phelps and Andrew Parker to the Dickinson Public School District from the Belfield School District for the 2011-2012 school year. They have recently moved so the deadline waiver request applies. The administrative recommendation was to approve the application. Action was requested. Mr. Hanson moved to approve the request for Kaitlyn Phelps and Andrew Parker to be admitted to the Dickinson Public School District under the open enrollment policy for the 2011-2012 school year. Ms. Ross seconded the motion. The motion carried unanimously.

Board Policy Revisions–First Reading – The North Dakota School Boards Association has recommended revisions to several policies previously adopted by DPS. The administrative recommendation was to approve for first reading the revisions to the policies. Action was requested. Mr. Hanson moved to approve the first reading of the revisions to school board policy BCAA–Board Meeting Agenda and Pre-Meeting Preparation, policy FFA–Student Alcohol and Other Drug Use/Abuse, policy FFE–Extracurricular Participation Requirements, and policy FGA–Student Education Records. Ms. Ross seconded the motion. The motion carried unanimously. Copies of the policies are available on the website under Supporting Documents.

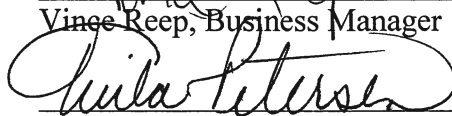
Board Policy Revisions – Second Reading and Final Adoption – The North Dakota School Boards Association has recommended revisions to several policies previously adopted by DPS. The administrative recommendation was to approve for second reading and final adoption the revisions to the policies. Action was requested. Mr. Hanson moved to approve for second reading and final adoption the revisions to policy ACAC–First Aid/Accidents, policy ACEB–Hazing, policy BDA–Procedure for Adopting Board Policy, policy DBAB–Emergency Hiring of Classified Personnel, and policy KACB–Patron Complaints About Personnel. Ms. Ross seconded the motion. The motion carried unanimously. Copies of the policies are available on the website under Supporting Documents.

Other – Mr. Hanson reported an offer has been made to a candidate for the RACTC director position. Vice-president Ross commended the district personnel for the activities she attended last week. They were very moving ceremonies and she thanked the teachers and staff for their years of service and wished the best for those retiring. President Fehr thanked Mr. Rerick for his service and wished him well in his next endeavor. She noted he has brought a lot to the district.

Adjournment – At 6:47 p.m., Ms. Ross moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. The meeting was adjourned.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

June 11, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on June 11, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, Mr. Jason Hanson, and Dr. Morton Krieg. Administrators present were: Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Miss Sherry Libis, Mr. Calvin Dean, Mr. Henry Mack, and Mr. Shawn Leiss. Others present were: Mrs. Stacy Kilwein, Mr. Scott Staudinger, Lt. David Wallace, Mrs. Margaret Olheiser, Mrs. Mary Kay Versen, Mr. Dustin Monke from the Dickinson Press, and Mrs. Twila Petersen.

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

There were no requests for public participation.

Mr. Hanson moved to add the certified hires of Guy Fridley, activities director/assistant principal at DHS and Andrea Hall, grade five instructor at Jefferson, to the personnel report on the consent agenda. He further moved to add the resignation of Carly Arterburn, grade five instructor at Jefferson, to the personnel report on the consent agenda. Dr. Krieg seconded the motion. The motion carried unanimously.

Mr. Hanson moved to approve the agenda including the revised consent agenda consisting of the minutes from the May 14, 2012, regular Board meeting; the May 14, 2012, Community Open Forum; the bills for June 2012; the financial reports for June 2012; the pledged assets report for June 2012; the personnel reports including the two new certified hires and one new certified resignation; the student/staff recognitions; the tuition waiver agreement for a child of Mariah Kistler, as specified in the tuition waiver application, from New England to Dickinson for the 2012-2013 school year; the tuition waiver agreement for a child of G. Hunke, as specified in the tuition waiver agreement, from Dickinson to Richardton-Taylor, for the 2012-2013 school year; the RACTC report; and dissolving the open enrollment for a child of Carrie Hatzenbuehler as specified in a letter, for the 2012-2013 school year. There was no RESP report received. Dr. Krieg seconded the motion. The motion carried unanimously.

Superintendent's Report – Assistant Superintendent Reep reported the following on behalf of Superintendent Sullivan:

- a. **Year End Finances** – Assistant Superintendent Reep predicted the district fiscal year end would be in the black. He will provide more details at the July Annual Meeting.
- b. **Personnel Update** – Assistant Superintendent Reep noted with the hiring of the two individuals at tonight's meeting, those hires will be the 35th and 36th licensed staff members hired this spring. That is a record number of hires. President Fehr commended Mr. Reep, the committee members, and staff for their hard work. Assistant Superintendent Reep noted that Director of Instruction, Melanie Kathrein, recently conducted training with teachers within the district, including new teachers. President Fehr thanked Mrs. Kathrein for her commitment to assisting the teachers.
- c. **Primary Election** – Assistant Superintendent Reep reminded everyone to vote tomorrow at the elections.

Board Vacancy – Assistant Superintendent Reep reported Mr. Scott Staudinger completed an application for the Board vacancy. Mr. Staudinger was in attendance at the meeting. Mr. Reep recommended action to the application and suggested an appointment. Mr. Hanson moved to appoint Scott Staudinger to the Dickinson Public Schools Board until a successor is elected and qualified at the next election, pursuant to NDCC 15.1-09-05. Dr. Krieg seconded the motion. The motion carried unanimously. Assistant Superintendent Reep suggested Mr. Staudinger take the Oath of Office after the Board meeting convened. Board members and Mr. Reep welcomed Mr. Staudinger to the School Board. Board members will individually meet with Mr. Staudinger to get better acquainted and Superintendent Sullivan and Central Office Administrators will provide orientation to Mr. Staudinger.

School Resource Officer Update – Lieutenant Dave Wallace with the Dickinson Police Department addressed the Board. Lt. Wallace commended the principals, teachers, aids, and staff on their diligence in doing an excellent job caring for the students. He noted that he and the DPS staff intervene and stop issues before they become law enforcement issues. Lt. Wallace reported attendance is a continuous matter that is dealt with from the elementary level through high school. President Fehr thanked him for attending the meeting and reporting to the Board. Lt. Wallace thanked the Board for the opportunity to work with the DPS staff and looks forward to working with the new staff in the district. A copy of a memorandum from Lt. Wallace is available on the website under Supporting Documents. This agenda item was informational only. No action was requested.

Partners in Parenting Update – Mrs. Stacy Kilwein, Coordinator, addressed the Board. She highlighted the Gearing Up For Kindergarten Program and distributed booklets containing comments received from attendees at the program. Currently there are 29 registered for the program for next year. Mrs. Kilwein noted the number of families using the services has increased. This increase cannot be solely attributed to the influx of families. The program assists many families that are struggling. She noted that parenting is hard and parenting is an important partner in a child's education. Mr. Reep explained the funding for the Partners in Parenting. President Fehr thanked Mrs. Kilwein for attending the meeting and reporting. A copy of Mrs. Kilwein's report is available online under Supporting Documents. This agenda item was informational only. No action was requested.

Adult Learning Center Update – Mrs. Margaret Olheiser, Coordinator, addressed the Board providing information regarding the Southwest Adult Education Project and the services provided at the Adult Learning Center in Dickinson and the Beulah satellite office. Many adults that have been unsuccessful in accomplishing their high school degree have utilized its services to complete the GED. Mrs. Olheiser explained the computer center at the ALC and the classes and training available which have been key factors in the adult education. Ms. Ross expressed her appreciation for the graduation programs held annually and hearing the touching stories from the speakers. Mrs. Olheiser is retiring and President Fehr and Board members thanked Mrs. Olheiser for her many years of service and dedication. Mrs. Olheiser introduced the new Director, Mrs. Mary Kay Versen. The two of them have been working together to provide a smooth transition. A copy of Mrs. Olheiser's reports are available on the website under Supporting Documents. This agenda item was informational only. No action was requested.

Prairie Rose Elementary School Update – Assistant Superintendent Reep addressed the Board. Pictures he had taken last week of the construction site at Prairie Rose Elementary are available on the website under Supporting Documents. He noted the first picture was of the retention pond, the second picture is where the main building will be located, the third picture was taken from 10th Avenue where the trees had been relocated, and the fourth picture is the northern boundary of the school.

Prairie Rose Elementary School Update (cont.)

Construction meetings will be held biweekly with the first meeting scheduled for June 20. This agenda item was informational only. No action was requested.

Wellness End of Year Summary - A copy of the district Wellness End of the Year Summary is available on the website under Supporting Documents. This agenda item was informational only. No action was requested.

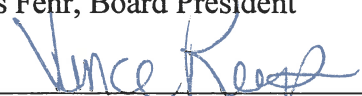
Average Daily Membership (ADM) Report and Transportation Report - Assistant Superintendent Reep addressed the Board summarizing the two reports available on the website under Supporting Documents. The net student membership for the 2011-2012 school year is an increase of approximately 104 students from the previous year. This is equivalent to approximately \$414,000 in additional funding from the state. The transportation report is similar to the year before. This agenda item was informational only. No action was requested.

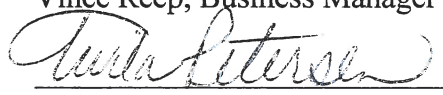
Board Policy Revisions–Second Reading and Final Adoption – The North Dakota School Boards Association recommended revisions to several policies previously adopted by DPS. The administrative recommendation was to approve for second reading and final adoption the revisions to the policies which are posted on the website under Supporting Documents. Action was requested. Ms. Ross moved to approve the second reading and final adoption of the revisions to school board policy BCAA–Board Meeting Agenda and Pre-Meeting Preparation, policy FFA–Student Alcohol and Other Drug Use/Abuse, policy FFE–Extracurricular Participation Requirements, and policy FGA–Student Education Records. Dr. Krieg seconded the motion. The motion carried unanimously.

