

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

January 13, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on January 13, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross, and Mrs. Tanya Rude. Board Member absent was Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Mrs. Susan Cook, Ms. Sherry Libis, Mr. Jay Hepperle, Dr. Marcus Lewton, and Mrs. Melanie Kathrein. Others present were: Ms. Lee Mehrer, 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.

**Additional Agenda Items/Removal of Items from the Consent Agenda** – There were no additions or deletions to the consent agenda.

**Consent Agenda** - Mr. Hanson moved to approve the agenda including the consent agenda consisting of the minutes from the December 9 regular board meeting; the bills for January 2014; the financial reports for January 2014; the pledged assets report for January 2014; the personnel reports; the student/staff recognitions; a tuition waiver agreement request for a child of Lacey Olheiser, a tuition waiver agreement request for two children of Mary Jane Olheiser, all from South Heart to Dickinson; and the RACTC report, as presented. Mrs. Rude seconded the motion. The motion carried unanimously.

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

**Budget Committee Meeting** – The minutes from the recent Budget Committee Meeting are available on the website under Supporting Documents. Topics discussed at the budget meeting included school enrollment projections and additional staffing positions needed the next school year, the 2014-2015 budget, and a request to purchase an activity bus. Administration feels the district is in a good budgetary position for the next school year. The Budget Committee did authorize the purchase of an activity bus.

**DPI Review of Adult Learning Center** – Available on the website under Supporting Documents is a letter from the North Dakota Department of Public Instruction (DPI) commending the Adult Learning Center (ALC) after the recent monitoring. Superintendent Sullivan and President Fehr congratulated all the ALC employees and Mrs. Martinson for their accomplishments.

**School Makeup Day** – The makeup day for the recently cancelled school day is Thursday, April 17.

**Professional Development Day** - There will be no school on Monday, January 20. It will be a professional development day for staff.

**Negotiations Seminar** – The North Dakota School Boards Association will be presenting a negotiations seminar in Bismarck on February 6 and 7<sup>th</sup>. Registration is available for Board members until the end of the month.

**Public Input Forum** – The DLR Group will be hosting a Public Input Forum on Monday, February 3 at 7:00 p.m. in the Hagen Junior High gymnasium. This forum will be to receive input from the community regarding the long range facility planning. President Fehr inquired if any other future open forum dates have been scheduled. At this time no other dates other than February 3 have been

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

scheduled for a community input forum. Schools will be handing out notices regarding the open forum to parents during the upcoming parent/teacher conferences.

**Business Topics**

**2014-2015 DPS School Calendar** – The calendar committee has met and a proposed school calendar for the 2014-2015 school year is posted as a Supporting Document on the website. Superintendent Sullivan addressed the board stating the proposed calendar has four professional development days. The starting school date is August 27 with the last day of school on June 3. The tentative graduation date is Saturday, June 6, 2015. DHS principal Ron Dockter preferred the June 6 graduation date. Mrs. Rude inquired why there was no school on February 13. Superintendent Sullivan responded that the calendar has the appropriate number of student contact days in the calendar. February 13 would be a day off for students and teachers. Mrs. Rude inquired if February 13 could be changed to a storm day. Superintendent Sullivan responded it could be changed to a storm day. Mr. Hanson inquired why there were only four professional development days in the calendar. Dr. Sullivan responded the current collaborative bargaining and current calendar has four days. Mr. Hanson inquired what would happen if the extra professional development day is required. Superintendent Sullivan responded that it was a topic of discussion at the Calendar Committee meeting on how to proceed with that day. A decision by the Supreme Court may not come down until June. That may be a little late to add another professional development day to the calendar. Mr. Hanson inquired if February 13 could become a professional development day. Superintendent Sullivan said that it could or another date could become a professional development day and then change February 13 to a student contact day. President Fehr discussed the later starting date in August. Superintendent Sullivan said that the Calendar Committee had three calendars they reviewed with all different starting dates. The sentiment of the Calendar Committee was to have the August 27 starting date. President Fehr said that when the starting date came out in the news when the legislature was in session individuals wanted to start school later but didn't want school to go into June. The calendar cannot have both a later starting date and be done before June. Students will either go earlier in August or attend school in June. There was a discussion regarding the weather on Labor Day versus Memorial Day. President Fehr inquired how the sports will be affected with school going into June. Mr. Dockter responded that in 2015 it would fit in nicely with the tournaments. Having graduation on June 6 would not be a conflict with any state tournaments. He did note that having school later into June will affect the summer school schedule. There was a discussion regarding the Saturday graduation date. Mr. Dockter explained that people would be traveling either Friday or Monday depending if graduation was on Saturday or Sunday. President Fehr inquired what the procedure would be to add an additional professional development day to the calendar. Superintendent Sullivan responded that according to the guidelines a proposed calendar could be provided by the administration with the board's prerogative on the additional professional development date. This has been done in the past when an adjustment needed to be made to the calendar. Superintendent Sullivan offered to provide an alternate calendar at the February school board meeting. Consensus of the board members was to review the alternate calendar in February. Having the calendar available assists with planning and helping the parents know what the calendar may look like the next school year. President Fehr inquired how many storm days need to be built into the calendar. Superintendent Sullivan responded two days are required and it is preferred to build those days into the calendar later in the school year. Mrs. Rude inquired if two storms had been used in the past and noted that one storm day has already been utilized. Mr. Reep explained that three storm days have been used in the past and President Fehr recognized that the Governor has forgiven

**2014-2015 DPS School Calendar (cont.)**

some storm days in the past when more than two have been utilized. President Fehr requested board member input. Ms. Ross moved to approve the 2014-2015 school calendar with a starting date of August 27, 2014; the last day of school scheduled for June 3, 2015; and graduation held on Saturday, June 6, 2015, at 1:00 p.m. Mr. Hanson seconded the motion. Discussion: President Fehr inquired if there had been a discussion with the Dickinson Catholic Schools regarding the proposed calendar. Dr. Sullivan was not aware if there had been a conversation. Mrs. Rude inquired if February 13 could become a professional development day. Dr. Sullivan responded that he would have that conversation with the administration. The motion carried unanimously.

**Destruction of Old School Records** – Assistant Superintendent Vince Reep explained the procedure for retention and destruction of school district documents. 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 year 2003-2004, background checks; for fiscal year 2005-2006, bank reconciliation and check reconciliation; for the year 2007, self-funded documents; for the fiscal year 2007-2008, accounts payable, adjusted journal entries, busing, check reconciliation, leave reports, purchase orders, state bid, and West Dakota Parent Family Resource Center quarterly reports; and for the year 2008, interviews and inventory. Mrs. Rude 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.

**Reschedule February School Board Meeting** - The February School Board Meeting had been scheduled for February 10. Due to a conflict, Superintendent Sullivan will be unable to attend the meeting on that date. Mrs. Rude moved to reschedule the February School Board Meeting for Monday, February 3 at 5:00 p.m. Mr. Hanson seconded the motion. The motion carried unanimously.

**Strategic Plan** – During the board workshop in November a proposed strategic plan was distributed to the school board members. This topic was discussed during the superintendent's report at the school board meeting in December. This discussion included a recommendation that the technology strategic plan be included as a component of the proposed district strategic plan. Available under Supporting Documents is a copy of the proposed district strategic plan and the technology strategic plan. Superintendent Sullivan addressed the board suggesting once the long range facility plan is completed it could be attached as part of the strategic plan. Dr. Sullivan explained some changes that were made regarding the belief statements and vision statement. The word "students" has been replaced with "learners"; learners is more encompassing as it may also include employees as part of the learning community. Ms. Ross noted the strategic plan is a working document. Board members discussed the technology and the future technology environment in the district. Ms. Ross is the board representative on the District-wide Technology Committee. She explained the district's technology committee has been discussing the technology mode, having the right equipment for the classroom, and the right equipment for testing the students. All these components are very important. The technology committee wants to make sure the district is utilizing the technology to its full capacity. President Fehr noted the technology plan included "students" instead of "learners" and she suggested the two documents have some consistency. Mrs. Rude addressed Ms. Ross and inquired if there were any gaps when reviewing the technology plan and the strategic plan. Ms. Ross felt that with the added appendixes that Dr. Sullivan has addressed most questions. She encouraged continuous stakeholder

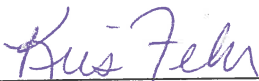
**Strategic Plan (cont.)**

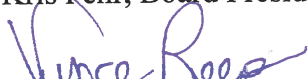
participation in the strategic plan. Mrs. Rude moved to approve the Dickinson Public Schools 2014 strategic plan, as presented. Mr. Hanson seconded the motion. Discussion: Ms. Ross recommended the strategic plan be set up as an action item on future board meetings. The motion carried unanimously.

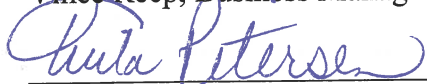
**Open Enrollment Application** – Deloris Smith applied for open enrollment for her child to be admitted to the Dickinson Public School District from the Richardton-Taylor School District. The application indicates they recently moved and therefore the deadline waiver applies. The administrative recommendation was to approve the application. Action was required. Mr. Hanson moved to approve the request for a child of Deloris Smith to be admitted to the Dickinson Public School District under the open enrollment policy. Mrs. Rude seconded the motion. The motion carried unanimously.

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

**Adjournment** – At 5:52 p.m. Mr. Hanson moved to adjourn. Ms. Ross seconded the motion. The motion carried unanimously. The meeting adjourned at 5:52 p.m.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

February 3, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on February 3, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross, Mrs. Tanya Rude, and Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Dr. Becky Pitkin, Mrs. Susan Cook, Mr. Jay Hepperle, Dr. Marcus Lewton, and Mrs. Melanie Kathrein. Others present were: Ms. Katlyn Nelson, Mrs. Lenée Bookhardt, Ms. Lee Mehrer, Mrs. Amanda DeMorrett, Mr. Brian Ham, Ms. Alisha Webster, 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.

**Additional Agenda Items/Removal of Items from the Consent Agenda** – Mr. Hanson moved to add to item 'i.' under Business Topics-Early Resignation Incentive Application the resignation of Pamela Reichert, .60 FTE physical education instructor at Berg Elementary. He further moved to add to the consent agenda under the Personnel Report the resignation of Pamela Reichert, physical education instructor at Berg Elementary effective May 23, 2014. Mrs. Rude seconded the motion. The motion carried unanimously.

**Consent Agenda** - Ms. Ross moved to approve the revised agenda including the revised consent agenda consisting of the minutes from the January 13 regular board meeting; the bills for February 2014; the financial reports for February 2014; the pledged assets report for February 2014; the personnel reports including the resignation of Pamela Reichert; the student/staff recognitions; the RACTC report; and to dissolve the open enrollment for a child of Camille Hedgecock; as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- a. **Upcoming Meetings** – The Professional Development Leadership Team members will meet on Tuesday at 4:00 p.m. The District-wide Technology Committee meets on Wednesday at 4:00 p.m. The Principal/Teacher Evaluation Committee has a meeting on Thursday at 4:00 p.m. Mrs. Rude volunteered to try and attend the evaluation committee meeting.
- b. **Early Release** - On Wednesday, February 5, there is student early release at the schools for teachers and staff to attend professional development. The agendas for the professional development are developed by the principals.
- c. **NDASA Midwinter conference** – Superintendent Sullivan and Assistant Superintendent Reep attended the NDASA mid-winter conference last week. There was information shared regarding the principal/teacher evaluations. The two of them also spent 1½ days attending the Education Funding Committee meetings.
- d. **Staff Recognition** – DHS Choral Director Michael Stevenson was commended on being selected as the North Dakota Choral Director of the Year at the recent ADA Conference.

**Business Topics**

**Regional After School Program (RASP) Report** – Available on the website is a report from the Regional After School Program (RASP) co-directors. RASP co-directors Mrs. Lenée Bookhardt and Ms. Katlyn Nelson introduced themselves and gave brief reports. The RASP program continues to receive funding from the 21<sup>st</sup> Century Grant. The sites receiving the grant are Heart River Elementary, Roosevelt Elementary, Hebron Public Schools and Beach Public Schools. This year the Dickinson Public Schools RASP is serving approximately 330 students. RASP maintains a flat rate fee system. Regardless of the number of hours a student is at RASP the fee for one child is \$85. There is a maximum family fee amount of \$175. There is a sliding fee scale at Heart River and Roosevelt for families eligible for free or reduced meals. RASP staffing is mainly comprised of paraprofessionals. Ms. Nelson noted the school teachers' daily schedule is already very full. There may not always be an opportunity in the classroom for students to receive the one-on-one tutoring or additional time with technology. The RASP program offers those services. Board Member Ross inquired if there is a maximum for the RASP enrollment. Mrs. Bookhardt explained there is a maximum enrollment in the summer months but during the school year students are welcomed continuously. Mrs. Bookhardt reported some companies have provided donations to RASP. Board President Fehr thanked the co-directors for providing the written report and presentation at the board meeting. This agenda item was informational only. No action was requested.

**Hagen Junior High Facility Update** – Hagen Principal Marcus Lewton provided a report which is available on the website under Supporting Documents. Dr. Lewton and Director of Instruction Melanie Kathrein addressed the board. Principal Lewton shared the challenges presented to Hagen Junior High School with the increased enrollment. He is also concerned about the projections for future enrollment. There are currently 450 students at Hagen and 242 students at Berg. There is classroom space shared at Berg for Hagen students. Next year the two campuses could see a student population of 750 students. Three additional teachers will be added at Hagen. This will require additional classrooms. Some of the hallways at Hagen are narrow and therefore staff are always monitoring the hallways and teaching hallway etiquette. There is a possibility of using the Berg Elementary gymnasium for the Hagen students in the mornings. Hagen will be short 20 lockers the next school year. After school student pickup is a huge concern. There are discussions about putting the gate up on 4<sup>th</sup> street during the school day. The ending school times between Berg and Hagen are staggered to help with traffic congestion and parents are requested to pick up the 7<sup>th</sup> grade students on the north side and 8<sup>th</sup> grade students on the south side of Hagen. The Hagen cafeteria can serve 120 students at one time. This is very challenging with the four lunch periods offered. Playground space around Hagen is limited. The gymnasium can hold about 384 students. When there is an assembly in the gymnasium approximately 50 students are sitting on the floor. Dr. Lewton commended the staff and students at Hagen. They have been very supportive with all the changes made to accommodate the growing student population. Dr. Krieg inquired if some of the Hagen students could have lunch at Berg Elementary. Dr. Lewton said there has been some discussion. Director of Instruction Melanie Kathrein reported the additional students have required some adjustments in the curriculum at Hagen. She also explained the additional choices in the sciences which will give students the opportunity to take a full year of science. There was discussion if this information has been communicated with the high school teachers. Dr. Lewton discussed how some students would have opportunity time instead of study hall. Students will utilize the library resources more often. There was discussion regarding the students going back and forth between Hagen and Berg. Dr. Krieg and President Fehr thanked Dr. Lewton for preparing the report and presenting information at the meeting. This agenda item was informational only. No action was requested.

**Superintendent's Evaluation** – The superintendent's evaluation must be completed prior to March 15. Board members will rate the superintendent on the areas identified without prior comment by the superintendent. The three areas to be evaluated were identified as: Recruitment/Retention of Staff (licensed and non-licensed), Financial Management Skills (including development and implementation of budget), and Relationship with Students and Parents. President Fehr will forward the Microsoft Word document to board members for them to complete before March 1. This agenda item was informational only. No action was requested.

**2014-2015 DPS School Calendar** – At the January School Board Meeting, a 2014-2015 school calendar was approved with a board request to present an alternate school calendar to include an additional professional development day. Available under Supporting Documents is an alternate calendar with the additional professional development day proposed for Tuesday, January 20, 2015. The January 20 student contact day would be moved to Friday, February 13, 2015. Action was requested. Ms. Ross moved to approve the alternate 2014-2015 school calendar "B" (5 professional development days) with a starting date of August 27, 2014; the last day of school scheduled for June 3, 2015; and graduation held on Saturday, June 6, 2015 with an additional professional development day on Tuesday, January 20, 2015; as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Bid for Activity School Bus** – The school district advertised for and provided specification sheets (bus chassis and bus body) for bids for a 48-passenger activity school bus. At the bid opening on January 22 there was one bid received from Harlow's Bus Sales. The administrative recommendation was to accept the low bid from Harlow's Bus Sales to purchase an International stock unit for a total price of \$149,857. Action was requested. Ms. Ross moved to accept the low bid submitted by Harlow's Bus Sales and purchase the 2015 International 48-passenger activity bus for \$149,857. Dr. Krieg seconded the motion. Discussion-Mrs. Rude inquired if the district had attempted to receive bids from other companies. Assistant Superintendent Reep explained an advertisement for bids was submitted. In the state of North Dakota there are only two bus sales companies and he believed they were owned by brothers. Mrs. Rude asked if there were advertisements in South Dakota and Montana. Mr. Reep explained he thought the North Dakota company also sold in Montana. He added there is not a lot of competition. President Fehr asked what was going to happen with the old bus. Mr. Reep responded that Harlow's Busing had purchased the old bus for \$20,000. The motion carried unanimously.

**Bid for Compact Wheel Loader** – On January 22, 2014, The school district advertised for bids for a CAT 907H2 Compact Wheel Loader (MO19318). This loader will be used for snow removal throughout the District. The existing loader (Deere 444C) is a 1980s model and has over 8,500 hours on it. There have been numerous repairs to it in the past two years. At the bid opening there was one bid received from Butler Machinery Company. A copy of this bid is posted under Supporting Documents. The administrative recommendation was to accept the low bid from Butler Machinery Company to purchase a compact wheel loader for a total price of \$60,670 (includes trade in of \$17,000). Assistant Superintendent Reep explained the current loader is approximately six or seven years old. It has been very problematic. Action was requested. Mrs. Rude moved to accept the low bid submitted by Butler Machinery Company and purchase a CAT 907H2 Compact Wheel Loader for \$60,670. Dr. Krieg seconded the motion. The motion carried unanimously.

**Dickinson High School (DHS) Social Studies Department Technology Pilot Program Update** – DHS Social Studies Instructor Brian Ham and DHS Principal Ron Dockter addressed the board explaining the implementation in 2013 of Surface computers for the social studies students. Available under Supporting Documents is a summary report and results from a survey that was distributed to the students who have utilized the Surface computer. Mr. Ham explained there were over 300 students that completed the survey. Some of the students may have had access to the Surface computer for one quarter or one semester. The results of the survey were favorable towards the Surfaces. There have been some glitches and frustrations along the way but overall the students seem satisfied. The social studies teachers spent many hours over the summer getting familiar with the Surfaces. The teachers are becoming more diversified in their instruction and the students are becoming more engaging and finding information for themselves. The technology changes continuously. There are different operating systems and some versions are not compatible with others. Mr. Ham suggested there be a technology coordinator to teach and provide ideas to the instructors on how to utilize the technology. Mr. Dockter echoed Mr. Ham's comments and said the social studies instructors spent a tremendous amount of time researching and learning about the Surface computers and learning how to teach using the Surfaces. Ms. Ross inquired if the Surface RT was the best platform for the department's needs. Mr. Ham responded that there were some things that were not available that are needed, such as Microsoft Publisher. Mr. Ham explained there were glitches when 30 students were using the Surfaces at one time. President Fehr requested information regarding the cost for the Surfaces. Assistant Superintendent Reep responded the cost for the machines, software and training was about \$96,000. EduTech was hired to provide training to the social studies teachers at a cost of \$300 per teacher for a total of \$2,100. Mr. Ham said the students are doing more inquiry projects instead of the teacher lecturing. Students learn how to evaluate a website and distinguish if it is a reputable website. President Fehr thanked Mr. Ham and Mr. Dockter for the reports and information. This agenda item was informational only. No action was requested.

**Classified Salary Schedule 2014-2015** – Assistant Superintendent Reep has posted under Supporting Documents the proposed 2014-2015 Classified Employee Salary and Benefit Package. The budget committee has met and discussed the salaries for the classified staff. Assistant Superintendent Reep noted the beginning salary will increase by \$.60 per hour. The maximum wages in the categories will increase from 160% of the beginning pay to 170%. There is a change in the benefit package to reflect one day in the emergency leave may be utilized for someone that is not defined in the family group. Due to the school calendar in 2014-2015 extending beyond Memorial Day, nine month employees will be paid another holiday. Administrative recommendation was to accept the 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, 2014, and to authorize an 8% salary increase for the 2014-2015 school year for those classified staff receiving a satisfactory performance evaluation, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Early Resignation Incentive Applications** – The deadline for submission of the early resignation incentive application is March 1, 2014, for certified staff and April 1, 2014, for classified staff. Applications were recently received from Ellen Becker, speech language pathologist at Early Childhood Center, 23 years of service; Donna Havelka, math instructor at Hagen Junior High, 30 years of service; Paulette Huber, elementary music instructor, Lincoln Elementary, 38 years of service; Kimberly Kuhn, family and consumer science instructor at Hagen Junior High, 34 years of service; Susan Miller, grade six instructor at Berg Elementary, two years of service; Pamela Moormann, family and consumer science instructor at Dickinson High School, 21 years of service; Carol Pritchard,



**Early Resignation Incentive Applications (cont.)**

language arts instructor at Hagen Junior High, 25 years of service; Pamela Reep, grade one instructor at Lincoln Elementary, 35 years of service; Pamela Reichert .60 FTE physical education instructor at Berg Elementary, 19 years of service; Yvonne Seifert, language arts instructor at Dickinson High School, 12 years of service; and Kent Van Ells, physical education instructor at Dickinson High School, 31 years of service. The combined years of service for these faculty are 270 years averaging 24.5 years per employee. 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. The administrative recommendation was to approve the early retirement incentive applications. Action was requested. Mrs. Rude moved to approve the early resignation incentive applications from Ellen Becker, Donna Havelka, Paulette Huber, Kimberly Kuhn, Susan Miller, Pamela Moormann, Carol Pritchard, Pamela Reep, Yvonne Seifert, Kent Van Ells, and Pamela Reichert; with an effective date of May 23, 2014. Dr. Krieg seconded the motion. President Fehr thanked all the individuals resigning for their dedication to the students at Dickinson Public Schools and expressed appreciation for the collective 270 years of service they have provided. The motion carried unanimously.

**School Board Election** – The terms for school board members Dr. Morton Krieg, Mr. Jason Hanson, and Mrs. Tanya Rude expire in 2014. The 2014 school election deadlines are posted as a link on the School Board website. The following deadlines will be coordinated with the County Auditor.

Saturday, March 8, 2014 – Publish notice in the Press with the school board election filing deadline.

Monday, April 7, 2014 by 4:00 p.m. – Candidates statement of interest filing deadline.

Tuesday, April 8, 2014 – Draw candidate names for positions on the ballot.

Wednesday, April 9, 2014 – Certify names to the Stark County Auditor of individuals who have indicated their intent to be candidates and their position.

Thursday, May 1, 2014 – Prepare the official ballots containing the names of all individuals who have indicated their intent to be candidates.

Tuesday, May 6, 2014 – Designate one or more precincts and polling places for the election. The board shall arrange the precincts in a way that divides the elections of the district as equally as possible. Polling places shall be located as convenient as possible for voters in the precinct.

Tuesday, May 27, 2014 – 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 10, 2014 – School board election.

Monday, June 16, 2014 – Canvass the election and declare the result of an election.

June 17-19, 2014 – Written notification of individual's election results and of the duty to take an affirmation or oath of office.

On or before Thursday, June 26, 2014 – Oath of office of elected officials.

Superintendent Sullivan explained there are changes in the election process in comparison to previous elections. He noted that the board is required to canvass the election six days after the election. Since the election is on June 10 there would need to be a board meeting on Monday, June 16. The board might consider moving the June 9 board meeting to June 16. President Fehr noted there were three board seats up for election. Dr. Krieg has indicated his intention of retiring. Administrative recommendation was to schedule the board election in conjunction with the city/county election and polling sites. Mr. Hanson moved to schedule the school board election on Tuesday, June 10, 2014, and to designate the polling sites in conjunction with the city/county election polling sites at the Dickinson National Guard Armory and the DSU Biesiot 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.

**Board Policy Addition or Revision–First Reading** – The North Dakota School Board Association (NDSBA) recommends the school district add board policy FC-Student Safety and Supervision and revise policy FDA-Education of Home Schooled Students. Copies of the proposed policies are available on the school board website under Supporting Documents. Administrative recommendation was to add policy FC-Student Safety and Supervision and revise policy FDA-Education of Home Schooled Students. Action was requested. Mrs. Rude moved to add policy FC-Student Safety and Supervision and revise policy FDA-Education of Home Schooled Students for first reading, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Other** – President Fehr noted the RACTC health careers and medical terminology teacher at the high school recently resigned effective at the end of the current school year. DPS will need to consider if it will continue the position through RACTC or hire for the position.

**Adjournment** – At 6:34 p.m. Mrs. Rude moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

March 10, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on March 10, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross, Dr. Morton Krieg, and Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Dr. Becky Pitkin, Mrs. Susan Cook, Mr. Jay Hepperle, Dr. Marcus Lewton, Mr. Henry Mack, and Ms. Sherry Libis. Others present were: Ms. Kandy Jazwa, Miss Heidi Jazwa, Mrs. Amanda DeMorrett, Mrs. Twila Petersen, and Ms. Katherine Grandstrand from the Dickinson Press.

**Call to Order** – Board President Fehr called the meeting to order at 5:07 p.m. She thanked the audience for its patience and the delay in beginning the meeting while she gathered information for public participation at the board meeting.

**Public Participation** – There were two requests for public participation; one from Miss Heidi Jazwa and another from Heidi's mother, Ms. Kandy Jazwa. Ms. Kandy Jazwa has relayed she does not wish to address the school board.

Miss Heidi Jazwa was invited to address the board. Miss Jazwa explained she is an eighth grade student at Hope Christian Academy applying for open enrollment into Dickinson Public Schools in the fall. Her resident school district is South Heart Public Schools. Miss Jazwa explained she had been harassed and bullied by other students for about two years when she attended South Heart Public Schools. Ms. Jazwa enrolled her daughter at Hope Christian Academy where Heidi made friends. These friends will be transferring to Dickinson High School in the fall when they will be freshmen. Miss Jazwa asked for consideration due to her particular circumstances.