Other – Mr. Hanson reported the new Roughrider Career and Technical Center (RACTC) director is Mr. Larry Sebastian. Mr. Sebastian currently lives in Glen Ullin and will have an office at Hebron School in Hebron.

Adjournment – At 5:53 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. The meeting was adjourned.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Annual Meeting

July 9, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held an annual meeting on July 9, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Ms. Leslie Ross, Dr. Morton Krieg and Mr. Scott Staudinger. Administrators present were: Superintendent Douglas Sullivan, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Dr. Becky Pitkin, Mr. Guy Fridley, Mr. Shawn Leiss, Mr. Calvin Dean, Dr. Marcus Lewton and Mr. Ron Dockter. Others present were: Miss Katherine Grandstrand from the Dickinson Press, and Mrs. Twila Petersen.

Call to Order – Chair Kris Fehr called the meeting to order at 5:00 p.m. Chair Fehr welcomed Mr. Scott Staudinger to the Board.

Election of Officers – Chair Kris Fehr conducted the election of a new Board president. Ms. Ross nominated Dr. Morton Krieg as president of the Dickinson Public School District. Mr. Hanson seconded the motion. Dr. Krieg declined the nomination. Ms. Ross nominated Mrs. Kris Fehr as president of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously. No further nominations.

Board President Fehr conducted the election of a new Board vice-president. Ms. Ross nominated Mr. Jason Hanson as vice president of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously. No further nominations.

Public Participation - There were no requests for Public Participation.

Additions or Deletions to the Agenda - There were no additions or deletions to the agenda.

Consent Agenda - Mr. Hanson moved to approve the agenda including the consent agenda consisting of the minutes from the June 11, 2012, regular meeting; the bills for July 2012; the financial report for July 2012; the pledged assets report for July 2012; the personnel reports; and a tuition waiver agreement for two children of Frank Jorda from Dickinson to Billings County. The RACTC report and the RESP report were not received. There were no student/staff recognitions. Dr. Krieg seconded the motion. The motion carried unanimously. Mr. Hanson stated there was a new Director at RACTC and therefore the Director's report could not be prepared in time for this meeting. President Fehr informed Board members that she had visited with the RESP Governing Board regarding receiving the RESP Director's Report in ample time to be posted on the DPS school board website. The RESP Governing Chair indicated the report would be forthcoming in time for posting on the DPS website.

Superintendent's Report – Superintendent Sullivan reported on the following

- a. **Roughrider Area Career and Technology Center (RACTC) Report** – Posted on the June Board Meeting website is a summary of the DPS cost for services and a projection for next year's services. This item was inadvertently missed at the June Board meeting.
- b. **Fall Registration and Open House Schedule** – Available on the website under Supporting Documents is information regarding the registration and open houses at the schools within the District.
- c. **North Dakota School Boards Association Policy Services** – A copy of the agreement for school board policy services for 2012-2013 is available on the website under Supporting Documents. There is a \$50 increase in the fees from last year.

Superintendent's Report (cont.)

- d. **Stark County Social Services Agreement** – A copy of the agreement between DPS and Stark County Social Services for 2012-2013 is posted on the website under Supporting Documents. There is an increase of \$3,378 from last year for services provided by Stark County Social Services. President Fehr inquired if additional social workers were hired in the district. Dr. Sullivan reported an additional .50 social worker was hired for the upcoming school year.
- e. **State Farm Insurance** – Superintendent Sullivan publicly recognized and thanked State Farm Insurance for sponsoring the “Alive at 25” defensive driving course provided to the DHS driver’s education students this summer at no cost to the students.
- f. **Early Release Days** – The North Dakota Department of Public Instruction (DPI) has approved a request from DPS to continue to provide professional development to faculty and staff during early release days. Mrs. Melanie Kathrein, Director of Instruction, addressed the Board providing information that is shared during the early release days. For the upcoming school year, the elementary buildings will be implementing new curriculum for language arts. The early release dates will provide an opportunity for additional coaching to teacher teams regarding the new curriculum. Other areas covered in all schools during the early release dates will include benchmark assessments, professional learning communities, student enrichment, team collaboration, school improvement, and meaningful student intervention.

Activities/Athletic/PAC Fundraising Data – Available on the website under Supporting Documents is a summary report for the activities/athletic fundraising and a separate summary document for PAC fundraising. Superintendent Sullivan said the information posted indicates the club or activity and the net percentage of return to the club or activity. Board President Fehr inquired if the number of fundraising activities has changed over the past few years. DHS Principal Dockter indicated there had been a decrease at the high school level. Ms. Ross expressed concern for fundraising with little return to the activity fund. President Fehr requested the fundraising sheets that students are using should indicate the purpose of the fundraiser, such as for a field trip. President Fehr requested the high school data be updated and to report back to the Board periodically on the fundraising data. She also requested information be identifiable for the fundraising goal. Board members wished to make sure fundraising activities are transparent. This agenda item was informational only. No action was requested.

Baseball Club Update – DHS Principal Dockter addressed the Board regarding the transition from baseball as a club sport to a school-organized sport. A summary report provided by Mr. Mark Rerick is available on the website under Supporting Documents. There was discussion regarding ticket takers with funds collected going to the club. Also discussed was the baseball bus. Dr. Sullivan explained the club purchased the Dickinson Public School’s interest in the bus and the bus is now owned by the club, however the DPS team only travels in DPS buses. Mr. Dockter indicated it seemed to be a good transition from a club sport to a district sport. This agenda item was informational only. No action was requested.

2011-2012 Budget Statistics- Superintendent Sullivan reported on behalf of Assistant Superintendent Reep. The district funds are healthy with a positive cash balance. The conservative approach by the school board allows the district funds to maintain a comfortable balance. There was discussion regarding the contingency fund and carryover funds. President Fehr requested Mr. Reep present information about the district’s interim fund at the next meeting and to comment on use of the interim fund for the new elementary school. This agenda item was informational only. No action was requested.

Annual Financial Report – Superintendent Sullivan reported on behalf of Assistant Superintendent Reep. Available on the website is a summary of the 2011-2012 expenditures and revenue in DPI format. Dr. Sullivan reported the 2010-2011 average cost per student was \$8,445. In 2011-2012, the average cost per student went up \$139 (1.6%) to \$8,584. Dr. Sullivan reported approximately 260 students have registered for kindergarten next school year. The addition of the 13th teacher that was approved by the Budget Committee and space made available at Lincoln when the 5th graders are transferred to Berg Elementary for one year will assist with keeping the classroom sizes around 20 students. Administrative recommendation was to approve the annual report. Action was requested. Ms. Ross moved to approve the Annual Financial Report for the fiscal year beginning July 1, 2011, and ending June 30, 2012. Mr. Staudinger seconded the motion. The motion carried unanimously.

Meeting Day and Time – The Board needed to establish its regular meeting day and time for the 2012-2013 Board meetings. Action was requested. Mr. Hanson moved that the regular Board meeting of the Dickinson Public School District Board for 2012-2013 to be set for the second Monday of each month beginning at 5:00 p.m., with the exception of the August 13 meeting to begin at 6:00 p.m. and the November meeting to be held on Tuesday, November 13 at 5:00 p.m. Dr. Krieg seconded the motion. The motion carried unanimously.

Board Workshops – The Board members needed to establish dates for the Board workshops. Action was requested. After discussion, Mr. Hanson moved to schedule the Board workshops on October 8, 2012, and November 13, 2012, following the Board meeting. Dr. Krieg seconded the motion. The motion carried unanimously.

School Board Authorized Representative – Many federal programs require official Board minutes declaring the designation of the authorized representative for the District. Action was requested. Mr. Hanson 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. He further moved that Superintendent Sullivan shall be the authorized representative for the District for all federal programs, including but not limited to: all school lunch programs, vocational programs, the Energy Development Impact Office, Title I, Title IIa, E-rate and Job Service programs. Mr. Staudinger seconded the motion. The motion carried unanimously.

Special Education Authorized Representative – Many grant programs require an authorized representative from the District be designated. Administrative recommendation was to designate Mrs. Dorothy Martinson, Director of Student Services, as the authorized representative for VI-B and other special education grants. Action was requested. Mr. Hanson moved that Dorothy Martinson be named the authorized representative for the Dickinson Public School's VI-B and other special education grants. Dr. Krieg seconded the motion. The motion carried unanimously.

Title I Look-Alike Program – Jefferson Elementary does not qualify for Title I funding due to its free and reduced lunch ratio in the building. Title I Look-Alike Programs may be funded by supplemental local funds specifically set aside for this purpose. The administrative recommendation was to designate supplemental funds in the amount of \$65,873 be set aside by the school district to provide support to Jefferson Elementary at-risk students. Action was requested. Mr. Hanson moved to designate supplemental funds in the amount of \$65,873 that will be set aside by the school district for the 2012-2013 school year to provide supplemental services for at-risk students at Jefferson Elementary to support

Title I Look-Alike Program (cont.)

their achievement toward meeting the state's student academic achievement standards. 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. Action was requested. Mr. Hanson 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. 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 and Dacotah Bank as depositories for investments. Action was requested. Mr. Hanson 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 2012-2013 fiscal year. Dr. Krieg seconded the motion. The motion carried unanimously.

Committee Assignments – Board members needed to establish Board representatives for teacher collaborative bargaining, administrative bargaining, RESP and RACTC for 2012-2013. Mrs. Kris Fehr and Ms. Leslie Ross offered to serve as Board representatives on the teacher collaborative bargaining team. Mrs. Kris Fehr and Mr. Jason Hanson volunteered to serve as Board representatives for administrative bargaining. Mr. Jason Hanson and Dr. Morton Krieg volunteered to serve on the Roughrider Area Career & Technology Center (RACTC) Governing Board. Mrs. Kris Fehr and Mr. Scott Staudinger volunteered to serve as Board representatives on the Roughrider Education Services Program (RESP) Governing Board. Other committee assignments are listed under Supporting Documents. Action was requested. Ms. Ross moved to designate for 2012-2013 Mrs. Kris Fehr and Ms. Leslie Ross as Board representatives on the teacher collaborative bargaining team, Mrs. Kris Fehr and Mr. Jason Hanson as Board representatives on the administrative bargaining, designate Mrs. Kris Fehr as the primary school board representative and Mr. Scott Staudinger as the secondary school board representative on the Roughrider Education Services Program, and to designate Mr. Jason Hanson as the primary school board representative and Dr. Morton Krieg as the secondary school board representative on the Roughrider Area Career & Technology Center. Mr. Staudinger seconded the motion. The motion carried unanimously.

Conflict of Interest – Board members declared changes and updates to their Statement of Interest forms. Mr. Hanson requested the following changes be made on his Statement of Interest form: to delete from Item B Hands Free Property Management LLC and to delete from Item C Badlands Board of Realtors and change Rotary president to Rotary member. Mr. Staudinger 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, Mr. Staudinger, Dr. Krieg. Naye–None. Mr. Hanson abstained. The motion carried.

Mr. Staudinger stated there were no changes or updates on his Statement of Interest form. Ms. Ross moved to allow Mr. Scott Staudinger to participate and vote on the identified potential conflicts in

Conflict of Interest (cont.)

accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye—Mrs. Fehr, Ms. Ross, Mr. Hanson, Dr. Krieg. Naye—None. Mr. Staudinger abstained. The motion carried.

Ms. Ross stated there were no changes or updates on her Statement of Interest form. 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, Mr. Staudinger. Naye—None. Ms. Ross 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, Mr. Staudinger, Mr. Hanson. Naye—None. Dr. Krieg abstained. The motion carried.

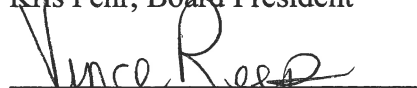
Mrs. Fehr stated there were no changes or updates on her Statement of Interest form. Ms. Ross moved to allow Mrs. Kris Fehr to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye—Dr. Krieg, Mr. Hanson, Mr. Staudinger, Ms. Ross.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

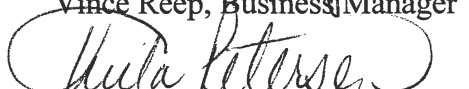
Open Enrollment Application – Patricia Harrington-Staines applied for open enrollment for her child to be admitted into the DPS District from New England Public Schools. The deadline waiver applies as the application indicates the family recently moved. Administrative recommendation was to approve the application. Action was requested. Mr. Hanson moved to approve the request for a child of Patricia Harrington-Staines to be admitted to the Dickinson Public Schools under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

Other – Board President Fehr congratulated Dr. Marcus Lewton on receiving his doctorate. She further welcomed the new administrators, Dr. Rebecca Pitkin, Dr. Marcus Lewton, Mr. Jay Hepperle and Mr. Guy Fridley. President Fehr congratulated administrators that have transferred to new positions within the district.

Adjournment – At 6:07 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. The meeting was adjourned.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

August 13, 2012; After the Public Hearing
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on August 13, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson and Mr. Scott Staudinger. Board members absent were: Dr. Morton Krieg and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Miss Sherry Libis, Mrs. Tamara Praus, Dr. Becky Pitkin, Dr. Marcus Lewton, Mr. Henry Mack, Mr. Shawn Leiss, and Mr. Ron Dockter. Others present were: Mrs. Terri Duttonhefer, Mr. Leo Duttonhefer, Mr. Clarence Hauck, Mrs. Twila Petersen and Miss Katherine Grandstrand from the Dickinson Press.

Call to Order - Board President Fehr called the meeting to order at 6:23 p.m.

Public Participation - There were no requests for public participation.

Additions or Deletions to the Consent Agenda - Mr. Hanson moved to add to the consent agenda a tuition waiver request for two children of Shaunna Ladd from South Heart to Dickinson. Mr. Staudinger seconded the motion. The motion carried unanimously.

Consent Agenda - Mr. Hanson moved to approve the agenda including the revised consent agenda consisting of the minutes from the July 9, 2012, annual meeting; the bills for August 2012; the financial reports for August 2012; the pledged assets report for August 2012; the personnel reports which included the hire of Deborah Thompson, .25 language arts instructor at SWCHS; a tuition waiver agreement request for a child of Amy Kass from New England to Dickinson, a tuition waiver agreement request for a child of Greta Privratsky from Belfield to Dickinson, a tuition waiver agreement request for two children of Shaunna Ladd from South Heart to Dickinson; and the RACTC report, as presented. There was no RESP report received. There were no student/staff recognitions. Mr. Staudinger seconded the motion. The motion carried unanimously. President Fehr asked for administrators to continue requesting the RESP report from its director.

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

- a. **Adequate Yearly Progress Report** – Superintendent Sullivan noted the letters to the parents were mailed out on August 6. President Fehr requested the Board be informed regarding the progress the district is making towards achieving adequate yearly progress.
- b. **Professional Development/Inservice Days** – The Dickinson Public Schools teachers and staff will be attending professional development presentations on August 20 and 21st. President Fehr will be welcoming the teachers and staff on Monday and Tuesday during the presentations.
- c. **First Day of School** – The first day of school is next week Wednesday, August 22.

Prairie Rose Elementary School Update – Assistant Superintendent Reep provided updated information regarding the progress of the construction on the new school. The precast panels began being hung on Monday. President Fehr requested pictures to be posted periodically on the website so the progress may be viewed. Mr. Reep noted the process to place students at Prairie Rose Elementary will begin this fall followed by the placement of an administrator, teachers and staff. Available on the website are three reports provided by the general contractor, Comstock. Reports include minutes from a July meeting, an RFI report and a progress chart. This agenda item was informational only. No action was requested.

Summer Building and Grounds Project Update – Assistant Superintendent Reep updated the Board on the projects completed over the summer months. He noted the carpet in the cafeteria at Roosevelt was removed exposing deteriorated cement. The cement was removed and replaced and covered with new tile. Carpet elsewhere and paving is almost completed. This agenda item was informational only. No action was requested.

Health Insurance Committee Report – Assistant Superintendent Reep reported the Health Insurance Committee recently met and at that meeting recommended an increase of 8% to the premiums to be effective October. The District pays 80% of the total premiums for full-time employees. The employee portion of a family premium will increase by approximately \$15.00 per month or cost an employee \$204 per month. The employee portion of a single premium will increase by approximately \$6.00 per month or cost the employee approximately \$83 per month. Mr. Reep noted the district will be researching other possible insurance carriers. This agenda item was informational only. No action was requested.

Budget and Tax Levy – Assistant Superintendent Reep clarified the year end interim fund balance. The interim fund balance will drop down to 18% due to the construction of Prairie Rose Elementary. At 18% this is still above the goal of 10%. The Certificate of Levy is due in the county auditor's office by August 15. It may be amended until October 15. A copy of the school district's Certificate of Levy for the year 2013 is posted under Supporting Documents on the website. A public hearing was held prior to the Board meeting to provide an opportunity for the public to present oral or written comments regarding the property tax levy. The administrative and budget committee recommendation was to levy 106.21 mills in the general fund, 10 mills for the building fund, 3.05 mills for the remodeling bonding levy, and 1.77 mills for the HVAC levy. There is an estimated mill levy reduction of -.83 mills. Assistant Superintendent Reep noted the district anticipates revenue of \$28,000,000. Action was required. Mr. Hanson moved to approve the general fund expenditures of \$33,788,790, the capital projects fund expenditures of \$8,402,000, the debt services fund expenditures of \$670,353, and the food services fund expenditures of \$1,287,979 for the 2012-2013 school term. Mr. Staudinger seconded the motion. The motion carried unanimously. Mr. Hanson moved to approve the Certificate of Levy for \$8,660,954 for the fiscal year ending June 30, 2013. Mr. Staudinger 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 2012-2013 school year. The bids were due on or before August 9. Assistant Superintendent Vince Reep reported the following bid was received from Cenex:

#1 diesel at bidders' pump-\$.088/gallon below the posted cash price

#2 diesel at bidders' pump-\$.088/gallon below the posted cash price

Unleaded gasoline at the bidders' pump-\$.088/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 from Cenex for #1 and #2 diesel fuel for \$.088 /gallon below the posted cash price and the bid for unleaded gasoline for \$.088 /gallon below the posted cash price. Mr. Staudinger seconded the motion. The motion carried unanimously.

Consolidated Grant Application Approval for 2012-2013 – A copy of the summary 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.

Consolidated Grant Application Approval for 2012–2013 (cont.)

No comments were received. Dickinson Public Schools has received notification of the amounts for the Title I and Title IIa Federal grants. Those amounts are:


Title I	\$734,068.00 + \$58,697.64 carryover
Title IIa	<u>\$340,726.00</u>
Total	<u>\$1,074,794.00</u> + \$58,697.64 carryover

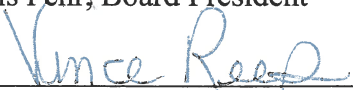
Superintendent Sullivan reported Title I funding is for remedial mathematics and reading services; Title IIa funds are for professional development services. Dr. Sullivan noted there could be a 10% reduction in funding for Title I next year. Superintendent Sullivan explained the carryover funds may be exhausted before the next school year. 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 and Title IIa, as presented. Mr. Staudinger seconded the motion. The motion carried unanimously.