Board President Fehr thanked Miss Jazwa for her public participation. President Fehr inquired if Miss Jazwa had checked into other schools. Miss Jazwa responded she had not because she has friends at Hope Christian that will be going to DHS in the fall. Ms. Ross commended Miss Jazwa on speaking before the board. President Fehr informed Ms. Jazwa that someone would be contacting her this week.

**Additional Agenda Items/Removal of Items from the Consent Agenda** – Mr. Hanson moved to add under item e. Personnel Reports of the consent agenda the new hire of Elizabeth Schreier, family and consumer science instructor at Hagen Junior High, effective for the 2014-2015 school year. Dr. Krieg seconded the motion. The motion carried unanimously.

**Consent Agenda** – Ms. Ross moved to approve the agenda including the revised consent agenda consisting of the minutes from the February 10 regular board meeting; the bills for March 2014; the financial reports for March 2014; the pledged assets report for March 2014; the personnel reports including the new hire of Elizabeth Schreier, family and consumer science instructor at Hagen Junior High; the student/staff recognition; a tuition waiver request for three children of Suzannah Anderson, a tuition waiver request for children of Krista Berg from South Heart to Dickinson, a waiver request for a child of Christina Araiza from Richardton-Taylor to Dickinson, and a waiver request for a child of Brandi Esterman from Dickinson to Richardton-Taylor; the RACTC report; and to dissolve the open enrollments for two children of Nicole Forsness; as presented. Dr. Krieg seconded the motion. The

**Consent Agenda (cont.)**

motion carried unanimously. President Fehr noted that Board Member Rude would be attending the meeting later as she was traveling back from Bismarck.

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

- a. **Kindergarten Fall Projections** – Superintendent Sullivan reported the fall kindergarten class looks to be the largest of record based on pre-enrollment numbers. Projections are the class will be about 308 students. President Fehr inquired how many sections of kindergarten this district has now. Assistant Superintendent Reep responded there are 13 sections now and two more will be added for the fall. Kindergarten classroom sizes should be under 20 students.
- b. **Upcoming Meetings** - There is a District-wide Technology meeting on Thursday, March 13 at 4:00 p.m. The last DLR Group community input forum is scheduled for Thursday, March 20 at 7:00 p.m. at Hagen Junior High.

**Business Topics**

**AASA National Conference on Education** – Superintendent Sullivan and Assistant Superintendent Reep recently attended the conference in Nashville and addressed the board. Available on the website under Supporting Documents are summary reports from the conference. Superintendent Sullivan and Assistant Superintendent Reep extended appreciation for the opportunity to attend the conference. Both briefly summarized some sessions they attended. This agenda item was informational only. No action was requested.

**Budget Committee Meeting Update** – A DPS Budget Committee Meeting was held on March 5. Superintendent Sullivan addressed the board. He explained the topics discussed at the meeting were enrollment, enrollment projections for 2014-2015, state funding, and prioritizing district programs to enhance and improve the district. As of March 1 the student enrollment was 3,199 students. The enrollment projection for next fall is 3,436 students; this is an increase of 237 students. Students continue to enroll almost daily from various places in the country and the world. There will be teaching positions added for the next school year. Hagen will have three additional teachers and DHS will have two additional teachers. Assistant Superintendent Reep addressed the board explaining he recently received information from the Department of Public Instruction regarding the additional state funding. The state funding is subject to 60 mills at the local level. Mr. Reep did not have exact numbers available but the additional funds will help to support some of the growth issues that the district needs to address. Superintendent Sullivan explained a system used to establish a list for funding priorities. Dr. Sullivan and Mr. Reep recently met with administrators from West Fargo who provided them with a rubric to utilize. Cabinet members listed their priority items which were then tallied and brought forth to the Central Office administrators for them to prioritize using the rubric. The prioritization process, which took two full days, reviewed the list objectively. Some items that may remain as priorities are: additional special education teachers, resident teacher program, Hagen assistant principal, ELL paraprofessionals and coaches, and an elementary behavioral treatment program. Administrators asked for flexibility from the Budget Committee regarding ELL and preschool special education due to the influx of students into the district requiring these services. Ms. Ross commended the administrators in the utilization of the rubric. This process sought out the root of the concerns without adding emotions. President Fehr thanked Dr. Sullivan and Mr. Reep for going out of their way to find a process and create a better priority list. This agenda item was informational only. No action was requested.

Board member Rude joined the meeting at 5:40 p.m.

**Open Enrollment Applications (Possible Executive Session)** – Open enrollment applications are completed by non-residency parents that wish their children to attend DPS. The application deadline for the next school year was March 1. The Board reviewed the list of applicants that are currently attending DPS. The administrative recommendation was to approve the applications for those students already attending DPS or that have siblings attending DPS. Action was requested. Ms. Ross moved to approve the requests for a child of Corey Reeder from Richardton-Taylor to Dickinson, two children of Mariah Kistler from New England to Dickinson, a child of Darcie Dennis from Belfield to Dickinson, a child of Lacey Olheiser from South Heart to Dickinson, three children of Suzannah Anderson from South Heart to Dickinson, two children of Mary Jane Olheiser from South Heart to Dickinson, two children of Krista Berg from South Heart to Dickinson, and a child of Christina Araiza from Richardton-Taylor to Dickinson; to be admitted to the Dickinson Public Schools under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously. The Board then reviewed the list of applications for open enrollment which were received before the deadline; however, they were not currently attending DPS or did not have siblings attending DPS. The administrative recommendation was to disapprove those applications for open enrollment. Action was requested. President Fehr noted the board meeting would not be going into executive session. She also noted the board had heard information provided by Miss Jazwa. Mrs. Rude requested clarification, she understood the situation with kindergarten students and requested an explanation for the recommended disapproval of the potential DHS student application. Superintendent Sullivan responded the district is currently conducting a long range facility planning process noting that there are buildings that within the next two years could reach enrollment beyond capacity. The Central Office administrators discussed the consequences of allowing students to continue to open enroll. Vice president Hanson inquired if there would be exceptions for special cases. Mr. Reep responded with the Jazwa student there are two different instances; the student is currently attending a private school in Dickinson and has established friends there and also there are some clauses within the open enrollment policy regarding exceptions for instances of violence. Mr. Reep suggested the Board remove the Jazwa request and table it and disapprove the remaining three applications. President Fehr distributed to Board members a letter received from South Heart Principal Jung. Superintendent Sullivan concurred with Mr. Reep and noted he spent two hours with legal counsel last week Friday discussing the application. If the Board would table the decision there would need to be a special school board meeting as the Board must act on the application before April 1. Ms. Ross noted DPS is here to ensure students are in a safe environment. If the rule of law allows the district to make an exception for a special case then it should consider it since there will not be a second opportunity. Dr. Krieg suggested acting on the Jazwa application at a special board meeting the night of the board workshop. He felt this would give enough time for the administration to review the rules and regulations. Ms. Ross concurred this would give the district the opportunity to do what it could. Mr. Hanson moved to disapprove the open enrollment requests for a child of Elizabeth Bernhardt from Richardton-Taylor to Dickinson, a child of Tina Praus from Richardton-Taylor to Dickinson, and the request for a child of Jennifer Wyman from South Heart to Dickinson to be admitted to the Dickinson Public Schools under the open enrollment policy. Mr. Hanson further moved to table the open enrollment application for a child of Ms. Kandy Jazwa from South Heart to Dickinson and to add that application to the agenda for the special school board meeting. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent's Evaluation** – Board members had completed the superintendent's evaluation form. On March 6, Board President Fehr reviewed the evaluations with Superintendent Sullivan. Available on the website is a copy of the evaluation summary prepared by President Fehr compiling the evaluation responses received from board members. President Fehr distributed copies of the summary to the board members.

President Fehr explained that when Trinity High School became unusable approximately one week ago, by the time most of the community found out about it, Dickinson Public Schools and Dickinson Catholic Schools had already started holding meetings. This would turn out to be a series of meetings and daily telephone calls. Superintendent Sullivan, the Central Office administrators, the building administrators, and others pulled together as a team with amazing resources that were offered to the Dickinson Catholic Schools administration. This was an exceptional proactive response by a school district that would not have been possible without the teamwork under a great leader. President Fehr noted plans were set aside for a week to extend a helping hand to our neighbors and to offer space and resources to assist students to get back to school. President Fehr thanked the administrators, teachers, staff, students and Superintendent Sullivan for what they do best and that is helping children learn.

President Fehr noted that all five board members had completed the evaluation and the superintendent received a satisfactory in all categories from all five board members. The evaluation options are satisfactory or unsatisfactory. President Fehr read several comments from the summary and asked for additional comments from Board members. Mrs. Rude expressed how she thought it was remarkable how the administration pulled together in a short amount of time to help Trinity. If this tragedy had happened over the summer or next fall, DPS would not have been able to provide assistance. President Fehr added she had received numerous emails at her work thanking the principals who really make a difference. There had been a radio segment also commending the District. All Board members expressed the generous outpouring of emails and community members approaching them and thanking the District for the support to Trinity. Superintendent Sullivan thanked President Fehr, Board members and the audience for the kind words. He said the main focus has been on one word, students. After the Central Office administrators reviewed the situation and alternatives from the school district to provide assistance to the students they approached the building administrators. It immediately became clear that all principals were on board, even the high school principal who happened to be out of town on Monday. They all knew they needed an answer before 11:00 a.m. on Monday because there was a noon meeting with the Dickinson Catholic Schools board. The response from the faculty when presentations were made at the four buildings was that we, as a district, needed to do something to assist Trinity; there had to be assistance from this school district to the students in the catholic school district. Superintendent Sullivan said he didn't have enough complimentary words to express his appreciation to the faculty, administrators, staff, students and the school board. It has been an affirmation of what we believe about the school district in terms of the quality of the people that work in the school district. President Fehr said this is what this school district does best. She thanked all for what they had done to assist. Action was requested. Mrs. Rude 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. President Fehr noted the complete evaluations and summary would be placed in the superintendent's permanent file. The motion carried unanimously.

**Schedule Board Workshop, March 20** – The DLR Group has requested an opportunity to meet with the school board on Thursday, March 20 at 5:00 p.m. This workshop is scheduled prior to the public input forum. Ms. Ross moved to schedule a Dickinson Public Schools board workshop on Thursday, March 20 at 5:00 p.m. at the Central Administration Office. Dr. Krieg seconded the motion. The motion carried unanimously.

**Early Resignation Incentive Notifications** – Policy DKBC Early Resignation Notification was approved by the Board in 2007 and 2011. The deadline for submission of notifications for certified staff is March 1 and the deadline for submission for classified staff is April 1. The following staff have submitted their early resignation incentive applications before the deadline: Kathie Carlson, administrative assistant at Lincoln Elementary (31 years of service); Barbara Danks, guidance counselor at Heart River Elementary (7 years of service); Sharon Dockter, school resource administrative assistant at Hagen Junior High (12 years of service); JoAnn Gordon, learning disabilities instructor at Roosevelt Elementary (33 years of service); Carla Mortensen, special education instructor at Prairie Rose Elementary (17 years of service); Beth Selle, music specialist at Jefferson Elementary (24 years of service); and JoLyn Tessier, grade three instructor at Jefferson Elementary (19 years of service). These seven certified and classified staff members have an average of 20 years of service and a combined 143 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 incentives. Action was requested. Ms. Ross moved to approve the early resignation incentives for Barbara Danks, guidance counselor at Heart River Elementary; JoAnn Gordon, learning disabilities instructor at Roosevelt Elementary; Carla Mortensen, special education instructor at Prairie Rose Elementary; Beth Selle, music specialist at Jefferson Elementary; and JoLyn Tessier, grade three instructor at Jefferson Elementary all with an effective date of May 23, 2014. Ms. Ross also moved to approve the early resignation incentives for Sharon Dockter, school resource administrative assistant at Hagen Junior High with an effective date of May 22, 2014; and Kathie Carlson, administrative assistant at Lincoln Elementary with an effective date of June 15, 2014. Dr. Krieg seconded the motion. On behalf of the school board, President Fehr extended a heart-felt thanks to the individuals for their dedication and time to Dickinson Public Schools and for the education provided to the students in the community. The motion carried unanimously.

**Board Policy Additions or Revisions–Second Reading and Final Adoption** – The North Dakota School Board Association (NDSBA) recommends the school district add policy FC-Student Safety and Supervision and revise policy FDA-Education of Home Schooled Students. Copies of the proposed policies are available on the school board website under Supporting Documents. The administrative recommendation was to add policy FC-Student Safety and Supervision and revise policy FDA-Education of Home Schooled Students. Action was requested. Ms. Ross moved to add policy FC-Student Safety and Supervision and revise policy FDA-Education of Home Schooled Students for second reading and final adoption, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.


**Other** – President Fehr informed the Board she recently attended the annual negotiations seminar sponsored by the North Dakota School Boards Association. There were several speakers that provided a variety of situations and how they were handled by the school districts. Approximately 200 individuals attended the seminar.

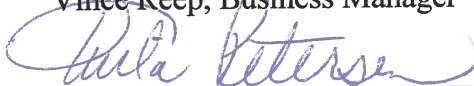
Dickinson Public Schools  
Regular Meeting

March 10, 2014; 5:00 p.m.  
Board Room, Central Office

**Adjournment** – At 6:22 p.m. Mrs. Rude moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Special Meeting

March 20, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on March 20, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross, and Mrs. Tanya Rude. Board member absent was Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Dr. Becky Pitkin, Mrs. Susan Cook, Mr. Jay Hepperle, Dr. Marcus Lewton, Mr. Henry Mack, Ms. Tamara Praus, and Mrs. Melanie Kathrein. Others present were: Mrs. Amanda DeMorrett, Ms. Leann Mehrer, Mrs. Twila Petersen, and Ms. 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.

**Additional Agenda Items** – Due to this being a special board meeting there would be no additions to the agenda.

**Consent Agenda** - There was no consent agenda.

### **Business Topics**

**Open Enrollment Application** –Open enrollment applications are completed by non-resident parents that wish their children to attend Dickinson Public Schools (DPS). An application for open enrollment was received for a child of Kandy Jazwa prior to the March 1 deadline effective for fall 2014. This student is not currently attending Dickinson Public Schools and does not have siblings attending DPS. The school board must render a decision on the application prior to the April 1 deadline. Superintendent Sullivan addressed the board and noted the application was brought before the school board at its March 10 meeting and was tabled until further research could be done. The student is a resident of the South Heart School District and currently attends Hope Christian Academy (HCA). During the public participation Miss Jazwa mentioned the desire to be with her friends and wanting to take the Health Careers classes as primary reasons for wanting to attend DHS. Both of these personal objectives can still be afforded through remaining in attendance at Hope Christian. There was also discussion of a financial challenge paying the tuition at Hope Christian. Hope Christian does provide a financial assistance program for its families. It was also mentioned that Hope Christian has been an extremely positive experience. Having Ms. Jazwa remain at Hope Christian provides the Dickinson Public Schools with a uniform and consistent process in addressing open enrollment requests. Superintendent Sullivan addressed the board reporting he recently met with an administrator from HCA. From that meeting it was shared that HCA has cooperative agreements with DPS. The HCA students are afforded an opportunity to participate in activities at DHS. HCA has expanded the students it serves to grades K-11 this fall and grades K-12 in 2015-2016. There are financial assistance programs offered to parents at HCA. HCA students can access the Health Careers I and Health Careers II classes. Students from HCA accessing classes at DHS are not guaranteed they will be in the same classroom. Superintendent Sullivan added that in order to be uniform and consistent in the open enrollment process his recommendation to the school board is to deny the open enrollment application for a child of Kandy Jazwa. Mrs. Rude noted at the last meeting the research was to answer the question of the legality of open enrollment. Superintendent Sullivan asked for clarification. Mrs. Rude responded a board member requested information from a legal standpoint regarding denying one application and accepting another application. Superintendent

**Open Enrollment Application (cont.)**

Sullivan responded that he felt he addressed that concern by his recommendation which is to be consistent and have a uniform process. He added that, as a school board, they could grant an exception but cautioned that could cause further complications. Ms. Ross explained she had asked the question at the last meeting suggesting administration look at the policy and procedures, attempt to meet the needs of the student, barring all rules in place, the board could override the stipulations. She noted the district has applied the policy, made sure the needs of the student are met by having a place to educate, there is a financial process, and there is an opportunity for the student to attend health career classes. Applying all those factors this student is getting what she needs to be successful. President Fehr and Vice-president Hanson concurred. Ms. Ross moved to deny the open enrollment request for a child of Kandy Jazwa from South Heart to Dickinson to be admitted to the Dickinson Public Schools under the open enrollment policy. Mr. Hanson seconded the motion. The motion carried unanimously.

**Meeting With the DLR Group Representative** – Mr. Christopher Gibbs, principal of the DLR Group addressed the school board. The last in a series of public input forums is scheduled for tonight at 7:00 p.m. Mr. Gibbs requested an opportunity to share information with the school board. The information was presented using a PowerPoint presentation.

The participants at the last two open forums were mainly parents that have lived in the community more than 20 years. The overall perception of the educational performance of the Dickinson Public Schools (DPS) was given a grade of “B”. The educational opportunities were graded average to good. The quality of the school buildings for education was graded bad or average. Top priorities were middle school and the idea of growth, no matter where that growth is. The two most important facility issues that need to be addressed were space for a growing population, class size, and meeting state accreditation. Most participants felt the sixth grade would be best served in a middle school comprised of grades 6-8. At the most recent forum participants were asked what they would be willing to support financially on a monthly basis on a tax impact for the school district. Most participants responded they were willing to spend \$22 per month which would convert to \$50 million. Grade configuration was also discussed at the February open forum. The most popular configuration was grades K-5, grades 6-8, grades 9-12. The rankings dealing with grades 6-8 scenario will lead to planning scenarios. When referring to managing growth the priorities were a new middle school first, a new high school second, and tied for third choice was remodeling the current high school or building a new elementary school.

The next subject Mr. Gibbs discussed was the deferred maintenance on the current facilities. The facility report card for all the district buildings was at the same level, with the exception of Prairie Rose Elementary (PRE). Because all the buildings (except PRE) are deteriorating at the same time, this does raise some red flags as the district deals with these issues over time. All buildings (except PRE) were graded low and relatively consistent. The deferred maintenance projects on the buildings come with a price tag; as an example deferred maintenance at Dickinson High School (DHS) is approximately \$22 million. There are a number of deficiencies at DHS, especially with the out buildings. Total deferred maintenance for eight of the schools is estimated at \$38 million using 2014 dollars. As the district looks at the future it needs to take into consideration cost acceleration may be as high as 10%-15%. Mr. Gibbs noted the district is doing a good job with buildings and grounds and maintenance upkeep.

**Meeting With the DLR Group Representative (cont.)**

Enrollment projections were provided based on two scenarios developed by the district administration. The growth is real and it is going to impact the district as it moves forward. Mr. Gibbs expanded the administration's projections out to 2020. In 2020 there will be somewhere between 326 and 388 students per grade in the elementary level or approximately 2,238 students. The current elementary building capacity is 2,217. The current high school building capacity is 1,100. By 2020 there will be approximately 1,188-1,328 students at DHS. Hagen Junior High will be over capacity for grades 7-8 by 2017.

Other topics Mr. Gibbs discussed was security, safety at drop off and pick up points, a transition center for new students for their first year in the district, and bonding capacity. The transition center would be a way for students to touch base on a more personalized basis to allow the student to fold into the system a little easier. District staff are spending a lot of time getting the student acclimated once they arrive in the community. Things are done differently here and the expectation level may be different. Currently the bonding capacity could be \$53 million. The community could approve doubling of that, or \$106 million. Right now the mindset is K-5, 6-8, 9-12 as the preferred grade configuration; it doesn't exclude the ideas of 2-3, 3-5, or a combination. The staff at the elementary buildings preferred four sections of a grade to better utilize the specialists in the building. Prairie Rose was designed to add additional sections of classrooms. Mr. Gibbs felt Prairie Rose would be added on to become four sections per grade.

Mr. Gibbs presented some options to address the safety issues with drop off and pick up points. Getting students to use the cross walks and maybe having something where red lines are for students and blue lines are for vehicles. Potentially there could be a new driving area at Jefferson and Roosevelt and trying to deal with the chaos at Hagen before and after school.

There were three planning scenario options provided by Mr. Gibbs. Option one proposed building a new middle school, dedicating funds towards the cost of the land purchase, funds for deferred maintenance in the elementary buildings, funds for safety and a transition center with no funds towards deferred maintenance at the high school. This option would be an additional \$32 per month to the taxpayer or \$74.6 million.

Option two in the planning scenario would convert the current high school into a middle school and build a new high school. There would be no funds available for deferred maintenance at the elementary schools, land purchase, safety, or a transition center. This would be approximately \$45 per month to the taxpayer or \$98.7 million.

The last option was to build a new elementary school. There would be funds dedicated for deferred maintenance at the high school, middle school, safety and transition center. This would cost the taxpayer an additional \$26 per month or \$58.6 million.

If a new facility is built location will need to be decided. Mr. Gibbs provided a map of the City with five different zone bubbles. The participants at tonight's open forum will be asked to prioritize where they think the facility should be built, in what zone, based on their community knowledge, where growth might be happening, where land might be available, or other. The value of the community schools and neighborhood schools will be provided. Ms. Ross commented that she felt valuable information was missing, such as where a vast majority of the people live and where there are students with that growth. Mr. Gibbs believed the intent was for the groups at the forum to have that

**Meeting With the DLR Group Representative (cont.)**

conversation and talk about that as a community. The value of carrying those conversations after they leave the forum is important; that way when there is a request for community support it is not new information.


Mr. Gibbs explained after tonight's forum he hopes to meet with the staff leadership and some additional groups, including students, to receive additional input. Mrs. Rude inquired if the district needs to do something different for the middle school. Mr. Gibbs responded yes. She also noted that it appears the high school has some deferred maintenance and needs some major upgrades. Mr. Gibbs concurred adding there are challenges. There is an enormous amount of need due to the condition of the buildings, the age of the buildings, and the growth. It is all hitting at once. The hard part is how to prioritize. Under the current scenarios and mechanisms it would be very, very difficult to meet all the needs. Dr. Sullivan noted it was important for the community to understand that there needs to be some type of partnership with the state on how this is all going to be funded, this doesn't just pertain to our school district, but to a lot of school districts. There was a discussion regarding the cost of building and maintenance in today's dollars versus 10-15 years from now. President Fehr asked for more information regarding the transition center. Mr. Gibbs explained the idea came out of a staff leadership group meeting. Students are showing up during all different times of the school year. They are placed in the buildings shortly after arriving. The teacher has no idea where the student is at academically and needs time to establish a base line for the student. Students need to be made aware of how things work here and that there is a level of expectation in the classroom. The staff do very well with the new students, they care about the students and encourage the students. It takes time, sometimes a few hours, sometimes a day or a week. The students may have just moved here and do not want to be here, or they may be nervous, or there are all sorts of emotions. Mr. Gibbs has heard of things like a transition center in high urban areas, it is more of a welcome center. The student may only know two words of English when they arrive.

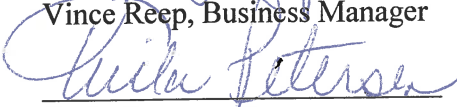
President Fehr thanked Mr. Gibbs for the PowerPoint presentation and the information provided to the board members. This agenda item was informational only. No action was requested.

**Other** – President Fehr thanked Ms. Katherine Grandstrand, the representative from the Dickinson Press, for her support to the Dickinson Public Schools and wished her well in her future endeavors. Ms. Grandstrand will be moving to Aberdeen soon.

**Adjournment** – At 6:02 p.m. Mrs. Rude moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. The meeting adjourned at 6:02 p.m.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

April 14, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on April 14, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Mrs. Tanya Rude, Dr. Morton Krieg, and Ms. Leslie Ross (via telephone). Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Dr. Becky Pitkin, Mr. Jay Hepperle, Dr. Marcus Lewton, Mrs. Susan Cook, Mr. Guy Fridley, Ms. Tammy Praus, Mr. Calvin Dean, and Mr. Henry Mack. Others present were: Mrs. Naomi Thorson, Mrs. Deb Conlon, Ms. Kathy Tait, Mr. Tony Sjolander, Mr. Chris Gibbs, Mrs. Sarah Ricks, Mrs. Twila Petersen, and Ms. April Baumgarten 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.

**Additional Agenda Items/Removal of Items from the Consent Agenda** – There were no additions or deletions to the consent agenda.

**Consent Agenda** – Mrs. Rude moved to approve the agenda including the consent agenda consisting of the minutes from the March 10 regular board meeting; the March 20 special board meeting; the bills for April 2014; the financial reports for April 2014; the pledged assets report for April 2014; the personnel reports; the student/staff recognitions; the RACTC report; and to dissolve the open enrollment for a child of Chad Mathiason; as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- a. **Staff Recognition and Retirement Program**- The teacher/staff recognition and retirement program is scheduled for Wednesday, May 7 at 7:00 p.m. in the DHS auditorium.
- b. **Graduations** –The Adult Learning Center graduation is Saturday, May 10 at 1:00 p.m.; the Southwest Community High Schools graduation is Wednesday, May 21 at 7:00 p.m. at the Dickinson High School (DHS) auditorium; and the DHS graduation is on Sunday May 25 at 1:00 p.m.
- c. **Kindergarten Enrollment** –Kindergarten projections for next fall are estimated at 308 students. There will be 15 kindergarten teachers. Some classrooms may be over 20 students.
- d. **AdvancED Accreditation Certificate** – The District and each building received a certificate from AdvancED acknowledging the accreditation for the next five years. President Fehr thanked and congratulated the superintendent, Central Office administrators, building principals and administrators, the teachers and staff and others involved in the accreditation process.

### **Business Topics**

**Facility Master Planning Report** – Mr. Christopher Gibbs, Consultant from the DLR Group, addressed the board. The information he provided to the board was summarized in a PowerPoint presentation. Mr. Gibbs explained the DLR Group would make recommendations but it was the school board that needed to make the final decision.

**Facility Master Planning Report (cont.)**

The planning process began in September 2013. There has been a series of three community meetings. The DLR Group has also met several times with the leadership teams in the buildings. Mr. Gibbs said it was apparent in the school district that the staff expressed a desire to provide quality education. The community is very engaged in the school system and what is happening in the school district. There continues to be growth here and that is reflected in the kindergarten numbers. Engaged learning is important in this community and it is important for the community to realize this is a long range plan.