Open Enrollment Applications – Dickinson Public Schools received four open enrollment applications requesting action by the Board. Scott Erhardt applied for open enrollment for his children to be admitted to the Dickinson Public Schools from the Richardton-Taylor School District. Bobbie Godes applied for open enrollment for her children to be admitted to the Dickinson Public Schools from the Richardton-Taylor School District. The administrative recommendation was to approve the applications. Action was requested. Mr. Hanson moved to approve the request for the two children of Scott Erhardt and also to approve the request for two children of Bobbie Godes, as specified in the open enrollment requests, to be admitted to the Dickinson Public Schools under the open enrollment policy. Mr. Staudinger seconded the motion. The motion carried unanimously.

Other – There were no other topics for discussion.

Adjournment - At 6:56 p.m., Mr. Hanson moved to adjourn. Mr. Staudinger seconded the motion. The motion carried unanimously. The meeting was adjourned at 6:56 p.m.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved Public Hearing Minutes

Dickinson Public Schools
Public Hearing

August 13, 2012; 6:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a public hearing on August 13, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, and Mr. Scott Staudinger. Board members absent were: Ms. Leslie Ross and Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mr. Ron Dockter, Dr. Becky Pitkin, Miss Sherry Libis, Mrs. Tamara Praus, Mr. Shawn Leiss and Mr. Henry Mack. Others present were: Mrs. Terri Duttenhefer, Mr. Leo Duttenhefer, Mr. Clarence Hauck, Mrs. Twila Petersen, and Miss Katherine Grandstrand from the Dickinson Press.

Call to Order – Board President Fehr called the hearing to order at 6:00 p.m.

Property Tax Levy - President Fehr called upon Assistant Superintendent Vince Reep to provide the school board and audience with information regarding the property tax levy. Assistant Superintendent Reep explained school districts are required by law to hold a public hearing to discuss the certificate of tax levy that is filed by the school district with the county auditor's office by August 15 of each year. Mr. Reep provided a handout for taxable valuations. He explained if an individual owns a property within the school district and the value of the property stays the same as last year, Dickinson Public Schools is lowering the property tax mill levy by .83 mills. Many properties in the school district are being reassessed by the city or county and therefore the values of properties are increasing. The increase in the property values generates additional funds in taxes while a portion of the taxes funds the school district. The school district requests dollars from the county auditor which is then converted into mills. The school district mill levy will go down about .83 mills.

Mr. Reep provided a second handout showing the comparison of mill levies for the 16 largest schools in North Dakota. When comparing Dickinson Public to other class A schools, Dickinson Public is the second lowest in mills.

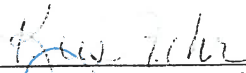
Public Participation – Assistant Superintendent Reep asked for questions from Board members and guests at the hearing. A member from the audience inquired what the school district was going to do with the million dollars Dickinson received from the state. Mr. Reep explained out of the million dollars that Dickinson received, zero dollars were received by the Dickinson Public School District. Mr. Reep suggested that question might be provide to the Dickinson City Commissioners. Dickinson Public Schools applied for energy impact funding and received zero dollars. The same member from the audience questioned if the new school that was being built was due to the influx of people. Mr. Reep explained the new school was being paid with funds within the district. In the past three years in the kindergarten through grades five, the district has gained 279 students. Preliminary numbers for the enrollment this fall shows another increase of students. He further explained by the fall of 2013 the school district will have maximized its space for students. Mr. Reep explained that property taxes are not increasing to pay for the new school. The member from the audience inquired what would happen with the new school if the “boom” went “bust” similar to the 1980s. Mr. Reep responded that Heart River Elementary was built during the last oil boom and has been utilized since. Dickinson is a growing community. The new school has been discussed in the past three years; therefore, prior to the recent boom.

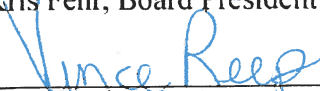
Assistant Superintendent Reep and Board members expressed their appreciation to the audience for the comments and questions. Board President Fehr expressed the intent of the Board is to keep mills down. She anticipates the values of homes in the community to increase.

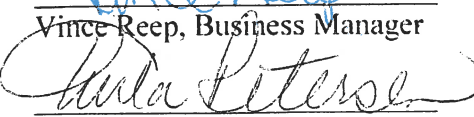
Dickinson Public Schools
Public Hearing

August 13, 2012; 6:00 p.m.
Board Room, Central Office

Adjournment – At 6:22 p.m., the public hearing was adjourned.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

September 10, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on September 10, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, and Dr. Morton Krieg. Board members absent were: Ms. Leslie Ross and Mr. Scott Staudinger. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mrs. Tamara Praus, Dr. Becky Pitkin, Dr. Marcus Lewton, Mr. Henry Mack, Mr. Guy Fridley, Mr. Shawn Leiss, Mr. Ron Dockter and Miss Sherry Libis. Others present were: Mr. Pat R. Beckman, Mrs. Twila Petersen and Miss Betsy Simon from the Dickinson Press.

Call to Order - Board President Fehr called the meeting to order at 5:10 p.m.

Public Participation - There were no requests for public participation.

Additions or Deletions to the Consent Agenda – Mr. Hanson moved to add a Request for Approval of the EDIO Grant Application to the agenda under Business Topics as item f. Dr. Krieg seconded the motion. The motion carried unanimously.

Consent Agenda – Mr. Hanson moved to approve the revised agenda including the consent agenda consisting of the minutes from the August 13 public hearing and the August 13 regular board meeting; the bills for September 2012; the financial reports for September 2012; the pledged assets report for September 2012; the personnel reports; the RESP report and the RACTC report, as presented. There were no new certified hires, no tuition waiver requests and no student/staff recognitions. Dr. Krieg seconded the motion. The motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics which do not appear elsewhere in the agenda.

- a. **School Board Workshops** – Superintendent Sullivan reminded Board members there would be workshops following the October and November school board meetings. Board members are encouraged to provide input for topics and a list will be developed.
- b. **Perception Surveys** – As part of the upcoming accreditation, Dickinson Public Schools will be administering a survey to students in grades 2-12. The survey will also be available to faculty and as many parents as possible. The window for completing the survey will be October 29 through November 16.
- c. **September 24** – There will be no school on September 24 so that faculty and administration may attend professional development.
- d. **North Dakota School Boards Association (NDSBA) School Law Seminar/New Member Seminar and Conference** – The NDSBA will hold a School Law Seminar/New Member Seminar on Thursday, October 25. The NDSBA will hold the annual school board association conference on Friday and Saturday, October 26 and 27th.
- e. **Enrollment** – Superintendent Sullivan noted that the enrollment numbers fluctuate on a daily basis. When comparing the most recent enrollment numbers to the fall of 2011 enrollment, there is an increase of 119 students in grade k-6, Hagen Junior High has an increase of 35 students and Dickinson High School has a loss of 12 students. As a district, there is an estimated increase of 142 students compared to the fall of 2011. Dr. Sullivan noted the two

Superintendent's Report (cont.)

sections of second grade at Heart River have 24 and 25 students. It is anticipated no more students will be added to those classrooms. The fifth grade classes at Jefferson (two sections) have 28 students.

Prairie Rose Elementary School Update – Assistant Superintendent Reep provided updated information regarding the progress of the construction on the new school. A handout was provided that indicated the perimeter of the large, non-classroom section of the new school has precast walls put up. He indicated the contractor is on schedule. The steel roof joists should be hung in the near future. This agenda item was informational only. No action was requested.

ACT Test Results 2011 - Available on the website under Supporting Documents are the 2011 ACT test results for DPS and also the ACT test results for 16 school districts in North Dakota. DHS Principal Ron Dockter addressed the Board. He noted that DPS student ACT scores are in the middle in comparison to other ND schools. There are several areas that DPS is higher than the state average and one area (writing) where DPS is lower than the state average. Last year was the first year that the writing portion of the ACT test was administered to the DPS students. Mr. Dockter explained students receiving a benchmark score of 18 on the writing portion of the ACT test and receiving a benchmark score of 22 on the math portion have a chance of obtaining a C or higher in the corresponding college course. From the class of 2012, 23% received a score of 24 or above on the ACT. Almost 40% of last year's seniors qualified for the North Dakota Academic Scholarship. Mr. Dockter noted that is a very good percentage of students. President Fehr inquired regarding the science scores, especially the low scores in biology and chemistry. Mr. Dockter explained that when the students take the ACT very few of them have had the opportunity to take those classes. President Fehr commented that students attending Governor's School take those courses in their sophomore year. Mr. Dockter responded that, to his knowledge, sophomore students may take the courses in their sophomore year but it may not fit with the way the curriculum is set up. Advanced students are encouraged to take upper level courses or take a course at the college. Mr. Hanson inquired regarding the writing scores being lower than average, even though the English scores are on target. Mr. Dockter responded this was the first year there is data for the writing since it is the first year it has been administered in the ACT to the students. President Fehr inquired if the district is maintaining or dropping in scores. Mr. Dockter felt the district was maintaining and the students appear to be increasing in their mathematics scores. There are reading and writing committees that are initiating programs in the District as a continuous effort to increase scores in those areas. President Fehr thanked Mr. Dockter for providing the information. This agenda item was informational only. No action was requested.

Adequate Yearly Progress (AYP) Update 2011-Program Improvement – Under Supporting Documents on the school board website is posted the 2012-2013 Program Improvement Plan for the District and also the 2012-2013 Program Improvement Plan for each school in the District. Superintendent Sullivan explained the plans include the steps taking place at the individual buildings and the individual grade levels to achieve better AYP scores. Dr. Sullivan thanked Mrs. Martinson, Mrs. Kathrein, and the building administrators for the time devoted to preparing the reports this summer for submission to the Department of Public Instruction. Mrs. Melanie Kathrein, Director of Instruction, addressed the Board explaining the district-wide improvements to the writing programs. She explained the district is attempting to find the specific areas that need improvement using a student-by-student and skill-by-skill evaluation. The timing of the state assessment data hinders this

Adequate Yearly Progress (AYP) Update 2011-Program Improvement (cont.)

process. Future consequences to the schools and district for not meeting the AYP standards will depend if the No Child Left Behind waiver request from Dr. Sanstead, State Superintendent, is approved by the Department of Education. President Fehr thanked Mrs. Kathrein and the administrators for their hard work on this project. This agenda item was informational only. No action was requested.

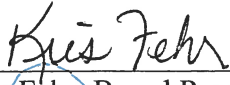
Department of Public Instruction Certificate of Compliance – Dickinson Public Schools is required to file a report annually with the Department of Public Instruction certifying that all teachers in the District have a valid teaching license and are highly qualified. The report also stipulates that DPS does background checks on certain individuals and follows a review process as outlined in Century Code. A copy of the 2012-2013 Annual Compliance Report is available under Supporting Documents. Administrative recommendation was to approve the compliance report for submittal. Action was requested. Mr. Hanson moved to approve the DPI Annual Compliance Report for the 2012-2013 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Open Enrollment Applications – There were four open enrollment applications requesting action by the Board. Truce Trujillo applied for open enrollment for his child to be admitted to the Dickinson Public Schools from the Belfield School District. Brian Hampton applied for open enrollment for his children to be admitted to the Dickinson Public Schools from the Killdeer School District. Lorrie Nantt applied for open enrollment for her child to be admitted to the Dickinson Public Schools from South Heart School District. The administrative recommendation was to approve the applications. Action was requested. Mr. Hanson moved to approve the open enrollment request for the two children of Brian Hampton, approve the request for a child of Truce Trujillo, and approve the request for a child of Lorrie Nantt, as specified in the open enrollment requests, to be admitted to the Dickinson Public Schools under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.


Request Approval of Energy Development Impact Office (EDIO) Grant Application –The State Land Office is accepting project applications for funds from the program for the open grant round for infrastructure impacts resulting from energy activity. Assistant Superintendent Reep addressed the Board and explained a similar grant request was done in April of this year; however, DPS was not awarded any funds from that application. A copy of the newest grant application is available on the website under Supporting Documents and was presented for consideration by the Board. The deadline for the application in the amount of \$3,055,000 is September 27. Mr. Reep explained 47% of the kindergarten students have a parent connected to the energy field. The \$3,055,000 amount represents 47% of the DPS interim fund used for the construction of Prairie Rose Elementary. Action was requested to approve the submittal of the grant. Mr. Hanson moved to approve the grant application to the Energy Development Impact Office in the amount of \$3,055,000, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Other – There were no other topics for discussion.

Adjournment – At 5:54 p.m., Mr. Hanson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. The meeting was adjourned at 5:54 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Workshop Minutes

Dickinson Public Schools
Board Workshop

October 8, 2012; After Board Meeting
Board Room, Central Office

The Dickinson Public School Board held a Board workshop on October 8, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Ms. Leslie Ross, and Mr. Scott Staudinger. Board member absent was Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mrs. Tamara Praus, Dr. Marcus Lewton, Mr. Henry Mack, Mr. Guy Fridley, Mr. Shawn Leiss, Mr. Ron Dockter and Miss Sherry Libis. Others present were Mrs. Twila Petersen.

Board President Fehr called the meeting to order at 6:20 p.m.

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

Topics for discussion included:

Enrollment – Assistant Superintendent Reep recently attended a meeting coordinated by the N.D. Department of Commerce. The Governor was in attendance at this meeting and asked for input regarding the impact to the different public entities. The City distributed a list of their needs which totaled \$660 million. Senator Wardner asked the DPS administrators to provide him with a list of infrastructure needs within the school district. At a recent Community Relations Meeting, City Administrator Shawn Kessel discussed a study done by NDSU. The statistics project Dickinson's population to be 47,000 by the year 2020. Mr. Reep stated there was a study also being done by the North Dakota Oil and Gas Producing Counties that DPS was anxious to review.

Assistant Superintendent Reep distributed four handouts. One handout provided information from the NDSU study for the City of Dickinson with population projections and taking those projections and reflecting possible student enrollment. Other handouts included information for potential future infrastructure needs, maximum enrollment capacity at the elementary schools, and junior high school enrollment projections.

Using the relationship factor, projections for 2015 would be at 3,800 students. This reflects an increase of 600 students in the elementary level or 2,200 students, 545 students in grades 7 and 8, and 1,000 students at the high school. Projections for the year 2020 would grow to an estimated 4,600 students; 2,700 in the elementary schools, 661 at the junior high and 1,200 at the high school level. If NDSU's projections are correct, DPS would need to add another K-5 building by 2015. The projections also indicate Dickinson doubling its population by 2020.

There was discussion regarding reorganizing the grade levels at the schools, the need for a new junior high school and the need to remodel or add onto the high school. Cost estimates for these potential infrastructure construction needs were reflected on one of Mr. Reep's handouts. The cost for the land to build the new schools and potential sites for an elementary and junior high school were discussed. DPS is communicating with the Dickinson Park District regarding land purchases. Ms. Ross inquired when the park board was meeting with Meyers Group. Mr. Reep responded he thought the meeting would be held this week. President Fehr noted that when reviewing the handouts it appears the district could potentially start the conversation for the next elementary school next year and the middle school shortly thereafter. There was discussion regarding a bond referendum. Ms. Ross stated she didn't believe the population projections were realistic.

Enrollment (cont.)

Other discussion included feeding a large number of students at the high school and the air quality in the buildings.


Prairie Rose Elementary – Assistant Superintendent Reep updated the group on the process for hiring new staff at the new school and identifying students for the school. The Central Office Administrators and elementary principals have met several times and have been reviewing the list of students and verifying the location of the students. Prairie Rose will need eight teachers plus six specialists. A form will be sent out to elementary certified and classified staff on November 1 asking for volunteer transfers to Prairie Rose Elementary. The forms will be due back by November 21. Starting in late December, the district will advertise for teaching positions and also advertise for a head cook, secretary, janitor, etc.

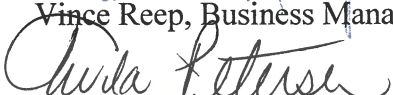
Mr. Reep reported parents of the students that will be placed at Prairie Rose may be informed in January. There will be students in grades K-4 the first year the school is open. Ms. Ross inquired if the district was going to be flexible with student placement due to siblings attending multiple schools. Mr. Reep responded that the district will be doing what is best and that students are more flexible than parents. A principal for Prairie Rose will be hired before hiring the staff so that the principal may be involved in the hiring process. If there is not a transfer request for a principal within the district then it will be an advertised position. President Fehr inquired if a teacher was volunteering to transfer, was he or she given a guarantee they will get the transfer. Mr. Reep responded that there are no guarantees. There was discussion regarding shortage of housing and the impact that could have on hiring teachers. Transportation of students was briefly discussed.

Open Enrollment- Superintendent Sullivan provided handouts that included the number of incoming and outgoing open enrolled students, a copy of the open enrollment policy, the Century Code regarding open enrollment, and information available from NDSBA regarding tuition waivers and open enrollment. Dr. Sullivan felt it would be a good time to discuss open enrollment since there are schools in the oil impacted cities that are no longer allowing open enrollment. The handout with the number of incoming and outgoing open enrolled students indicated that DPS has six more students coming in than going out. At this time it does not appear to be an issue and Dr. Sullivan did not think the district should consider closing open enrollment. He did note that the district might consider being prepared for a future discussion on this topic and writing a letter to legal counsel might be an option. Rural transportation and special education costs were briefly discussed.

The meeting was adjourned at 7:30 p.m.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

October 8, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on October 8, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Dr. Morton Krieg, Ms. Leslie Ross and Mr. Scott Staudinger. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mrs. Tamara Praus, Dr. Marcus Lewton, Mr. Henry Mack, Mr. Guy Fridley, Mr. Shawn Leiss, Mr. Ron Dockter and Miss Sherry Libis. Others present were: Mrs. Twila Petersen and Miss Katherine Grandstrand from the Dickinson Press.

Call to Order - Board President Fehr called the meeting to order at 5:00 p.m.

Public Participation - There were no requests for public participation.

Additions or Deletions to the Consent Agenda – Mr. Hanson moved to add to the student recognition on the consent agenda WDA senior athlete of the year, Austin Mack. Dr. Krieg seconded the motion. The motion carried unanimously.

Ms. Ross moved to approve the agenda including the revised consent agenda consisting of the minutes from the September 10 regular board meeting; the bills for October 2012; the financial reports for October 2012; the pledged assets report for October 2012; the personnel reports; the student/staff recognitions; a tuition waiver agreement for two children of Inga Davis from Richardton-Taylor to Dickinson; the RACTC report and the RESP report, as presented. There were no new certified hires or resignations. Dr. Krieg seconded the motion. The motion carried unanimously.

Mr. Staudinger arrived at the meeting at 5:08 p.m.

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

- a) **NDEA Convention** - There will be no school on October 18 and 19th due to the North Dakota Education Association Annual Convention.
- b) **North Dakota School Boards Association (NDSBA) Conference** - The School Law Seminar/New Member Seminar will be held Thursday, October 25. The NDSBA Conference will be held Friday and Saturday, October 26 and 27th in Bismarck.
- c) **American Education Week**- This year, American Education Week will be recognized November 12-16. Preparations have already begun within the district to recognize the teachers and staff for their dedication and commitment to the students and the district.
- d) **Perception Surveys** – There will be perception surveys administered between October 29 and November 16 to faculty, parents and students. It will be accessible online at all the school websites and also the district website.
- e) **Budget Committee Meeting** - The Budget Committee met last week and discussed several topics. Assistant Superintendent Reep presented information to the Budget Committee noting that DPS will not be an equity district after next year. Also presented was a budget for Prairie Rose Elementary for the 2013-2014 school year. On an annual basis, the budget for the new school will be approximately \$1.3 million. The Budget Committee approved the adding a social studies and a science teacher at Hagen Junior High for the next school year. These two positions were eliminated in 2009 due to enrollment reduction. Board members discussed mill levies for school districts and the impact capping

Superintendent's Report (cont.)

the mills will have on the district. President Fehr noted that the cost of the additional impact on the school district is also penalizing the district. Ms. Ross noted that she had requested during the Budget Committee Meeting informational cards be available for Board members in the instances the public questions a board member. She also noted that there is a misconception in the community that the school district is receiving oil impact funds. Administrators and Board members discussed infrastructure costs and price comparison for construction in eastern North Dakota versus western North Dakota

Prairie Rose Elementary School Update – Assistant Superintendent Reep provided updated information regarding the progress of the construction on the new school. Available on the website are minutes from the construction meeting held on September 19. Mr. Reep noted the contractors continue to work on the steel frame and the geothermal system. He believes the contractors are still on schedule. Their goal is to have the building enclosed as soon as possible. This agenda item was informational only. No action was requested.