The recommendation from the DLR Group took into consideration input from secondary and elementary administrators, input from staff, regional standards, national standards, and benchmarking. Mr. Gibbs provided some examples of new schools in the area or nearby states with the estimated square footage per student. The recommendation from the DLR Group for Dickinson Public Schools was to build a new middle school that would serve grades 6-8, build additional classrooms onto Prairie Rose Elementary, repurpose Hagen Junior High School, convert Berg Elementary to serve grades K-5, and continue upgrading the security at all the buildings.

The new middle school (grades 6-8) would have a 1,200 student core capacity in a building with approximately 212,000 square feet. The location is not defined but could be part of the process. The community has suggested an area in the northwest. The total cost for the new middle school is approximately \$64 million. The addition at Prairie Rose Elementary would provide four sections or six additional classrooms. This along with converting Berg Elementary to K-5 and continuing the security design would be approximately \$2 million; totaling this with the new middle school the cost would be approximately \$67 million. The information is based on a community group base on tax tolerance and what DLR Group believes is meeting the most immediate needs of DPS. He added there are additional needs within the District. Additional needs could be addressed with an addition at Heart River Elementary, purchase land for a future elementary school, deferred maintenance, safety site improvements to improve traffic flow, and high school wayfinding to make the pods easier to navigate. In addition to this, Mr. Gibbs suggested a new career and technical education center in the future. This center would require regional partner organizations.

Mr. Gibbs said the \$67 million package would provide services for 300-450 more elementary students. The \$67 million is a starting point for the long range facility planning process. He noted there are needs at the high school.

Board Member Rude inquired the time frame for the Prairie Rose Elementary addition. Mr. Gibbs responded the information presented at the last meeting regarding enrollment growth recommended the completion should be no later than fall of 2016. Mrs. Rude asked if this would be simultaneous with the construction of the junior high school if the bond election were to pass and Mr. Gibbs responded it would be simultaneous. Mr. Gibbs reminded board members there could easily be a 10% cost escalation per year. The longer the District waits the higher the cost will go. Mrs. Rude inquired what the perceived issues would be to switch Berg Elementary back to K-5. Mr. Gibbs responded there were no issues, it should be a smooth transition. Any small modifications could be included in the bond or small things paid out of the capital improvements.

Board President Fehr asked Mr. Gibbs to walk the Board members through the process and what the Board needs to do. Mr. Gibbs began by explaining the middle school will take a great deal of time. Construction would take approximately two years depending on when construction begins. The design

**Facility Master Planning Report (cont.)**

time would take approximately 9-12 months. This would involve the community and staff. It would take approximately three years of the total time from starting the design to project completion. President Fehr inquired when there would need to be a bond election. Mr. Gibbs responded that the enrollment numbers show that Berg Elementary will be at or over capacity by 2017. If there was a bond referendum fall of 2015 then the construction could be done in fall 2017. A bond referendum in spring of 2015 would push back the construction to spring of 2018. There is ability to shorten or lengthen the construction. Having the community input on the design will take some time.

Board Member Krieg inquired regarding the community's perception of accepting the bond referendum. Mr. Gibbs responded that at the last open forum there were three options presented. They ranged from about \$55 million, \$77 million, and \$100 million. The majority selected the middle school. The tax impact came out to be about \$55-\$60 million. The community has been very engaged, the groups that didn't pick the \$65 million picked the \$100 million. There are significant needs in the community with the aging school facilities and the enormous amount of growth all hitting at the same time. There are significantly more needs than \$65 million. The DLR Group feels these recommendations would be a good and effective start. Additional tax capacities could be in the future, that would depend on the growth.

Mrs. Rude said the biggest concern she has is the turnaround in five years where a new high school would need to be built. She felt the money should be spent upfront instead of doing it again in five years. Mr. Gibbs explained there are issues with the existing high school, especially the pod system, those will be prevalent with the middle school as with the high school based on the information he has heard from the staff and leadership teams. He added there is an enormous number of changes at the high school and what a high school may look like in 5-7 years needs to be taken into consideration. If a new high school were to be built there would need to be a number of things done to the existing high school to make it an effective middle school. Even if the District did that it may need to come back for a second bond referendum in the future. One of the reasons the career and technical center program was conceived was for work force in the community and a potential for overcrowding in 3-5 years and to maybe have some of those students doing other programs.

President Fehr inquired regarding the bonding capabilities. Assistant Superintendent Reep explained the District can bond up to 5% for debt. Currently the District owes \$5 million in debt. That is being paid from existing mills. Mr. Gibbs suggested a two question ballot, one to allow the District to double to 10% of bond capacity and secondly to allow the District to issue bonds of \$55 million.

President Fehr requested information regarding the bond issue, what information is needed and how would the process begin. Mr. Gibbs responded the process would need to be promoted in the community. This would take approximately 6-8 months. There would be a campaign with a significant amount of sharing of information. Timing is not necessarily in the District's favor. There is a sense of urgency since the enrollment numbers don't seem to be slowing down. If the school board would wait three months it could potentially add costs to the final solution. The needs of the District are not going away; it is safe to say that time is money because the cost is escalating rather quickly at approximately a percentage per month. Superintendent Sullivan said the comments are important to contemplate since they have all seen the projections. Enrollment from March 1 to April 1 increased by 37 students. Families are continuing to arrive; there is a very real level of urgency.

**Facility Master Planning Report (cont.)**

President Fehr inquired about some options for Hagen Junior High. Some possible options for repurposing Hagen Junior High would be moving the alternative school to Hagen and therefore opening it up to more students, moving the Adult Learning Center and Partners in Parenting, moving the Central Administration Offices which would also be in alignment with a recommendation from the AdvancED accreditation to increase the staffing, or utilizing the building for students with disabilities since the needs are beyond the space available at the Head Start building. Mr. Gibbs said the Hagen Junior High building is a valuable asset to the school district but does have some challenges with supporting 500 students.

President Fehr asked if a special school board meeting could be scheduled between now and the May meeting to discuss the DLR Groups recommendation. Consensus of the board members was to schedule a special school board meeting. Mrs. Petersen will email some possible dates. This agenda item was informational only. No action was requested.

President Fehr recognized that school board member candidate, Mrs. Sarah Ricks, was in the audience.

**Major Summer Building Projects** - Assistant Superintendent Reep explained every year starting in the spring he takes requests from building principals for requested repairs and improvements. Posted under Supporting Documents is a summary list of proposed projects for the summer. Some projects are due to growth within the District, some are due to deferred maintenance. A few projects mentioned were new lockers at Hagen, replacing the lockers in the DHS boys locker room, recarpeting the DHS 500 pod, recarpeting the gymnasium at Heart River, replacing several cabinets and sinks in the Lincoln east wing, creating additional storage at Lincoln and Jefferson, mill and overlay at DHS, and replacing a gymnasium door at Berg. Within the next week there should be a traffic gate installed on 4<sup>th</sup> street in front of Hagen. Every attempt is being made to complete the moderate to high priority items on the list. This agenda item was informational only. No action was requested.

**Personnel Report Update** - Assistant Superintendent Vince Reep explained the administration has 41 teacher positions and one administrator position to fill for next fall. Some of these positions were newly created. There are 28 positions that have been filled to date. Administration continues to conduct interviews. This agenda item was informational only. No action was required.

**Report on National School Board Association Convention** – Board Members Kris Fehr, Tanya Rude and Jason Hanson along with Superintendent Sullivan gave highlights on the National School Board Association Convention they recently attended in New Orleans. Their reports are posted under Supporting Documents on the school board website. This agenda item was informational only. No action was requested.

**Wellness End of the Year Summary** – Superintendent Sullivan addressed the board. The District's Wellness Committee met last week and reviewed the report. Available under Supporting Documents is a copy of the summary report. Items in red text represent changes to the summary from the beginning of the school year. President Fehr recognized the significant progress individual schools and the school district as a whole has made. This agenda item was informational only. No action was requested.



**Reschedule June School Board Meeting** – Superintendent Sullivan addressed the Board. North Dakota Century Code requires the school districts to meet to canvass the election on the sixth day after the election. This necessitates a board meeting on Monday, June 16. Administrative recommendation was to move the June 9 school board meeting to June 16. Action was requested. Mrs. Rude moved to reschedule the June school board meeting for June 16 at 5:00 p.m. Dr. Krieg seconded the motion. The motion carried unanimously.

**Breakfast and Lunch Meal Prices** – Assistant Superintendent Reep addressed the Board explaining the Healthy, Hunger-Free Kids Act requires that schools provide the same level of financial support for lunches served to students who pay for their meals as those students eligible for free meals. To be in compliance, Mr. Reep recommended increasing all full price lunches by \$.10 and breakfast prices by \$.05. The reduced meal prices would remain the same. Available under Supporting Documents is the proposed pricing for meals. Action was requested. Mr. Hanson moved to approve a fee of \$1.30 for student breakfast, \$1.45 for adult breakfast, \$2.05 for lunch for students in grades K-6, \$2.35 for lunch for grades 7-8, \$3.10 for lunch for grades 9-12, and \$3.60 for lunch for adults, effective fall of 2014. Dr. Krieg seconded the motion. The motion carried unanimously.

**Bids for DHS Main Gymnasium Flooring Replacement** – The District advertised for bids for replacing the flooring in the DHS main gymnasium. Assistant Superintendent Reep explained the flooring was replaced approximately ten years ago. Derksen Flooring had provided the District with a verbal quote of \$125,000 but did not submit a sealed bid. The administrative recommendation was to accept the low bid of \$117,000 from Jwood Sports Flooring for replacement of the flooring in the DHS main gymnasium. Administration is working with the DHS Booster Club to consider selling pieces of the floor as a fundraiser. Action was requested. Mr. Hanson moved to accept the low bid of \$117,000 from Jwood Sports Flooring for the replacement of the flooring in the Dickinson High School main gymnasium. Dr. Krieg seconded the motion. The motion carried unanimously.

**Early Resignation Incentive Notifications** – The classified staff have a deadline of April 1 to submit their resignation notification. The following individuals have submitted their early resignation incentive notification by the deadline and Assistant Superintendent Reep has verified their eligibility: Kristie Barney, general custodian at DHS (11 years of service); Marlene Binstock, assistant cook at Prairie Rose Elementary (25 years of service); Barbara Herauf, assistant cook at Jefferson Elementary (four years of service); and Carol Kuntz, special needs paraprofessional at Dickinson High School (39 years of service). The combined total years of service for these four individuals are 79 years with an average of 20 years of service. The administrative recommendation was to approve their early resignation incentive. Action was requested. Mr. Hanson moved to approve the early resignation incentive for Carol Kuntz with an effective date of May 22, 2014, the early resignation incentive for Barbara Herauf and Marlene Binstock with an effective date of May 23, 2014, and the early resignation incentive for Kristie Barney with an effective date of June 30, 2014. Dr. Krieg seconded the motion. The motion carried unanimously. President Fehr thanked the classified staff for providing the great service to the school district and the students and thanked them for their dedication.

**Board Policy Revisions–First Reading** – Policy DEAA-Drug and Alcohol Free Workplace and Policy FFA-Student Alcohol and Other Drug Use/Abuse have minor revisions recommended by the North Dakota School Board Association (NDSBA). Changes are noted in red text in the copies available for review posted on the website under Supporting Documents. Policy FFI-Student Use of Electronic Devices currently prohibits the use of personal communication devices. There are teachers

**Board Policy Revisions–First Reading (cont.)**


that are being supportive of more expansive use of technology devices and allowing students to use their electronic devices for learning. The District-wide Technology Committee and District administration recommend the policy be revised to provide more flexibility for students with restrictions in areas of expected privacy. The policy does provide the building principals with discretion. Available on the website under Supporting Documents is a copy of the revised policy with changes noted in red text. Action was requested. Mrs. Rude moved to accept the first reading approval for revised school board policies DEAA-Drug and Alcohol Free Workplace, FFA-Student Alcohol and Other Drug Use/Abuse, and policy FFI-Student Use of Electronic Devices, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.


**Board Regulation Revision-First Reading and Final Adoption** – The NDSBA has recommended minor revisions to school board regulation AAC-BR Discrimination and Harassment Grievance Procedure. Changes are noted in red text in the copy posted on the website under Supporting Documents. Administrative recommendation was to revise the regulation. Action was requested. Mrs. Rude moved to accept the first reading and final adoption of revised school board regulation AAC-BR Discrimination and Harassment Grievance Procedure, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

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

**Adjournment** – At 6:28 p.m. Mrs. Rude moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. At 6:28 p.m. 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 28, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on April 28, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Dr. Morton Krieg, Mrs. Tanya Rude, and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Dr. Becky Pitkin, Mr. Jay Hepperle, Dr. Marcus Lewton, Mrs. Melanie Kathrein, Mr. Calvin Dean, and Ms. Sherry Libis. Others present were: Mrs. Sarah Ricks, Mr. Guy Moos, Ms. Leann Mehrer, Mr. Brian Ham, Mr. Clarence Hauck, Mr. Scott Schmidt, Mr. Lyle Smith, Mrs. Twila Petersen and Ms. Nadya Faulx from the Dickinson Press.

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

**Public Participation** – There was a request for public participation from Mr. Guy Moos related to agenda item III. DLR Group Recommendation for Long Range Facility Planning. Mr. Moos addressed the board. He said he was excited to see the options the board was reviewing tonight and did not have any suggestions for a particular direction. He understood there were concerns with the middle school and also concerns with the high school. His own personal preference would be for a bond referendum for the high school instead of the middle school. President Fehr thanked Mr. Moos for his input.

**DLR Group Recommendation for Long Range Facility Planning** – At the April 14 school board meeting, Mr. Chris Gibbs from the DLR Group presented information to the board and provided recommendations for the school district's facility planning for the future. This special board meeting was an opportunity for the board members to discuss and possibly act on the recommendations.

President Fehr requested Assistant Superintendent Reep review with the board the enrollment numbers and projections. Mr. Reep explained the DLR Group presented at all three public workshops two models that were provided by the district administrators. Model I used the current students moving them ahead one grade with a projection for kindergarten students based on birth rates at St. Joseph's hospital. Model II used the current students and moving them ahead one grade with a 7% inward migration added to grades K-6 and a 4% inward migration added for grades 7-12. During the month of March the district picked up 38 new students. Next fall the enrollment in grade six will be similar to what the district has now. Mr. Reep explained there could be an increase of 336 elementary students (K-6) from May 2013 to fall of 2014, using Model II. Hagen Junior High will grow by 96 students from May 2013 to fall of 2014 for a projected enrollment of 509 students. It is projected there will be 866 students at DHS fall of 2014, this is an increase of 146 from May 2013. Mr. Reep noted that the enrollment at DHS last May was 720 students. That was the lowest enrollment at DHS in two decades. Elsewhere there are 320-350 kindergarten students projected for next fall. There were two sections of kindergarten added for next fall but with the numbers increasing more sections may be needed. The enrollment increase in the district from May 2013 to fall of 2014 will be approximately 578 students, 336 at the elementary level, 96 at Hagen Junior High and 46 at DHS. As the district moves forward, Mr. Reep said the enrollment will directly impact the junior high school. The elementary schools are basically full at this point in time. There is storage being built at Jefferson and Lincoln so that classrooms for specialist teachers can be located on the stage at both buildings.

**DLR Group Recommendation for Long Range Facility Planning (cont.)**

Board Member Krieg inquired which of the current buildings have the potential to have additions. Mr. Reep responded Prairie Rose Elementary has room for expansion with an estimated cost of \$2.4 million. If the board directed the administration to move forward to expand Prairie Rose Elementary he would hope it would open in December of 2015. The DLR Group suggested making Prairie Rose a 24 classroom school with four sections per grade. Dr. Krieg asked how many more students could be serviced at Prairie Rose. Mr. Reep responded approximately 150 more students. Dr. Krieg inquired if Heart River Elementary had the potential for expansion. Mr. Reep responded that Heart River could have that potential as part of the deferred maintenance, however most of the population is in the northern area. The cost for the HVAC at Heart River would be approximately \$2 million. Six classrooms at Prairie Rose could be added without additional costs to the tax payers. The funding could be from the rapid growth grant received from the state. Mr. Reep stated last fall the district received \$800,000 in funds from the rapid growth grant. He also noted there are other funds available. Mr. Hanson inquired if the Prairie Rose cafeteria was sufficient for additional students. Mr. Reep responded the cafeteria is the largest in the district. When the building was designed it was designed for expansion. Mrs. Rude inquired if other elementary schools could be expanded. Mrs. Fehr and Ms. Ross noted that when the additions were completed at Jefferson and Lincoln they knew that those buildings would be maxed to potential. Mrs. Rude inquired if the rapid growth grant had been accessed for other things in the district. Mr. Reep responded that it was deposited but not spent. The funds are unrestricted by the state but should not be used for salaries and benefits. Mr. Reep added that the board budgeted \$1 million in the black for this school year.

President Fehr inquired if the \$2.4 million expansion at Prairie Rose included everything, including furniture. Mr. Reep noted it did. Dr. Krieg understood that a bond referendum process would take about 3½ years and asked for Mr. Reep's suggestion. Mr. Reep responded he would recommend a bond election before October 9 so that it would go on the 2014 tax roll. If the bond referendum would pass the board could sell bonds for whatever the board decides. If it would go to a middle school then that would take about a year to get the plans ready. The district is looking at fall 2017 at the very earliest a middle school would be ready. Mrs. Fehr added it would take an additional year for a high school. Mr. Reep said research has been done and the structure of a high school is going different directions. He wouldn't recommend spending \$20-\$30 million at the high school to change the pod system, that wouldn't help the middle school.

President Fehr asked what the implications would be if a new middle school would be built in about three years, Hagen Junior High would be empty and Berg Elementary sixth graders would move to the middle school. Dr. Sullivan responded with Berg converting back to an elementary school it would provide classrooms and an opportunity to monitor, reevaluate, and assess the growth in the population.

Dr. Krieg asked how many students the current high school could serve. Mr. Reep responded the DLR Group felt the high school would be full at 1,100 students. With the block scheduling it may have the potential for more students due to teachers having prep time. It would take some creativity.

**DLR Group Recommendation for Long Range Facility Planning (cont.)**

Board Member Ross inquired if there was a special bond election in October how would the voter turnout be with the June and November elections already scheduled. Has there been a discussion with Stark County Auditor Haag. Superintendent Sullivan responded that Assistant Superintendent Reep and he had met with Auditor Haag last week. Ms. Haag felt there is a capability to have 12 different polling sites. The challenge would be finding the people to work the polling sites. Ms. Haag is checking with the company that creates the ballots for the machines and also with Minot to find out how they did the bond election voting.

Dr. Krieg asked if \$20-\$30 million was spent on the current high school to update it, how much would it cost to take the high school and make it into a middle school. Dr. Sullivan responded that Mr. Gibbs said it would be a significant amount because of the pod setup. There would be a lot of space at the high school that would be unusable for a middle school, such as two gymnasiums, weight room, auto shop, etc. There is a lot of square footage that would be challenging to make it meaningful. Dr. Krieg inquired if the area currently used by the Park and Recreation on the area south of the high school could be utilized for a new high school or middle school. Mr. Reep responded there had been a discussion regarding that in the past and it was not feasible due to the current traffic congestion already in that area. President Fehr inquired how much it would cost to build a new high school. Mr. Reep responded it would need to be on about 40 acres and would be over \$125-\$130 million. There was discussion regarding the maximum bonding capacity and assessed values.

Dr. Krieg asked for Superintendent Sullivan's input regarding a direction for the board. Dr. Sullivan reflected on the community input at the three forums. Mr. Gibbs made it clear that 67-70% of the people felt the district should go towards a new middle school. He added that Hagen Junior High is the most challenged facility in the district due to age, capacity and the future outlook for large classes coming in. There will be a point in time if the district doesn't do something that Hagen will run out of space and the students will have to be moved to an alternate building or have alternate buildings brought on site. The recommendation of the administration is for the board to request a bond election on October 7 and also recommend the school board instruct the administration to expand Prairie Rose Elementary as soon as possible. Information regarding this proposal could be provided to the school board at its May meeting. Mr. Hanson inquired if the high school could be expanded. Mr. Reep responded there is space available but there are many deferred maintenance items at the high school. To redo the heating and cooling at DHS would be approximately \$10 million. The DLR Group mentioned the possibility of a career and technical education center. That could be a joint venture with other communities, the university, or other areas. The center would help with the high school student population. The high school can handle the current capacity and student schedules. At the middle school the building is almost full to capacity. If a new middle school is not built the district may have to consider having some classes begin as early as 6:00-11:30 a.m. with a second shift coming in after this or consider some other options. Mr. Reep said that if the Prairie Rose Elementary expansion was taken out of the bond referendum it could bring the amount down to \$65 million to build the new middle school. Dr. Sullivan noted that it was important for the board to remember Mr. Gibbs asked a tax impact question at one of the forums in terms of the bond referendum. The response was 64% supported \$50-\$70 million. That appears to be the comfort zone.

**DLR Group Recommendation for Long Range Facility Planning (cont.)**

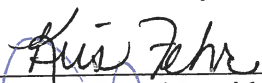
Board Member Rude asked for financial background on what it means to have bonding capacity. Mr. Reep responded that North Dakota Century Code allows up to 5% of the district's assessed value to be used towards a bond. As per the county tax office, in 2013 the assessed value of the Dickinson Public School District properties was approximately \$1.1 billion. This is subject to current debt which would bring it down to \$52 million. There was discussion regarding having a second question on the ballot to allow the district to expand it to \$65 million. President Fehr pointed out that it is the law that sets the limit and the district cannot build above the limit. Assistant Superintendent Reep described a scenario with a home in Dickinson using the median price of \$187,600, the amount it may cost that tax payer is about \$319 per year for the bond referendum.

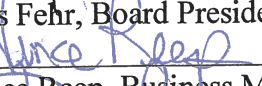
Mrs. Rude inquired if 5% was requested but it passed at 8% could the remainder be used to fix the HVAC at Heart River Elementary or other deferred maintenance items. She noted the deferred maintenance is approximately \$38 million. Ms. Ross responded if the district goes through the bond referendum process and it does not pass, the district has to wait another year to try again. What are the needs in the district that the community is willing to bear? There are needs in the district that need to be addressed now. Ms. Ross added the district needs to be good stewards of the tax payer money.

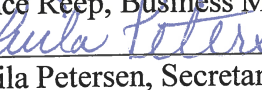
President Fehr called for a motion or discussion if the board members so desired. Mr. Hanson moved to direct the district administrators to proceed with a bond referendum to be utilized to build a new middle school with a bond election date of October 7. Dr. Krieg seconded the motion. President Fehr called for discussion and noted more information would be provided at the May school board meeting. Mr. Hanson inquired how the district would come up with a dollar amount. Mr. Reep responded an architect would be selected. The district would rely on the numbers provided by the DLR Group. The DLR Group had a cost per square foot. There would have to be a lot of detail received before going to a ballot. President Fehr asked for further discussion on the motion. There was none. A roll call vote was taken: Rude-aye, Krieg-aye, Ross-aye, Hanson-aye, Fehr-aye. The motion passed unanimously.

Mr. Hanson moved to direct the district administration to proceed with the expansion construction at Prairie Rose Elementary. Dr. Krieg seconded the motion. President Fehr called for discussion on the motion and noted more information would be provided at the May school board meeting. President Fehr requested Mr. Reep and Dr. Sullivan keep the board informed of the enrollment in the district. The motion carried unanimously.

**Adjournment** – At 5:55 p.m. Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. The meeting adjourned at 5:55 p.m.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

May 12, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on April 14, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Mrs. Tanya Rude, Dr. Morton Krieg, and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Dr. Becky Pitkin, Mr. Jay Hepperle, Dr. Marcus Lewton, Ms. Tamara Praus, Mr. Calvin Dean, and Mrs. Melanie Kathrein. Others present were: Ms. Lee Mehrer, Mrs. Twila Petersen, and Ms. Nadya Faulx 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.

**Additional Agenda Items/Removal of Items from the Consent Agenda** – Ms. Ross moved to remove the minutes from the April 28, 2014, school board meeting from the consent agenda. Dr. Krieg seconded the motion. Discussion: Ms. Ross noted that the minutes reflect a bond election on Monday, October 6. It is the intentions of the Board not to have an election on a Monday. She suggested an additional motion to amend the minutes. The motion carried unanimously. The minutes from the April 28, 2014, school board meeting were removed from the consent agenda for consideration by itself.

**Consent Agenda** - Mrs. Rude moved to approve the agenda including the revised consent agenda consisting of the minutes from the April 14 regular board meeting; the bills for May 2014; the financial reports for May 2014; the pledged assets report for May 2014; the personnel reports; the student/staff recognitions; and the RACTC report; as presented. There were no tuition waiver requests. Dr. Krieg seconded the motion. The motion carried unanimously.

**April 28, 2014, Board Meeting Minutes** - Ms. Ross moved to amend the minutes from the April 28, 2014, school board meeting to state the bond election for the new middle school building will be held on Tuesday, October 7, 2014. Dr. Krieg seconded the motion. The motion carried unanimously.

Mrs. Rude moved to approve the amended minutes of the April 28, 2014, school board meeting. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- a. **Educator of the Year** – Each year the Chamber of Commerce selects Educators of the Year from Dickinson Public Schools (DPS), Dickinson Catholic Schools and Dickinson State University. Last week it was announced the DPS Educator of the Year is Ms. Sherry Libis, Principal at Prairie Rose Elementary. Board members congratulated Ms. Libis for her achievements and for being selected.
- b. **New District Logo** – The School Improvement Leadership Team recommended the District consider replacing the logo which is a dated picture of an apple with a Macintosh computer. A committee was formed to research a new logo and Dr. Sullivan distributed copies of the new logo selected by the committee.

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

- c. **Fresh Fruits and Vegetables Grants** – Roosevelt Elementary and Heart River Elementary were recently awarded a grant for fresh fruits and vegetables. President Fehr thanked and congratulated Principal Mack and Principal Cook for applying and receiving the grants.
- d. **Upcoming Graduations** – Superintendent Sullivan reminded board members Southwest Community High School's graduation is on Wednesday, May 21 at 7:00 p.m. and Dickinson High School's graduation is on Sunday, May 25 at 1:00 p.m. President Fehr encouraged all board members to attend these graduations.