Student Mobility Report – Assistant Superintendent Reep presented information regarding student migration in and out of the district. Available on the website is a student mobility report from 2011-2012 and also a summary from the past four years regarding student mobility. In the school year 2010-2011, there were 721 students that either came into the district or left the district. This was an all time high. In 2011-2012, there were 960 students that either came in or left the district. That accounts for 1/3 of the student population. Even though a large percentage of students are mobile, the district does an outstanding job in making sure the students and their families feel welcome and provide the best education possible. President Fehr asked the principals if there have been any noted challenges. Some challenges with student mobility include receiving student records from the child's previous school, receiving special education records on a timely manner, and foundational skills. One principal noted that some of the students have been very mobile and have attended many schools. Ms. Ross inquired about the changing cultural diversity. The district foresees no concerns with the diverse population. Mr. Reep did note there will be a position posted for an ELL instructor to provide additional student support. President Fehr thanked Mr. Reep for tracking the student mobility. This agenda item was informational only. No action was requested.

Superintendent's Formative Evaluation – DPS will follow the same process as previous years to evaluate the superintendent. The three areas that will be evaluated are: relationship with school board, educational leadership, and relationship with the community. A copy of the superintendent's job description is posted on the website. Superintendent Sullivan will respond to the topics in writing and forward the evaluation to the school board members for their comments. Board members were asked to return the evaluation form to President Fehr by November 23. The Board will review the evaluation at its December 10 Board meeting. President Fehr inquired if Board members wished the topics to remain on the current rotation. There were no objections. This agenda item was informational only. No action was requested.

School Board Workshop – A Board workshop immediately followed the Board meeting. The agenda for the 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.

Collaborative Bargaining Recognition Petition from the Dickinson Education Association (DEA) –

Superintendent Sullivan reported the DEA has filed a notice of intent to negotiate by submitting two petitions requesting recognition of an appropriate negotiating unit and recognition of a representative organization. The notices will be posted in the buildings for review and presented at the November Board meeting for action. This agenda item was for discussion only. No action was requested.

Hockey Agreement - The agreement with the Dickinson Public Schools and Dickinson Youth Activities, Inc. for boys' and girls' hockey was due for renewal. Mr. Guy Fridley, District-wide Activities Director, addressed the Board stating there were no changes, issues or problems noted. A copy of the agreement signed by Lynn McChesney, DHC President, is posted on the website 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 2012-2013 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

North Dakota School Board Association Convention

- a) **Delegates** – Board President Kris Fehr, Superintendent Douglas Sullivan, and Mr. Scott Staudinger, will be attending the convention. Assistant Superintendent Vince Reep and Superintendent Sullivan will be attending the legal seminar on Thursday, October 25. Mr. Scott Staudinger will be attending the new member seminar on Thursday, October 25. The convention is scheduled for Friday, October 26 and Saturday, October 27 in Bismarck. The convention allows DPS to have up to four delegates. President Fehr, Mr. Scott Staudinger, and Ms. Leslie Ross volunteered to be delegates. Action was requested to designate the delegates. Mr. Hanson moved that President Fehr, Mr. Scott Staudinger and Ms. Leslie Ross be named delegates from Dickinson Public Schools for the North Dakota School Board Association Convention. Dr. Krieg seconded the motion. The motion carried unanimously.
- b) **Resolutions** – A copy of the 2012 resolutions are posted under Supporting Documents on the school board website. Input on the resolutions was requested. Discussion included item D#2. Pay For Performance. Board members expressed their opposition to this resolution. Superintendent Sullivan, President Fehr, and Ms. Ross noted that extensive research has shown that in school and across the business industry, this incentive has a positive reinforcement for a short time and then phases down. Board members have attended national seminars on this topic and learned that it is not recommended as a best practice for students. The No Child Left Behind program was briefly discussed.

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. A summary of the application is posted under Supporting Documents. This year's grant is an increase of approximately \$34,000. There is no guarantee the additional \$34,000 will be available next year. Mrs. Martinson reported 95% of the grant is for special education salaries. President Fehr inquired if an increase in students on IEPs has an impact on the grant. Mrs. Martinson responded there were many factors involved in the calculation, including free and reduced lunch applicants and foster care. The administrative recommendation was to approve the application as presented. Action was requested. Ms. Ross moved to approve the application for the Individuals with Disabilities Education Act VI-B funds, as presented.

Approval of the Individuals with Disabilities Education Act (IDEA) VI-B Grant (cont.)

Mr. Hanson seconded the motion. The motion carried unanimously. President Fehr thanked Mrs. Martinson for keeping the Board informed about the grant.

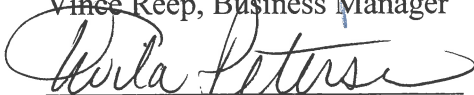
Open Enrollment Application – Finola Martinez applied for open enrollment for her child to be admitted to the Dickinson Public Schools from the Richardton-Taylor School District. The application indicates they recently moved so the deadline waiver applies. The administrative recommendation was to approve the application. Action was requested. Mr. Staudinger moved to approve the open enrollment request for a child of Finola Martinez, as specified in the open enrollment request, to be admitted to the Dickinson Public Schools under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

Other – There were no other topics for discussion.

Adjournment – At 5:54 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. The meeting was adjourned at 5:54 p.m.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

November 13, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on November 13, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Dr. Morton Krieg, and Ms. Leslie Ross. Board member absent was Mr. Scott Staudinger. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Dr. Marcus Lewton, Mr. Henry Mack, Mr. Shawn Leiss, Mr. Ron Dockter, Miss Sherry Libis, Dr. Becky Pitkin, Mr. Jay Hepperle, and Mr. Calvin Dean. Others present were: Mr. Larry Sebastian, Mr. Ed Courton, Mrs. Twila Petersen and Miss Katherine Grandstrand from the Dickinson Press.

Call to Order - Board President Fehr called the meeting to order at 5:00 p.m.

Public Participation - There were no requests for public participation.

Additions or Deletions to the Consent Agenda – There were no additions or deletions to the agenda. Mr. Hanson moved to approve the agenda including the consent agenda consisting of the minutes from the October 8, 2012, regular board meeting and board workshop; the bills for November 2012; the financial reports for November 2012; the pledged assets report for November 2012; the personnel reports; the student/staff recognition; the RACTC report; and the RESP report, as presented. There were no tuition waiver requests. Dr. Krieg seconded the motion. The motion carried unanimously.

Superintendent's Report – Superintendent Sullivan reported on the following topics.

- a. **American Education Week** – During American Education Week, the district recognizes the contributions the teachers and staff have made to the education of the students. Various community members have volunteered to either read to students in the classroom or attend meetings thanking the teachers and staff for their dedication and work. Superintendent Sullivan thanked Marathon Oil for the numerous volunteers that are reading to students in the classroom this week.
- b. **Meeting with Legislators**- Recently DPS administrators met with legislators to discuss foundation aid payments, property tax relief, infrastructure grants, and the common school trust fund. Superintendent Sullivan and Mr. Reep expressed upon the legislators the need to maximize the foundation aid payments by funding per pupil. President Fehr inquired if the administrators were able to visit with the legislators about paying on the current year. Mr. Reep did emphasize with the legislators the need to pay on this year's student enrollment instead of a one year lag and basing the aid payment on prior year's student enrollment.
- c. **Perception Surveys** – The perception surveys prepared by AdvancED are available to the district parents, students and faculty through the end of the day on Friday, November 16. As of last week Friday, the district has received responses from 235 parents, 215 staff, 619 elementary K-5 students, 68 students at Berg, and 478 Hagen or DHS students.
- d. **EIIO Grant Application** – The district did not receive funding from the recent application grant submitted to the Energy Infrastructure and Impact Office. Available on the website is a spreadsheet listing the recipients of the grant.
- e. **High School Attendance and Tardy Data** – During the 2012-2013 school year, DHS implemented a test exemption policy to improve attendance and lessen the number of tardies at DHS. DHS Assistant Principal, Calvin Dean, has provided information regarding the attendance and tardies at

Superintendent's Report (cont.)

DHS since the beginning of the school year and comparison data to last year. This data is available online under Supporting Documents. The data from the high school reflects a decrease in absences and tardies. The first quarter of this current school year, there have been 1,718 tardies and 3,933 total class period absences. The first quarter of the 2011-2012 school year there were 2,391 tardies and 5,502 total class period absences. The first quarter last year, there were 56 students with perfect attendance. This year there are 117 perfect attendances for the first quarter.