**Business Topics**

**Prairie Rose Elementary Expansion** – At the April school board meeting, the school board approved a recommendation from the DLR Group to add classrooms to Prairie Rose Elementary. This expansion would accommodate six classrooms in grades K-5 in the building. The administration has met with the architect on the project, Ms. Jan Prchal of Hulsing and Associates, to discuss the possibility of adding six classrooms to Prairie Rose Elementary. The purpose of the addition would be to prevent overcrowding in the elementary classrooms and further position the school district to address the increasing enrollment in grades K-5. A proposed timeline for the project has been posted on the website under supporting documents. Superintendent Sullivan addressed the board noting Prairie Rose Elementary has been open less than a year and was built with the intent of having expansion capacity. Ms. Prchal indicated the District could move forward with the expansion to a 4-section school. The expansion could be ready for occupancy as early as fall of 2015. He added there could potentially be a bid opening on July 29, 2014, with contracts signed in August and construction to begin in August. Mrs. Rude inquired how disruptive this would be to have construction going on while school is in session. Dr. Sullivan responded with the building construction going on it will be disruptive but there will be conversations, similar as in the past, requiring the contractors to keep the noise to a minimum during the day. The safety of the students will also be stressed to the contractors and there will be areas that will be fenced off from student access. Mr. Reep added that the expansion will be in the NW wing which is away from grades K-3. President Fehr asked what the anticipated cost would be for the expansion. Superintendent Sullivan responded the estimated rough cost, without knowing the plans, would be \$2.3-\$2.5 million. Dr. Krieg asked for clarification, the expansion would not be part of the bond referendum. Dr. Sullivan agreed it would not. This agenda item was informational only. No action was requested.

**School Bond Election Update** – At the April school board meeting the board authorized the administration to proceed with preparations for a bond election to construct a middle school. During the discussion the school board deliberated the dollar amount for the project and instructed the administration to provide additional information at the May board meeting. Last month the price for the project was estimated at \$65 million. The administration has conducted multiple discussions and emails with school bond consultants. Assistant Superintendent Reep addressed the board. On Monday, May 6 community members met and started forming a group to head up a process for a successful bond election. Mr. Reep reported the administrators are working with the Stark County Auditor to conduct the bond election and to also work on bonding capacity. Administrators have contacted the bond counsel for guidance. The estimated amount from the DLR Group for the bond capacity is \$65 million. Once there is voter approval for the request then the District can bond up to that amount. If the bonding capacity is lower than estimated the District would make revisions for reductions. If bids came in lower than anticipated then the District would sell bonds for the bid amount. Mr. Reep wanted the board and the public to know that the \$65 million is based on the DLR



**School Bond Election Update (cont.)**

Groups estimated amount. The DLR Group has included the land acquisition as part of the \$65 million. There are two possible sites for the middle school; one site would be at no cost to the District and one site would require legislative action. Mrs. Rude inquired if the Dunn County Auditor had been contacted to also hold the bond election there. Mr. Reep responded those voting from Dunn County would be requested to vote at the nearest polling site which could be Prairie Rose Elementary. President Fehr clarified that she understood the District would be asking for \$65 million but if a lesser amount is needed then the District would ask for the lesser amount. This is in alignment with continuing the School District's tradition of asking for what is needed and not more. Mr. Reep responded the DLR Group indicated in its presentation that the District has over \$200 million in needs but the immediate need is a new middle school. Action was requested. Ms. Ross moved to establish the amount of the bond election scheduled on October 7, 2014, for construction of a new middle school, at \$65 million. Dr. Krieg seconded the motion. Discussion: President Fehr said even though the amount is set the exact amount will not be known until later. Mr. Reep concurred. A roll call vote was taken on the motion: Hanson-aye, Krieg-aye, Rude-aye, Ross-aye, Fehr-aye. The motion carried.

**2014-2015 Student Handbooks** - A copy of the 2014-2015 student handbooks and a summary of the recommended changes for the elementary, Hagen Junior High, Dickinson High School, and Southwest Community High School have been posted under Supporting Documents on the school board web site. Administrative recommendation was to approve the student handbooks. Action was requested. Board members noted some typos in some of the handbooks that will be corrected before going to print. Mrs. Rude recommended adding on page seven of the elementary handbook the Wellness Committee. President Fehr requested clarification regarding the Standards Recovery Program noted in the Hagen Junior High handbook. Hagen Principal Marcus Lewton addressed the board and explained there are concerns with student attendance and this program would help students get caught up before transitioning back into some classes. President Fehr requested the high school and junior high handbooks recognize exceptions to the head gear policy, such as religious reasons. Those changes will be incorporated before the handbooks go to the printers. Area codes will also be used as a prefix for telephone numbers listed in the handbooks. Mrs. Rude moved to approve the 2014-2015 elementary, Hagen Junior High, Dickinson High School, and Southwest Community High School student handbooks, as corrected. Dr. Krieg seconded the motion. The motion carried unanimously.

**Annual Meeting Date and Time** - Ms. Ross moved to schedule the annual school board meeting for Monday, July 14, 2014, at 5:00 p.m. Mr. Hanson seconded the motion. A roll call vote was taken on the motion: Ross-aye, Hanson-aye, Krieg-aye, Fehr-aye, Rude-nay. The motion carried.

**Board Policy Revision—First Reading** - Policy ACBD School Medication Program was revised in August 2013 allowing schools to administer medication to students following guidelines within the policy. Subsequently, Mrs. Sheila Freed, Public Health Nurse from Southwest District Health Unit, provided training last fall to identified administrators, teachers and staff. Mrs. Freed has also been consulted throughout the school year to assist in this process and provide guidance. Her advice was requested regarding any suggested revisions to the policy. Available on the website is a copy of the revised policy. Mrs. Rude inquired what the protocol would be when there are problems with administering medication. Dr. Sullivan responded there were some challenges with the policy and the complexity of the supplemental forms to the policy that needed to be completed by the parents. The principals and secretaries did a good job in explaining the documents and receiving completed forms from parents. Mrs. Freed from Southwest District Health Unit has been great to work with and work

**Board Policy Revision–First Reading (cont.)**

through the documents. Mrs. Rude referred to the District’s Wellness Committee and its request to have a health care plan for students with allergies provided by the provider. Mrs. Rude added there is no health care plan in the policy. Superintendent Sullivan noted there are many supplemental documents, such as an administrative regulation and exhibits, which refer to a health care plan. President Fehr asked if there will be continuous training for the employees. Dr. Sullivan responded there will be refresher training in the fall for employees. Action was requested to adopt the policy. Mrs. Rude moved to accept the first reading approval of the revision of board policy ACBD School Medication Program, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.


**Board Policy Revisions–Second Reading and Final Adoption** – Policy DEAA-Drug and Alcohol Free Workplace and Policy FFA-Student Alcohol and Other Drug Use/Abuse have minor revisions recommended by the North Dakota School Board Association (NDSBA). Policy FFI-Student Use of Electronic Devices currently prohibits the use of personal communication devices. The revised policy offers more flexibility for students with restrictions in areas of expected privacy. The policy does provide the building principals with discretion. Available on the website under Supporting Documents are copies of the revised policies with changes noted in red text. Action was requested. Ms. Ross moved to accept the second reading and final adoption for revised school board policies DEAA-Drug and Alcohol Free Workplace, FFA-Student Alcohol and Other Drug Use/Abuse, and policy FFI-Student Use of Electronic Devices. Mr. Hanson seconded the motion. The motion carried unanimously.

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

**Adjournment** – At 5:43 p.m. Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. At 5:43 p.m. 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 16, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on June 16, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Mrs. Tanya Rude, Dr. Morton Krieg, and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Susan Cook, Mr. Jay Hepperle, Mr. Shawn Leiss, and Dr. Becky Pitkin. Others present were: Mrs. Sarah Ricks, Mrs. Stacy Kilwein, Ms. Beth Hurt, and Mrs. Twila Petersen.

**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.

**Additional Agenda Items/Removal of Items from the Consent** – There were no additions or deletions to the consent agenda.

**Consent Agenda** – Ms. Ross moved to approve the agenda including the consent agenda consisting of the minutes from the May 12 regular board meeting, the bills for June 2014, the financial reports for June 2014, the pledged assets report for June 2014, the personnel reports, the student/staff recognitions, two tuition waiver agreements from Dickinson to South Heart, and the RACTC report, as presented. Mrs. Rude seconded the motion. The motion carried unanimously.

**Superintendent's Report** – Superintendent Sullivan congratulated the re-elected and newly elected school board members. There will be a board member orientation coordinated with Mrs. Ricks sometime in July. Superintendent Sullivan thanked Dr. Krieg for his 18 years of dedicated service to the school board and congratulated him on his retirement from the school board.

### **Business Topics**

**Partners in Parenting Update** – Mrs. Stacy Kilwein, Coordinator for Partners in Parenting, addressed the board. Available on the website under Supporting Documents is a summary report prepared by Mrs. Kilwein. Mrs. Kilwein addressed the board. Partners in Parenting continues to strive to reach out to parents with a variety of resources including, parenting classes at schools, parent night, family night, newsletters, website, and through social medias. These resources provide information, education, and support to the parents. The Gearing Up for Kindergarten program continues to be very successful. There are four classrooms scheduled for this fall and almost three classrooms are already filled. Each classroom holds 10-12 students. In 2013-2014, 39 students completed the program. The Changing Program and Project Northland continue to be offered at the relevant schools. Ms. Ross inquired how many staff are hired through Partners in Parenting. Mrs. Kilwein responded there is a part-time secretary and her. Mrs. Kilwein explained there are many families new to the community that are seeking assistance. Students are sometimes having a hard time adjusting to the community and/or school. There may not be as much support in this community as where the families came from. There are behavioral challenges that parents are not sure how to deal with. Many families have expressed support and appreciation for the services provided by Partners in Parenting. President Fehr thanked Mrs. Kilwein for all the work and dedication to the families and students in the community and schools. This agenda item was informational only. No action was requested.

**Adult Learning Center (ALC) Update** – Ms. Beth Hurt, Coordinator for the Adult Learning Center, addressed the board highlighting some accomplishments from the past school year. Available on the website under Supporting Documents is a summary report prepared by Ms. Hurt. Ms. Hurt stated this is her second year at the ALC and first year as the coordinator. Five goals were established at the beginning of the school year and all five goals were met by the end of the school year. Enrollment in the English Language program has grown. The GED series has now transitioned totally to a computerized format. A testing site was successfully installed at the Beulah satellite. There were 40 graduates this year. On average there are 40-50 who graduate. President Fehr inquired at what age can students enroll at the ALC. Ms. Hurt responded at the age of 16. The ALC is a non-traditional setting. It does not require attendance and the services are on a one-on-one basis. There is motivation for the students to attend the ALC. President Fehr asked for more details regarding the English as a second language service. Ms. Hurt explained there were new materials purchased and there has been more conversation in groups where students sit in a group and exercise their new language skills. This has sometimes turned into a support group for the students. There was discussion of how the information regarding the ALC is distributed in the community. President Fehr thanked Ms. Hurt for the work she is doing at the ALC to assist and educate the students the ALC supports. This agenda item was informational only. No action was requested.

**Prairie Rose Elementary School Expansion Update** – Assistant Superintendent Vince Reep addressed the board. This afternoon he met with architects and engineers regarding the expansion at Prairie Rose Elementary. Mr. Reep distributed to board members schematics he had received from Architect Jan Prchal. The expansion will provide six extra classrooms, an office area for a vice principal and a multi-purpose room. Ms. Ross requested clarification regarding the office space in the new addition and said that this is the first that the board had heard about a vice principal. Mr. Reep clarified that the office was placed in the plans in consultation with Ms. Libis for possible future staffing needs and that the position has not been authorized by the board. The projected bid opening for the expansion is July 27. This timeline will allow administrators to review and make a recommendation for the board to consider at its August meeting. Mr. Reep noted partial financing for the expansion will be from last year's rapid growth funds. President Fehr inquired if the student enrollment numbers are still supporting the expansion necessity. Mr. Reep responded the larger kindergarten classes are moving forward. At Jefferson Elementary and Lincoln Elementary additional classroom space is being made by changing the stage to an instructional room. Mr. Reep was confident the six additional classrooms at Prairie Rose will be utilized when the expansion is complete. This agenda item was informational only. No action was requested.

**Average Daily Membership (ADM) Report and Transportation Report** – Assistant Superintendent Reep has posted under Supporting Documents both the ADM and Transportation Reports. Both reports had no irregularities. This agenda item was informational only. No action was requested.

**Canvass the School Board Member Election** – As per NDCC 15.1-09-15, the June board meeting was scheduled to satisfy the requirement for the school board to canvass the election and declare the results within six days after the election. Results from the election for both Stark County and Dunn County combined were: Jason Hanson-1,312 votes, Tanya Rude-1,192 votes, and Sarah Ricks-1,216 votes. Action was required. Ms. Ross moved to accept the 2014 election results as reported and to recognize that Jason Hanson, Tanya Rude and Sarah Ricks have been elected to four-year terms on the Dickinson Public School District #1 Board of Education. Mrs. Rude seconded the motion. The

**Canvass the School Board Member Election (cont.)**

motion carried unanimously. Immediately following the school board meeting the newly elected members affirmed their oath of office.

**Request Approval of Energy Infrastructure and Impact Office (EIIO) Grant Application** – The Energy Impact Office is accepting grant applications from K-12 school districts to assist with the direct impacts from oil and gas development. Applications are due June 18. A copy of the grant application is posted on the website under Supporting Documents. Assistant Superintendent Reep addressed the board. He explained preference to the grant will be to non-hub city schools. The expansion of Prairie Rose Elementary is an ideal example of what the grant is meant to support. Action was requested to approve the submittal of the grant. Mrs. Rude moved to approve the grant application to the Energy Infrastructure and Impact Office in the amount of \$2,500,000, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

**Board Policy Revision–Second Reading and Final Adoption** - Policy ACBD School Medication Program was revised in August 2013 allowing schools to administer medication to students following guidelines within the policy. Areas from the DPS policy that have been removed are noted as a ~~strike out~~. New text on the policy is noted as red (this is new information in the policy). The administrative recommendation was to revise policy ACBD School Medication Program. Board Member Ross inquired what level of services and responsibilities are the employees required to provide and if there are responsibilities she would like those included in the policy. She gave an example of students with diabetes and if staff were screening for glucose. Superintendent Sullivan responded that parents have been told that staff will not do carbohydrate counting. He added there have been some challenges since the policy was implemented last fall. As the parents and employees have gotten more familiar with the policy the understanding and cooperation has improved. Federal law does require the district to provide services required in an IEP or 504 plan. To his knowledge there are no required medical administrations in those plans. Berg Principal Leiss was requested to share information regarding students needing assistance with their diabetic needs. Mr. Leiss explained he and/or the Berg staff have assisted a student with the math calculation to figure out the amount of insulin required and the student would self administer the insulin. He explained another student uses an insulin pump and would need to suspend the insulin during certain times of the day, such as before physical education. In both cases the individuals met with the diabetes educator. Ms. Ross noted that the district does educate and train the staff but questioned if this was extensive enough. Superintendent Sullivan explained Mrs. Freed has worked extensively on reviewing and revising the policy and to provide training. This fall there will be training for new staff and faculty and also refresher training. Mr. Leiss added that employees have the opportunity to opt in or out of administering medication. Ms. Ross noted the administering medication policy may be in place so that the legislators do not have to take the responsibility of providing school nurses to districts. This transfers the responsibility from the legislature to the school districts. The expectations placed on the school districts are not appropriate; the schools need health care providers. Action was requested on the policy. Dr. Krieg moved to accept the second reading and final adoption of revised board policy ACBD School Medication Program, as presented. Mrs. Rude seconded the motion. The motion carried unanimously.

**Other** – President Fehr thanked Dr. Krieg for his support over the years, especially to her since she became president of the school board.

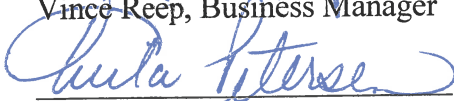
**Adjournment** – At 5:59 p.m. Ms. Ross moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. At 5:59 p.m. the meeting was adjourned.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Annual Meeting

July 14, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held its annual meeting on July 14, 2014, at the Central Administration Office. Board members present were: Mrs. Kris Fehr, Mr. Jason Hanson, Mrs. Tanya Rude, Ms. Leslie Ross, and Mrs. Sarah Ricks. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Dr. Marcus Lewton, Mrs. Melanie Kathrein, Ms. Casaundra Francis, Mr. Guy Fridley, and Mr. Ron Dockter. Others present were: Mr. Ron VanDoorne, Mrs. Twila Petersen, and Ms. Katherine Lymn from the Dickinson Press.

**Call to Order** – Chair Kris Fehr called the meeting to order at 5:00 p.m.

**Election of Officers** – Chair Kris Fehr conducted the election of a new Board president. Mrs. Rude nominated Mrs. Kris Fehr as president of the Dickinson Public School District. Mr. Hanson seconded the motion. There were no further nominations. President Fehr thanked the board members for their support. The motion carried unanimously.

Board President Fehr conducted the election of a new Board vice-president. Mrs. Rude nominated Ms. Leslie Ross as vice president of the Dickinson Public School District. Mrs. Ricks seconded the motion. Ms. Ross declined the nomination. Ms. Ross nominated Mr. Jason Hanson as vice president of the Dickinson Public School District. She felt it would be beneficial to provide new members the opportunity for more leadership roles. Mrs. Rude seconded the motion. There were no further nominations. The motion carried unanimously.

**Public Participation** – There were no requests for public participation.

**Additional Agenda Items/Removal of Items from Consent Agenda** – Mrs. Rude moved to add under item e. Personnel Reports of the consent agenda the resignation of Conway Heupel, music instructor at Jefferson Elementary, effective for the 2014-2015 school year. Ms. Ross seconded the motion. The motion carried unanimously.

Ms. Ross moved to remove under q. Board Policy Additions-First Reading policy DHBE-Teacher Prep Time. Mr. Hanson seconded the motion. The motion carried unanimously.

### **Consent Agenda**

Mrs. Rude moved to approve the revised agenda including the revised consent agenda consisting of the minutes from the June 16, 2014, regular meeting; the bills for July 2014; the financial report for July 2014; the pledged assets report for July 2014; the personnel reports including the resignation of Mr. Heupel, music instructor at Jefferson Elementary; and the RACTC Report, as presented. There were no tuition waiver agreement requests and no student/staff recognitions. Ms. Ross seconded the motion. The motion carried unanimously.

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

- a. **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.
- b. **District and School's Program Improvement Plan** – Available on the District's website are the school improvement plans for the District and the schools within the District.

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

- c. Transfinder – The District has been working diligently this summer to try and set up a shuttle bus service. This shuttle service would have strategically located bus stops which would help with traffic congestion. The District continues to move forward but there have been more complications than anticipated at the onset. The plans for this service are falling behind schedule and the superintendent has concerns that it may not be in place before school begins.
- d. New Hagen Junior High Assistant Principal – Superintendent Sullivan welcomed Ms. Casaundra Francis to the District. Board members introduced themselves and also welcomed her to the District.

**Business Topics**

**School Resource Officer Report** – Officer Ron VanDoorne with the Dickinson Police Department addressed the Board providing an update to the areas the School Resource Officer has served within the District since the beginning of the school year. He noted he has seen an increase in poor decisions made by students in a lot of different areas in the schools. There are more students which would reflect the increase in challenges. Officer VanDoorne is targeting truancy which is a big concern. Some of these concerns are due to the demographics where the students are transferring from. There are also juvenile court issues brought in from other states. It is a challenge for one resource officer for all the schools. Officer VanDoorne stated he helped apply for a grant that would provide another resource officer in the District. This would be a grant for three years and thereafter the financial obligations with the second resource officer would be the District's responsibility. If there were two officers, Mr. VanDoorne suggested one could be at the high school and elementary schools and the other at the junior high/Berg Elementary/Southwest Community High School. The police department has good working relationships with the school district. The D.A.R.E. program will start up this school year which will help students at the elementary level. Officer VanDoorne discussed the lock down drills that took place over the course of the last school year. He explained why he does not have set times where he is at particular schools since the students would notice his pattern of availability and act accordingly. Ms. Ross inquired about a parent night to educate new parents moving into the community and the expectations. Officer VanDoorne explained from past experience that attendance would be low and would not attract the parents that need the information. President Fehr and Board members thanked Officer VanDoorne for all the work he has done for the school District. This agenda item was informational only. No action was requested.

**Activities/Athletic/PAC Fundraising Update** – Available on the website are summary reports for the activities and PAC fundraising projects. Superintendent Sullivan noted the fundraising reports are provided to the school board on an annual basis. Board members noted the brevity of the report compared to other years. Dr. Sullivan explained the procedure for the fundraising requests and some types of reasons for a request. He also explained requests for computers or textbooks are not accepted as these are the responsibility of the school district to fund. This agenda item was informational only. No action was requested.

**Prairie Rose Elementary School Expansion Update** – Assistant Superintendent Reep reported the bid opening for the expansion is scheduled for July 23 at 2:00 p.m. He has received blue prints from the architecture. Ms. Jan Prchal will conduct the bid opening on the 23<sup>rd</sup>. This agenda item was informational only. No action was requested.



**Extracurricular Cooperative Agreement with Richardton-Taylor Public Schools in Boys' Hockey**

Posted on the website under Supporting Documents is a copy of the agreement. Administrative recommendation was to approve the agreement. Action was requested. Mr. Hanson moved to approve the extracurricular cooperative agreement with Richardton-Taylor Public Schools in boys' hockey for the 2014-2015 school year. Mrs. Rude seconded the motion. The motion carried unanimously.

**General Obligation School Building Bonds** – Under Supporting Documents is posted the Initial Resolution for General Obligation School Building Bonds. This process is recommended by board counsel to move forward with a new middle school. Assistant Superintendent Reep addressed the board. Language in the documents was provided by the bond attorney, Mr. Scott Wegner. Administrative recommendation to the board was to approve the resolution so that it may be filed 60 days before the election. Ms. Ross moved to approve the Initial Resolution for General Obligation School Building Bonds, as presented. Mr. Hanson seconded the motion. A roll call vote was taken. Hanson, aye; Rude, aye; Ross, aye; Ricks, aye; Fehr, aye. The motion carried unanimously.

**Resolution Calling a Special Election to Vote** – Under Supporting Documents is posted the Resolution Calling a Special Election to Vote on the Question of Approving an Initial Resolution for General Obligation School Building Bonds. This includes a sample ballot (addendum A). Administrative recommendation to the board was to approve the resolution. Mr. Hanson moved to adopt the Resolution Calling a Special Election to Vote on the Question of Approving an Initial Resolution for General Obligation School Building Bonds, as presented. Mrs. Ricks seconded the motion. A roll call vote was taken. Ross, aye; Hanson, aye; Ricks, aye; Rude, aye; Fehr, aye. The motion carried unanimously.

**2013-2014 Budget Statistics** – Mr. Vince Reep, business manager, addressed the board. He noted several areas on the revenue and expenditure side. The district grew by 285 students. This increase generated over \$800,000 in a one-time rapid growth grant. The district also received an additional \$581,000 in oil and gas production tax. Taxable valuation increases generated additional property taxes. The district added funds to the interim fund bringing it to \$10 million. President Fehr inquired if the unexpected funds received by the District were obligated funds. Business Manager Reep responded the unexpected funds were obligated for certain purposes. Mr. Reep explained the food services fund and the need to transfer funds into the account. He also explained the hiring of the dietician for the district who has helped with structuring the meals, meeting new requirements, and reimbursement of meals. Ms. Ross commended Mr. Reep for staying on top of the budget. President Fehr also thanked him. This agenda item was informational only. No action was requested.

**Annual Financial Report** – A copy of the annual financial report is posted under Supporting Documents on the school board website. Business Manager Vince Reep explained average cost per pupil was \$8,840.94. Last year that number was \$8,718.79. From 2013 to 2014, the cost of educating a child went up \$122.14 which is a 1.4% increase. Mr. Reep felt the District should be proud of the minimal increase from last year to this year. Ms. Ross moved to approve the Annual Financial Report for the fiscal year beginning July 1, 2013, and ending June 30, 2014, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

**Bid for Two Buses** – The school district advertised for and provided specification sheets (bus chassis and bus body) for bids for a 71-passenger school bus and also for a 14-passenger school bus. Only one company, Harlow’s Bus Sales, submitted bids which were opened at 10:30 p.m. on Wednesday, June 18, 2014. Harlow’s bids are posted under Supporting Documents on the website. Following is a summary of the bids:

1. 2015 (stock) International IC CE, 77 seated 71 passenger school bus with a Maxxforce 7 240 HP 620 ft-lb Diesel engine with an Allison 2500 automatic transmission. To meet or exceed all local, state, and federal standards and specifications. F.O.B. Dickinson, ND -\$84,500.
2. 2014/2015 Chevy Starcraft 14-passenger school bus with Freedman family style seats, 6.0L engine, with automatic transmission. To meet or exceed all local, state, and federal standards and specifications. F.O.B. Dickinson, ND -\$54,750.

The administrative recommendation was to accept the bid from Harlow’s Bus Sales, Inc. to purchase buses #1 and #2 for a total price of \$139,250. Action was requested. Assistant Superintendent Reep explained the request for the additional buses was initiated by the Budget Committee. Request for bids were posted and were also sent to Hartley requesting a bid. Ms. Ross moved to accept the bid submitted by Harlow’s Bus Sales, Inc. and purchase the 71 passenger school bus and the 14 passenger school bus for a combined total of \$139,250. Mr. Hanson seconded the motion. The motion carried unanimously.

**Meeting Day and Time** – The Board needed to establish its regular meeting day and time for 2014-2015. Action was requested to schedule the Board meetings. Mrs. Rude moved that the regular meeting of the Dickinson Public School District be set for the second Monday of each month beginning at 5:00 p.m., with the exception of the August 11 meeting to begin at 6:00 p.m. by state mandate and the November meeting to be held on November 17 at 5:00 p.m. Mr. Hanson seconded the motion. The motion carried unanimously.