- f. Budget Committee Meeting – Posted on the website are the minutes from the October 31, 2012, DPS Budget Committee Meeting. The minutes reflect the approval by the committee to hire an additional ELL instructor. Also approved at the Budget Committee Meeting was a request for replacing the bus radios and additional contract days for the new Prairie Rose Elementary principal, Miss Sherry Libis.
- g. Common Core Standards – Director of Instruction, Melanie Kathrein, addressed the Board explaining some of the recent improvements made in the K-5 curriculum. The Common Core standards was the driving force in most of the improvements. The Common Core standards are national standards that states elect to adopt. Most states, including North Dakota, have agreed to adopt the Common Core. To be in alignment with the Common Core, DPS has implemented improvements in English Language Arts and mathematics. Mrs. Kathrein shared examples of changes in the reading and writing curriculum and using critical thinking. Due to requests from teachers in the district to review the grading system, the district has also implemented a standards based report card. Mrs. Kathrein distributed a brochure and a sample of the new K-5 report card for language arts. The new report card was used with the most recent parent/teacher conferences. The feedback from the parents was positive with appreciation for the additional information. Soon the state assessment tests based on the Common Core standards will be administered. These will be administered in the spring. The tests will also be conducted electronically instead of the current paper format which has been previously administered in the fall. Mrs. Kathrein noted this is the first full year of the writing workshop. The Benchmark Assessment is being given three times this year and an additional level of the Leveled Literacy Intervention was added. President Fehr thanked Mrs. Kathrein for the information.

Roughrider Area Career and Technical Center (RACTC) Update – Mr. Larry Sebastian, RACTC Director, addressed the board. He provided a summary report of the goals, mission and financials which is posted on the website. At the meeting he distributed additional material with details specific to DPS. This year, DPS is at 60% funding and is in the fifth year of the cycle. Next year the funding will drop to 40% and remain at 40% thereafter. There are 51 DPS students participating in RACTC courses this semester. Next semester there are 48 students registered for RACTC courses. Total tuition for this school year will be \$46,200. Mr. Sebastian explained most of the DPS students enrolled are in health career related courses. President Fehr inquired if the counselor was the only RACTC staff member through DPS. Mr. Sebastian said there were no other staff members but the counselor. President Fehr inquired if a survey had been done asking the students for their interests in topics. At this time, Mr. Sebastian was not sure if such a survey has been done. There was a discussion regarding conflicts with scheduling classes at DHS due to the block schedule. President Fehr thanked Mr. Sebastian for his reports and for providing the updated information. This agenda item was informational only. No action was requested.

Southwest Community High School (SWCHS) Report – SWCHS Principal, Jay Hepperle, addressed the board. Available on the website is a summary report provided by Mr. Hepperle. At the meeting he distributed information regarding the student population this school year. Mr. Hepperle noted that 75% of the students are referred to SWCHS from DHS. The remaining 25% are students arriving from outside the district who will be more successful at SWCHS. SWCHS is an accelerated program. Courses are taught in a shorter amount of time. Students enrolling at SWCHS typically have failed more than one class in the past. Requirements for credits at SWCHS are higher than the state standards. Maximum enrollment remains at 20 students. There are currently three students on the waiting list. President Fehr explained at the recent school board convention there was discussion regarding having alternative school as low as the 9th grade. Mr. Hepperle responded with the accelerated program there is a large amount of work that needs to be done on a daily basis by the students, many times without a teacher beside them all the time. It would be hard for students to stay on track unless there was some form of reward. President Fehr appreciated and thanked Mr. Hepperle for the updated information. This agenda item was informational only. No action was requested.

Prairie Rose Elementary School Update – Assistant Superintendent Reep has provided on the website copies of the minutes from the October 17 construction meeting and also a construction timeline update. Mr. Reep explained the walls are up at the new school and the contractors are enclosing the windows with plastic in preparation for the temporary heating system so that work on the interior may continue during the winter months. President Fehr thanked Mr. Reep and appreciated the pictures posted on the website. This agenda item was informational only. No action was requested.

School Board Workshop – A Board workshop immediately followed the Board meeting. The agenda for the 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.

Dickinson City Planner, Ed Courton, arrived at the meeting.

North Dakota School Boards Association Convention – Superintendent Sullivan and Assistant Superintendent Reep attended the law seminar. Superintendent Sullivan commented that one discussion was regarding open meetings. He felt this Board did a good job of letting the community know when meetings are being held. Superintendent Sullivan and President Fehr attended the convention. Dr. Sullivan attended workshops on workplace violence and responding to emergencies. President Fehr commented that it was a strong convention. She brought back some policies for the district to review. She also brought a book to share regarding diversity. Available on the website are summary reports from President Fehr, Dr. Sullivan and Mr. Reep. This agenda item was informational only. No action was requested.

Addition of English Language Learners Instructor – The Budget Committee recently met and approved the addition of a second English Language Learners instructor. The recommendation of the Budget Committee was to fill the position as soon as possible. There are currently 45 students within the district who have tested and require assistance with the program. Action was requested. Ms. Ross moved to authorize the administration to add one more English Language Learners instructor for the remainder of the 2012-2013 school year. Dr. Krieg seconded the motion. The motion carried unanimously.

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 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 2012-2013 negotiations. Mr. Hanson seconded the motion. The motion carried unanimously. Mr. Hanson 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 2012-2013 negotiations. Dr. Krieg seconded the motion. The motion carried unanimously.

Request Approval of the Dunn County GPT Infrastructure Grant Application – Assistant Superintendent Reep explained the justification for the grant application request to the Dunn County Commissioners. The \$81,432 request would help defray the costs for a new bus and also the increases in transportation. President Fehr inquired if the amount requested was a percentage. Assistant Superintendent Reep explained it was a portion of the total cost of \$344,000. A copy of the grant application is posted under Supporting Documents and was presented for consideration by the Board. Action was requested prior to submitting the application. Mr. Hanson moved to approve the grant application to the Dunn County Commissioners for the Dunn County GPT Infrastructure Grant in the amount of \$81,432 for the purchase of a bus and for additional transportation costs incurred by the District, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Request Approval of the Stark County GPT Infrastructure Grant Application – Assistant Superintendent Reep explained the request to the Stark County Commissioners for the infrastructure grant in the amount of \$81,432 was similar to the Dunn County Commission request. A copy of the grant application is posted under Supporting Documents and is presented for consideration by the Board. Action was requested to approve the submittal of the grant. Ms. Ross moved to approve the grant application to the Stark County Commissioners for the Stark County GPT Infrastructure Grant in the amount of \$81,432 for the purchase of a bus and for additional transportation costs incurred by the District, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Other – There were no other topics for discussion.

Adjournment – At 6:06 p.m., Mr. Hanson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. The meeting was adjourned at 6:06 p.m.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Workshop Minutes

The Dickinson Public School Board held a Board workshop on November 13, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, and Ms. Leslie Ross. Board members absent were: Dr. Morton Krieg and Mr. Scott Staudinger. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Dr. Marcus Lewton, Mr. Henry Mack, Mr. Shawn Leiss, Mr. Ron Dockter, Miss Sherry Libis, Dr. Becky Pitkin, and Mr. Jay Hepperle. Others present were: Mr. Ed Courton and Mrs. Twila Petersen.

Board President Fehr called the meeting to order at 6:24 p.m.

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

Topics for discussion included:

Facilities – Mr. Ed Courton introduced himself. He is the City Planner for the City of Dickinson. Mr. Courton provided three handouts; Planned Growth, Expected Development Versus Housing Demand, and Development by Planning Period. The Development by Planning Period handout was the anticipated growth within the next 20+ years. Mr. Courton invited individuals to attend the next public input meeting on Thursday and also recommended checking the Dickinsonplan.com website for more information. The Planning Period diagram was broken up into projected development in the time frames of 2013-2016, 2017-2018, and 2019-2035. As the city expands there are proposed names for the projects and annexations. The expected housing unit factor being used by the city is 13,912. This is the total expected development. The projections are based on scenarios presented by the NDSU research team. Speculation is that the city will continue to see growth for the next 3-4 years, it will reach a plateau, and then taper off. If the EPA required a change in fracking this could change the population projections. There was discussion regarding the state requirement to have land set aside for parks but no requirement for land to be set aside for school districts. Mr. Courton recommended the school district put together some sites where they thought schools should be available so that when negotiations are taking place he can use the information to help secure land for the school district at a reasonable rate. He also offered to assist if the school district lobbied the legislators to change the ordinance to get land set aside for school districts. President Fehr inquired if the city was using a formula for speculating the amount of families with children. Mr. Courton responded the latest census is used. The initial people that are coming in are single. It is anticipated next year there could be a significant increase in the number of spouses/significant others that will be moving here along with their children. Mr. Courton explained that the oil field companies are trying to buy properties for their employees with families. He explained the rise in the number of permits given out. One permit could be for a 400 unit apartment complex. He felt more permits are being given out for apartment buildings and therefore more apartment buildings will be built next year. These apartments may help to stabilize the housing market. President Fehr thanked Mr. Courton for all the information he shared.

Assistant Superintendent Reep explained the district will need another elementary school by 2015 and another middle school by 2019. The district will need to watch the enrollment numbers closely on a year-to-year basis. Mr. Reep said that the district will need to consider a bond issue. The amount he had in mind for the bond was between \$75 million to \$95 million. That would factor approximately 10 mills. On a \$200,000 home, the bond issue may increase property taxes by \$90 per year or \$7.50 a month. In

Facilities (cont.)


1996-1997, Mr. Buck Haas was the superintendent and was successful in passing a bond referendum. Mr. Reep suggested pulling the old files and reviewing how the bond issue became successful. Ms. Ross inquired what would happen if the bonding didn't go through. Mr. Reep explained that the number of students in the classroom would have to increase. He also explained that kindergarten is not a requirement of the state of North Dakota and could be removed. President Fehr explained when Century High School in Bismarck was a proposed bond issue one alternative being considered if the bond didn't pass was dividing the school day into a.m. and p.m. with some students going as early as 7:00 a.m. and another group staying as late as 8:00 p.m. President Fehr suggested 2-3 years for a bond issue before a new school could be opened. Mr. Reep inquired if the district should expand Prairie Rose Elementary or add onto Heart River Elementary. Does the district want an elementary school with 600-700 students? Replicating Prairie Rose Elementary into a new elementary school could be a \$2 million savings. President Fehr asked if the district was projecting "X" amount of students, can the needs be met by adding onto a school, or would this only be a temporary resolution. There was other discussion regarding how big of an elementary school to build, efficiency, safety, air factors, traffic, gymnasium space and time, and cooperating with area towns in sharing buildings.