**Board Workshops** – After discussion and consensus, Ms. Ross moved to schedule the Board workshops after the October 13 board meeting and after the November 17 board meeting. Seconded by Mr. Hanson. President Fehr noted that no decisions may be made at the board workshops although some of the topics may become agenda topics. The motion carried unanimously.

**School Board Authorized Representative** –Mrs. Ricks moved that Superintendent Douglas W. Sullivan be named the authorized representative of the Dickinson Public School District that shall include and not be limited to the Department of Public Instruction and the legislature. Also, Superintendent Sullivan shall be the authorized representative for the District for all federal programs, including but not limited to: all school lunch programs, vocational programs, the Energy Infrastructure Impact Office, Title I, Title IIA, E-rate and Job Service programs. Mrs. Rude 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 Title VI-B and other special education grants. Mrs. Rude seconded the motion. The motion carried unanimously.

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

**Bank Depository Designation** – State law requires the school district to designate all depositories at its annual meeting. The administrative recommendation was to designate American Bank Center as the official depository for the school district checking account and other investments and Wells Fargo Bank, Bank of the West 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 2014-2015 fiscal year. Ms. Ross seconded the motion. The motion carried unanimously.

**Committee Assignments** – Board members were recommended to establish Board representatives for teacher negotiations, administrative negotiations, and the Roughrider Area Career & Technology Center (RACTC) for 2014-2015. Mrs. Kris Fehr and Ms. Leslie Ross have served as Board representatives for teacher negotiations. Mrs. Kris Fehr and Mr. Jason Hanson have served as Board representatives for administrative negotiations. Mrs. Tanya Rude and Mr. Jason Hanson were recommended to serve on the RACTC Governing Board. Other committee assignments are listed on the document posted under Supporting Documents. Action was requested. Mrs. Ricks expressed an interest in serving on the technology committee. President Fehr appointed Mrs. Ricks to the District-wide Technology Committee. Mrs. Rude requested to be removed from the RACTC committee due to a conflict with the date and time. President Fehr requested this appointment be tabled until the August school board meeting. Mrs. Rude moved to designate for 2014-2015 Kris Fehr and Leslie Ross as Board representatives for teacher negotiations. She further moved to designate Kris Fehr and Jason Hanson as Board representatives on the administrative negotiations. Mrs. Ricks seconded the motion. The motion carried unanimously. Mrs. Ricks moved to designate for the 2014-2015 year Sarah Ricks to the Stark County Job Authority Committee. Mr. Hanson seconded the motion. The motion carried unanimously.

**Conflict of Interest** – Copies of the school board member's most recent Statement of Interest forms are posted under Supporting Documents. Board members were asked to note any changes to their statement forms. Mrs. Rude moved to allow Mrs. Kris Fehr to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mr. Hanson seconded the motion. Mrs. Fehr stated she had no changes or updates to her Statement of Interest form. Aye-Ross, Rude, Ricks, Hanson. Naye-none. Mrs. Fehr abstained. The motion carried unanimously.

Mr. Hanson stated he had no changes or updates to his Statement of Interest form. Ms. Ross moved to allow Mr. Jason Hanson to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mrs. Rude seconded the motion. Aye-Fehr, Ross, Rude, Ricks. Naye-none. Mr. Hanson abstained. The motion carried unanimously.

Ms. Ross stated she had no changes or updates to her Statement of Interest form. Mrs. Rude moved to allow Ms. Leslie Ross to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mrs. Ricks seconded the motion. Aye-Fehr, Rude, Hanson, Ricks. Naye-none. Ms. Ross abstained. The motion carried unanimously.

**Conflict of Interest (cont.)**

Mrs. Ricks stated she had no changes or updates to her Statement of Interest form. Mr. Hanson moved to allow Mrs. Sarah Ricks to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Ms. Ross seconded the motion. Aye—Rude, Fehr, Hanson, Ross. Naye—none. Mrs. Ricks abstained. The motion carried unanimously.

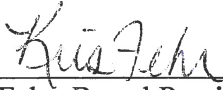
Mrs. Rude stated she had no changes or updates to her Statement of Interest form. Mrs. Ricks moved to allow Mrs. Tanya Rude to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Ms. Ross seconded the motion. Aye—Ricks, Fehr, Hanson, Ross. Naye—none. Mrs. Rude abstained. The motion carried unanimously.

**Board Policy Additions – First Reading** – Available on the website under Supporting Documents are the following proposed board policy additions: policy ACDBA-Video Cameras on School Buses, policy DED-Administrative Leave and Suspension, policy FCAE-Suicide Prevention, and policy HCAB-Bidding Requirements and Procedures. Mrs. Rude moved to accept the first reading approval of the additions of board policies ACDBA, DED, FCAE, and HCAB, as presented. Ms. Ross seconded the motion. Motion carried unanimously.

**Board Policy Revisions – First Reading** – Available on the website under Supporting Documents are proposed revisions to the following board policies: policy ABBA-North Dakota’s Comprehensive Model School Policy for Tobacco Use, policy ACCA-Sexual Offenders on School Property, policy ACDA-Acceptable Use, policy ACEA-Bullying Prevention Policy, policy DDA-Sick Leave, policy DHA – Licensure, policy DHBA-Professional Development, policy DKBB – Resignation, policy FCAC-Head Lice, and policy KACB – Complaints About Personnel. Mrs. Rude represents the Board on the Wellness Committee. She shared with board members the discussion regarding head lice. She felt education to teachers, staff, and parents is very important. President Fehr inquired regarding policy ACCA-Sexual Offenders on School Property. She asked what the policy change is regarding juvenile offenders and the process if a parent offender requests to attend an event or function at a school. Superintendent Sullivan responded that the juvenile offender registry is not protected by FERPA. If a parent offender requests access the offender must first meet with the superintendent. Superintendent Sullivan then reviews the facts of the case with the offender. He recalled three instances where there were requests, two requests were denied and one offender was allowed limited access for specific events with principal supervision. President Fehr also asked for clarification regarding policy DHA-Licensure and policy DKBB-Resignation. Mrs. Rude moved to accept the first reading approval of the revisions of board policies ABBA, ACCA, ACDA, ACEA, DDA, DHA, DHBA, DKBB, FCAC and KACB, as presented. Ms. Ross seconded the motion. The motion carried unanimously.

**Other** – Mr. Hanson requested an update regarding the Supreme Court’s decision regarding the teacher negotiations. Dr. Sullivan has called Attorney Bruner-Kaufman several times and each time the attorney said she is still waiting for the Supreme Court decision. Mrs. Rude inquired what calendar would be used for the school year since school will begin soon. Dr. Sullivan replied the District will use the calendar without the additional professional development day and will adjust accordingly once the court renders its decision if it is in favor of the school district. Mrs. Fehr noted that DHS student Reed Johnson was elected governor of N.D. Boys’ State and is representing North Dakota at Boys Nation. Other representatives will be recognized in the August agenda.

**Adjournment**- At 6:46 p.m., Mrs. Rude moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. At 6:46 p.m. the meeting adjourned.



\_\_\_\_\_  
Kris Fehr, Board President



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



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

Dickinson Public Schools  
Annual Meeting

July 14, 2014; 5:00 p.m.  
Board Room, Central Office

Adjournment- At 6:46 p.m., Mrs. Knude moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. At 6:46 p.m. the meeting adjourned.

Kris Fern, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

August 11, 2014; After the Public Hearing  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on August 11, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross, Mrs. Sarah Ricks and Mrs. Tanya Rude via conference call. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Dr. Marcus Lewton, Ms. Casaundra Francis, Ms. Tamara Praus, Mr. Henry Mack, Mr. Thomas Barr, Mr. Shawn Leiss, Ms. Sherry Libis, and Dr. Becky Pitkin. Others present were: Mr. Lyle Smith, Mrs. Shary Smith, Mrs. Twila Petersen, and Ms. Nadya Faulx from the Dickinson Press.

**Call to Order** - Board President Fehr called the meeting to order at 6:20 p.m.

**Additional Agenda Items/Removal of Items from Consent 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 July 14, 2014, annual meeting; the bills for August 2014; the financial reports for August 2014; the pledged assets report for August 2014; the personnel reports; the student recognitions; and a tuition waiver request for a child of Andrea Tooley from Dickinson to Belfield; as presented. There was no RACTC report available. Ms. Ross seconded the motion. Board President Fehr noted under the student recognitions DHS student Reed Johnson was elected as governor to the North Dakota Boys State and two other DHS students were also elected to offices for the North Dakota Boys State. Motion carried unanimously.

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

- a. **Elementary Registration** – This week fall registration begins at the schools. Elementary registration is this week followed by the junior high and high school next week. The Central Office continues to enroll new students into the District.
- b. **Professional Development Days August 25 and 26<sup>th</sup>** – There will be a presentation on complex trauma. This topic was recommended by faculty members. Many of the students within the District have had some type of traumatic event in their lives. One out of four school children experience a traumatic event by the age of sixteen. The presentation will help school professionals better understand how a traumatic event can affect a student. School board members are encouraged to attend one of the two sessions on August 25. The sessions will be held at the BAC from 8:00-11:15 a.m. or 12:30-3:45 p.m.
- c. **Budget Committee Meeting Update** – On Wednesday, July 30 the Budget Committee met. The agenda and notes from this meeting are posted on the school board website under Supporting Documents. The Budget Committee reviewed a technology integration proposal. Other topics discussed were the 2014-2015 budget, school resource officer, health insurance premium increase, English Language Learners (ELL) instructors, positioning the District for future land acquisitions if the bond election is successful, and a shuttle bus service. The District has not heard back from the police department regarding the grant request for an additional resource officer. The District is advertising for another ELL instructor. The implementation of the shuttle bus service has been delayed tentatively until November. The District wants the shuttle service to be a smooth transition with the services. If the services are not coordinated by November the implementation date may be delayed again.

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

- d. Energy Infrastructure Impact Office (EIIO) Grant – This summer Assistant Superintendent Reep applied for a grant to receive funds for the expansion at Prairie Rose Elementary. Once again the District was denied funding. Administrators have had conversations with legislators and the legislators have been very supportive. President Fehr inquired if the EIIO grant is provided through oil extraction tax. Superintendent Sullivan stated that was correct. The District has applied six times for this grant and has been unsuccessful. Approximately 39% of the students have parents that have jobs directly impacted by the oil and gas industry.
- e. 2014-2015 NDSBA Policy Maintenance Contract – Available on the website is the 2014-2015 North Dakota School Boards Association policy maintenance contract and bill. This bill represents an increase of \$250 from last year.
- f. DHS Assistant Principal – Superintendent Sullivan introduced and welcomed Mr. Thomas Barr, the new assistant principal at the high school.

**Business Topics**

**Summer Building and Grounds Project Update** – Assistant Superintendent Vince Reep reported on the status of the building and grounds projects that were completed during the summer months. Available on the website is a spreadsheet summarizing the projects. There was approximately \$70,000 in new or replaced lockers in the District, most lockers were at the high school. The carpeting in the Heart River Elementary gymnasium was replaced, an exterior basketball court was added at Prairie Rose, the performance stages in Lincoln and Jefferson were converted to classrooms, and the power house was reshingled. Additional improvements at the high school included a new gymnasium floor, new carpet in two of the pods, new boiler controls and new air conditioning units. President Fehr inquired regarding the cost for the maintenance projects. Mr. Reep estimated them at \$633,000. This agenda item was informational only. No action was requested.

**Health Insurance Committee Report** – Business Manager Vince Reep reported the Health Insurance Committee recently met. The Health Insurance Committee recommended to the Budget Committee an increase in the premiums of 9.5% effective October 1, which was approved. Available on the website is an information sheet regarding the premium rate. This will increase the employee share of a single plan \$10.00 per month and \$19.50 per month on a family plan. This agenda item was informational only. No action was requested.

**Dickinson Education Association (DEA) Petition for Recognition** – The DEA had submitted two petitions which are posted on the website under Supporting Documents. The petitions are for recognition of an appropriate negotiating unit and recognition of a representative organization. Action was requested. Ms. Ross moved that pursuant to the provisions of NDCC 15.1-16-10, as amended, the School Board rejects the DEA's Petition for Recognition of Appropriate Negotiating Unit and fails to recognize all licensed personnel employed, or to be employed, by the Board, except the Administrators as the appropriate negotiating unit. Seconded by Mrs. Ricks. Discussion: Board President Fehr stated the language to represent all licensed personnel is too broad. It could include anyone who has a license and is in the classroom. Ms. Ross added some of the individuals that signed the petition a year ago are no longer employed by the school district. Mrs. Fehr noted some individuals that signed the petition are not classroom teachers and there are duplicate signatures. There are some signatures that are not legible. Mrs. Rude said she did not hear the entire motion. President Fehr repeated the entire motion as presented. The motion carried unanimously. President Fehr encouraged the DEA to bring a new document to be presented at the next board meeting, if they so request.



**Prairie Rose Elementary School Expansion Bid Award** – Assistant Superintendent Reep addressed the Board. Available on the website is a summary report for the bids and also a request form to the North Dakota Department of Public Instruction for school construction approval. After consultation meetings with the architect and reviewing the qualifications of the bidders, the administrative recommendation was to accept the lowest responsible bids from First Dakota Enterprises, CA Contracting, and Denny's Electric. The total project cost for the construction bids, not including architect fees and contingency fees, will be \$2,603,833. Mr. Reep was pleased with the competitive bids received and the reflection on the cost per square foot. Mr. Hanson moved to accept the lowest responsible bid for the general contractor for the construction of the expansion at Prairie Rose Elementary from First Dakota Enterprises with a base bid of \$1,917,000. Ms. Ross seconded the motion. The motion carried unanimously. Mr. Hanson moved to accept the lowest responsible bid for the mechanical contractor for the construction of the expansion at Prairie Rose Elementary from CA Contracting with a base bid in the amount of \$419,163. Mrs. Ricks seconded the motion. The motion carried unanimously. Mr. Hanson moved to accept the lowest responsible bid for the electrical contractor for the construction of the expansion at Prairie Rose Elementary from Denny's Electric with a base bid in the amount of \$267,670. Ms. Ross seconded the motion. The motion carried unanimously.

**Budget and Tax Levy** - The Certificate of Levy is due in the County auditor's office August 15. It may be amended until October 10 and the rest of the budget may be changed at any time by Board action. A public hearing was held prior to the meeting to provide an opportunity for the public to present oral or written comments regarding the property tax levy. Action was requested to approve the expenditure fund levels for 2014-2015. The administrative recommendation was to approve the budget as presented. Mr. Reep stated 20% of the District's revenue is from the tax levy. Land acquisition is a big ticket item. Without knowing what will happen with the bond referendum, if the District should purchase land through the general fund budget, it would save tax payer dollars without adding it to the bond. Last year the Budget Committee decided to use the rapid growth funds to help pay for Prairie Rose Elementary. The administrative salaries and classified salaries have been approved for this school year. Mr. Reep explained the funds set towards certified salaries depending on the outcome for negotiations which would be adjusted accordingly. The budget is large due to the District adding 16 new positions this school year. This was to accommodate the increase of students from 3,000 to 3,450. Mr. Reep stated the District does not levy more than it needs. Mr. Hanson moved to approve the general fund expenditures of \$38,589,310, the capital projects fund expenditures of \$4,599,500, the debt services fund expenditures of \$799,376, and the food services fund expenditures of \$1,689,823 for the 2014-2015 school term. Mrs. Rude seconded the motion. The motion carried unanimously.

A copy of the Certificate of Levy for the year 2014-2015 is posted under Supporting Documents on the website. The administrative and budget committee recommendation is to levy for 59.99 mills in the general fund and 10 mills in the building fund. After July 1, 2013, any existing levies for HVAC and remodeling debt were moved into the general fund levy. 2.73 mills of the 59.99 general fund mills will be used to pay off those debts. The total amount requested for all levies was \$9,424,800. Action was requested. Mr. Hanson moved to approve the Certificate of Levy for \$9,424,800 for the fiscal year ending June 30, 2015. Ms. Ross seconded the motion. The motion carried unanimously.

**Consolidated Grant Application Approval for 2014-2015** – 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 District has received notification of the amounts for several of its Federal grants.

**Consolidated Grant Application Approval for 2014–2015 (cont.)**

Those amounts are:

Title I	<u>\$622,895.00</u> + <u>\$82,919.19</u> carryover
Title IIA	<u>\$322,596.00</u> + <u>\$17,264.89</u> carryover
Total	<u>\$945,491.00</u> + <u>\$100,184.08</u> carryover

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

**Title I Look-Alike Program** – Jefferson Elementary and Lincoln Elementary do 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 \$81,980 that will be set aside by the school district to provide supplemental services for at-risk students at Jefferson Elementary and \$91,380 set aside by the school district to provide supplemental services for at-risk students at Lincoln Elementary, to support their achievement toward meeting the state’s student academic achievement standards. Action was requested. Ms. Ross moved to designate supplemental funds in the amount of \$81,980 be set aside by the school district for at-risk students at Jefferson Elementary and \$91,380 be set aside by the school district for at-risk students at Lincoln Elementary, for the 2014-2015 school year to provide supplemental services to support these student’s achievement toward meeting the state’s student academic achievement standards. Mr. Hanson seconded the motion. The motion carried unanimously.

**Girls’ Fastpitch Softball Cooperative Agreement** - The South Heart Public School District has requested a girls’ fastpitch softball cooperative agreement with DPS. The proposed agreement is posted on the website under Supporting Documents. Administrative recommendation was to approve the agreement. Activities Director Guy Fridley noted this was a new agreement for a student that transferred into the South Heart School District that was playing for DPS previously. Mr. Hanson moved to approve the extracurricular cooperative agreement with South Heart Public School District for girls’ fastpitch softball for the 2014-2015 school year. Mrs. Ricks seconded the motion. The motion carried unanimously.

**Gymnastics Cooperative Agreement** - The Glendive Public School District has requested a gymnastics cooperative agreement with DPS. The proposed agreement is posted on the website under Supporting Documents. Administrative recommendation was to approve the agreement. Activities Director Guy Fridley noted that Montana does not have competitive high school gymnastics. Ms. Ross moved to approve the extracurricular cooperative agreement with Glendive Public School District for gymnastics for the 2014-2015 school year. Mr. Hanson seconded the motion. The motion carried unanimously.

**Authorized Representative for the 21<sup>st</sup> Century Community Learning Centers (CCLC) Program** – Administrative recommendation was to appoint Assistant Superintendent Reep as the authorized representative for the grant. Action was requested. Mr. Hanson moved to appoint Assistant Superintendent Vince Reep as the authorized representative for the 21<sup>st</sup> Century Community Learning Center grant for the 2014-2015 school year. Ms. Ross seconded the motion. The motion carried unanimously.

**Committee Assignments** – At the July School Board Meeting, the appointment for a board representative to the Roughrider Area Career & Technology Center (RACTC) Governing Board was tabled. Action was requested. President Fehr informed Board members Mrs. Ricks is interested in serving as the primary Board representative. Ms. Ross moved to designate Sarah Ricks as the primary school board representative and Jason Hanson on as the secondary school board representative on the Roughrider Area Career & Technology Center. Mrs. Rude seconded the motion. The motion carried unanimously. Mrs. Ricks moved to designate Jason Hanson as the primary school board representative and Sarah Ricks as the secondary school board representative on the Stark County Job Authority Committee. Ms. Ross seconded the motion. The motion carried unanimously.

**Open Enrollment Applications** – Joshua Lehman applied for open enrollment for his three children to be admitted to the Dickinson Public Schools from the South Heart School District. These students have been attending DPS and recently moved into the South Heart School District; therefore, the deadline waiver applies. The administrative recommendation was to approve the three applications. Action was requested. Ms. Ross moved to approve the request for three children of Joshua Lehman be admitted to the Dickinson Public Schools under the open enrollment policy. Mr. Hanson seconded the motion. The motion carried unanimously.

**Board Policy Addition–First Reading** – Posted on the website is the North Dakota School Board Association’s recommended new policy FFC-Bus Conduct which was presented for consideration of the Board. Administrative recommendation was to add the policy. Action was requested. Mrs. Rude moved to accept the first reading approval of the addition of policy FFC, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

**Board Policy Revisions–First Reading** – Posted on the website are the following revised policies: ACBD-School Medication Program, BBC-Method of Filling a Board Vacancy, BEB-New Member Orientation, CAAB-Superintendent Evaluation Procedure, and FFK-Suspension and Expulsion. Areas from the DPS policy that have been removed on the NDSBA revision are noted as a ~~strike-out~~. Areas on the NDSBA policy that do not appear on the DPS policy are noted as **red** (this is new information on the policy). Areas on the revised NDSBA policy where the DPS policy language has been incorporated are noted in **purple**. Administrative recommendation was to revise the above noted policies. Action was requested. Mr. Hanson moved to accept the first reading approval of revised policies ACBD, BBC, BEB, CAAB, and FFK, as presented. Ms. Ross seconded the motion. The motion carried unanimously.

**Board Regulation Revision-First Reading and Final Adoption** – Posted on the website is the administrative recommendation for revising Board Regulation FFK-BR1-Suspension and Expulsion Regulation redefining “suspension”. Action was requested. Mr. Hanson moved to accept the first reading and final adoption of the revision to board regulation FFK-BR1-Suspension and Expulsion Regulation, as presented. Mrs. Ricks seconded the motion. The motion carried unanimously.

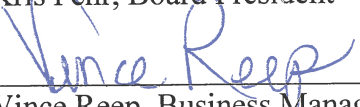
**Board Policy Additions – Second Reading and Final Adoption** – Posted on the website under Supporting Documents are the following new policies: ACDBA-Video Cameras on School Buses, DED-Administrative Leave and Suspension, FCAE-Suicide Prevention, and HCAB-Bidding Requirements and Procedures. Action was requested. Ms. Ross moved to accept the second reading and final approval of the additions of board policies ACDBA, DED, FCAE, and HCAB, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

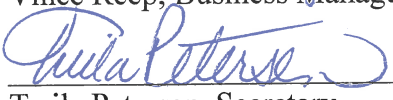
**Board Policy Revisions – Second Reading and Final Adoption** – Available on the website under Supporting Documents are proposed revisions to the following board policies: ABBA-North Dakota’s Comprehensive Model School Policy for Tobacco Use, ACCA-Sexual Offenders on School Property, ACDA-Acceptable Use, ACEA-Bullying Prevention Policy, DDA-Sick Leave, DHA–Licensure, DHBA-Professional Development, DKBB–Resignation, FCAC-Head Lice, and KACB–Complaints About Personnel. Board Member Ricks inquired if policies reflected in the negotiated agreement change do the board policies reflect that change. Assistant Superintendent Reep responded they are general congruent. If the policy in the bargained agreement changes then the board policy change would follow. Mrs. Ricks moved to accept the second reading and final approval of the revisions of board policies ABBA, ACCA, ACDA, ACEA, DDA, DHA, DHBA, DKBB, FCAC and KACB, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

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

**Adjournment** – At 7:24 p.m. Mr. Hanson moved to adjourn. Ms. Ross seconded the motion. The motion carried unanimously. The meeting was adjourned at 7:24 p.m.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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

## Approved School Board Public Hearing Minutes

Dickinson Public Schools  
Public Hearing

August 11, 2014; 6:00 p.m.  
Central Office Board Room

The Dickinson Public School Board held a public input hearing on August 11, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross and Mrs. Sarah Ricks. Board member absent was Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Ms. Tamara Praus, Dr. Rebecca Pitkin, Ms. Sherry Libis, Mr. Thomas Barr, Mr. Henry Mack, Mr. Guy Fridley, Dr. Marcus Lewton, Ms. Casaundra Francis, Mrs. Melanie Kathrein and Mrs. Dorothy Martinson. Others present were: Mrs. Glenice Hanson, Mr. Lyle Smith, Mrs. Shary Smith, Mrs. Twila Petersen, and Ms. Nadya Faulx from the Dickinson Press.

**Call to Order** – Board President Kris Fehr called the public input hearing to order at 6:00 p.m. She welcomed all in attendance for the hearing. She said Mr. Reep would provide some information and then the floor would be opened to the audience for input.

Assistant Superintendent Reep addressed the audience thanking them and the board members for attending the hearing. The hearing was a requirement by Senate Bill 2036. A notification had been published in the Press and letters were sent to patrons who had a \$3,000 tax increase and an increase of 10% or more. As per Century Code's calculation the percentage increase for the current tax year is 3.62%. Mr. Reep explained this number is deceiving since Dickinson Public Schools will decrease the number of mills by -5.33. He further explained the other governmental entities that will have mills added to the school district's mills. Mr. Reep explained the net decrease on taxes on a home with a taxable valuation of \$250,000 would be \$60.00. The floor was opened up for public input and/or questions. There was no public input received. President Fehr also encouraged public input and none was received. Mr. Reep made handouts available.

President Fehr thanked those in the audience for attending the hearing.

**Adjournment** – At 6:11 Ms. Ross moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. The hearing was adjourned at 6:11 p.m.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Special School Board Meeting

August 11, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on August 11, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Mrs. Sarah Ricks and Ms. Leslie Ross. Board member absent was Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan and Assistant Superintendent Vince Reep. Others present were: Mrs. Twila Petersen.

**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.

**Attorney Consultation–Negotiation Strategy (Executive Session)** - President Fehr noted the next item on the agenda was Attorney Consultation-Negotiation Strategy. She stated this item may be discussed in an executive session noting the legal authority for closing this portion of the meeting is North Dakota Century Code sections 44-04-19.1(2). The topic or purpose of this executive session was attorney consultation regarding negotiation strategy. Mrs. Ricks moved to close the meeting and go into executive session as per North Dakota Century Code section 44-04-19.1(2) for the purpose of attorney consultation-negotiation strategy. Mr. Hanson seconded the motion. There was no discussion on the motion. A roll call vote was taken on the motion; Hanson-aye, Ricks-aye, Fehr-aye. The motion carried unanimously. President Fehr noted the executive session would be recorded and all members of the governing body were reminded to limit their discussion during the executive session to the announced topic. All collective decision, collective commitment, or other final action by the governing board would occur after the meeting reconvenes to an open meeting, unless final action is allowed by law to be taken during the executive session. President Fehr noted that Board policy BCAD-Executive Session allows certain individuals to be in attendance at the closed meeting and those individuals are the Governing Board members and those individuals deemed necessary to be in attendance as directed by the Board President. President Fehr asked the following to be in attendance: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Recording Secretary Twila Petersen, and Attorney Rachel Bruner-Kaufman via conference call; in addition to the Board members who were present. President Fehr estimated reconvening the open portion of the meeting in approximately 15 minutes. At 5:04 p.m., the School Board went into executive session for the purpose of attorney consultation-negotiation strategy. The executive session was attended by Board President Kris Fehr, Board Vice President Jason Hanson, Board Member Leslie Ross, Board Member Sarah Ricks, Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Recorder Twila Petersen, and Attorney Rachel Bruner-Kaufman via conference call.

At 5:25 p.m. the executive session was adjourned. President Fehr invited the public back into the special school board meeting. She noted the only topic the Board discussed during the executive session was negotiation strategy with the Board's attorney, Rachel Bruner-Kaufman.

**Contract Negotiations for Potential Land Purchase (Executive Session)** – President Fehr noted the next item on the agenda was Contract Negotiations for Potential Land Purchase. She stated this item may be discussed in an executive session noting the legal authority for closing this portion of the meeting is North Dakota Century Code sections 44-04-19.1(9). The topic or purpose of this


**Contract Negotiations for Potential Land Purchase (cont.)**


executive session was contract negotiations for potential land purchase. Mrs. Ricks moved to close the meeting and go into executive session as per North Dakota Century Code section 44-04-19.1(9) for the purpose of contract negotiations for potential land purchase. Ms. Ross seconded the motion. There was no discussion on the motion. A roll call vote was taken on the motion; Ricks-aye, Hanson-aye, Ross-aye, Fehr-aye. The motion carried unanimously. President Fehr noted the executive session would be recorded and all members of the governing body were reminded to limit their discussion during the executive session to the announced topic. All collective decision, collective commitment, or other final action by the governing board would occur after the meeting reconvenes to an open meeting, unless final action is allowed by law to be taken during the executive session. President Fehr noted that Board policy BCAD-Executive Session allows certain individuals to be in attendance at the closed meeting and those individuals are the Governing Board members and those individuals deemed necessary to be in attendance as directed by the Board President. President Fehr asked the following to be in attendance: Superintendent Douglas Sullivan, and Assistant Superintendent Vince Reep, in addition to the Board members who were present. President Fehr estimated reconvening the open portion of the meeting in approximately 10 minutes. At 5:28 p.m., the School Board went into executive session for the purpose of contract negotiations for potential land purchase. The executive session was attended by Board President Kris Fehr, Board Vice President Jason Hanson, Board Member Leslie Ross, Board Member Sarah Ricks, Superintendent Douglas Sullivan, and Assistant Superintendent Vince Reep.

At 5:44 p.m. the executive session was adjourned. President Fehr invited the public back into the special school board meeting. She noted the only topic the Board discussed during the executive session was contract negotiations for potential land purchase.

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

September 8, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on September 8, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross, Mrs. Tanya Rude and Mrs. Sarah Ricks. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mr. Ron Dockter, Mrs. Dorothy Martinson, Dr. Marcus Lewton, Ms. Tamara Praus, Mr. Henry Mack, Mr. Jay Hepperle, Mr. Thomas Barr, Mr. Shawn Leiss, Ms. Sherry Libis, Mrs. Susan Cook, and Dr. Becky Pitkin. Others present were: Mrs. Leslie Wilkie, Ms. Lee Mehrer, Mrs. Twila Petersen and Ms. Nadya Faulx 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.

**Additional Agenda Items/Removal of Items from Consent Agenda** – Mrs. Rude moved to add under Business Topics after ACT Tests as item “c” the topic of School Board Notice of Intent to Negotiate. Mr. Hanson seconded the motion. The motion carried unanimously.

**Consent Agenda** – Ms. Ross moved to approve the revised agenda including the consent agenda consisting of the minutes from the August 11 public hearing, the August 11 regular board meeting, the August 11 special board meeting; the bills for September 2014; the financial reports for September 2014; the pledged assets report for September 2014; the personnel reports; a tuition waiver request for two children of Jeff Devenport, two children of Lori Miller, a child of Dawn Paro, and two children of Kristen Crawford; and the RACTC report; as presented. There were no student/staff recognitions. Mrs. Ricks seconded the motion. The motion carried unanimously.

**Superintendent’s Report** – Superintendent Sullivan reported on the following.

**NDSBA School Law Seminar and New Member Seminar** – The dates for the North Dakota School Board Association (NDSBA) School Law Seminar and New Member Seminar are Thursday, October 23. The NDSBA conference is scheduled for October 23 and 24<sup>th</sup>. Available on the website is additional information including the new layout for the conference.

**School Board Workshop** – There will be a Board workshop after the October and November School Board meetings. Board members are requested to forward potential workshop topics to Superintendent Sullivan or President Fehr.

**Monday, September 29** – There will be no school on Monday, September 29. This date is set aside for professional development.

**Enrollment** – As of September 3, the estimated student enrollment in the district is 3,448 students. This is an increase of 273 students (8.6% increase) from last fall, and an increase of 580 students from fall 2012 (20% increase). This is a new record enrollment for DPS. The prior highest enrollment was September of 1985 when the enrollment was 3,360. Mrs. Rude inquired regarding the cutoff for the rapid growth grant. Assistant Superintendent Reep explained the district submits numbers to the state during the month of September.

### **Business Topics**

**Prairie Rose Elementary School Expansion Update** – Assistant Superintendent Vince Reep provided updated information regarding the progress towards the expansion at Prairie Rose Elementary. There was

**Prairie Rose Elementary School Expansion Update (cont.)**

a preconstruction meeting on August 26 at Prairie Rose Elementary. Mr. Reep distributed a handout to Board members providing a tentative timeline. Final completion date is July 24, 2015. This agenda item was informational only. No action was requested.

**ACT Test Results 2013** - The 2013 ACT test results along with comparison data have been posted on the website under Supporting Documents for the Board members information. DHS Principal Ron Dockter addressed the Board and provided information. The data presents a five year trend ending with the graduating class from 2014 who took the ACT test in the spring of 2013. North Dakota is one of 12 states requiring juniors to take the ACT test. Mr. Dockter felt the results showed the DPS students are at a steady average. There are a number of students entering the district that have a gap in their education. There was discussion regarding the mathematics curriculum change that was implemented within the last five years. College readiness scores were also discussed. President Fehr requested data from students that are attending college and if they are in fact ready for college. Mr. Dockter explained some of the variables that could affect that data. Mrs. Rude noted three out of the four categories indicate the district average scores are lower than the state average. Mr. Dockter said that the science and English department teachers are working hard at breaking down the benchmarks to try and target what areas need more attention. He noted that the ACT test could have one or two questions from one content area. Some students care about how they score on the ACT test and some students rush through the test. Mr. Dockter felt the students were on the right track, with room for improvement. President Fehr thanked Mr. Dockter for the information. This agenda item was informational only. No action was requested.

**School Board Notice of Intent to Negotiate** -In 2013 the Dickinson Education Association (DEA) and School Board initiated bargaining over terms of the contract. At this juncture the negotiations initiated in 2013 have not concluded. At the August school Board meeting the School Board considered a Petition for Recognition from the Dickinson Education Association. Ultimately, for multiple reasons, it was decided the appropriate course of action was to reject the petition with a recommendation to the DEA to resubmit a new petition. Unfortunately, the school district has not received a revised Petition for Recognition as requested. The School Board needs to consider an appropriate action to help move this process forward. Consultation with School District legal counsel has identified a mechanism for the School Board to request to negotiate. Mrs. Rude moved that Pursuant to N.D.C.C. Ch. 15.1-16, as amended, the Dickinson Public School District Board of Education hereby requests to negotiate with all licensed teachers employed by the School District primarily as classroom teachers pursuant to the definition of teacher in the North Dakota Century Code 15.1-16-01 (5). Petitions seeking recognition as a representative organization should be filed with the Central Administration Office as soon as possible. Ms. Ross seconded the motion. Discussion: President Fehr recapped. Currently the teachers are being paid under what the judge ordered last year. Dr. Sullivan concurred. President Fehr inquired if either party had a signed contract and because there is no signed contract, both parties are back to the 2012-2013 term, other than the pay. Dr. Sullivan agreed. Ms. Ross added there is no tentative agreements. Mr. Reep noted the only change was the salary schedule. The emergency clause had a sunset clause built into it therefore it is still in effect. The sick leave became a Board policy which is then outside the contract. There were teachers that signed contracts for last year. They had 30 days to submit them. There is no agreement for 2013-2014 nor 2014-2015. Hopefully this will allow the Board and Education Association to move forward. Ms. Ross inquired if a revised petition would be submitted could negotiations begin immediately. Mr. Reep responded they could. President Fehr would like that to happen so both sides can move forward and then also move on to negotiating the next year right away. It is getting late. Mrs. Ricks

**School Board Notice of Intent to Negotiate (cont.)**

inquired if the final contract would be retroactive and Mr. Reep concurred it would. President Fehr inquired if the board members were ready to vote on the motion. The motion carried unanimously.

**Department of Public Instruction School Construction Loan Application** – Assistant Superintendent Vince Reep addressed the Board regarding the application that is posted on the website. He explained how much money the State has allocated towards the construction loans. DPS did research the idea of a DPI construction loan when Prairie Rose was built; however, the interest rates were too high. Since that time the interest rates have dropped, some as low as 1%. Mr. Hanson asked how the construction loan would affect the bonding capacity. Any savings on the bonding will be passed onto the tax payers. Any amounts borrowed by the school district will have to be paid back. It could be over a 20 year period of time. Mr. Reep added the maximum loan amount, to the best of his knowledge, is \$10 million and that would be the amount DPS would request. Ms. Ross moved to approve the submittal of the DPI School Construction Loan Application to be utilized for the new middle school project. Mr. Hanson seconded the motion. The motion carried unanimously.

**Department of Public Instruction Certificate of Compliance** – Dickinson Public Schools is required to file a report annually with the Department of Public Instruction certifying that all teachers in the District have a valid teaching license and are highly qualified. The report also stipulates that DPS does background checks on certain individuals and follows a review process as outlined in Century Code. A copy of the 2014-2015 Annual Compliance Report is available under Supporting Documents. Action was requested. Ms. Ross moved to approve the DPI Annual Compliance Report for the 2014-2015 school year, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

**Approval of the Individuals with Disabilities Education Act (IDEA) VI-B Grant** – Mrs. Dorothy Martinson, Director of Student Services, addressed the Board explaining the amount of the VI-B grant award is \$799,543. This is approximately \$90,000 more than last year's. This amount changes every year. The District tries to keep the staff 100% funded. It is not a competitive grant. Ms. Ross moved to approve the application for the Individuals with Disabilities Education Act VI-B funds. Mrs. Ricks seconded the motion. President Fehr thanked Mrs. Martinson for the information provide to the Board. The motion carried unanimously.

**Open Enrollment Applications** – Michelle Mayer applied for open enrollment for her three children to be admitted to Dickinson Public Schools from South Heart Public. Gina Carlson applied for open enrollment for her child to be admitted to Dickinson Public Schools from New England Public. R. Suzanne Phillips applied for open enrollment for her two children to be admitted to DPS from New England Public. All of these children have been attending DPS and recently moved outside the school district. The administrative recommendation was to approve the applications. Action was requested. Mr. Hanson moved to approve the open enrollment request for three children of Michelle Mayer, a child of Gina Carlson, and two children of Suzanne Phillips as specified in the open enrollment requests, to be admitted to the Dickinson Public Schools under the open enrollment policy. Mrs. Rude seconded the motion. The motion carried unanimously.

**North Dakota School Board Association Convention**

**Delegates** – President Kris Fehr, Mrs. Tanya Rude and Superintendent Douglas Sullivan will be attending the convention. Superintendent Sullivan will be attending the legal seminar on Thursday, October 23.

**North Dakota School Board Association Convention (cont.)**

Mrs. Sarah Ricks will be attending the new member seminar on Thursday, October 24. Copies of the proposed agendas for the convention and law seminar are posted under Supporting Documents. Action was requested to designate the delegates. President Fehr encouraged those Board members who could possibly attend the meeting be named as delegates. After the deadline, no additional names may be submitted. Ms. Ross moved that President Fehr, Mrs. Tanya Rude, Mrs. Sarah Ricks and Leslie Ross be named delegates from Dickinson Public Schools for the North Dakota School Board Association Convention. Mrs. Rude seconded the motion. The motion carried unanimously.

**Resolutions** – A copy of the 2014 resolutions are posted under Supporting Documents on the School Board website. President Fehr serves on the governmental affairs committee and shared information.

**Board Policy Addition–Second Reading and Final Adoption** – Policy FFC-Bus Conduct was presented for consideration as a new policy and is posted on the website. Administrative recommendation was to add the policy. Action was requested. Mrs. Rude moved to accept the second reading and final adoption of the addition of policy FFC as presented. Mrs. Ricks seconded the motion. The motion carried unanimously.

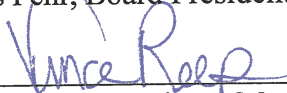
**Board Policy Revisions–Second Reading and Final Adoption** - The following revised policies were presented for consideration and are posted on the website under policies second reading: policy ACBD-School Medication Program, policy BBC-Method of Filling a Board Vacancy, policy BEB-New Member Orientation, policy CAAB-Superintendent Evaluation Procedure, and policy FFK-Suspension and Expulsion. Administrative recommendation was to revise the policies. Action was requested. Ms. Ross moved to accept the second reading and final adoption of revised policies ACBD, BBC, BEB, CAAB, and FFK, as presented. Mrs. Rude seconded the motion. The motion carried unanimously.

**Other** – President Fehr noted there is a School District FaceBook page providing information regarding the upcoming bond election. There is also a FaceBook page started by community members at Vote Yes for DPS.

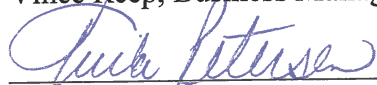
**Adjournment** – At 6:05 p.m. Mr. Hanson moved to adjourn. Ms. Ross seconded the motion. The motion carried unanimously. The meeting was adjourned at 6:05 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

approved School Board Meeting Minutes

Dickinson Public Schools  
Special School Board Meeting

October 8, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on October 8, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Mrs. Tanya Rude, Ms. Leslie Ross, and Mrs. Sarah Ricks. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep and Mr. Shawn Leiss. Others present were: Elizabeth Heidt, Emily Bren, Amy Hughes, Madison Hughes, Silva Barton, Marrill Fahlstrom, Sandra Hood, Dawn Sipma, Tracy Sipma, Troy Kuntz, Kelly Jahn, Trina Kudrna, Nancy Mack, Linda M. Greenwood, Scott Schmidt, Clarence Hauck, Jim Steckler, Mary B. Bruhschwein, Marily Dukart, T. M. Winter, JoAnn A. Coates, Brenda Loney, Leslie Wilkie, CaraLee Heiser, Susan Moberg, Nathan Amberg, Naomi Thorson, Cynthia A. Koppinger, Al Koppinger, Lyle Smith, Leann Mehrer, Daniel Pender, Judith Dalton, Mallory Wolf, Diana Stroud, Jamie Pellwitz, Chelsea Roshau, Kelcey Evers, Susan Bogner, Twila Petersen, and Nadya Faulx from the Dickinson Press.

**Call to Order** - Board President Fehr called the meeting to order at 5:00 p.m. She reported only the items on the agenda would be discussed. No other items would be addressed.

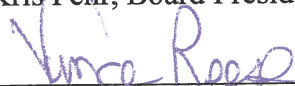
**Public Participation** - There were no requests for public participation.

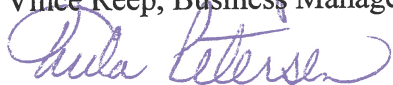
**2013-2014 Professional Negotiated Agreement** – Assistant Superintendent Reep explained the Board needs to act on the 2013-2014 negotiated agreement based on the court's decision. Available under Supporting Documents is the proposed 2013-2014 negotiated agreement. The changes to the agreement are listed on the background agenda. Changes include aligning some terminology, such as teachers, to be consistent. The recommended changes were as a result of an ad hoc committee reviewing the agreement and providing both sides the recommended revisions. Mr. Reep also noted a change in the emergency leave article VIB sunset clause. Both sides agreed to remove that part. The DEA has signed the 2013-2014 professional negotiated agreement. The administrative recommendation was to approve the 2013-2014 professional negotiated agreement. Mrs. Rude moved to approve the teacher negotiated agreement for the 2013-2014 school year that includes an index base for 2013-2014 of \$32,000; revised language in the "Titles, Names and Acronymous Items" and deletion of the sunset clause from Article VI (B) "Emergency Leave". Mr. Hanson seconded the motion. The motion carried unanimously.

**Recognition of Representative Organization** – Assistant Superintendent Reep reported the DEA submitted a petition for recognition on September 16. Superintendent Sullivan and Mr. Reep have reviewed the document and it appears to be in order. All individuals are teachers in the school district. Administrative recommendation was to approve recognition of the DEA as the representative organization. President Fehr noted Century Code specifically spells out who is a licensed classroom teacher that the organization can negotiate for. Superintendent Sullivan noted it was important for the Board to approve it tonight so that the District can begin negotiations. Ms. Ross moved to approve the Dickinson School Board Resolution Recognizing the Dickinson Education Association as the Representative Organization for Teacher Negotiations. Mrs. Ricks seconded the motion. President Fehr directed Superintendent Sullivan to set the schedule and set up a meeting as soon as possible. He said the same process would be used as previously, utilizing Meeting Wizard. He added that for the next couple of weeks he could not attend an evening meeting as his schedule was tied up. He recommended the initial meetings be held in the mornings. The motion carried unanimously.

**Adjournment** – At 5:07 p.m., Mrs. Rude moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. The meeting adjourned at 5:07 p.m.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Special School Board Meeting

October 10, 2014; 7:00 a.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on October 10, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Mrs. Tanya Rude, Ms. Leslie Ross, and Mrs. Sarah Ricks (via telephone call). Administrators present were: Superintendent Douglas Sullivan and Assistant Superintendent Vince Reep. Others present were: Mr. Lyle Smith and Ms. Katherine Lymn from the Dickinson Press.

**Call to Order** - Board President Fehr called the meeting to order at 7:00 a.m.

**Public Participation** - There were no requests for public participation.

**Budget and Tax Levy** – Assistant Superintendent Reep explained the administration is requesting a two part action by the school board this morning. The first step is a request to increase the Capital Projects Budget. Due to the passage of the bond the school district will incur some expenses for the construction during this fiscal year. Mr. Reep explained that the budget may be amended at any time during the year. President Fehr inquired about the request to increase the budget and whether it needed to be completed before October 10. Mr. Reep explained that since the District needed to have a meeting to discuss the tax levy the administration felt it appropriate to conduct both actions this morning as a matter of convenience. The administrative recommendation was to increase the Capital Projects Fund by \$500,000 to \$5,099,500. Ms. Ross moved to approve the amended capital projects fund expenditures from \$4,599,500 to \$5,099,500. Mrs. Rude seconded the motion. The motion carried unanimously.

Mr. Reep explained the second item this morning was consideration of the tax levy for tax year 2014. Yesterday afternoon he and Dr. Sullivan had a discussion with the bond consultant PFM about selling the bonds. He explained that the discussion involved the possibility of selling \$10 million in bonds prior to the end of the calendar year. Selling the bonds at this time would decrease interest expenses for the taxpayers. It is estimate the savings will be 31 basis points or approximately \$31,000. If the bonds are sold there would be a payment due in August of 2015 which is in the 2014 tax year. To facilitate the sale requires amendment of the Certificate of Tax Levy that the district filed in August 2014. The Certificate of Tax Levy can only be amended by the school board. If the district chose to defer the principal payment until the 2015 tax year it would result in additional expenses on the bonds. Additionally, the administration is considering the sale of \$25 million in bonds during the second semester of this school year. Mr. Reep also explained the district is working on acquiring a school construction loan for \$10 million during the next biennium. This loan would be at a lower interest rate than the bonds. Mr. Reep indicated that it may be as low as 0% depending on the upcoming legislative session. There is currently no revenue remaining in the construction loan program for this biennium.

Superintendent Sullivan asked Mr. Reep to clarify the timing of the election on October 7 and how this affected the Certificate of Levy. Mr. Reep explained that one reason the election was set on October 7 was so that if it was successful, it would be possible for the Certificate of Levy to be amended by the school board. When the administration heard from bond counsel it became

**Budget and Tax Levy (cont.)**

apparent there would be significant cost savings by amending the Certificate of Levy. The administration felt it appropriate to request the school board amend the Certificate of Levy to pass the savings onto the taxpayers.

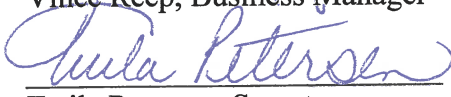
Mr. Reep explained the school district will sell bonds over the course of two school years. President Fehr said it is not unusual for public entities to conduct more than one bond sale when selling bonds.

Ms. Ross inquired clarification why the Dickinson Public Schools set the tax levy in August and did not wait until October since many other class "A" school districts wait until October. Mr. Reep explained the Century Code requires the Certificate of Levy be set by August 15th. The Dickinson Public Schools has always followed the Century Code. He further explained that some auditors in other counties do not want the Certificate of Levy until October. President Fehr clarified that setting the tax levy in August helps with the budgeting process. Ms. Ross moved to approve the Certificate of Levy for \$11,428,800 for the fiscal year ending June 30, 2015. Mr. Hanson seconded the motion. The motion carried unanimously.

**Adjournment** – At 7:15 a.m. Mrs. Rude moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. The meeting was adjourned at 7:15 a.m.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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



## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

October 13, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on October 13, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross, Mrs. Sarah Ricks, and Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Ron Dockter, Dr. Marcus Lewton, Mr. Guy Fridley, Ms. Tamara Praus, Mr. Jay Hepperle, Mr. Thomas Barr, Mr. Shawn Leiss, Ms. Sherry Libis, Mrs. Susan Cook, Dr. Becky Pitkin and Mr. Henry Mack. Others present were: Mrs. Naomi Thorson, Mrs. Fern Pokorny, Mrs. Twila Petersen, Ms. Nadya Faulx from the Dickinson Press and City Administrator Shawn Kessel.

**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.

**Additional Agenda Items/Removal of Items from Consent Agenda** – There were no additions or deletions to the agenda.

**Consent Agenda** – Ms. Ross moved to approve the agenda including the consent agenda consisting of the minutes from the September 8 regular board meeting, the October 8 special school board meeting, the October 10 special school board meeting; the bills for October 2014; the financial reports for October 2014; the pledged assets report for October 2014; the personnel reports; the student/staff recognitions; and a tuition waiver request for a child of Sherri Kirchen from Dickinson to Belfield. There was no RACTC report. Mrs. Rude seconded the motion. The motion carried unanimously.

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

- a. **North Dakota School Boards Association (NDSBA) Conference** – Superintendent Sullivan reminded Board members of the upcoming NDSBA conference. The agendas for the conference and seminars are posted on the website under Supporting Documents.
- b. **October 16 and 17** – There will be no school on October 16 and 17<sup>th</sup> due to the NDEA Convention.
- c. **AdvancED Recognition** – Dickinson Public Schools was presented a plaque at the recent AdvancED conference and was recognized by AdvancED for meeting the requirements for the accreditation. Superintendent Sullivan thanked the work the School Improvement Leadership Team did preparing for and during the accreditation process.
- d. **Measure 8** – Dr. Sullivan explained the Measure 8 initiative which would require all North Dakota schools to begin after Labor Day. Athletics and Activities Director Guy Fridley addressed the Board and explained the consequences should this initiative pass. He distributed a handout from the North Dakota High School Activities Association (NDHSAA) expressing opposition to Measure 8. The handout explained the athletic calendars have been drafted and are approved through 2018-19 and the state tournament schedule is approved through 2020-21. Mr. Fridley explained even if classes were to begin after Labor Day, since the sports calendars are already set up seven years in advance, football practice would still begin August 10. Even though the biggest push for Measure 8 is so that students can spend more time with family, those days where students normally attend school in August will be pushed back to June. When Bismarck Public switched and started school after Labor Day they had a decrease of 25% in student participation of activities. Even though the calendar changes, the athletic season will need to shrink. Students cannot be playing football in December. President Fehr inquired if there was any other data available, other than Bismarck Public. Mr. Fridley responded there was a great article in the newspaper regarding Fargo Public Schools. Mr. Fridley explained the reasoning for

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

the athletic events to be set seven years in advance. The locations for events need to be secured as they are shared for extracurricular events and non-extracurricular events. President Fehr thanked Mr. Fridley for the information.

**Business Topics**

**Canvassing the Special Election** – The Dickinson Public Schools held a special election on Tuesday, October 7 for the purpose of a bond referendum. Specified in Century Code, the District is required to canvass the election at today's Board meeting. Assistant Superintendent Reep addressed the Board. He passed around the tapes from the polling machines for the Board members to review. Mr. Reep explained there were some ballots dropped off at the Court House that were voided as the patrons voted at the polling sites the day of the election instead of by absentee. There were many absentee forms requested that were not returned. These individuals again could have possibly voted at the polling sites the day of the election. The address books are available for review. He noted canvassing the address books is not necessary. There were four spoiled or rejected ballots where the voter did not sign the envelope. There were three ballots that are certified that were received the canvassing board can open and review and add the three responses to the totals. Mr. Hanson, Mrs. Ricks and Mrs. Fehr each opened one of the certified ballots. The responses on those three were all in favor of the bond referendum. This brought the total number of cast certified votes to 2,336. Action was required. Mrs. Rude moved that she had examined and canvassed the returns of the special election and had determined that 1,716 votes were lawfully cast in favor of approving the Resolution and issuing the Bonds, and that 620 votes were lawfully cast against approving the Resolution and issuing the Bonds. She declared that 73.5% of all the qualified voters of the District voting upon the question were in favor of issuing the Bonds and moved to adopt the Resolution Canvassing Returns and Declaring Result of the Special Election, as presented. Mr. Hanson seconded the motion. A roll call vote was taken: Ross-aye, Rude-aye, Ricks-aye, Hanson-aye, and Fehr-aye. The motion carried unanimously.

**Prairie Rose Elementary Expansion Update** - Assistant Superintendent Vince Reep provided updated information regarding the progress towards the expansion at Prairie Rose Elementary. This agenda item was informational only. No action was requested.

**Student Mobility Report** – Assistant Superintendent Reep has posted under Supporting Documents the following reports: Inward and Outward Migration report, a 5-year summary, and comments. Mr. Reep referenced the inward and outward mobility report noting that last year the District had 1,078 students going either in or out of the District. When comparing to last year, there are 1,244 students that came or left; this is a net gain of 126 students. Students are becoming more and more mobile. There are students from 45 different states and seven different countries. Texas had the largest number of mobile students with 49 coming in and 41 going out. The high student mobility creates a challenge for administrators, teachers and staff. Mrs. Rude inquired if there was a way to track if some of the same students are leaving the District and then returning. Mr. Reep said it could be tracked but would be labor intensive within the PowerSchool system. He is aware there are students that were in the District, left the District, and returned. He doubted there were more than 100 of these students. President Fehr thanked Mr. Reep for gathering the information. This agenda item was informational only. No action was requested.

**Superintendent's Formative Evaluation** – DPS will use the same process as last year. President Fehr and Superintendent Sullivan have selected four areas from the superintendent's job description to be evaluated. The areas are: supervision with licensed and non-licensed staff; identification and implementation of board policy needs; effective records management; and supervision of building and

**Superintendent's Formative Evaluation (cont.)**

grounds, transportation, and student safety. A copy of the superintendent's job description is posted under Supporting Documents. President Fehr noted the law states the deadline for this process is December 15. Board members were asked to return the evaluation forms to President Fehr by November 22. This agenda item was informational only. No action was requested.

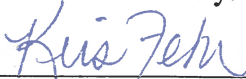
**2014 North Dakota School Boards Association (NDSBA) Resolution** – Posted under Supporting Documents is information regarding the resolution to change TFFR funding. All resolutions will be voted on by the delegates at the NDSBA fall conference. Assistant Superintendent Reep explained the changes proposed to the resolution. One of the main changes would provide PERS plans to newly hired teachers and no longer offer TFFR. These are two totally different programs with different funding units. The North Dakota Council of Education Leaders has discussed the change outlined in the resolution and are opposed to this change. Mr. Reep felt if some of these changes would be successful there would be a large amount of teachers that would retire that are eligible for retirement. This change could be detrimental to the District since there is already a teacher shortage. President Fehr explained the process for the resolutions and said this is the opportunity for Board members to make recommendations to the delegates attending the conference. Ms. Ross said she had an issue when NDSBA doesn't adhere to the reason for committees and does not have input from all sources. In light of this, Ms. Ross would be supportive to the delegates who vote against the proposed resolution. This agenda item was for discussion only. No action was requested.

**School Board Workshop** - There was a board workshop following the regular board meeting. Topics discussed included the DLR Group final report, city growth and planning overview, future planning for the school district, transportation, and funding sources. This agenda item was informational only. No action was requested.

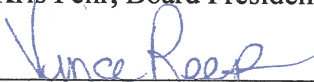
**School Board Policy Revision, First Reading** – Superintendent Sullivan requested this agenda topic be tabled until the next school board meeting. Ms. Ross moved to table the agenda topic revising board policy DBBA. Mr. Hanson seconded the motion. The motion carried unanimously.

**Other** – Mrs. Rude suggested the school newsletters reflect that the schools are considered nut free, not just peanut free. President Fehr noted that under the consent agenda, DHS senior Reed Johnson was recognized as receiving the Civics Renewal Network Constitution Day award. He was the only student selected in the State of North Dakota. Reed was very involved in the Vote Yes Committee including working on the DSU homecoming float and a tremendous amount of work on the committee.

**Adjournment** – At 5:47 p.m. Mrs. Rude moved to adjourn. Mrs. Ricks seconded the motion. The motion carried unanimously. The meeting was adjourned at 5:47 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary



## Approved School Board Workshop Minutes

Dickinson Public Schools  
Board Workshop

October 13, 2014; After Board Meeting  
Board Room, Central Office

The Dickinson Public School Board held a workshop on October 13, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross, Mrs. Tanya Rude, and Mrs. Sarah Ricks. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Jay Hepperle, Dr. Marcus Lewton, Dr. Becky Pitkin, Mrs. Susan Cook, Ms. Tamara Praus, Mrs. Melanie Kathrein, Ms. Sherry Libis, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Mr. Henry Mack, and Mr. Thomas Barr. Others present were: City Administrator Shawn Kessel, Mrs. Twila Petersen, and Ms. Nadya Faulx from the Dickinson Press.

**Call to Order** - Board President Fehr called the workshop to order at 6:15 p.m.

### **District Plans for Future**

**DLR Group Final Report** – Superintendent Sullivan distributed individual binders that included information regarding the DPS Facility Master Plan. The superintendent and assistant superintendent have reviewed the material in depth. Dr. Sullivan called attention to the increasing number of students requiring English Language Learners assistance. These numbers are up 13% from last year. He also noted in 2011, the school district added 11 classrooms to two elementary schools, in 2013 a new school opened, and in 2014 the district is in the process of expanding the new elementary school. Since the superintendent's arrival in 2009 there has been an increase of 1,000 students to the district. The school board had foresight and prepared with the expansions and building of the new elementary school. The focus continues to be enrollment growth and the number of students.

**City Growth/Planning Overview** – City Administrator Shawn Kessel was invited to provide information to the group regarding the growth the city has seen and future planning. Mr. Kessel congratulated the school district on the passage of the school bond. He reported in 2011 a study was done that projected the population in Dickinson to be approximately 42,000 by the year 2025. In 2013 those numbers were revised estimating the population to reach 42,000 before 2025. Professionals at Kadrmas, Lee and Jackson are estimating 9,500 new housing units in the next seven years. This would require a large increase in building permits. The City has kept the number of building permits low the last 18 months at an attempt to have the infrastructure in place to keep pace with the demand. Mr. Kessel anticipated in the year 2015 there would be a record number of building permits. At a meeting, CHI-St. Joseph's Hospital President Reed Reyman shared the number births. Based on those births it is estimated the City's population is currently 30,000. If this trend should continue, the population could grow to 55,000 within the next seven years. Administrator Kessel noted that infrastructure expansion is very expensive. There will be an \$80 million sewer and water treatment plant going online in the near future. Part of the tax money the City collects must be used towards infrastructure.

City Administrator Kessel used Google Earth to plot approximately 35 land developments that are anticipated in and around Dickinson. These subdivisions included not only low density, single family homes but also high density, commercial and multi-family projects. He also briefly discussed annexations, park land included in developments, and ratios of single family homes vs. high density. President Fehr inquired if the companies bringing in new businesses, such as new restaurants, are also bringing people with them. Mr. Kessel responded that the business plans for the new companies

City Growth/Planning Overview (cont.)

coming in are based on a different business model. Their prices reflect a salary that commands attention. Today's economy is different than what it was when some of the established businesses started. The City of Dickinson had 100 employees when Mr. Kessel came here. It now has 250 employees. Hiring people and retaining them is the biggest challenge. The unemployment rate in this area is the lowest in the nation. There are currently only 311 people looking for a job. Labor markets are tight.

Future Planning

Enrollment Projections – Assistant Superintendent Reep distributed two handouts. One handout showed enrollment projections through fall of 2019. The second handout provided enrollment projections more specific to grade levels. Mr. Reep estimated enrollment to increase by approximately 1,005 students from the years 2014 to 2019. This is an increase of 29%. It is projected the elementary schools will reach capacity by the time the middle school opens in 2017. The new K-5 capacity will be 2,500 students. Ms. Ross questioned the capacity at an elementary school that would dictate an additional assistant principal. Mr. Reep responded, according to the Picus report, an additional assistant principal should be added when there are 450 students.

Dickinson High School Building – Board President Fehr said that one of the contentions in the recent bond election was a new high school building. The Board is keeping its promise to have a discussion regarding this topic. Superintendent Sullivan reported that he and Mr. Reep will have a conference call with the DLR Group tomorrow to move forward with the discussion regarding the high school. Now that the plans have been set for the K-8, it is time to begin addressing the 9-12 building.

Hagen Junior High Property – Superintendent Sullivan said he had met with representatives from NDSU today to discuss a possible location for the new middle school. The District will continue to look at other options. There is also a meeting on Friday to discuss another possible site for the new middle school. He added it would be ideal to have a location decided by the end of November. The NDSU site will require action by the legislature. It is possible the school district may look at buying more than one site. There was discussion regarding repurposing the Hagen Junior High building and Hagen football field.


Transportation – Superintendent Sullivan explained a letter regarding the shuttle bus service was being sent home with K-6 students today and mailed to grades 7-12 students. The implementation date has been pushed back to November 12. There is a larger, restricted (ineligible) area. There will be two enrollment periods for parents to sign their children up for a shuttle service. President Fehr inquired how the service would work. Superintendent Sullivan responded that there will be designated bus stops. Parents will be able to take their children to stops where the students can get on the bus. There may also be exchange zones. Harlow's Bus Service will not be able to determine the bus stops until they gather all the information from those interested in the service.

Funding Sources – Assistant Superintendent Reep reported there have been conversations with the park district as new land acquisitions become available. The Meyer Group has 30 acres available for a middle school near the South Heart School District boundary which is the Dickinson School District's far west boundary. There also has been conversations regarding building an elementary school in Sundance Cove. The administrators continue to work with the park district since its options would be in lieu of cash. Mr. Reep added the District has applied for a construction loan through DPI for \$10 million. If DPS receives the loan, the balance of the \$65 million bond for the new middle

**Funding Sources (cont.)**

school would be \$55 million and those bonds could be sold over a two year period. There are fees that the District will need to absorb when building a school in a new development, such as sewer, water, curb, and gutter.

**Adjournment** - The workshop adjourned at 7:33 p.m.



\_\_\_\_\_  
Kris Fehr, Board President



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



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





## Approved School Board Meeting Minutes

Dickinson Public Schools  
Special School Board Meeting

November 6, 2014; 12:30 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on November 6, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Mrs. Sarah Ricks, Ms. Leslie Ross and Mrs. Tanya Rude (via conference call). Administrators present were: Superintendent Douglas Sullivan and Assistant Superintendent Reep. Others present were: Mrs. Kim Schwartz, Mr. Tracy Tooz, Mrs. Twila Petersen, and Ms. Nadya Faulx from the Dickinson Press.

**Call to Order** – Board President Kris Fehr called the meeting to order at 12:30 p.m. She noted this was a Special School Board Meeting and only topics on the agenda may be discussed. There was only one item on the agenda.

**Public Participation** – There were requests from public participation from Mrs. Kim Schwartz and Mr. Tracy Tooz. President Fehr welcomed Mrs. Kim Schwartz. Mrs. Schwartz addressed the Board and stated she was a DHS graduate, a community member, the wife of a retired teacher and a resident of the Dickinson Public School District. She requested the Board to negotiate the teacher salaries not based on justification for the cost of living but as to the worth of the teachers in the community, to the parents and the students in the District. President Fehr thanked Mrs. Schwartz for her comments and asked Mr. Tracy Tooz if he had any comments he wished to share. Mr. Tracy Tooz stated that it was discouraging to hear the negotiations discussion going back and forth. He noted Board members are public persons that sit on the Board and do not get paid much for this position. He added the Board members were intelligent and were doing what was best for the benefit of the school system and the teachers are doing what is best for the benefit of the teachers. Mr. Tooz said it was wise of the Board to call an executive session, to get in alignment and get organized. Board President Fehr thanked the two individuals for providing their input. President Fehr said she thought the teacher negotiations meetings were discouraging and felt they have not been as productive as the Board negotiators would have liked. The Board negotiators would like some direction from the Board members. Board President Fehr stated it was her interest to do what is in the best interest of the students of the school district and receive direction from the Board on the teacher negotiations and contract.

**Teacher Contract Negotiations** – President Fehr noted the next item on the agenda was the purpose of teacher contract negotiations strategy. She stated this item may be discussed in an executive session. The legal authority for closing this portion of the meeting is North Dakota Century Code section 44-04-19.1(9). The topic or purpose of the executive session was teacher contract negotiations. President Fehr reported a motion would be in order to discuss this topic in executive session, if this was the wishes of the Board. Mrs. Ricks stated as per North Dakota Century Code NDCC 44-04-19.1 (9) she moved to close the meeting and go into executive session for the purpose of teacher contract negotiations. Mr. Hanson seconded the motion. There was no discussion on the motion. President Fehr noted after the executive session was completed the public will be invited to rejoin the meeting. A roll call vote was taken on the motion; Ross–aye, Ricks–aye, Hanson–aye, Fehr–aye. The motion carried unanimously. President Fehr reported the executive session would be recorded and all members of the governing board were to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action

**Teacher Contract Negotiations (cont.)**

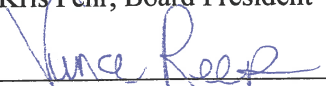
by the governing board would occur when the meeting reconvenes unless required by law during the executive session. President Fehr reflected school board policy BCAD-Executive Session which lists those individuals that may attend the executive session. Those designated to be in attendance were Board President Fehr, Board Vice President Hanson, Board Member Ross, Board Member Ricks, Board Member Rude (if she should call in), Superintendent Sullivan, Assistant Superintendent Reep, and Recorder Petersen. At 12:40 the School Board went into executive session for the purpose of teacher contract negotiations. The session was attended by Board President Kris Fehr, Board Vice President Jason Hanson, Board Member Leslie Ross, Board Member Tanya Rude, Board Member Leslie Ross, Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, and Recorder Twila Petersen. President Fehr noted she anticipated the meeting would adjourn in approximately 20 minutes.

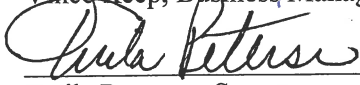
The executive session was adjourned at 1:50 p.m. President Fehr invited the public back into the Special School Board meeting. She noted that the Board discussed the teacher contract negotiations. President Fehr noted there were no other topics for the Special School Board meeting. President Fehr expressed concerns with the negotiations. She addressed Assistant Superintendent Reep and asked if a meeting had been set up last night for Mr. Fahy to go over numbers. Mr. Reep said he made sure that Mr. Tuchscherer received the spreadsheet from last night with the numbers and then caught Mr. Fahy to compare calendar schedules. Mr. Reep invited Mr. Fahy to look at his schedule and meet with Mr. Reep, possibly Wednesday or Thursday, November 12 or 13<sup>th</sup> and tie back the increase sheet. Mr. Reep will inform the Board negotiators when the meeting has transpired. President Fehr noted the next negotiations meeting would be chaired by the Board. There was discussion regarding the difficulties with scheduling a negotiations meeting the week of November 10, including the difficulties for Mr. Fahy and Mr. Reep to meet before the end of next week. Assuming Mr. Fahy and Mr. Reep have met by the 14<sup>th</sup> of November, a proposed date for the negotiations meeting would be 6:30 a.m. on Wednesday, November 19 at the Central Office. No other topics were discussed.

President Fehr recapped, the Board has met and given the negotiators direction. The understanding is that Mr. Fahy and Mr. Reep will be meeting to go over figures. Mrs. Petersen will find out if the next teacher negotiations meeting can be scheduled for the 19<sup>th</sup> of November at 6:30 a.m. at the Central Office.

**Adjournment** – At 1:53 p.m., Ms. Ross moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. The meeting adjourned at 1:53 p.m.

  
Kris Fehr, Board President

  
Vince Reep, Business Manager

  
Twila Petersen, Secretary

## Approved School Board Workshop Minutes

Dickinson Public Schools  
Board Workshop

November 17, 2014; After Board Meeting  
Board Room, Central Office

The Dickinson Public School Board held a board workshop on November 17, 2014, at the Central Administration Office after the regular board meeting. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Ms. Leslie Ross, Mrs. Sarah Ricks, and Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Dorothy Martinson, Mr. Ron Dockter, Dr. Marcus Lewton, Ms. Tamara Praus, Mr. Jay Hepperle, Mr. Thomas Barr, Mr. Shawn Leiss, Ms. Sherry Libis, Mrs. Susan Cook, Dr. Becky Pitkin, and Mr. Henry Mack. Others present were: Senator Rich Wardner, Ms. Leann Mehrer and Mrs. Twila Petersen.

**Call to Order** – Board President Fehr called the workshop to order at 6:25 p.m.

**Legislative Bill** – President Fehr thanked Senator Wardner for being present at the workshop. Senator Wardner provided a packet of handouts regarding Western North Dakota Oil and Gas Funding Impacts. He explained the oil money that comes into the State is absorbed into constitutional funds. There are still eight months to go in this biennium as June 30, 2015, is the end of the fiscal year. Next January and February the North Dakota Legislature will look at creating the budget for the next two years. Senator Wardner discussed how the price of a barrel of oil and oil production will influence the oil and gas tax revenue. State funds from the oil and gas tax revenue are allocated to gross production tax and extraction tax. Each of these taxes allocates a percentage of the funds to different entities using a complex formula. The hub city schools funding is part of the large city schools funding and is predicated on the percentage of oil and gas employees living in that district. Some funding for school districts is imputed or discounted as much as 75%. Some members of Legislature are trying to acquire funding for school districts to build new schools at low interest construction loans or zero interest construction loans. There are two state allotments, one from the gross production and one from the extraction. The state general fund gets a small portion of approximately \$300 million. The property tax relief is the money used to pay for the 125 mills that the district is no longer levying. Higher prices of oil generate a larger amount of money into the constitutional funds. If the oil production should decrease there is a cushion in the funding. Funds are being collected this biennium to take care of educational funding for the next biennium. Senator Wardner explained the history of the Legacy Fund and the future for this funding. Constitutionally this money is dedicated to be spent on water, education, and strategic investment and cannot be touched until 2017. President Fehr thanked Senator Wardner for attending the workshop, the time spent in preparing the material, and presenting the information.

### **Future Planning**

**New Middle School** – Assistant Superintendent Reep said the administration was looking for input from board members for a possible site for the new middle school. There are four sites the District had been researching and has narrowed it down to two sites. Superintendent Sullivan clarified why the four prospective sites were narrowed down to two based on the price. One site is owned by The Meyer Group (Pinecrest addition) and the other site is owned by NDSU (near Menards).

The Pinecrest addition property could be park district dedicated property and therefore may be donated land. The site in Pinecrest has approximately 26.5 acres. This is on the western border of the DPS District boundaries located near 30<sup>th</sup> and 35<sup>th</sup>. This land is platted and is in city limits, and therefore has city sewer and water. The Meyer Group and Roers Construction have developed the roads around this area.

New Middle School (cont.)

The NDSU site includes 30 acres and is selling for \$45,000 per acre or \$1.35 million. There are no plans in the near future for city sewer and water for this location. This property is at the intersection of 30<sup>th</sup> and 21<sup>st</sup> street. Next spring, 21<sup>st</sup> street will become a three lane street and later expanded to five lanes. The bypass will be built two miles from this site. Consensus was for the administration to continue working on land acquisition. Due to access to water and sewer and price the Meyer Group property is the first preferred option.

Location for Future Schools – Assistant Superintendent Reep distributed a handout with projected enrollment numbers. Superintendent Sullivan summarized the progress the District has made since he arrived in 2009 and the enrollment has increased by approximately 1,000 students. An addition was made to Lincoln Elementary and also Jefferson Elementary, a new elementary school was opened in 2013, the new school will have a new wing added in 2015, and a bond referendum passed allowing the school district to build a new middle school. Reflecting on the projected enrollment, Dr. Sullivan noted the District needs to consider building at least one more elementary school in the near future. Dr. Sullivan explained the land purchased in 1980 that is now Prairie Rose Elementary was advantageous to the District. Heart River Elementary is placed on a lot that has the capability of expansion; however, the heating and cooling system would need an overhaul. There is a ten acre site located in Sundance Cove east of Dickinson that could serve as a location for a new school. There are other possible sites available for a new elementary school. Restructuring Berg Elementary back to a K-5 building will temporarily help with the enrollment growth.

Construction Management – Mr. Reep provided a handout for Request for Qualifications (RFQ) for Construction Manager Services. The manager will provide a great deal of support as the District looks at its largest financial construction project. In the past 50 years, the projects have been designed, bid and then built. Mr. Reep suggested, when comparing a construction management agency and construction management at risk (CMAR), to utilize the CMAR. If the District would use agency it would have to hold all the contracts for every subcontractor. Mr. Reep requested permission to publish the RFQ on November 25. Some possible responses could be from JE Dunn, Praus, and Mortenson who would in turn possibly hire local subcontractors. Advertising for the position now will provide a timetable that would allow the Board to select the construction manager at its February Board meeting. Due to the large amount of information, President Fehr expressed concern with the timetable. Since the Board cannot take action at a workshop she suggested the topic be further researched and then call a Special Board Meeting to take action on one of the two presented processes. Mr. Reep added there is another possible process if the Board decides to use the traditional method. If the Board should decide to use the traditional method he suggested members visit with contractors who could potentially bid. Mr. Reep provided a copy of the North Dakota Century Code procedures regarding agency construction management procurement. These detailed guidelines describe the timeline for selection. President Fehr thanked Mr. Reep for the information and the handouts.

DLR Group Facility Master Plan

Hagen/DHS Discussion – Superintendent Sullivan explained that the conversation regarding the high school had not been forgotten. At this time, the District is focusing on trying to secure land for the new middle school and contract assignments before moving forward and transitioning into the high school discussion. Hagen Junior High Principal Marcus Lewton distributed several handouts related to

Hagen/DHS Discussion (cont.)

the new middle school. The handouts provided information on a timeline for the structure, stakeholders in the process, and the inner core components of the structure. There has been lengthy discussions with the Hagen and Berg staff regarding the middle school concept and preparing for a new way of teaching a middle school versus a junior high school. Focus has been on “why” things are being done. The Middle School Planning Team will be touring other 21<sup>st</sup> century schools. The team knows the new school will be built with taxpayer money and therefore wants to make sure it is done right receiving stakeholder input and sharing feedback and communication. The Team will meet with focus groups to discuss how the school works, how the classes are structured, counseling for students and how the schedule would look. Hagen Principal Lewton and Berg Elementary Principal Leiss are working with the State and Dickinson State University to provide teachers with course work needed for the District to implement a middle school. President Fehr inquired how many Hagen faculty remain from when the District did the first middle school concept, which was approximately 20 years ago. Mr. Reep responded possibly less than five. Mr. Leiss added the Planning Team has been working diligently with the DLR Group. This Team’s efforts helped pass the bond referendum. Members have toured a couple of buildings and met with administrators from the buildings. There will be input from the Hagen and Berg staff shared with the architects to use when designing the new middle school. The staff has been working hard to develop ideas. Dr. Lewton noted that the Hagen Junior High building has had an average of 1,000 students (500 per semester) per year in its 79 years of service. That is 79,000 students.

Adjournment – At 7:47 p.m., Ms. Ross moved to adjourn. Mrs. Ricks seconded the motion. The motion carried unanimously.



\_\_\_\_\_  
Kris Fehr, Board President



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



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

After this

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

November 17, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on November 17, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Ms. Leslie Ross, Mrs. Tanya Rude, and Mrs. Sarah Ricks. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Dorothy Martinson, Mr. Ron Dockter, Dr. Marcus Lewton, Ms. Tamara Praus, Mr. Jay Hepperle, Mr. Thomas Barr, Mr. Shawn Leiss, Ms. Sherry Libis, Mrs. Susan Cook, Dr. Becky Pitkin and Mr. Henry Mack. Others present were: Mr. James Wosepka, Ms. Leann Mehrer, Ms. Alisha Webster, Mrs. Twila Petersen, and Ms. Nadya Faulx 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.

**Additional Agenda Items/Removal of Items from Consent Agenda** – There were no additions or deletions to the agenda.

**Consent Agenda** - Mrs. Rude moved to approve the agenda including the consent agenda consisting of the minutes from the October 13 regular board meeting, the October 13 board workshop and the November 6 special school board meeting; the bills for November 2014; the financial reports for November 2014; the pledged assets report for November 2014; the personnel reports; the student/staff recognitions; a tuition waiver agreement for a child of Tonya Woolery from Dickinson to South Heart, a waiver agreement for a child of Gary Hunke from Dickinson to Richardton-Taylor; and the RACTC report, as presented. Ms. Ross seconded the motion. The motion carried unanimously.

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

- a. **American Education Week** – American Education Week is recognized during the week of November 17-21. Various community members and businesses are participating by recognizing the District's teachers and staff and also reading in the classroom.
- b. **Century 21 Grant** – Assistant Superintendent Reep submitted a grant application for the Regional After School Program. An award was granted to the District for over \$200,000.
- c. **Lockdown Procedure** – Superintendent Sullivan noted that the lockdown procedure has been implemented twice this school year. The lockdown procedure is being reviewed. Previous practice with a soft lockdown is students were allowed to move about within the building and parents were allowed to pick up students from school. This will be revised and after proper communication to the public, parents will no longer be allowed to pick up their children from school if the school is in a lockdown. No one will be allowed to enter the building and no one will be allowed to leave the building. Unfortunately if the student has an appointment that student will not be allowed to leave for the appointment. President Fehr noted the timeliness of this topic since it was in alignment with discussion at the recent North Dakota School Boards Association (NDSBA) conference she attended. Board members shared their support for the change in lockdown procedures. Dr. Sullivan explained if there was a lockdown at a building a generic message may be used through the notification system.

**Business Topics**

**Audit Report** – Mr. James Wosepka, the school district’s auditor, addressed the board. Available on the website under Supporting Documents is an electronic copy of the audit report. Board members were provided with this report the first of the month. Mr. Wosepka explained the audit was completed about a month ago and noted he has provided an unmodified opinion. Mr. Wosepka clarified student funds held in trust. He also explained a process for analytical review comparing previous financials with current financials. His firm also collects data on a random sampling basis. During the review and sampling, nothing unusual was found. President Fehr thanked Mr. Wosepka for the information. Administrative recommendation was to accept the audit report. Action was requested. Mrs. Rude moved to approve the annual audit report for the year ending June 30, 2014. Ms. Ross seconded the motion. A roll call vote was taken: yeas-Hanson, Ricks, Rude, Ross, Fehr; nays-none. The motion carried unanimously.

**Southwest Community High School (SWCHS) Report** – Principal Jay Hepperle from SWCHS prepared an annual report which is posted on the website under Supporting Documents. Mr. Hepperle addressed the Board and distributed handouts. One handout provided information regarding enrollment, credits earned, percentage of absenteeism, and societal benefits of staying in school instead of dropping out of school. Principal Hepperle said this is the 13<sup>th</sup> year that SWCHS has been serving students. Last year the faculty devised a purpose focusing on student attendance, engagement, learning, building self-esteem, and helping students overcome their challenges. Some of challenges the students face along with going to school include students living on their own, paying rent, currently pregnant or having children. Enrollment has increased with a current waiting list of 16. Students are placed on a waiting list based on need and age. Board members asked various questions, such as transitioning into the regular high school, ages of students, and Mr. Hepperle’s goal for the future of SWCHS. Due to space constraints and the number of teachers, SWCHS is currently maxed out at 23 students. President Fehr thanked Mr. Hepperle for the updated information. This agenda item was informational only. No action was requested.

**School Board Workshop** - There was a workshop following the board meeting. Topics discussed at the workshop included information from Senator Wardner with an update regarding legislative bills, future planning for the Hagen Junior High property, a location for the new middle school, sites for future schools, and construction management. This agenda item was informational only. No action was requested.

**North Dakota School Boards Association (NDSBA) Convention** – Those in attendance at the conference (Mrs. Fehr, Mrs. Rude, and Mrs. Ricks) have posted summary reports on the website under Supporting Documents. Mr. Reep posted under Supporting Documents some notes from the Law Seminar that he and Mrs. Rude attended. The legal seminar focused more on board member issues than previous law seminars. Mrs. Rude added she has a link posted under Supporting Documents that provides the handouts from the legal seminar. Mrs. Ricks attended the new member seminar and felt the seminar was very beneficial. It went over financials on how the State gets its funding and North Dakota policy. Mrs. Fehr said the highlight of the delegate assembly was the proposed TFFR amendment of which the DPS board members were opposed. This agenda topic was informational only. No action was requested.



**Initial Resolution Authorizing the Issuance and Sale of General Obligation Building Fund Bonds**

– Available on the website are the following documents: Resolution Providing for the Sale of General Obligation School Building Bonds, Notice of Bond Sale, and Resolution Providing the Participation in School Bond Credit Enhancement Program. Assistant Superintendent Reep addressed the Board. He provided a handout explaining the proposed dates for general obligation bonds. The interest rates are speculative anywhere from 3.32% to 1%. If the State should help with the school construction loans the interest rate could be 1% or less. The Initial Resolution is for \$9,995,000 general obligation building fund bonds payable from the debt services fund. This commits approximately 3.8 mills out of the 28 mills to cover the debt service on \$9,995,000. Administrative recommendation was to approve the sale. Action was requested. Ms. Ross moved to approve the initial resolution authorizing the issuance and sale of \$9,995,000 general obligation building fund bonds, series 2014. Mrs. Ricks seconded the motion. A roll call vote was taken: yeas-Ross, Hanson, Rude, Ricks, Fehr; nays-none. The motion carried unanimously.

**School Board Policy Addition, First Reading** – The NDSBA recommended adding policy DEBA-Confidentiality and policy DLA-Recognition of Negotiating Units. A copy of the policies is posted on the website under Supporting Documents. Policy DEBA covers the protection of student’s rights. It was noted that policy DLA states North Dakota Century Code and would help clear up any issues and provide uniformity and a clear definition for teachers and administrators. Administrative recommendation was to approve the two policies for first reading. Action was requested. Ms. Ross moved to complete a first reading of policy DEBA-Confidentiality and policy DLA-Recognition of Negotiating Units, as presented. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Rude, Ricks, Ross, Hanson, Fehr; nays-none. The motion carried unanimously.

**School Board Policy Revisions, First Reading** – The NDSBA has recommended revisions for the following policies: policy BBBB-School Board Committee, policy BCBA-Public Participation at Board Meetings, policy CAAB-Superintendent Evaluation Procedure, policy DBBA-Drug and Alcohol Testing for Employees, and policy DHA-Licensure. A copy of the revised policies are posted on the website under Supporting Documents. Administrative recommendation was to revise policies BBBB, BCBA, CAAB, DBBA, and DHA. Action was requested. Mr. Hanson moved to complete a first reading of policy BBBB, policy BCBA, policy CAAB, policy DBBA, and policy DHA, with the changes noted in red or purple text and/or strikeout, as presented. Mrs. Ricks seconded the motion. A roll call vote was taken: yeas-Hanson, Rude, Ross, Ricks, Fehr; nays-none. The motion carried unanimously.

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

**Adjournment** – At 6:00 p.m., Mrs. Rude moved to adjourn. Mrs. Ricks seconded the motion. The motion carried unanimously. The meeting adjourned at 6:00 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

10/1/20

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Special School Board Meeting

November 21, 2014; 7:00 a.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on November 21, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Mrs. Sarah Ricks, Ms. Leslie Ross, and Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan and Assistant Superintendent Reep. Others present were: Mrs. Twila Petersen.

**Call to Order** – Board President Kris Fehr called the meeting to order at 7:00 a.m. She noted this was a Special School Board Meeting and only topics on the agenda may be discussed.

**Public Participation** – There were no requests for public participation.

**Review Architect Selection Process for New Middle School** – Board President Fehr referenced the September 2013 discussion when the facility master planner was selected and remembered the discussion at that time was that an architect was not being selected. Superintendent Sullivan explained the history within the District of the projects completed to date. Since he arrived in 2009, there has been expansion projects to Jefferson and Lincoln Elementary schools, a new elementary school was built, an expansion is under construction at the new school, and the approval of the bond on the new middle school. He noted prior to the expansion at the elementary schools, the board authorized the administrators to hire an architect. During the Prairie Rose construction there was a motion to buy bonds but no specific motion regarding an architect. The new middle school project is on an extremely tight schedule for it to be completed by the fall of 2017. Dr. Sullivan added the Board had conducted a thorough review of four firms and there have been no noted reservations regarding the DLR Group. Superintendent Sullivan and Assistant Superintendent Reep discussed the process that has gotten the District to this point where it needs to consider an architect. Mr. Reep explained the Request for Qualifications (RFQ) Construction Manager Services, which he has posted on the website under Supporting Documents. This document has no reflection on the architect. President Fehr clarified that the \$65 million for the middle school included the architect's services. Mr. Reep suggested an RFQ for an architect. Ms. Ross noted the steps the Board takes today could take precedence for future processes. After lengthy discussion, consensus of the Board members was to consider moving forward with the DLR Group as the architect for the middle school. Ms. Ross moved to approve the DLR Group as the architect for the new middle school. Mr. Hanson seconded the motion. Discussion on the motion: Ms. Ross suggested reviewing the architect's progress after a certain period of time and rate it as satisfactory or unsatisfactory. Dr. Sullivan suggested the Board members focus on the basic footprints of the project and not the details. Ms. Ross noted that it has been past practice that pictures of the progress are shared and she has appreciated these. Having no further discussion on the motion, a roll call vote was taken: yeas-Hanson, Ricks, Ross, Rude, Fehr; nays-none. The motion carried unanimously.

**Construction Management At Risk** – President Fehr noted the discussion regarding construction management was initiated at the November 17 Board workshop. She asked Mr. Reep to provide additional information. Mr. Reep distributed handouts regarding North Dakota Century Code on this topic and also distributed copies of the RFQ. He noted Century Code specifies some requirements of the governing board. There was discussion regarding the selection committee, timeline, Century Code requirements, etc. The Board was in consensus with the January 21 interview date which set a timeline requesting action. Ms. Ross moved to authorize the administration to move forward with the process to seek applications for the Request for Qualifications in the selection of a Construction Management At Risk Company for the construction of the new middle school. Mrs. Ricks seconded the motion. A roll call

Construction Management At Risk (cont.)

vote was taken on the motion: yeas-Rude, Ricks, Ross, Hanson, Fehr; nays-none. The motion carried unanimously.

**Resolution Providing for Sale of \$9,995,000 General Obligation Building Fund Bonds** – Posted under Supporting Documents is a copy of the resolution. Administration requested the Board members to consider the resolution authorizing the District to sell fund bonds in the amount of \$9,995,000. Action was requested. Ms. Ross moved to approve the resolution providing for the sale of \$9,995,000 general obligation building fund bonds, series 2014. Mr. Hanson seconded the motion. A roll call vote was taken on the motion: yeas-Ricks, Hanson, Ross, Rude, Fehr; nays-none. The motion carried unanimously.

Due to a prior commitment, Mrs. Ricks exited the meeting.

**Resolution Authorizing the Participation in the School District Bonds Credit Enhancement**

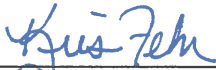
**Program** – Assistant Superintendent Reep addressed the Board stating the resolution was posted on the website under Supporting Documents. Ms. Ross moved to approve the resolution providing for participation in the School Bond Credit Enhancement Program, as presented. Mr. Hanson seconded the motion. Discussion: Mrs. Rude asked questions regarding the language within the document. She additionally made a recommendation under #5 on page two to strike the word “is” in the last sentence. Assistant Superintendent Reep explained the document was prepared by the bond attorney and felt some portions may have been taken out of Century Code. Consensus of the board was to strike the word “is” at the end of paragraph #5 and leave the remaining language within the document. The Board understood this was for the middle school only. A roll call vote was taken on the motion: yeas-Rude, Hanson, Ross, Fehr; nays-none; absent-Ricks. The motion carried unanimously.

**Teacher Contract Negotiations** – President Fehr noted the next item on the agenda was teacher contract negotiations. She stated this item may be discussed in an executive session. The legal authority for closing this portion of the meeting is North Dakota Century Code section 44-04-19.1(9). The topic or purpose of the executive session was teacher contract negotiations. President Fehr reported a motion would be in order to discuss this topic in executive session, if this was the wishes of the Board. As per North Dakota Century Code NDCC 44-04-19.1 (9), Mrs. Rude moved to close the meeting and go into executive session for the purpose of teacher contract negotiations. Mr. Hanson seconded the motion. A roll call vote was taken on the motion: yeas-Rude, Hanson, Ross, Fehr; nays-none; absent-Ricks. The motion carried unanimously. President Fehr reported the executive session would be recorded and all members of the governing board were to limit their discussion during the executive session to the announced topic which is the teacher contract negotiations. Any collective decision, collective commitment, or other final action by the governing board would occur when the meeting reconvenes unless required by law during the executive session. President Fehr reflected school board policy BCAD-Executive Session which lists those individuals that may attend the executive session. Those designated to be in attendance were Board Vice-president Hanson, Board Member Rude, Board Member Ross, Board President and Chair Fehr, Superintendent Sullivan, Assistant Superintendent Reep, and Recorder Petersen. President Fehr noted she anticipated the meeting would adjourn at approximately 8:15 a.m. At 7:59 a.m. the School Board convened into executive session for the purpose of teacher contract negotiations. The session was attended by Board President Fehr, Board Vice-president Hanson, Board Member Tanya Rude, Board Member Leslie Ross, Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep and Recorder Twila Petersen.

**Teacher Contract Negotiations (cont.)**

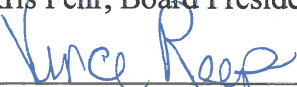
The executive session was adjourned at 8:25 a.m. President Fehr invited the public back into the Special School Board meeting. She noted the Board discussed the teacher contract negotiations.

**Adjournment** – At 8:25 a.m., Ms. Ross moved to adjourn. Mrs. Rude seconded the motion. The motion carried unanimously. At 8:25 a.m. the meeting was adjourned.



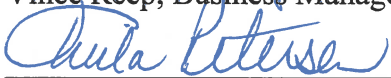
---

Kris Fehr, Board President



---

Vince Reep, Business Manager



---

Twila Petersen, Secretary

MS. 1000

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

December 8, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on December 8, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Mrs. Tanya Rude, and Mrs. Sarah Ricks. Board member absent: Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Dorothy Martinson, Mr. Ron Dockter, Dr. Marcus Lewton, Mr. Jay Hepperle, Mr. Thomas Barr, Mr. Shawn Leiss, Ms. Sherry Libis, Mrs. Susan Cook, Mrs. Melanie Kathrein, Mr. Henry Mack, and Dr. Becky Pitkin. Others present were: Mr. Larry Sebastian, Mr. Lyle Smith, Mrs. Shary Smith, Ms. Leann Mehrer, Mrs. Twila Petersen and Ms. Nadya Faulx 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.

**Additional Agenda Items/Removal of Items from Consent Agenda** – There were no additions or deletions to the agenda.

**Consent Agenda** – Mrs. Rude moved to approve the agenda including the consent agenda consisting of the minutes from the November 17 regular board meeting, November 17 board workshop, November 21 special meeting; bills for December 2014; the financial reports for December 2014; the pledged assets report for December 2014; the personnel reports; and the RACTC report, as presented. There were no student/staff recognitions or tuition waiver agreements. Mr. Hanson seconded the motion. A roll call vote was taken and the motion was unanimously approved.

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

- a. **Calendar Committee** – There will be a Calendar Committee meeting on Wednesday at 4:00 p.m. This will be the second meeting this fall for this committee which is working on the school calendar for the 2015-2016 school year.
- b. **District-wide Technology Committee** – There will be a District-wide Technology Committee meeting on Thursday at 4:00 p.m.
- c. **Lockdown Procedures** – Superintendent Sullivan thanked Ms. Nadya Faulx from the Press for the article in *The Press* regarding the new procedure. The article helped get the information out to the community regarding the new procedure if the District should need to go into a lockdown.
- d. **Middle School Site** – Assistant Superintendent Reep and Superintendent Sullivan continue to research possible locations for the new middle school. The search has been narrowed down to two locations. Dr. Sullivan and Mr. Reep have met and will continue to meet with city administrators to discuss infrastructure, water, and sewer.
- e. **Junior High Transition to Middle School** – DPS leadership faculty have traveled and visited seven schools and attended a conference for a better understanding of teaching instruction in a middle school and what a middle school looks like. A summary will be shared with the school board at its January meeting.

### **Business Topics**

**Roughrider Area Career and Technical Center (RACTC) Update** – Mr. Larry Sebastian, RACTC Director, addressed the board. Available on the website under Supporting Documents is a summary report with information regarding course offerings, mission and financials. The designated Board representative

**Roughrider Area Career and Technical Center (RACTC) Update (cont.)**

to the RACTC is Mrs. Ricks with the alternate as Mr. Hanson. Mr. Sebastian reported New Salem Public is a newly added emerging school to the Center. Director Sebastian discussed the salaries incurred through the Center and the amount reimbursed by the State. The amount reimbursed by the State CTE Department for salaries is 40%. He explained there are seven faculty members that are contracted to the 12 member schools and one director. There are two health career teachers with one of the two at Dickinson High School. Currently there are no DHS teachers that are teaching on the system, although in the past there were. In the summary, courses offered through the Center were listed. Mr. Sebastian noted the fee structure has not changed since 2008. President Fehr inquired if there was a demand for additional courses that could be provided by RACTC. Mr. Sebastian shared some suggestions. There was discussion regarding adding vocational training. President Fehr thanked Mr. Sebastian for the summary report and presenting information at the meeting. This agenda item was informational only. No action was requested.

**Prairie Rose Elementary Expansion Update** – Assistant Superintendent Reep addressed the Board with updated information. Towards the middle of December the exterior wall panels will begin arriving. It will take approximately one week for them to be placed and welded. Mr. Reep felt everything was on schedule or a little ahead of schedule. Good weather will keep the process on track. This agenda item was informational only. No action was requested.

**Teacher Contract Negotiations** – Board Negotiator Kris Fehr addressed the Board. When the Board negotiators met with the DEA negotiators it was expressed the importance of attracting and retaining teachers and Board negotiators provided offers that would be in alignment with this focus and still be within the means of the budget. The final offer proposed by the Board negotiators that is before the DEA for ratification was emailed to all school board members. This offer would provide a starting teacher a salary of \$42,505. This is only \$100 less per year than Bismarck Public which dominates in the first year teacher salaries. President Fehr distributed a handout with a salary schedule comparison. When comparing the DPS salaries with other key class A schools, Dickinson Public will have the highest paid salary to veteran teachers. DPS veteran teachers will be paid 15% more than veteran teachers are paid at Bismarck Public. Dickinson Public will have a competitive edge on veteran teachers and sit well for being competitive for brand new teachers as well. President Fehr stated that the amount of the increase in salary would be \$4,105 for first year teachers. Mr. Hanson, who also negotiated for the Board, said that with this salary increase there will be implications for the school district's budget that the Budget Committee will need to discuss. The Board may need to put off some items until next year and revise plans; for example, land purchases for future schools may be delayed and that could mean more students in a classroom if the District has to wait an additional year for a school to be built. There are a lot of unknowns at this point. Mrs. Rude inquired if future teacher contracts could include additional professional development days. She suggested the Board negotiators try and meet this need as well as we move forward with the next round of negotiations. Mrs. Rude said she has been on numerous District committees where the teachers are pleading for additional professional development days. President Fehr said she did speak to Mrs. Kathrein about what is being asked for so the Board negotiators have an idea and can identify the discrepancies. President Fehr updated on the timeline for the teacher contracts. Superintendent Sullivan cancelled the impasse. If the negotiations would go into impasse again it would start from the beginning. The Board proposal was offered to the DEA members at a DEA meeting last week. There will be another DEA meeting this week Thursday to ratify. Only after both parties have approved and signed the agreement can Mr. Reep proceed with payroll and the issuance of contracts. The timeframe is such that it



**Teacher Contract Negotiations (cont.)**

will not get into the December payroll. Teachers will have 30 days to sign the contracts. There is a lengthy process to transfer from the 2013-2014 contract to the 2014-2015 contract. At each phase there will be a lot of proofreading and verifying. President Fehr asked Board members to keep their calendars flexible so they could attend a potential special school board meeting in the near future. This agenda item was informational only. No action was requested.

**Sale of General Obligation Building Fund Bonds** – On December 8, 2014, bids were received for the sale of the General Obligation Fund bonds, Series 2014. Available on the website under Supporting Documents is a draft bond resolution. The final version with the final sale results was emailed to Mr. Reep from the bond attorney, Scott Wegner, for the Board's consideration. Assistant Superintendent Reep addressed the Board explaining the documentation and reported the results from the sale. Dickinson Public Schools received a bond credit rating of Aa3 from Moody's Investor Service. The anticipated interest rate was 3.01%. Mr. Reep reported the bonds to Piper Jaffrey had an interest rate of 2.81%. This will be a savings passed down to the tax payers of \$191,000. There were eight bids received. Mr. Reep reported when the underwriter discount fees are removed, the District will receive more money than the principal of the bond. It was a favorable market. Administrative recommendation to the board was to accept and authorize the issuance of the sale of the bonds. Mr. Hanson moved to adopt the resolution authorizing the issuance and sale of \$9,865,000 general obligation school building bonds, series 2014. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Hanson, Ricks, Rude, Fehr; nays-none; absent-Ross. The motion carried unanimously.

**Copy Machine Bid Consideration** - Assistant Superintendent Vince Reep addressed the Board. On November 25, 2014, the Dickinson Public School District received and opened four bids for the purchase and inclusive maintenance of nine copy machines (one at each school and two at DHS). Mr. Reep's bid analysis is posted under Supporting Documents. All minimum specifications were met with all four local vendors who submitted bids. The administrative recommendation was to accept the lowest bid of \$250,115 from Advanced Business Machines (ABM) of Dickinson. Mr. Hanson moved to accept the low bid of \$250,115 for nine Savin copiers and the five year inclusive maintenance cost of \$.00396 per copy from Advanced Business Machines. Mrs. Ricks seconded the motion. A roll call vote was taken and the motion was unanimously approved.

**Superintendent Evaluation** - The four areas evaluated from the superintendent's job description were: supervision with licensed and non-licensed staff; identification and implementation of board policy needs; effective records management; and supervision of building and grounds, transportation, and student safety. Board members were to rate the superintendent either satisfactory or unsatisfactory. Available on the website under Supporting Documents is a summary of the evaluations submitted. President Fehr noted that three of the five board members submitted evaluations and Superintendent Sullivan received satisfactory marks in all areas. President Fehr met with Superintendent Sullivan and reviewed the evaluation summary prior to the board meeting. She read a portion of the responses from each of the four areas. The board member responses along with the compilation of the comments will be placed in Dr. Sullivan's personnel file. President Fehr thanked Dr. Sullivan for what he is doing for the school district. Dr. Sullivan thanked the board and noted he greatly appreciates the assistance he receives on a daily basis with the challenges he confronts. He expressed appreciation to the school board, administrators, teachers, and staff through all levels in the District. Action was requested. Mrs. Rude moved to approve the superintendent's evaluation, as presented. Mrs. Ricks seconded the motion. A roll call vote was taken: yeas-Hanson, Rude, Ricks, Fehr; nays-none; absent-Ross. The motion carried unanimously.

**School Board Policy Additions, Second Reading and Final Adoption** – The NDSBA recommended adding policy DEBA-Confidentiality and policy DLA-Recognition of Negotiating Units. A copy of the new policies are posted on the website under Supporting Documents. Administrative recommendation was to approve the two policies for second reading and final adoption. Action was requested. Mrs. Rude moved to complete the second reading of policy DEBA-Confidentiality and policy DLA-Recognition of Negotiating Units, as presented. Mr. Hanson seconded the motion. Discussion: none. A roll call vote was taken and the motion was unanimously approved.

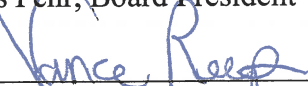
**School Board Policy Revisions, Second Reading and Final Adoption** – The NDSBA has recommended revisions for the following policies: policy BBBB-School Board Committee, policy BCBA-Public Participation at Board Meetings, policy CAAB-Superintendent Evaluation Procedure, policy DBBA-Drug and Alcohol Testing for Employees, and policy DHA-Licensure. A copy of the revised policies are posted on the website under Supporting Documents. Administrative recommendation was to revise policies BBBB, BCBA, CAAB, DBBA, and DHA. Action was requested. Mrs. Ricks moved to complete the second reading of policy BBBB, policy BCBA, policy CAAB, policy DBBA, and policy DHA, as presented. Mr. Hanson seconded the motion. Discussion: none. A roll call vote was taken and the motion was unanimously approved.

**Other** – The combined Christmas program will be held at Dickinson State University on December 16 in Stickney Auditorium.

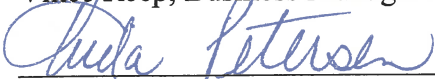
**Adjournment** – At 6:00 p.m., Mrs. Rude moved to adjourn. Mrs. Ricks seconded the motion. The motion carried unanimously. The meeting adjourned at 6:00 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

## Approved School Board Meeting Minutes

Dickinson Public Schools  
Special School Board Meeting

December 12, 2014; 12:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a special meeting on December 12, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Mrs. Sarah Ricks, Ms. Leslie Ross, and Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan and Assistant Superintendent Vince Reep. Others present were: Mrs. Twila Petersen and Ms. Nadya Faulx from the Dickinson Press.

**Call to Order** – Board President Kris Fehr called the meeting to order at 12:00 p.m.

**Public Participation** – There were no requests for public participation.

**2014-2015 Teacher Negotiated Agreement** – President Fehr noted the Dickinson Education Association (DEA) met last night and did approve the negotiated agreement. Following are the changes from the previous contract:

- a. The agreement is for one year (2014-2015) ending June 30, 2015.
- b. The index base for 2014-2015 is \$34,841 which is an 8.9% increase on the base.
- c. Modification of the salary schedule index in the top seven lanes (0-6).

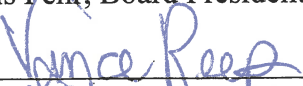
President Fehr noted the changes in the salary schedule for the top seven lanes. The emphasis of the Board negotiators was making a difference in salary for the less experienced teachers. The beginning teacher's salary is \$42,500~~5~~ which is close to the number one salary in the State. Vice-president Hanson noted this is only \$100 per year behind Bismarck and well above the remaining competitors. President Fehr handed out a salary comparison sheet. She said the District cannot sustain these types of raises year after year. The Budget Committee has met and will be working on modifications to the budget. Teachers will be paid on the previous schedule until the January payroll. If the Board should approve the negotiated agreement today, there would not be enough time to make the adjustments to all the 262.5 faculty as they are entered in and reviewed one person at a time before the cutoff for the December payroll. Teachers will be paid in January at the new rate, assuming they return their signed contract into the Central Office allowing for sufficient time. There will be two checks cut, one will be a catch up check along with the regular check. President Fehr thanked Mr. Hanson for stepping in when needed for negotiations and adding his comments. The school board negotiating team recommended approval of the negotiated agreement. A copy of the teacher negotiated agreement is posted under Supporting Documents on the school board web site. Action was requested. Mrs. Rude moved to approve the one year teacher negotiated agreement that includes an index base for 2014-2015 of \$34,841 and to approve the changes in the negotiated agreement, as presented. Mr. Hanson seconded the motion. Discussion on the motion: Mrs. Rude inquired regarding the sunset clause item. Dr. Sullivan responded noting that item was changed when the school board approved the 2013-2014 negotiated agreement. Ms. Ross noted, from a budgeting point of view, the teacher salary increases will impact the five or more big ticket items the Budget Committee will need to review; such items include purchasing land for future school sites and the shuttle bus service. She said the Budget Committee is very concerned that there is something on the list that may not be done as there are no funds available. The salary increase could have serious impact on how the District proceeds on building the new school and adding buses to the in-city busing service. Those items may have to be put aside and the Budget Committee will be asking the Board for direction when it comes to those conversations. President Fehr responded that she wanted the

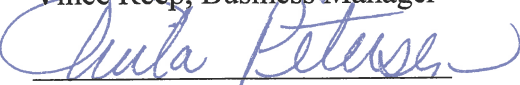
**2014-2015 Teacher Negotiated Agreement (cont.)**

Budget Committee members, the school board members, and the public to be aware that some of the actions come at a cost and the Board cannot do everything because there are limited resources. With no further discussion on the motion, a roll call vote was taken on the motion: yeas-Ricks, Hanson, Rude, Ross, and Fehr; nays-none. The motion carried unanimously.

**Adjournment** – At 12:10 p.m., Mr. Hanson moved to adjourn. Mrs. Ricks seconded the motion. The motion carried unanimously. The meeting adjourned at 12:10 p.m.

  
\_\_\_\_\_  
Kris Fehr, Board President

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

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