Teacher Recruitment – Assistant Superintendent Reep said that last year \$400,000 had been set aside for teacher housing in an anticipation the school district would be partnering with the city and DSU. Those funds ended up going towards Prairie Rose Elementary. Mr. Reep asked principals if they had an estimate of what teachers may be retiring or leaving due to the high cost of living here. There was discussion if the district was in the landlord business what teachers would be given the opportunity for housing. Mr. Reep distributed updated DPS Buildings and Grounds material.

The workshop was adjourned at 7:42 p.m.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

December 10, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on December 10, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Dr. Morton Krieg, and Ms. Leslie Ross. Board member absent was Mr. Scott Staudinger. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Henry Mack, Mrs. Tamara Praus, Mr. Shawn Leiss, Miss Sherry Libis, Mr. Jay Hepperle, and Dr. Becky Pitkin. Others present were: Mr. James Wosepka, PC, Mrs. Twila Petersen and Miss Katherine Grandstrand from the Dickinson Press.

Call to Order - Board President Fehr called the meeting to order at 5:00 p.m.

Public Participation - There were no requests for public participation.

Additions or Deletions to the Consent Agenda – Ms. Ross moved to approve the agenda including the consent agenda consisting of the minutes from the November 13 regular board meeting and board workshop; the bills for December 2012; the financial reports for December 2012; the pledged assets report for December 2012; the personnel reports; the student/staff recognition; a tuition waiver request for two children of Inga Davis from Richardton-Taylor to Dickinson; the RACTC report and the RESP report, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- a. **School Resource Officer** – Lt. Wallace has gone back to the department and therefore Officer VanDoorne will be coming back into the district as the school resource officer.
- b. **Budget Committee Meeting** – There was a DPS Budget Committee Meeting held on December 6. Superintendent Sullivan summarized the two topics on the agenda. The committee heard a presentation from Mr. Tom Wyckoff from American Bank Center. Currently DPS is receiving 10 basis points on all deposits being held in its regular money market account. The proposal from ABC would offer 22 basis points. At the suggestion of the Budget Committee, the district will be investing \$5,000,000 into the IDC fund.
- c. **AdvancED Survey** – For the survey to be successful it needed 20% parent participation. Approximately 10% was received. The principals tried many avenues to inform parents of the survey and request participation. AdvancED suggested opening the survey back up to try and obtain more parental feedback.
- d. **Dunn County GPT Infrastructure Grant** – Superintendent Sullivan congratulated Assistant Superintendent Reep in submitting a grant request to Dunn County that was awarded \$81,423 to be used towards the purchase of a new school bus. There will be an advertisement in Tuesday's paper asking for bids for the bus.
- e. **Strategic Plan** - The School Improvement Co-chairs and Principals Leadership Team members have met several times and have drafted belief statements and a vision statement. These statements are posted on the website. There have been some modifications to the core values and belief statements that were adopted several years ago. The vision statement *Empowering Students to Succeed* has been revised to include learners and reads *Empowering Learners to Succeed*. Learners include students, teachers, and staff. The primary change to the belief statements adopted several years ago was to recognize the school district accepts all students that come to us; to help students no matter what. Superintendent Sullivan thanked the committee members for their hard work. They did a great job and

Superintendent's Report (cont.)

were focused on accomplishing the goal of updating the strategic plan. President Fehr asked who the Board representative is on this committee. Superintendent Sullivan responded it is Mr. Staudinger.

- f. **Upcoming Meetings and Events** – There will be a Collaborative Bargaining Team Meeting tomorrow morning at 7:00. On December 12, there will be a district-wide early release of school so that faculty may participate in professional development. The Christmas break will begin on December 24 and school will resume on January 2.

Audit Report - Mr. James Wosepka, 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. In Mr. Wosepka's unqualified opinion, there were no major concerns. Mr. Wosepka commended Mr. Reep and the staff on an outstanding job. Ms. Ross asked Mr. Wosepka to explain the difference between an unqualified opinion versus a qualified opinion. Mr. Wosepka explained an unqualified opinion indicates the financials are good; qualified means there are some exceptions to the financials. President Fehr inquired if the revenues and expenditures were in alignment. Mr. Wosepka responded the financial statements are good, the district is doing very well, and the revenues and expenses are very much in line for the district. Mr. Wosepka thanked the Board for the opportunity and President Fehr thanked him for being present and providing his opinion. Administrative recommendation was for the Board to accept the report. Action was requested on the audit report. Ms. Ross moved to approve the annual audit report for the year ending June 30, 2012. Dr. Krieg seconded the motion. The motion carried unanimously.

Prairie Rose Elementary – Assistant Superintendent Vince Reep addressed the Board presenting updates regarding the construction at Prairie Rose Elementary. Available on the website are the minutes from the November 21 construction meeting and also a project timeline from Comstock Construction. Mr. Reep reported everything is going well on the construction. He said the contractors are working hard and are very conscientious. There have been no surprises or major change orders. The roof decking has been completed, therefore, the roofing should be completed in the near future. The contractors will be switching the temporary heating from propane to natural gas until the project is completed. There will be a meeting next week with school specialties to begin ordering items such as desks. There will be a meeting tomorrow with the park and recreation to discuss specifications for the playground equipment. This agenda item was informational only. No action was requested.

Tax Levy Information- Assistant Superintendent Reep addressed the Board and shared information regarding the tax levies and taxable valuation. Available on the website are two documents reflecting these two topics. Mr. Reep noted that Dickinson Public Schools will be decreasing the tax levy by 3.02 mills. All the political subdivisions show decreases in mills. If a property was valued at \$250,000 in the last tax statement and the value hasn't changed, the taxes on the property could go down \$163. The total number of mills levied by all political subdivisions is 310. This is the lowest the mills have been since 1981; however, the valuation from 2006 to the present has doubled. When the mill levy goes down the taxes normally go down, unless the values go up. This agenda item was informational only. No action was requested.

Bids for Facility Equipment (utility and lawn) – The district advertised for bids for a lawn tractor and utility tractor to be utilized at Prairie Rose Elementary. There were two bids received for the lawn tractor

Bids for Facility Equipment (cont.)

and three bids received for the utility tractor. Available on the website is a summary of the bids received. The administrative recommendation was to accept the low bid of \$28,543 from Dean's Repair Service for the lawn tractor and the low bid of \$33,970.96 from Southwest Ag Repair for the utility tractor. Action was requested. Mr. Hanson moved to accept the low bid of \$28,543 from Dean's Repair Service for the 39-40 hp lawn tractor and the low bid of \$33,970.96 from Southwest Ag Repair for the 50 hp utility tractor. Dr. Krieg seconded the motion. The motion carried unanimously.

Superintendent's Evaluation - President Fehr explained there were three areas evaluated from the superintendent's job description: Relationship with School Board, Educational Leadership, and Relationship with the Community. This evaluation is one of the two evaluations done this school year. Responses may be satisfactory or unsatisfactory. Superintendent Sullivan received all satisfactory responses in all areas evaluated. President Fehr met with Superintendent Sullivan and reviewed the evaluation summary prior to the Board meeting. President Fehr read a portion of the responses from each of the three areas. The Board member responses along with the summary will be placed in Dr. Sullivan's personnel file. A copy of the evaluation summary is posted on the website under Supporting Documents. Superintendent Sullivan thanked the board for the complimentary responses. He recognized the great assistance he receives from the Central Office, the building principals, the teachers, and the staff. Everyone across the district makes the district what it is. Action was requested on the evaluation. Ms. Ross moved to approve the superintendent evaluation, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

2013-2014 School Calendar – Superintendent Sullivan reported the Calendar Committee met on two occasions. Available on the school board website is the calendar that was presented for consideration by the board. Ms. Ross preferred that the students be given a week off for spring break. President Fehr suggested some consideration be taken for conferences being scheduled on election dates. Superintendent Sullivan responded the principals recognize this importance and take extra steps to make sure every person is afforded the opportunity to vote. President Fehr asked how the committee was represented. Superintendent Sullivan responded there is representation from each of the buildings. The administrative recommendation was to approve the 2013-2014 school calendar, as presented. Action was requested. Ms. Ross moved to approve the 2013-2014 school calendar with a starting date of August 21, 2013; the last day of school scheduled for May 21, 2014; and graduation held on Sunday, May 25, 2014; as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

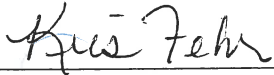
Open Enrollment Applications – Kandace King submitted a request for open enrollment for her three children to be admitted to the Dickinson Public School District from the South Heart School District under the open enrollment policy. The administrative recommendation was to approve the applications. Action was required. Mr. Hanson moved to approve the requests for the three children of Kandace King to be admitted to the Dickinson Public School District under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

Other – Dr. Krieg wished everyone a Merry Christmas. Mrs. Fehr attended the recent play at the high school and noted it was impressive. She also recognized the DHS acalympics students that placed first in the semifinals and second overall. They represented the school very well.

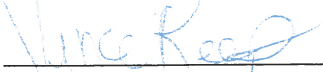
Dickinson Public Schools
Regular Meeting

December 10, 2012; 5:00 p.m.
Board Room, Central Office

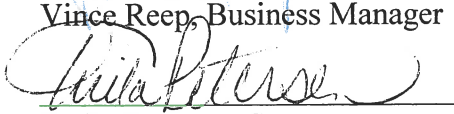
Adjournment – At 5:45 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. The meeting was adjourned at 5:45 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary