

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

January 12, 2015; 5:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a regular meeting on January 12, 2015, 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, Dr. Marcus Lewton, Mr. Shawn Leiss, Mr. Jay Hepperle, Mr. Guy Fridley, Mr. Henry Mack and Mr. Thomas Barr. Others present were: Mr. Jeff Sachs, 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 – Mr. Hanson moved to add Hockey Agreement to the agenda under Business Topics as item “h”. Mrs. Rude seconded the motion. The motion carried unanimously.

Consent Agenda – Mrs. Rude moved to approve the revised agenda including the consent agenda consisting of the minutes from the December 8 regular board meeting and December 12 special board meeting; the bills for January 2015; the financial reports for January 2015; the pledged assets report for January 2015; the personnel reports; and the student/staff recognitions, as presented. There was no RACTC report and no tuition waiver agreements. Mr. Hanson seconded the motion. Assuming a roll call vote the motion carried unanimously.

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

Negotiations Seminar – The North Dakota School Boards Association (NDSBA) will be providing a Negotiations Seminar on February 5 and 6th at the Bismarck Ramada. The agenda for the seminar is posted on the website.

Teacher Evaluation Instrument Meeting – This committee will be meeting on Tuesday, January 13.

Teacher Contracts Update – Superintendent Sullivan said there are still 15 outstanding 2014-2015 teacher contracts that need to be submitted. The 30-day deadline for submission is Thursday, January 15.

Bus Training – Dr. Sullivan explained the school buses are contracted through Harlow’s Bus Service. Harlow’s does training a minimum of twice a year. During the trainings safety issues are discussed including railroad crossings. Harlow’s also does random mandatory drug testing.

EduTech Technology Progress Report – EduTech Information Technology Specialist Jeremy Holkup has posted on the website an interim progress report. Dr. Sullivan noted that Mr. Holkup created the District’s new website design. Transferring the files was an expansive task including transferring all archived files. Mr. Holkup has been working with faculty in the school district on the Instep training to help integrate technology into the classroom in the school district. Mr. Holkup worked extensively with the DHS social sciences department last year. He has also been putting tutorials on technology on the website.

Middle School Report – Superintendent Sullivan invited Hagen Principal Marcus Lewton, Berg Principal Shawn Leiss and Director of Instruction Melanie Kathrein to address the board and provide an update and a presentation regarding the progress on the new middle school building and new middle school concept. A PowerPoint was provided. Dr. Lewton said the discussion regarding a new middle school began at a school board workshop when it was determined Hagen Junior High was running out of space for the students. The DLR Group used an exercise during a public forum asking participants to imagine what the

Superintendent's Report (cont.)

headlines would look like in the newspaper when the new junior high/middle school opened. The public forums reached out asking for input from stakeholders in the community and staff and faculty. Facts and predictions were driven by the stakeholders to make decisions. In the spring of 2014 the DLR Group provided a report recommending a new middle school. A bond election which passed on October 7 to assist in financing the new middle school. Mrs. Kathrein noted the DLR Group asked questions regarding concerns in the district and set up leadership meetings to generate conversation about what education in a middle school would look like. The resounding theme of the design team is the district needs to build a strong relationship with students. Teachers collaborating and working together student by student, skill by skill is important. Additional time for literacy and numeracy is crucial. Student education should be personalized to prepare students for the real world in a comfortable learning environment while meeting the needs today and 20 years from now. Mr. Leiss said the discussion on beliefs was very important. The group wanted to take a look at what other districts were doing that was successful and receive suggestions on what the other districts would change. The leadership team toured seven new middle schools in North Dakota and Minnesota collecting information. When touring the schools, the tasks were split up amongst the team members. The team received information from staff, administrators, and teachers regarding the pros and cons. The team felt good about the decisions and how they were able to identify with students with extra needs and provide services to those students. The new middle school will have to service the needs of the students in 2017 and in 2037. President Fehr thanked the three for providing information to the board. Dr. Sullivan also thanked the three for their extensive work put into the project and for the time spent including time outside of the regular work day.

Business Topics

Prairie Rose Elementary Expansion Update – Available on the website under Supporting Documents is an Architect's Field Report. Assistant Superintendent Reep stated the vertical support beams have been set. He explained the fire department requested additional sidewalks placed at the location but an exemption was granted if the district would have a sand pipe and allow the fire department hoses to be hooked up at the utility closet. This agenda item was informational only. No action was requested.

Budget Development and Input Committee Report – Dr. Sullivan noted this committee met on December 10. The topics discussed at the meeting were the busing contract with Harlow's, land acquisitions, 2015-2016 staffing, 2015-2016 classified salaries, and substitute teacher pay. During the conversation regarding Harlow's, administrators requested four additional buses for next year, depending upon the number of participants in the shuttle bus service. There are currently 260 students utilizing the shuttle bus service. This has helped to alleviate the traffic congestion. The District is still moving forward with the NDSU state property for the site for the new middle school. There is a Bill being introduced today in the House that would authorize the sale of the property. The Bill has an emergency clause. Dr. Sullivan said that the District may be looking at six or seven additional teaching positions for the 2015-2016 school year. During the Budget Committee meeting the 2015-2016 classified staff salaries were discussed. There are three different approaches that the committee has requested time to review with more discussion in the future. The Budget Committee did approve increasing the substitute teacher pay by \$2.00 per hour to \$18.00 per hour. President Fehr requested clarification of the land purchase and emergency clause. The Bill would allow the state to sell the land. The District is interested in 30 acres for the new middle school and would have first right of refusal for additional acreage. This agenda item was informational only. There was no action requested.

2015-2016 Proposed DPS School Calendar – The Calendar Committee has met and a proposed school calendar for the 2015-2016 school year was presented for consideration. The draft calendar is posted as a Supporting Document on the website. The administrative recommendation was to approve the 2015-2016 school calendar with a starting date of August 26, 2015; the last day of school scheduled for May 25, 2016; and graduation held on Sunday, May 29, 2016; as presented. Action was requested. Mr. Hanson moved to approve the 2015-2016 school calendar with a starting date of August 26, 2015; the last day of school scheduled for May 25, 2016; and graduation held on Sunday, May 29, 2016; as presented. Mrs. Ricks seconded the motion. Assuming a roll call vote the motion carried unanimously. Mrs. Rude inquired how many professional development days are in the calendar and Dr. Sullivan responded there are four professional development days built into the calendar and four early release days. Mrs. Rude asked if after negotiations more professional development days would be determined could the calendar be modified. President Fehr responded that she recalled in the past where this has been done. There was discussion regarding school beginning after Labor Day and it was noted that Labor Day falls later in 2015. Mrs. Ricks inquired who is represented on the Calendar Committee. Dr. Sullivan responded there is a parent representative along with teacher representatives from each building and two administrators.

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 2008-2009, accounts payable, adjusted journal entries, food service, state bid, copies of MIS03, NDCTE review, and WDPFRC quarterly reports; for 2009 certified and classified applications, flex files, self-funded claims/documents, and superintendent application binders. Additional documents to be disposed include 2003-2009 classified work calendars/ agreements, 2007-2009 flex transmission reports, 2000-2001 general ledger reports, 2006-2009 leave reports, 2002-2009 personnel information forms, 2006-2009 West River Community Center documents, and various years worker compensation files. All other records from fiscal year 2009-2010 to present will be retained. Action was requested. 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. Mrs. Ricks seconded the motion. Assuming a roll call vote the motion carried unanimously.

Open Enrollment Application – Paula D’Amico applied for open enrollment for her child to be admitted to the Dickinson Public School District from the South Heart School District. This family has other children attending Dickinson Public Schools. The administrative recommendation was to approve the application. Action was required. Mrs. Rude moved to approve the request for a child of Paula D’Amico to be admitted to the Dickinson Public School District under the open enrollment policy. Mr. Hanson seconded the motion. Assuming a roll call vote the motion carried unanimously.

School Board Policy Additions, First Reading – NDSBA recommended adding the following policies: policy BDAB–Savings Clause and policy FDD-Education of Pregnant and Parenting Student. Copies of these policies are posted on the website under Supporting Documents. Administrative recommendation was to add policy BDAB-Savings Clause and policy FDD-Education of Pregnant and Parenting Students. Action was requested. Mrs. Ricks moved to complete a first reading of policy BDAB-Savings Clause and policy FDD-Education of Pregnant and Parenting Student, as presented. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Hanson, Ricks, Rude, and Fehr; nays-none; absent-Ross. The motion carried unanimously.

School Board Regulation Revision, First Reading and Final Adoption – NDSBA recommended revisions to board regulation BCBA-BR–Rules of Decorum at Board Meetings. A copy of the revised board regulation is posted on the website under Supporting Documents. Administrative recommendation was to revise regulation BCBA-BR. Action was requested. Mrs. Rude moved to adopt board regulation BCBA-BR Rules of Decorum at Board Meetings, with the changes noted in red text and/or strikeout, as presented. Mrs. Ricks seconded the motion. A roll call vote was taken: yeas- Rude, Ricks, Hanson, and Fehr; nays-none; absent-Ross. The motion carried unanimously.

Hockey agreement - The agreement with the Dickinson Public Schools and Dickinson Youth Activities, Inc. for boys' and girls' hockey was due for renewal. The Dickinson Youth Activities requested to enter into another one-year agreement. There were no changes to the agreement from last year. A copy of the agreement is posted under Supporting Documents. Action was requested. Mrs. Rude moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Youth Activities, Inc./Dickinson Hockey Club for boys' and girls' hockey for the 2014-2015 school year, as presented. Mrs. Ricks seconded the motion. Discussion: It was noted that the agreement should be submitted to the School Board prior to the start of the hockey season. The motion carried unanimously.

Other – There were no other topics for discussion.


Adjournment – At 5:58 p.m. Mr. Hanson moved to adjourn. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special School Board Meeting

January 30, 2015; 11:30 a.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on January 30, 2015, 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: Mr. Guy Fridley, Dr. Kris Ringwall, Mrs. Twila Petersen, and Ms. Nadya Faulx from the Dickinson Press.

Call to Order – Board President Kris Fehr called the meeting to order at 11:30 a.m. President Fehr reminded Board members this was a Special School Board meeting and therefore the discussion was limited to the topics on the agenda. No other topics could be discussed.

Public Participation – There were no requests for public participation.

Middle School Land Purchase Agreement – The District administrators have been researching possible sites for the new middle school. At the time of the Board workshop on November 17 four possible sites were considered. At the December 8 School Board meeting it was noted the research was narrowed down to two potential sites, a parcel in Pinecrest Addition and a parcel owned by NDSU. Assistant Superintendent Reep explained under Supporting Documents was posted information regarding the history of the research for a potential site for the new middle school, Pinecrest Addition background information, a copy of Senate Bill No. 2159, and a proposed purchase agreement. Administrative recommendation was to acquire the NDSU land as noted on the background agenda. The NDSU land required action by the legislature. A Senate Bill was created to reflect the authorization for the sale of the NDSU land. This Bill has passed the Senate and it is hopeful it will pass the House. The purchase agreement is with the State of North Dakota and the Board of Higher Education to purchase 30 acres with a first right of refusal on additional acreage. Superintendent Sullivan has visited in depth with Senator Wardner regarding the potential acquisition of the NDSU land. Senate Bill 2159 is supported by Senator Wardner, Senator Armstrong, Representative Fehr, Representative Lefor, Representative Schatz, and Representative Steiner. The School Board members publicly thanked these legislators for their support and the great deal of work and involvement they have put into the land acquisition. Dr. Sullivan noted this has been a lengthy process. There were five potential sites with the NDSU site being the most logical for the location of the new middle school. Input from the City administrators provided an impact on the decision due to the additional water and sewer infrastructure costs at the other sites. He added that when he testified a week ago on this legislation it was interesting that a Senator from Williston commented that they paid \$70,000 per acre on a purchase. Mrs. Rude inquired regarding the seller reserving the oil and gas and other minerals. Mr. Hanson responded this was standard. Mr. Reep added the wells have been there for a long time. President Fehr noted it appeared the taxpayers have already purchased this land for NDSU at one point and they are again paying for the purchase of the land. She added the land has been setting with no activity. She asked regarding the facilities served to the property, such as water, sewer, and roads. Superintendent Sullivan responded he has had a conversation with the City and the water and sewer would be no additional charge to the District. There could be a fee for the connection from the street to the site for the water and sewer lines. The research on the Meyer Group property indicated there would have been additional expenses for these services with no

Middle School Land Purchase Agreement (cont.)

guarantee the services would be completed by fall of 2017. President Fehr expressed this was an important decision and provides the public with an answer where the new middle school will be located. Ms. Ross moved the Dickinson Public Schools Board purchase a 30 acre tract of land located in the NW1/4 of the NW1/4 of Section 32, Township 140 North, Range 96 West from the State of North Dakota and the North Dakota Board of Higher Education at a cost of \$45,000 per acre. This purchase is for the purpose of building a new middle school. Mr. Hanson seconded the motion. President Fehr asked for discussion on the motion. There was no discussion noted. A roll call vote was taken on the motion: yeas-Ricks, Ross, Rude, Hanson, and Fehr; nays-none. The motion carried unanimously.


Select Construction Management at Risk - At the November 21 Special School Board meeting the Board directed the administration to move forward with the process to seek applications for the Request for Qualifications for the new middle school. As per requirements in the N.D. Century Code 48-01.2-20 which is posted on the website, the selection committee for the Construction Management at Risk was comprised of an architect (Jan Prchal), an engineer (Craig Kubas), a contractor (Shane Roers) who was not contending for the position, and Assistant Superintendent Reep. Available under Supporting Documents are copies of letters from Mr. Reep regarding the CMAR interview selection process. There were five responses to the request for qualification. On January 21 interviews took place and all five companies provided oral and written presentations to the selection committee. The companies who submitted proposals and were interviewed were listed in a supporting document to the meeting. Available under Supporting Documents is a copy of the scoring sheet used during the interviews. Assistant Superintendent Reep was very impressed with the selection team. The team members had good insight and asked good questions. They even made reference calls and put a lot of time into the process. The companies that were interviewed were all very good. After the interviews were completed the team submitted their rubric scores and the scores were merged. The committee felt the District could go with any of the companies that were interviewed. The selection committee and administrative recommendation was to award the Management at Risk to Mortenson Construction. The fees presented on the RFQ are negotiable. Administration recommends an attorney review the contract. The superintendent for Mortenson is the same one who led other large public projects in Dickinson, such as the West River Community Center addition. He also was in Grand Forks and East Grand Forks after the flood and is very well regarded. Mrs. Rude moved to award the Construction Management At Risk Company for the construction of the new middle school to Mortenson Construction and direct Assistant Superintendent Reep to work with Mortenson Construction to reach an agreement on compensation and contract terms. Mrs. Ricks seconded the motion. Discussion on the motion: Board President Fehr thanked everyone for submitting their proposals and conveyed that the Board had full confidence in all of them. She suggested legal assistance with the contract. A roll call vote was taken on the motion: yeas-Hanson, Ricks, Rude, Ross, and Fehr; nays-none. The motion carried unanimously. President Fehr thanked Mr. Reep for all his work on this project and all the research he did so that everything was done correctly.

Superintendent's Contract – The superintendent is under a three year contract which will expire on June 30, 2015. President Fehr noted she will be meeting with Superintendent Sullivan to discuss and negotiated his contract as soon as possible so it can be extended and would like this as a topic for the February Board meeting agenda. This agenda item was informational only. No action was requested.

Adjournment – At 11:55 a.m. Mrs. Ricks moved to adjourn. Mr. Hanson seconded the motion. Assuming a roll call vote on the motion the motion carried unanimously. The meeting adjourned at 11:55 a.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

February 9, 2015; 5:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a regular meeting on February 9, 2015, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Mrs. Tanya Rude, Mrs. Sarah Ricks, and Mrs. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Dr. Marcus Lewton, Mr. Shawn Leiss, Mr. Thomas Barr, Mr. Jay Hepperle, Mr. Guy Fridley, Mr. Ron Dockter, Mrs. Dorothy Martinson, and Mrs. Melanie Kathrein. Others present were: Ms. Brenda Kostelecky, Ms. Wanda Anderson, Ms. Patricia Kilwein, Ms. Heidi Schostek, Ms. Leann Mehrer, Mr. Lyle J. Smith, Ms. Naomi Thorson, Ms. JoAnn Coates, 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 – Ms. Heidi Schostek requested public participation on agenda item “j” 2015-2016 Classified Salary and Benefit Package. President Fehr invited Ms. Schostek to address the Board. Ms. Schostek indicated she works at Dickinson High School as an in-school suspension paraprofessional. She inquired what the base salary difference was in comparison to last year and the percentage increase. Assistant Superintendent Reep responded that classified salaries do not have a base salary. He added the proposal increases the beginning wage by \$1.10 per hour and those employees currently working for the District (and receiving a satisfactory performance evaluation) will receive a \$2.00 per hour increase across the board. Ms. Schostek stated there is a high turnover rate with paraprofessionals. If they live on their own they oftentimes have to have a second job. Mr. Reep explained the proposal provides an increase between 7.53%–17.54%. The average increase is approximately 11.89%. Last year the increase was 8%. Ms. Schostek asked what the insurance increase would be. Mr. Reep said that would not be determined until July and noted there are two classified staff representatives on the Health Insurance Committee that she could consult with and give input. President Fehr thanked Ms. Schostek for her comments.

Additional Agenda Items/Removal of Items from Consent Agenda – Mrs. Rude moved to add to item ‘k.’ under Business Topics-Early Resignation Incentive Application, the resignation of Thomas Barr, assistant principal at Dickinson High School and further moved to add to the consent agenda under the Personnel Report the resignation of Thomas Barr, assistant principal at Dickinson High School. Mrs. Ricks seconded the motion. Assuming a roll call vote 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 12 regular board meeting, the minutes from the January 30 special board meeting; the bills for February 2015; the financial reports for February 2015; the pledged assets report for February 2015; the personnel reports; the student/staff recognitions; and the RACTC report, as presented. There were no tuition waiver requests. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously.

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

Elementary Parent/Teacher Conferences – Superintendent Sullivan noted there were elementary conferences tonight therefore explaining the absence of the elementary principals.

Teacher Evaluation Instrument Meeting - This committee will be meeting Wednesday, February 11 at 4:00 p.m.

Superintendent's Report (cont.)

Legislative Update – Senator Wardner has been working very hard on the Senate Bill pertaining to the land acquisition. He was able to get the Bill moved to the House Appropriations. Dr. Sullivan will testify before the House Appropriations on Wednesday.

Measles – Dr. Sullivan said that the Board may have heard there have been measles cases reported in South Dakota and now also one in Minnesota. So far there have been no outbreaks in North Dakota. The Cabinet members are aware of some students in their buildings who have not been immunized and the principals are compiling a list of those children. Dr. Sullivan met today with a representative from the Southwest District Health Unit to discuss the process if there should be a measles case in the community. If there should be a measles case in Dickinson, for their own safety, children that have not been immunized will not be able to come to the school. Superintendent Sullivan plans to mail a letter to parents providing them with some information and frequently asked questions. President Fehr inquired if there was an estimate of how many students were not immunized. Dr. Sullivan responded there were some students in all buildings; at Dickinson High School there are approximately 47. Century Code provides direction to school districts on how they should proceed. How the students not attending school would keep up with their school work is yet to be determined.

Kindergarten Preregistration - Last week the District had kindergarten preregistration. There were 177 that registered. Assistant Superintendent Reep projects the kindergarten enrollment to be around 288 students. This is a smaller number than anticipated and therefore the District is taking a slower approach to filling kindergarten positions. At 288 students, those students could be served by the current 15 kindergarten teachers.

Petition for Recognition – Superintendent Sullivan noted that a Petition for Recognition was received on February 4. It will be necessary for him to post a Notice of Intent to Consider. The Board will need to establish a date for a special board meeting to review the petition. Superintendent Sullivan suggested a board workshop in conjunction with the special school board meeting.

VFW Teacher of the Year – Last week, Mr. Obrigewitch from Hagen Junior High was recognized as the VFW North Dakota Teacher of the Year. At the ceremony Hagen Junior High received a plaque which Superintendent Sullivan displayed for the board members. There is a live stream link of the ceremony on the Hagen FaceBook page. Ms. Fehr congratulated Mr. Obrigewitch and thanked him for his service to our country. She also thanked board members for attending the ceremony recognizing Mr. Obrigewitch for this great honor.

Business Topics

Prairie Rose Elementary Expansion Update - Assistant Superintendent Reep updated the Board members on the progress of the expansion of the new wing at Prairie Rose Elementary. Under Supporting Documents is a copy of the January 15 construction report which includes pictures. Plans are to use heating blankets to heat the ground to remove the frost so that the floor may be poured the first part of March. This agenda item was informational only. No action was requested.

Budget Development and Input Committee Report – This committee met on January 30. Committee Chair Leslie Ross said the topics discussed included classified salaries. It has always been the District's position to be competitive with classified salaries. She appreciated the input from Ms. Schostek. The Budget Committee was presented with several models and the best model was chosen to provide an average increase of 11%. Right now this is the best the District can do at this point but will continue to be conscientious. This is a bold move and the Budget Committee encourages the Board to approve the classified salary proposal. Superintendent Sullivan distributed copies of the budget funding priority list. Ms. Ross reminded board members a request had been made to Superintendent Sullivan and Cabinet

Extra-Curricular Committee Update (cont.)

members to provide a standard procedure to draft a rubric to prioritize funding. The process that is being used does allow the highest needs to be brought forth using an objective process. The scoring numbers were very close which indicates they are all top priorities. Cabinet members had a list of 25 priorities. The Central Office Administrators ranked the list and reduced it down to 13 priorities. The top four priorities included a school psychologist, activities supervisor, elementary day treatment, and counselor/social worker. Ms. Ross said the committee would like to pursue the school psychologist. Dr. Sullivan explained the elementary day treatment does not mean it will look like the program at Hagen. It could be similar but would not be called a day treatment, this is just a descriptor. The program would provide assistance needed by students in K-6. It is not something that could be operational for next year. Further research would need to be done. Ms. Ross noted that the needs within the District are constantly changing. President Fehr requested more information regarding the activities supervisor. Superintendent Sullivan responded there is no supervision at the junior high school when there are activities taking place, there are only coaches. Mrs. Rude inquired how the priority list would affect the special education program. Dr. Sullivan responded that circumstances dictate what the District will do in terms of prioritization. He used an example of adding English Language Learners teachers as a top priority a few years ago. President Fehr inquired if the District had a school psychologist. Dr. Sullivan responded the District did have a school psychologist, however the District has added approximately 960 students in the last few years. The school psychologist needs to attend all IEP meetings which does not provide time for her to accomplish other duties. Research on this service shows DPS is low in service compared to other Districts with similar size enrollment. President Fehr said the administrators should move forward with advertising for the position. She asked what the Budget Committee was requesting permission. Dr. Sullivan responded they would like permission to move forward with the top four priorities with the remainder of the priorities to be reviewed again next school year. Discussion will continue in the future on the other three priorities.

Middle School Update – Hagen Principal Marcus Lewton, Berg Principal Shawn Leiss, and Director of Instruction Melanie Kathrein addressed the Board providing updated information on the progress of the transition from a junior high school/6th grade elementary school to a middle school. They also updated on the progress of the Middle School Leadership Team's discussions, deliberations, and work on the middle school facility. Mrs. Kathrein explained there have been frequent conversations with Mr. Chris Gibbs from the DLR Group. Last week there were three meetings regarding the design and doing what is best. Dr. Lewton explained the middle school students are very diverse with different heights, different academic abilities, different emotional and social advances, and additionally individual concerns about themselves, their peers and moving towards independence. Principal Leiss explained the complexity of scheduling in a middle school setting. It will be important for the student to feel like one of 100 instead of one of 500. Teacher-to-teacher relationships and student-to-student relationships will help mold the foundation for the new school and create opportunities for professional growth. This agenda item was informational only. No action was requested.

Strategic Plan- Available on the website under Supporting Documents is the most current District Strategic Plan. This is a working document receiving input for revisions from stakeholders. Superintendent Sullivan addressed the Board explaining the District's School Improvement Team has been working on the District's strategic plan and will continue at its next meeting in March. Mrs. Rude made a recommendation to put a date of accomplishment on the document. Ms. Ross concurred noting it would provide credit for accomplishments. President Fehr suggested if there were items that the Board needs to review or if there are questions, to bring those forward for attention. Ms. Ross commended Superintendent Sullivan for the workable document that has interwoven the district-wide strategic plan

Strategic Plan (cont.)

with the technology strategic plan. President Fehr also complimented Superintendent Sullivan on the working document noting that she knew he had worked hard and thought about the document for a long time. She thanked him for all his efforts and all those involved in the drafting of the document. Superintendent Sullivan said the School Improvement Team drafted the document and is a great team to work with. This agenda item was informational only. No action was requested.

Superintendent's Evaluation – The superintendent's evaluation must be completed prior to March 15. The second evaluation is different from the December 15 evaluation. Board members will rate the superintendent on the areas identified without prior comment by the superintendent. The four areas to be evaluated were identified as: effective records management (including all records required by law); identification and implementation of school board policy needs; supervision of building and grounds, transportation, and student safety; and supervision of licensed and non-licensed staff. Board President Fehr will forward a MS Word document to Board members. Board members should complete the evaluation forms and return them to her before March 2. Board President Fehr will compile the information and present it to the Board at the March Board meeting. Mrs. Rude suggested checking into using Survey Monkey to combine the evaluation information and help eliminate some of the work. President Fehr thanked her for the suggestion. The idea will be researched. This agenda item was informational only. No action was requested

Superintendent's Contract Negotiations - Board President Kris Fehr met with Superintendent Sullivan on February 5 to discuss his contract. His current three year contract will expire this summer. President Fehr reported Superintendent Sullivan has agreed to extend his contract three more years. President Fehr distributed a spreadsheet that had data compiled by Assistant Superintendent Reep. It listed many different school districts in the state, its student enrollment, and the salary paid to its superintendent. President Fehr noted DPS falls in alignment with other comparable school districts with similar salaries to its superintendents. DPS is competitive and right where it needs to be. The proposed contract to Superintendent Sullivan has a 4% increase for the first year, a 3.5% increase the second year, and a 3.5% increase the third year. Two personal days were added to the contract to be in alignment with the administrator contracts. President Fehr noted that Dr. Sullivan is a very experienced superintendent. Other board members were also pleased Dr. Sullivan has negotiated another three year contract. They shared that Dr. Sullivan's performance has been exemplary in many levels. Ms. Ross moved to extend a three year contract to Dr. Douglas W. Sullivan for the position of superintendent of the Dickinson Public Schools with a salary of \$184,411 the first year, \$190,865 the second year and \$197,545 the third year, plus fringe benefits, as specified in the 2015-2018 Superintendent's Contract. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Hanson, Ricks, Ross, Rude, Fehr; nays-none. The motion carried unanimously. Superintendent Sullivan thanked the Board for the offer and he thanked the employees across the District for helping make his job easier.

Extra-Curricular Committee Update – At the recommendation of the Budget Committee the Extra-Curricular Committee met on February 4 to discuss the salaries for the swimming coaches. Assistant Superintendent Reep has provided under Supporting Documents the minutes from this meeting. Mr. Reep addressed the Board and stated the Extra-Curricular Committee meets every other year. A notice was sent to all coaches and advisors requesting topics for discussion and the only request received was a discussion regarding a swim team coach. The Extra-Curricular Committee accepted the recommendation from Activities Director Guy Fridley. This agenda item was informational only. No action was requested.

Girls' and Boys' Swim Team – The Dickinson High School Dolphin Swim Team has been competing through a cooperative agreement with Williston Public Schools. This coop agreement requires the Dolphin Swim Team to travel long distances, sometimes in inclement weather and poor roads, for swim meets. For the safety of the students, Activities Director Guy Fridley has requested the school board consider dissolving the cooperative agreement with Williston and form a local swim team. Posted under Supporting Documents is information regarding the history of the swim team. Activities Director Guy Fridley addressed the board. He noted the cooperative agreement with Williston has brought about some concerns with school time missed when students are gone for swim meets and parents taking their children to Williston. Having the team be local could possibly encourage other students to sign up for the team, or area community schools requesting to coop with DPS. President Fehr asked if it would be difficult to find a coach. Mr. Fridley said it would be similar to any other activity. He did ask that question when he attended the Dolphin meeting and they felt there would be members in the community interested in coaching. President Fehr asked what kind of budgetary items would need to be considered, other than coaching. The swim team would be similar to the baseball program, there would be a five year period of review with the District absorbing the cost for transportation, hotels, and coaching. Mr. Fridley noted the reason he has requested the board consider dissolving the Williston cooperative agreement was because of a concern for the safety and security of the students. Most of the Williston Coyote swim team is made up of Dickinson students. Dissolving the coop would affect the Williston team. There was discussion regarding the ramifications to the Williston swim team and options. Mrs. Rude moved to dissolve the cooperative agreement between Williston Public Schools and Dickinson Public Schools on behalf of the Dickinson Dolphin Swim Team for girls' and boys' swimming for the 2015-2016 school year, as presented. Mrs. Ricks seconded the motion. Discussion: A memorandum of understanding between Dickinson Public Schools and the Dickinson Dolphins Swim team will be presented to the School Board in the near future. Assuming a roll call vote 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 route school bus and a 48-passenger activity school bus. Only one company, Harlow's Bus Sales, submitted bids which were opened Wednesday, January 28. Harlow's bids are posted under Supporting Documents. These buses will be ordered now but paid for after July 1, 2015, so they are available for fall 2015. Following is a summary of the bids:

1. 2016 International IC CE, 71 passenger school bus with a CUM ISB 240 HP turbo 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 -\$89,450.
2. 2016 International IC RE MFSAB, 48 passenger activity bus, Freeman family activity seats, a Maxxforce DT 285 HP torque turbo diesel engine with an Allison 3000 PTS 6-speed automatic transmission. To meet or exceed all local, state, and federal standards and specifications. F.O.B. Dickinson, ND -\$153,925.

At 6:28 Mrs. Rude exited the meeting. President Fehr inquired if the buses were replacements or additional buses. Mr. Reep responded these would be two additional buses. Bus #4 would be used as a spare. With the expansion of in-city shuttle busing spare buses would be needed. At 6:31 Mrs. Rude returned to the meeting. Administrative recommendation was to accept the bid from Harlow's Bus Sales, Inc. to purchase buses #1 and #2 above for a total price of \$243,375. Action was requested. Ms. Ross moved to accept the bid submitted by Harlow's Bus Sales, Inc. and purchase the 71 passenger school bus and the 48 passenger school bus for a combined total of \$243,375. Mr. Hanson seconded the motion. Assuming a roll call vote the motion carried unanimously.

2015-2016 Classified Salary and Benefit Package – Assistant Superintendent Vince Reep has posted under Supporting Documents the proposed 2015-2016 Classified Employee Salary and Benefit Package. The Budget Committee has met and discussed the salaries for the classified staff. Mr. Reep summarized the classified package was a recommendation from the Budget Committee and provides an increase of \$1.10 per hour to beginning salaries and an increase of \$2.00 per hour to all current classified staff, receiving a favorable evaluation, beginning July 1. He noted the salary increase the last two years has been 8% per year and this increase would be the most aggressive and most expensive one. It will increase the salary line, including benefits, by approximately \$562,000. The Budget Committee knows it is aggressive and also understands the aggressive work force and do not want to lose these dedicated staff. Mrs. Rude commented that she thought it was well deserved and really necessary and wishes it could be more. Ms. Ross noted that as aggressive as the increase is, the lowest paid is \$13.40 and \$13.90 per hour; the pay in some areas is still low. There was discussion regarding staff pay raises going above the cap and pay for previous experience for new hires. Mr. Reep said he contacted other school districts, such as Mandan and Jamestown, and this is an aggressive plan in comparison. The administrative recommendation was to approve the classified staff salaries proposal. Action was requested. Mrs. Ricks moved to approve the Classified Salary and Benefit package with an effective date of July 1, 2015, and to authorize an increase for 2015-2016 of \$1.10 per hour for starting wages of classified staff in categories I through X and a salary increase of \$2.00 per hour for all currently employed classified staff receiving a satisfactory performance evaluation, as presented. Ms. Ross seconded the motion. A roll call vote was taken: yeas-Hanson, Ross, Ricks, Rude, Fehr; nays-none. The motion carried unanimously.

Early Resignation Incentive Applications – The deadline for certified staff early resignation incentive is March 1 and for classified staff is April 1. The following individuals submitted their resignations before the deadline to receive the early resignation incentive: Joy Fisher, library media specialist at Hagen Junior High and Berg Elementary (24 years of service); Cynthia Koppinger, language arts instructor at Dickinson High School (26 years of service); Kendra Kudrna, grade five instructor at Prairie Rose Elementary (3 years of service); and the agenda revision to include Thomas Barr, assistant principal at Dickinson High School (one year of service). 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 Joy Fisher, library media specialist at Hagen and Berg; Cynthia Koppinger, language arts instructor at DHS; Kendra Kudrna, grade five instructor at Prairie Rose Elementary; with an effective date of June 5, 2015; and Thomas Barr, assistant principal for Dickinson High School with an effective date of June 30, 2015. Mr. Hanson seconded the motion. President Fehr noted these individuals had over 50 years of cumulative service and expressed, on behalf of the Board, an appreciation for what they have done for the students in the school district. The motion carried unanimously.

Open Enrollment Applications – Mr. Kelly Davenport applied for open enrollment for his foster child to be admitted to the Dickinson Public School District from the South Heart School District. Jessica Mills applied for open enrollment for her children to be admitted to Dickinson Public School District from Hebron Public. All of these children have been attending Dickinson Public Schools. The administrative recommendation was to approve the application. Action was required. Mr. Hanson moved to approve the request for a child of Kelly Davenport and two children of Jessica Mills to be admitted to the Dickinson Public School District under the open enrollment policy. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously.

School Board Policy Revisions, First Reading – NDSBA recommended revisions to board policy HBCC-Student Fundraising and policy AAC-Nondiscrimination and Anti-harassment Policy. Copies of the revisions to the policies are posted under Supporting Documents. Areas that have been removed are noted as a **strike-out**. Areas on the policy that are new recommendations are noted in **red** text (this is new information to the policy). The administrative recommendation was to revise policies HBCC-Student Fundraising and AAC-Nondiscrimination and Anti-harassment Policy. Action was requested. Mrs. Rude moved to complete the first reading of policy HBCC-Student Fundraising and policy AAC-Nondiscrimination and Anti-harassment Policy, as presented. Mrs. Ricks seconded the motion. A roll call vote was taken: yeas-Ricks, Ross, Hanson, Rude, Fehr; nays-none. The motion carried unanimously.

School Board Policy Additions, Second Reading and Final Adoption – NDSBA recommended adding policies BDAB-Savings Clause and FDD-Education of Pregnant and Parenting Student. A copy of these policies are posted on the website under Supporting Documents. Administrative recommendation was to add the policies. Action was requested. Ms. Ross moved to complete the second reading of the addition of policies BDAB-Savings Clause and policy FDD-Education of Pregnant and Parenting Students, as presented. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Ross, Rude, Hanson, Ricks, Fehr; nays-none. The motion carried unanimously.

Other - Ms. Ross suggested inviting the DPS Foundation President to present information and educate the school Board on what the Foundation is doing to support DPS. Mrs. Rude congratulated the teachers who received awards from the Foundation.

Adjournment – At 6:42 p.m., Mrs. Rude moved to adjourn. Ms. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 6:42 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Workshop Minutes

Dickinson Public Schools
Board Workshop

March 3, 2015; After Board Meeting
Board Room, Central Office

The Dickinson Public School Board held a workshop on March 3, 2015, at the Central Administration Office. Board members present were: President Kris Fehr, Ms. Leslie Ross, Mrs. Tanya Rude, and Mrs. Sarah Ricks. Board member absent was Vice-president Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Jay Hepperle, Dr. Marcus Lewton, Dr. Becky Pitkin, Mrs. Susan Cook, Mrs. Melanie Kathrein, and Mr. Shawn Leiss. Others present were: Mr. Chris Gibbs, Mrs. Diana Stroud, Ms. Alisha Webster, Mr. Les Dykema, Mrs. Barb Bonicelli, Ms. Leann Mehrer, Mrs. Twila Petersen, and Ms. Nadya Faulx from the Dickinson Press.

Call to Order - Board President Fehr called the workshop to order at 4:40 p.m.

New Middle School Design/Construction – Superintendent Sullivan explained there have been approximately 15-17 months that have passed since preparation began for the new middle school. A lot has happened within that time frame including the passing of the bond election. A team has been reviewing what a middle school would look like and what the construction would look like. Superintendent Sullivan thanked Berg Principal Shawn Leiss, Director of Instruction Melanie Kathrein, and Hagen Junior High Principal Marcus Lewton for their relentless hours working with the DLR Group. Construction is set to begin within the next couple of months. DLR Group Principal Chris Gibbs was invited to provide information regarding the building and a preliminary presentation. Even though this is a work in progress some things are being confirmed.

Mrs. Kathrein explained a document is posted under Supporting Documents that will give the Board members a general idea of the driving factors for the design of the school. Targets include building a school within a school, building relationships with students, space for Response to Intervention, while remembering that students learn at a different pace. Dr. Lewton added that the team traveled and viewed some middle schools and made note of some ideas they liked for the new middle school design, such as flexible spacing, year-long physical education, an area for fine arts and other extracurricular. He also felt within the design should be an opportunity for student exploration.

Mr. Chris Gibbs from the DLR Group addressed the Board thanking them for this opportunity to share information and provide an update. The District provides a unique, dynamic challenge with its enrollment fluctuations which will require a design that must be flexible. Mr. Gibbs provided a PowerPoint with a synopsis of the new middle school design which is posted on the District's website. One slide showed a construction progress plan. The current schematic design will lead into the design development which includes parameters that are continually being researched by the team. This process will go into June and will be followed by the documentation process. The actual construction is broken down into three processes: site, core and shell, and interiors. The process stage began summer of 2014 when DPS representatives met with DLR Group representatives at a workshop. The design of the new middle school started taking shape as the group worked with foam cubes to create a 3-D diagram. Last fall DPS representatives toured other middle schools and brought back ideas. Flexible spaces with self-contained classrooms seemed to be the common theme. Mr. Gibbs explained different ideas presented for interior designs. The designs displayed the layout of the three grade levels. Classroom and lab areas could serve 100 students. The interior spaces have the capability of interchanging. There was discussion regarding the location of the auditorium, gymnasium, cafeteria, and multi-purpose area. There was information provided regarding the sixth graders having one teacher similar to the elementary model or four or more teachers similar to a junior high school. Mr. Gibbs explained the academic wings, or clusters, could have furniture that

New Middle School Design/Construction (cont.)

was flexible that could be moved around to create the atmosphere required by the teacher. Some spaces could face a courtyard or windows that face outside. Areas would have sliding glass panels with acoustics controlled for noise. The flexibility allows for students to learn in different ways.

Differentiated Discovery areas would allow for team teaching or multi-disciplinary teaching. It could also have the flexibility to meet enrollment growth numbers. The commons configuration could have a variety of uses or functions, such as: a 4-station gymnasium, seating for 400 in a cafeteria, theater area, auditorium setup with tablet arm chairs, a raised platform, or a stage facing two directions. There was discussion regarding the positioning and layout of music/band concerts and the acoustics.

There was discussion regarding the exterior entrance and the challenge of having an area for bus drop-offs and pickups, also points for parent drop-offs and pickups, and staff parking for 120-140 staff members. An area also would need to be set aside for a track/football/baseball field.

Mr. Gibbs explained that based on discussions with the construction manager it would be best to build the shell in its entirety and then possibly take areas and not finish them unless they are needed with increasing enrollment. There was discussion on this process.

Board members voiced concerns about having enough room in the budget to buy equipment, furniture and other soft costs. Mr. Gibbs felt, in general, out of the \$65 million for the middle school, about \$50 million would pay for the hard walls and site materials; the remainder would be for soft costs.

Superintendent Sullivan and Assistant Superintendent Reep will be going to Minneapolis next week to meet with the engineers, DLR Group representatives and Mortenson Construction to work out some important details regarding the construction of the middle school.

Adjournment - By consensus, at 6:07 p.m. the workshop adjourned.


Kris Fehr, Board President


Vince Reep, Business Manager


Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special School Board Meeting

March 3, 2015; 4:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on March 3, 2015, at the Central Administration Office. Board members present were: President Kris Fehr, Mrs. Tanya Rude, Ms. Leslie Ross, and Mrs. Sarah Ricks. Board member absent was Vice-president Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Shawn Leiss, Mrs. Susan Cook, Mrs. Melanie Kathrein, and Dr. Marcus Lewton. Others present were: Chris Gibbs, Lyle Smith, Sandra Hood, Jamie Prellwitz, Merrill Fahlstrom, Amy Jo Hughes, Mary Ann Reisenauer, Madelyn Ohene-Ntow, Brandie Sherman, Tammy Meschke, Donna Abrahamson, Amber Berg, Barb Binstock, Clarence Hauck, Scott Schmidt, Jim Steckler, Naomi Thorson, Judith E. Dalton, Linda Greenwood, Jane Cornell, James Fahy, Crystal Hoerner, Julie Maes, Tracy Sipma, Dawn Sipma, Trina Kudrna, Kelly Jahn, Kandace J. King, Mandy Lubken, Scott Miller, Gerald Holinka, Les Dykema, Kristi Meidinger, Shary Smith, Yvette Schubert, Brian Woehl, Brenda Loney, Susan Moberg, Leslie Wilkie, Alisha Webster, Leann Mehrer, Diana Stroud, Jim Goetz, Damian Sobolik, Carolyn Burns, Jackie Glaser, Barb Boniceli, JoAnn Coates, Twila Petersen, and Nadya Faulx from the Dickinson Press.

Call to Order - Board President Fehr called the meeting to order at 4:00 p.m.

Public Participation – Mr. Lyle Smith requested permission to provide public participation regarding agenda item III–Petition for Recognition (DEA). Board President Fehr invited Mr. Smith, president of the DEA, to address the Board. Mr. Smith requested the names of Bethany Krieg and Gail Dockter be struck from the signatures of individuals that signed the Petition for Recognition. The names were missed on the proofreading. Mr. Smith reflected school board policy DLA-Recognition of Negotiating Units adopted by the School Board on December 8, 2014. Mr. Smith felt the policy was created after the DEA had mistakenly submitted names that should not have been on the Petition for Recognition. The DEA had then been more conscientious and reviewed the names and resubmitted the Petition of Recognition in October 2014, which the Board accepted. Mr. Smith stated the law is clear who the DEA can represent. Mr. Smith recommended the Board rescind the Board policy. He recognized the correspondence he received in December was after the policy had been adopted and said he thinks this was adopted at the recommendation of the North Dakota School Boards Association. He felt this is an instance when there is influences that are east of Gladstone dictating to the school district. Mr. Smith suggested the Board consider a collaborative bargaining format for the upcoming negotiations. Mr. Smith asked the Board to consider the Petition for Recognition and approve it. President Fehr thanked Mr. Smith.

Petition for Recognition (Dickinson Education Association) – On February 4, 2015, the Dickinson Education Association submitted a Petition for Recognition of an Appropriate Negotiating Unit and also a Petition for Recognition of a Representative Organization which is posted under Supporting Documents. Also posted are the following documents: Dickinson School Board Resolution Recognizing the Dickinson Education Association as the Representative Organization for Teacher Negotiations dated October 7, 2014; Board policy DLA-Recognition of Negotiating Units; Exhibit DLAE2-Board's Recognition Petition Form (Teacher); and Century Code 15.1-16-11. Representative organization–Selection. Board President noted the Board's receipt of the Petition for Recognition dated February 4, 2015. Board Member Rude asked for clarification regarding providing the DEA with the Board policy and Century Code. Superintendent Sullivan responded that in mid-December 2014 the School Board policy was provided to the DEA president and also to the Administrative bargaining group with the intent to avoid any misunderstanding, however the Century Code reference was not distributed with the policy. Mrs. Rude inquired if the signatures on the petition, minus the

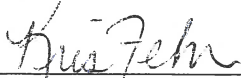
Petition for Recognition (cont.)

two social workers, represent the classroom teachers as required by Century Code. Mr. Reep responded, to the best of his knowledge, the signatures do represent the Century Code requirements. Ms. Ross inquired if the petition meets the requirements of Board policy DLA. Superintendent Sullivan responded the petition received is not on the form that is provided for in the school board policy nor is the notice of intent as per the Board's definition. Board policy DLA states that the teacher and administrator negotiating unit must use the board's recognition forms. "Failure by a negotiating unit to comply with the above requirements will result in the board rejecting the negotiating unit's recognition petition(s)." President Fehr clarified for the DEA that part of policy DLA was not meant to target any one particular group; previously there had been board members who had asked how it came forward, the policy clarifies for anyone what is recognized as the negotiating unit's recognition petition. Superintendent Sullivan requested a five minute recess to gather information regarding the emails shared between the superintendent and DEA president. Board President Fehr motioned to recess. At approximately 4:15 p.m. the Board members recessed. At approximately 4:20 Board President Fehr called the meeting back to order. President Fehr asked Dr. Sullivan to respond regarding the exchange of emails. Dr. Sullivan read an email reply to Mr. Smith from December 15. In the email Dr. Sullivan explained the North Dakota Century Code must be followed. Board policy DLA provides a uniform process for the respective groups and avoids frustration as experienced the past school year. He also asked Mr. Smith in the email to identify where personnel to be employed is referenced in the Century Code. A reply has not been received.

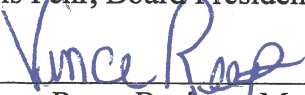
Board President Fehr noted the school board received on September 16, 2014, a Petition for Recognition which was adopted by the School Board on October 8, 2014. She added that Century Code 15.1-16-12(6) states: "Once a representative organization has been selected, its authority to represent the negotiating unit continues for at least one year from the date of the selection." The board's actions are clear: that the petition was approved and is within the timeframe specified in the Century Code so another petition was not necessary. Ms. Ross responded that since the petition still stands she moved to reject the 'Petition for Recognition' received from the Dickinson Education Association dated February 4, 2015, for the reason that it does not comply with school board policy DLA-Recognition of Negotiation Units. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Ricks, Rude, Ross, Fehr; nays-none; absent-Hanson. The motion carried unanimously. Mrs. Rude moved that, pursuant to the Dickinson School Board Resolution Recognizing the Dickinson Education Association as the Representative Organization for Teacher Negotiations, adopted by the Dickinson School Board on October 8, 2014, and North Dakota Century Code 15.1-16-11 (6), the Dickinson School Board requests to negotiate with the Dickinson Education Association over the terms of the Professional Negotiated Agreement. Mrs. Ricks seconded the motion. Discussion: President Fehr addressed DEA President Smith and asked if this was clear. Mr. Smith responded affirmative. President Fehr added the Board wishes to negotiate. She directed the Superintendent and Mrs. Petersen to use Meeting Wizard to set up a date for negotiations making sure to carbon copy Mr. Smith also. President Fehr asked for further discussion on the motion. There was no further discussion. A roll call vote was taken: yeas-Rude, Ricks, Ross, Fehr; nays-none; absent-Hanson. The motion carried unanimously.

President Fehr noted this was a special school board meeting and therefore no other topics would be discussed.

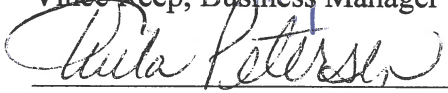
Adjournment – At 4:27 p.m. Ms. Ross moved to adjourn. Mrs. Ricks seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 4:27 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

March 9, 2015; 5:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a regular meeting on March 9, 2015, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Mrs. Tanya Rude, Mrs. Sarah Ricks, and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Dr. Marcus Lewton, Mr. Henry Mack, Dr. Becky Pitkin, Mr. Shawn Leiss, Ms. Sherry Libis, Mr. Jay Hepperle, Mr. Guy Fridley, Mr. Ron Dockter, Mrs. Dorothy Martinson, and Ms. Tammy Praus. Others present were: Tammy Meschke, Amber Berg, Kandace King, Kathryn Mavity, Amy Jo Hughes, Sandra Hood, Jamie Prellwitz, Dean Arneson, Jill Nelson-Wetzstein, Toni Goetz, Laura Bloom, Ruth McCabe, Trina Kudrna, Kelly Jahn, Tina Soto, Joan Cartmill, Daniel Cartmill, Judith Dalton, Clarence Hauck, Chelsea Roshau, Jim Steckler, Michelle Bechtold, Gerald Schubert, Yvette Schubert, Naomi Thorson, Kristi Stanley, Amanda Fisher, Burton Lewton, JoAnn Coates, Brian Woehl, Lyle Smith, Leann Mehrer, Jane Cornell, Kelcey Evers, Ashley Pulver, Barb Binstock, Leah Campbell, Jolene Gress, Jackie Glaser, Alicia Hutzenbiler, Crystal Hoerner, Amber Adams, Kristi Meidinger, Keith Fernsler, Leslie Wilkie, Karen Berg, Amanda DeMorrett, Twila Petersen, and Abby Kessler from the Dickinson Press.

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

Public Participation – President Fehr noted there were four requests for public participation received. Public participation guidelines are posted in board policy BCBA which allows each individual four minutes to speak. Participation requests were received from Mrs. Tammy Meschke, second grade teacher at Roosevelt; Mrs. Kandace King, third grade teacher at Lincoln Elementary; Mrs. Mandy Lubken, second grade teacher at Prairie Rose Elementary; and Attorney Mike Geiermann. Mrs. Meschke addressed the Board noting she was continuing the grievance process. She said that teachers put in more than 90 minutes. Mrs. Meschke reflected the letter she received by Superintendent Sullivan and minutes from selective Collaborative Bargaining meetings in 2013. She felt the flex time of 90 minutes provided by the principal was not adequate since Curriculum Night lasted 90 minutes plus time for preparation. Mrs. Lubken addressed the board and spoke on behalf of the Prairie Rose teachers and also noted that 90 minutes was spent during Curriculum Night and additional time for preparation. She felt that the compensation of flex time was not adequate as the Prairie Rose teachers wanted to be compensated in a consecutive block of time. Mrs. King addressed the board and spoke on behalf of the Lincoln teachers. She said in addition to attending Curriculum Night, the classroom teachers were required to prepare lessons on language arts and mathematics to teach to the parents. She also said the notification to the Lincoln teachers about Curriculum Night was on November 24 which was a short time frame before the event. Mr. Mike Geiermann addressed the board and said he should be allowed 300 minutes to speak. President Fehr reminded him of the policy which allows four minutes per speaker. Both agreed he could speak for ten minutes. Mr. Geiermann noted the negotiated agreement, the mandating of Curriculum Night, necessary contingency in the negotiated agreement, relying on negotiations from two years ago, and the concept of merger. He also stated that teachers don't want to leave early during the day because they felt they would be putting the students in danger. President Fehr thanked the participants for their input.

Additional Agenda Items/Removal of Items from Consent Agenda – Mrs. Rude moved to add under the consent agenda item #e-Personnel Reports, the addition of the resignation of Blanca Lozano, mathematics instructor at Hagen Junior High. Mr. Hanson seconded the motion. Discussion: None. Assuming a roll call vote 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 9 regular board meeting, the March 3 special board meeting; the bills for March 2015; the financial reports for March 2015; the pledged assets report for March 2015; the personnel reports including the resignation of Ms. Lozano; the student/staff recognitions; and the RACTC report; as presented. There were no tuition waiver requests. Mrs. Ricks seconded the motion. Assuming a roll call vote the motion carried unanimously.

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

Teacher Evaluation Instrument Committee – This committee will meet this week Thursday, March 12 at 4:00 p.m.

Hagen Repurpose Alternative – Available under Supporting Documents is a list of possible options for the Hagen Junior High building repurpose. The list was created by Cabinet and is a work in progress. The discussion will continue tomorrow with the District-wide PAC Committee. Dr. Sullivan briefly discussed the 17 items on the list. Ms. Ross suggested a cost analysis base for the items. Board members provided suggestions for getting input from the community and felt the list had some great ideas.

Business Topics

DPS Foundation Report - DPS Foundation President James Peters, Sr. addressed the Board sharing information on what the Foundation is doing which directly supports the Dickinson Public Schools. Mr. Peters provided a handout which included the names of the Board members and committee members, projects funded by the Foundation, and the Foundation's action plan. Mr. Peters noted the real purpose of the Foundation was to provide financial support to the teachers. This year the Foundation awarded over \$24,000 in program grants. The Foundation also has three scholarships. Ms. Ross is the Board representative on the Foundation Board. She suggested an annual report from the Foundation. President Fehr thanked Mr. Peters for providing information and updating the school board. This agenda item was informational only. No action was requested.

Regional After School Program (RASP) Report – An updated report from the Regional After School Program (RASP) is available as a supporting document on the website. RASP Director Katlyn Nelson and RASP Project Coordinator Christina Ridl addressed the Board. RASP provides service to over 500 families in Dickinson and additional families in Beach and Hebron. This is the second year of the 3-year grant cycle. Schools funded from the grant are Heart River and Roosevelt. This year iPads were purchased with some of the grant dollars. The iPads are mainly used to supplement the curriculum. With the younger students the iPads are used as a behavior incentive. Ms. Ridl is responsible for the curriculum standards. She does the lessons and coordinates them with the teacher benchmarks. The RASP program has approximately 50 partners that help support the program. Ms. Nelson explained that staffing is a concern. It would be ideal if the RASP program could be centrally located where all students are in one location. The staffing that is available could then be spread out amongst the students. The RASP program moved to Prairie Rose last summer and shared space with the teachers there. This interferes with the teachers preparing for their classrooms over the summer. The transition before and after the summer program creates time when the RASP cannot offer services because of relocating. Ms. Nelson said if the RASP program had its own area there would be no reason to close. RASP does provide services on inservice days. There is a lot of one-on-one with the students and the demand continually increases. President Fehr thanked the RASP representatives for the information and for the report. This agenda item was informational only. No action was requested.

Teacher Grievances – The School Board received grievances from 58 Dickinson Public Schools teachers. Available under Supporting Documents is a list of the teachers who have filed a grievance. The grievances are filed based on the teacher's participation in Curriculum Night at the elementary schools on the evening of December 2. Curriculum Night was held as an opportunity for parents to be educated regarding the changes in the curriculum. Page 12 of the 2014-2015 DPS negotiated agreement lists the steps for the grievance process. If no agreement is reached in each step it may move to the next step. The teacher filing the grievance must be present at each step of the procedure. President Fehr noted that she has verified the steps have been followed to this point. Superintendent Sullivan briefly explained the process for teacher grievances. Grievance Step 1 requires the teacher to submit the grievance to the building principal. Grievance Step 2 requires the teacher to submit the grievance to the superintendent. The grievances were received by Superintendent Sullivan on December 18, 19th, and 23rd. Grievance conferences were conducted in January. Available under Supporting Documents is the Superintendent's decision denying the requests of the teachers. As per the negotiated agreement the school board must provide a decision within ten working days of the board meeting. Dr. Sullivan referenced the April 24, 2014, Collaborative Bargaining Meeting minutes and the discussion regarding flexible time, the Writ of Mandamus requiring the 2013-2014 negotiated agreement be based on the negotiations that took place, and the portion of the negotiated agreement reflecting the working conditions. Dr. Sullivan attempted to establish individual teacher grievance meetings in December and received a form letter from most of the grievants saying they couldn't meet with him in December. The form letter was identical for every grievant. Due to audience discussion and commotion, Board President Fehr called the audience to order using the gavel and she noted the board policy for decorum at a board meeting. A board member referenced the three 90-minute flex tickets that were provided by the principals to the teachers and asked if they were being utilized by the teachers. Superintendent Sullivan responded that four or five individuals that filed grievances had used at least one or all of the tickets. Building Principals do work with their faculty to provide some type of flexibility and regularly try to accommodate personal needs of the teachers. Superintendent Sullivan was asked how the Curriculum Night was planned. He responded the planning was conducted by the Director of Instruction and the building principals. The building principals worked with their faculty. It was placed in the administrator's hands to provide the flex time. The Superintendent noted the teachers were offered 90 consecutive minutes of flex time on the last day of the school year but this offer was not met with a lot of teacher support.

The three teachers, Mrs. Meschke, Mrs. King, and Mrs. Lubken were invited to join the Board for further conversation regarding preparation for Curriculum Night. Mrs. Lubken said she worked on a plan that came from the reading coaches. Teachers were expected to either do a reading or writing lesson and then a math lesson. The lesson from the coaches was a bare bone lesson and very vague. The lesson was to be similar to how the teacher would teach the students to help the parent understand the common core standards and also how the reading workshop works. Mrs. King added the teachers professionally prepared for Curriculum Night. Mrs. Meschke had a document she shared with the Board members. She felt she had prepared about eight lessons and wanted to be prepared for any questions a parent might ask. At Roosevelt the night began with a 30-minute session in the gymnasium that all the teachers attended and people had a presentation and then teachers had breakout sessions from then on. A Board member asked how it was perceived and about parent participation. Mrs. Meschke responded there was no parent participants at Roosevelt. At Lincoln there were approximately 28 parents that attended, Prairie Rose approximately 40-50, Jefferson had approximately 50 parents, and Heart River approximately 20 parents. The teachers explained Curriculum Night was mentioned fall of 2013 and then again in October 2014. Teachers expressed concerns regarding it being scheduled so close to parent/teacher conferences. The teachers were not

Teacher Grievances (cont.)

notified until a week before the event. There was discussion regarding flex time. Board President Fehr thanked the teachers for the additional information. The elementary principals were invited to join the Board at the table and explain Curriculum Night, the expectations, and the flexible time provided to teachers. Jefferson Principal Rebecca Pitkin explained the tickets were provided to recognize the teachers for coming in extra. The principals thought it would be nice to provide the flex time tickets as an opportunity for teachers to leave early. Dr. Pitkin was informed by the Jefferson union representative that the teachers were asked not to utilize the tickets. Dr. Pitkin explained she has been flexible with the teachers in her building allowing them to leave early if they have an appointment or something with their children. A Board member reflected Mr. Geiermann's comment that there is a safety concern if the teachers leave early. Dr. Pitkin said the students are never unsupervised and after 3:00 the paraprofessionals take care of all supervision. The remaining elementary principals explained they are also flexible with the teachers and allowing them to leave early if they have an appointment or another commitment. Some buildings require the teacher to fill out a slip so that the front office is aware the teacher is out of the classroom. There was discussion regarding the negotiated agreement section on working conditions, necessary contingency, the judge ordering the District to carry out the contract based upon the negotiations that took place, the monetary amount attached to the grievance request of ½ day of leave or 90 minutes of leave and the substitute teacher pay attached to this request. Superintendent Sullivan explained his justification for denying the teacher grievance requests based on a letter from Mr. Geiermann to Attorney Bruner-Kaufman; page 6 of the April 24, 2013, Collaborative Bargaining Minutes; the negotiated agreement as it relates to the school day definition; the Writ of Mandamus; and the minutes from the July 24, 2013, Collaborative Bargaining Meeting.

A Board member requested additional time to consider the information provided and another Board member suggested legal counsel to provide direction to the Board. Board members would be attending the National School Boards Association Convention next week. After Board members reviewed their schedules, Mrs. Rude moved to table the discussion on the topic of teacher grievances until the Board could consult with legal counsel. She further moved to schedule a Special School Board Meeting on Monday, March 16 at 2:00 p.m. at the Central Office Board room. Mrs. Ricks seconded the motion. A roll call vote was taken: yeas-Ricks, Hanson, Rude, Ross, Fehr; nays-none. The motion carried unanimously.

Board President Fehr motioned to recess. At 7:10 p.m. the Board members recessed. At 7:20 p.m. Board President Fehr called the meeting back to order.

Prairie Rose Elementary Expansion Update - Assistant Superintendent Reep has posted under Supporting Documents a construction timeline for the new addition. Construction is a bit behind but only by a week. This agenda item was informational only. No action was requested.

Middle School Update – Superintendent Sullivan noted the DLR Group has requested meetings with various teachers and staff from Berg and Hagen and also meetings with the chairs from music and athletics. Berg Principal Shawn Leiss addressed the Board. He reported there are meetings almost every week. All areas are being reviewed including natural sciences, social sciences and family and consumer science. This agenda item was informational only. No action was requested.

Open Enrollment Applications – Open enrollment applications are completed by non-residency parents that wish their child (children) to attend DPS. Open enrollment applications are for parents that have recently moved and the deadline waiver applies (which the Board reviews throughout the year) **or** for parents that have not moved but wish their children to attend DPS. Those applicants that have not recently moved have a deadline of March 1 to turn in their application to DPS for the next school year. Jeffrey Davenport has requested open enrollment for his two children from South Heart to Dickinson. These children were tuition waived 2014-2015. The administrative recommendation was to approve the applications for those students already attending DPS. Action was requested. Mr. Hanson moved to approve the request for two children of Jeffrey Davenport from South Heart to Dickinson. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Hanson, Ricks, Rude, Ross, Fehr; nays-none. The motion carried unanimously.

Audrey McMacken applied for open enrollment for her child from South Heart to Dickinson. Her child has not been attending DPS nor does she have any other children attending DPS. Administrative recommendation was to deny the request. Action was requested. Mr. Hanson moved to disapprove the open enrollment application request for a child of Audrey McMacken from South Heart to Dickinson as per the District's open enrollment policy. President Fehr noted there was no second and therefore the motion would not be considered. The discussion turned to the location of the McMacken property and other affected residents. Ms. Ross noted this particular person lives on the line; on one side of the road is Dickinson Public School District and the other side of the road is South Heart School District. Dr. McMacken is required to live within X amount of minutes from the hospital. Ms. Ross requested some latitude and inquired how many individuals might live on this same street as her. She added that she has a concern since this is one of the exceptions not only from a school district standpoint but also for the community. Dr. McMacken is a value to the community as a whole. President Fehr asked Mr. Reep to point out where the property was located. Mr. Reep briefly exited the meeting and brought back a map. Board members discussed the location of the McMacken property. President Fehr inquired if there were any other possible remedies. Superintendent Sullivan said the McMackens could request to have their property annexed into the school district. There was discussion regarding the effects of annexation on other areas that are in the South Heart School District. Mr. Hanson suggested clarifying the open enrollment policy and table the action on this open enrollment request. President Fehr noted closing open enrollment was an administrative recommendation that was affirmed by the Board. The administrative regulation has criteria for denying an open enrollment request. As per the application the Board needs to act on the request by April 1. Ms. Ross moved to table the action on the McMacken open enrollment request until further research is done and all other options are exhausted. Mrs. Ricks seconded the motion. Discussion: None. Assuming a roll call vote the motion carried unanimously. By consensus, the Board agreed to add this to the agenda for the Monday Special School Board meeting.

Superintendent's Evaluation– Board members completed a superintendent's evaluation form. Board President Fehr reviewed the evaluation with Superintendent Sullivan. President Fehr distributed a summary of the evaluation to the Board members. The summary will be posted on the website tomorrow under Supporting Documents. The rating on the evaluation is either satisfactory or unsatisfactory. All five board members participated and rated the superintendent satisfactory in all areas. President Fehr read portions of the evaluation and noted there is a lot the superintendent has done for the school district. Superintendent Sullivan thanked the board members for the evaluation and noted working with the people across the school district makes his job easier. President Fehr noted he is in charge of a district with over 583 employees. Action was requested. Mrs. Rude moved to

Superintendent's Evaluation (cont.)

acknowledge that the school board members did evaluate Superintendent Sullivan, as required by North Dakota Century Code, and that the evaluations were satisfactory. Mrs. Ricks seconded the motion. Discussion: none. A roll call vote was taken: yeas-Ross, Ricks, Hanson, Rude, Fehr; nays-none. The motion carried unanimously.

At 7:52 p.m. Mrs. Ricks exited the meeting.

Extracurricular Cooperative Agreement with Trinity High School and Hope Christian Academy in Boys' and Girls' Swimming

– Trinity High School and Hope Christian Academy requested a cooperative agreement in boys' and girls' swimming for the 2015-2016 school year. A copy of the agreement is posted under Supporting Documents on the web site. A Memorandum of Understanding has been drafted and will be reviewed by the Dickinson Dolphin Swim Club at its meeting on Tuesday, March 10. Mr. Guy Fridley, activities director, recommends approval of the extracurricular agreement. He said this is the next proper step in the process and was happy that Trinity and Hope Christian wanted to get on board with the swimming team. Action was requested. Ms. Ross moved to approve the extracurricular cooperative agreement with Trinity High School and Hope Christian Academy in boy's and girls' swimming for the 2015-2016 school year. Mrs. Rude seconded the motion. Discussion-none. A roll call vote was taken: yeas-Ross, Rude, Hanson, Fehr; nays-none; absent-Ricks. The motion carried unanimously.

Early Resignation Incentive Applications –The deadline for certified staff is March 1 and for classified staff is April 1 for the early resignation incentive. The following individuals have submitted their resignation before the deadline to receive the early resignation incentive: Dean Arneson, school counselor at Lincoln Elementary (38 years of service); Carma Gerbig, paraprofessional at Hagen Junior High Academic Learning Center (19 years of service); Sharon A. Hansen, Early Childhood Center Director (37 years of service); MaryFrances Kocer, kindergarten instructor at Jefferson Elementary (one year of service); Bree Lefor, kindergarten instructor at Prairie Rose Elementary (one year of service); Rebecca Miller, district-wide English Language Learner instructor (seven years of service); Dirk Smutzler, science instructor at Hagen Junior High (27 years of service); and Belinda Thomas, head cook at Hagen Junior High School (32 years of service). Assistant Superintendent Reep has verified their eligibility. The administrative recommendation was to approve the early retirement incentive applications. Action was requested. President Fehr regretted to see these individuals leave the district but knew those retiring have well earned their retirement. Mrs. Rude moved to approve the early resignation incentive applications from Dean Arneson, school counselor at Lincoln Elementary; Carma Gerbig, paraprofessional at Hagen; Sharon A. Hansen, Early Childhood Center Director; MaryFrances Kocer, kindergarten instructor at Jefferson Elementary; Bree Lefor, kindergarten instructor at Prairie Rose; Rebecca Miller, district-wide English Language Learner instructor; Dirk Smutzler, science instructor at Hagen; and Belinda Thomas, head cook at Hagen; all with an effective date of June 5, 2015. Ms. Ross seconded the motion. President Fehr noted the combined years of service for these eight individuals is 162 years. She thanked all of them for their service to the students of Dickinson Public Schools and appreciated their dedication. Assuming a roll call vote the motion carried unanimously.

School Board Regulation Revision, First Reading and Final Adoption – NDSBA has recommended revisions to Board regulation AAC-BR-Discrimination and Harassment Grievance Procedure. A copy of the revised regulation is posted on the website under Supporting Documents. Areas that have been removed are noted as a ~~strike-out~~. Areas on the regulation that are new

School Board Regulation Revision, First Reading and Final Adoption (cont.)

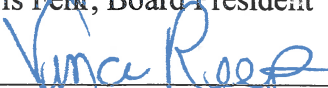
recommendations are noted in red text (this is new information to the regulation). Action was requested and a roll call vote was required on the motion. Mrs. Rude moved to adopt board regulation AAC-BR Discrimination and Harassment Grievance Procedure with one reading, as presented. Ms. Ross seconded the motion. Discussion: Mrs. Rude inquired regarding the Title IX designation being assigned to the Assistant Superintendent. Dr. Sullivan explained he cannot be the Title IX designee as it would be inappropriate for him to review his own evidence. It is the superintendent's responsibility to review the Title IX evidence if a discrimination or harassment grievance is filed. A roll call vote was taken: yeas-Hanson, Rude, Ross, Fehr; nays-none; absent-Ricks. The motion carried unanimously.

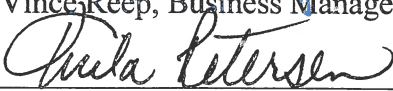
School Board Policy Revisions, Second Reading and Final Adoption – NDSBA has recommended revisions to board policy HBCC-Student Fundraising and policy AAC-Nondiscrimination and Anti-harassment Policy. Copies of the revisions to the policies are posted under Supporting Documents. The administrative recommendation was to revise the following policies: HBCC-Student Fundraising and AAC-Nondiscrimination and Anti-harassment Policy. Action was requested and a roll call vote was required on the motion. Mrs. Rude moved to complete the second reading of policy HBCC-Student Fundraising and policy AAC-Nondiscrimination and Anti-harassment Policy, as presented. Mr. Hanson seconded the motion. Discussion: Ms. Ross noted that under the general prohibition, the District prohibits discrimination against race, color, religion, sex, and gender identity. Ms. Ross said that sexual orientation needs to be added as a prohibition. President Fehr asked where the text came for the policy and if it was from law. Dr. Sullivan responded the language was from the recommendation of the North Dakota School Boards Association (NDSBA). The superintendent asked NDSBA to clarify the rationale and the response was the guidance came from the Department of Education. Ms. Ross explained the policy is not discriminating against the sex of an individual but will discriminate against sexual orientation. After further discussion it was suggested to table policy AAC. A roll call vote was taken: yeas-none; nays-Rude, Hanson, Ross, Fehr; absent-Ricks. The motion failed and did not pass unanimously. Mrs. Rude moved to complete the second reading of board policy HBCC-Student Fundraising and to table policy AAC-Nondiscrimination and Anti-Harassment policy until further state legislative action. Ms. Ross seconded the motion. Discussion: None. A roll call vote was taken: yeas-Ross, Rude, Hanson, Fehr; nays-none; absent-Ricks. The motion carried unanimously.

Other – Mrs. Rude noted she attended the performance a couple weeks ago of the Wizard of Oz and was very impressed. President Fehr noted there was a DHS Choir Pop Concert and it would be a fun concert to attend. Superintendent Sullivan introduced Mr. Burton Lewton in the audience. Mr. Lewton is the Dickinson transportation supervisor for Harlow's. Mr. Lewton will be attending Board meetings on a regular basis. Board members welcomed Mr. Lewton.

Adjournment – At 8:03 p.m., Ms. Ross moved to adjourn. Mr. Hanson seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 8:03 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

March 16, 2015; 2:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on March 16, 2015, 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, Dr. Becky Pitkin, Ms. Tammy Praus, Mr. Ron Dockter, Mr. Henry Mack, Mrs. Susan Cook, Mrs. Dorothy Martinson, Ms. Sherry Libis, and Mrs. Melanie Kathrein. Others present were: Attorneys David Phillips and Amy De Kok, Mr. Keith Fernsler, Mrs. Twila Petersen, and Ms. Abby Kessler from the Dickinson Press.

Call to Order - Board President Fehr called the meeting to order at 2:00 p.m. She noted because this was a special meeting only the items on the agenda would be discussed.

Public Participation – There were no requests for public participation.

Open Enrollment Application – At the March 9 School Board meeting, an open enrollment application was reviewed by the Board with a motion to table the decision on the application until further research could be done. Chair Fehr had asked the administration to review enrollment patterns in light of the energy slow down and asked Superintendent Sullivan to report. Superintendent Sullivan noted there has been a drop in the student enrollment since February 1 of 32 students. According to today's newspaper the price of oil continues to fall. Assistant Superintendent Reep added that students are being tracked through PowerSchool and as of last week Friday the District had lost 41 students since January. Superintendent Sullivan said at this time there is room for some flexibility and recommended that open enrollment once again be allowed, with each open enrollment request being reviewed on a case-by-case basis. He referenced 180 students in this year's graduating class at DHS that will be replaced by 257 incoming freshmen students. That is a large number of students being replaced in that grade. Dr. Sullivan suggested revising the administrative regulation attached to the open enrollment policy. Ms. Ross moved to approve the open enrollment request of a child of Audrey McMacken from South Heart to Dickinson and further moved to delegate to the Superintendent of Schools the authority to close open enrollment with the School Board being informed of any changes. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Ricks, Rude, Hanson, Ross, Fehr; nays-none. The motion carried unanimously. President Fehr thanked the administration for doing the research regarding this application.

Executive Session for Attorney Consultation to Discuss Teacher Grievances, Pursuant to N.D.C.C. §§ 44-04-19.1, and 44-04-19.2 - At the March 9, 2015 Board meeting, the Board tabled the decision regarding teacher grievances in order to obtain the advice of legal counsel. President Fehr noted 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 and 44-04-19.2. The topic or purpose of the executive session was teacher grievances. 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. Rude moved to close the meeting and go into executive session for the purpose of discussion of teacher grievances as per North Dakota Century Code NDCC 44-04-19.1 and 44-04-19.2. Mrs. Ricks seconded the motion. Discussion: none. A roll call vote was taken: yeas-Rude, Ross, Hanson, Ricks, Fehr; nays-none. The motion carried unanimously. President Fehr reported the executive session would be recorded and all members of the governing board were limited to their discussion during the executive session to the announced

Executive Session for Attorney Consultation to Discuss Teacher Grievances (cont.)

topic. 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 designated those individuals that may be in attendance at the executive session as: Attorneys David Phillips and Amy De Kok, Superintendent Sullivan, Assistant Superintendent Vince Reep, Board President Fehr, Board Vice President Hanson, Board Member Ross, Board Member Ricks, Board Member Rude, and Recorder Petersen. President Fehr noted the estimated time for the executive would be 30 minutes and the board meeting would reconvene at approximately 2:30 p.m. At 2:12 the School Board went into executive session for the purpose of discussion of the teacher grievances. The session was attended by Attorneys David Phillips and Amy De Kok, 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.

The executive session was adjourned at 2:50 p.m. President Fehr invited the public back into the Special School Board meeting. She noted that the Board discussed the teacher grievances during the executive session.

Mrs. Rude exited the meeting at 2:51 p.m. and returned at 2:53 p.m.

Teacher Grievances - President Fehr invited the elementary principals and Director of Instruction Melanie Kathrein to join the Board members at the table. President Fehr asked the elementary principals to explain how Curriculum Night developed in each of the buildings and the principal's role in Curriculum Night. Ms. Libis said the discussion regarding Curriculum Night started at an elementary principals meeting. There was discussion how to educate parents. The common core was a hot topic. The elementary principals agreed to do Curriculum Night and Mrs. Kathrein offered to help with the presentation so that all the buildings would be presenting the same information. Curriculum Night was taken back to the teachers and the teachers were responsible for 20 minutes of mathematics and 20 minutes of Language Arts. Coaches were responsible for a small scale lesson plan. Ms. Libis added that at Prairie Rose, RSVPs were sent out; 134 parents responded they planned to attend, approximately 60-70 parents did attend. Parents were allowed to visit whatever teacher they wanted. After 20 minutes Principal Libis announced on the PA system the parents could move onto the next session. Mrs. Cook said it was basically the same process also at Heart River except they maybe spoke a bit longer. The beginning session started at 6:30 and adjourned at 7:00 and then they went to their portion. Mr. Mack said it was a similar setup at Roosevelt; however, there were no parents that attended. President Fehr asked what happened when no parents showed up and Mr. Mack responded that he gave his presentation and then after about 45-50 minutes he sent his teachers home, except for one of the coaches and himself. Mr. Mack and the coach stayed in case someone would show up. President Fehr clarified that at about 7:15 the teachers left. Mr. Mack concurred. Dr. Pitkin added that she knew at Jefferson that during super block collaboration half the teachers had a super block to go over the lesson plan and roll it out. The majority said it wasn't bad, it was what they do most of the time anyway so it wasn't an excessive burden. Mrs. Praus said at Lincoln there were teachers from music, physical education and a guidance counselor available for parents to visit during the transitioning time. Principal Pitkin added there was food available at the end also. President Fehr inquired if the planning happened during the superblock or outside of the regular school day. Dr. Pitkin responded that she felt that preparing wouldn't have gone outside the school day. Ms. Praus noted that no teachers were required to prepare outside of the regular school day. The other principals

Teacher Grievances (cont.)v

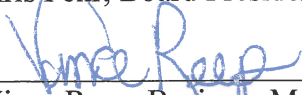
agreed. Dr. Pitkin further said that if a teacher prepared for Curriculum Night outside of the school day it was their choice; that time was provided for most of the teachers. Mrs. Ricks noted that at times it takes her a while to prepare a lesson and that others may take less time than she does to prepare and that "over preparing" or taking a lot of time to prepare would be her choice.

Mrs. Kathrein stated the intent of Curriculum Night was to help parents be aware of what the students were going through and the type of homework they were bringing home. Mrs. Kathrein explained how parents are unfamiliar with some of the material brought home and the new way the teachers are encouraging students to be engaged and have more cognitive learning. There was more discussion regarding the preparation for Curriculum Night and time spent outside the contract. Building principals also discussed their past practice of willingly being flexible if a teacher would like to leave early, before 3:45 p.m. Several principals noted they do not keep track of the teachers that have utilized flex time. There are teachers that stay late or work weekends; this is their own choice. Superintendent Sullivan inquired how many teachers possibly worked Curriculum Night. Mr. Reep estimated about 110 teachers. A Board member felt that if a teacher had used flex time that teacher was satisfied with what was provided and their request should be denied. Principals discussed how many of the teachers had utilized the 3-30 minute flex time tickets and how many of those that used the tickets that filed a grievance. A Board member inquired what the cost would be to the District. Mr. Reep calculated the cost for substitute teachers and FICA cost for an additional $\frac{1}{4}$ day of personal leave without taking into consideration the cost of the loss of instruction time. Superintendent Sullivan explained the requests for consecutive time off and his solution of providing time off on the last day of school. Principals shared the full day attendance of teachers on the last day of school and how the time is utilized. A board member noted there were options to resolve the grievance. Another Board member felt a statement could be written explaining the reasoning for the decision. Some teachers take longer to prepare than others and therefore will put in more hours in preparation. A Board member noted that the superintendent had done a good job of trying to resolve the issue. There was discussion about paying only those that showed up for Curriculum Night. Board President Fehr motioned to recess. At 3:35 p.m. the Board members recessed. At 3:37 p.m. Board President Fehr called the meeting back to order. There was discussion regarding the teachers requesting personal leave time and those requesting contract salary pay. One Board member noted that personal leave time must be requested and approved by the building principal. After discussion, Mr. Hanson moved to accept Superintendent Sullivan's decision in part and the remedy provided would be to grant $\frac{1}{4}$ day or two hours of personal leave to all teachers who participated in the December 2, 2014, Curriculum Night to be used in accordance with the 2014-2015 negotiated agreement. The motion was seconded by Ms. Ross. Discussion: Mr. Reep stated that the Board would have to rely on the building principals to provide the names of those that attended so that human resources could log those into the system. There was discussion regarding one individual who filed a grievance that was not a licensed classroom teacher. A roll call vote was taken: yeas-Rude, Ricks, Ross, Hanson, Fehr; nays-none. The motion carried unanimously. President Fehr requested the attorney prepare the letters and the administration would distribute the letters. Ms. Ross moved to direct the administration to identify and provide the same remedy to any individual(s) who are not licensed by ESPB and not otherwise compensated who participated in the December 2, 2014, Curriculum Night. Mr. Hanson seconded the motion. A roll call vote was taken: yeas-Ricks, Ross, Hanson, Rude, Fehr; nays-none. Discussion: none. The motion carried unanimously.

Adjournment – At 4:17 p.m. Ms. Ross moved to adjourn. Mrs. Ricks seconded the motion. The motion carried unanimously. The meeting adjourned at 4:17 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

April 13, 2015; 5:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a regular meeting on April 13, 2015, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Mrs. Tanya Rude, Mrs. Sarah Ricks, and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Dr. Marcus Lewton, Mr. Henry Mack, Dr. Becky Pitkin, Mr. Shawn Leiss, Ms. Sherry Libis, Mrs. Susan Cook, Mr. Guy Fridley, Mr. Ron Dockter, Mrs. Dorothy Martinson, Mrs. Melanie Kathrein and Ms. Tammy Praus. Others present were: David Phillips, Shary Smith, Lyle Smith, Brenda Loney, Andrew Pringle, Darin Knapp, Naomi Thorson, Jane Cornell, Kim Blain, and Abby Kessler from the Dickinson Press.

Call to Order – 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 March 3 board workshop, March 9 regular board meeting, the March 16 special board meeting; the bills for April 2015; the financial reports for April 2015; the pledged assets report for April 2015; the personnel reports; the student/staff recognitions; and the RACTC report; as presented. Ms. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously.

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

Introduction - Superintendent Sullivan welcomed and introduced Darin Knapp, General Manager, and Andrew Pringle, Senior Project Manager with Mortenson Builders. They are in Dickinson attending discussion meetings regarding the new middle school project.

Attendance Areas - With the completion of the new middle school in 2017 and the restructuring of Berg Elementary from 6th grade to K-5 elementary there will be some attendance area changes. Superintendent Sullivan noted moving forward with attendance areas will take a significant amount of time.

Name the New Middle School - Superintendent Sullivan was pleased with the responses received when gathering names for what would eventually be called Prairie Rose Elementary. At that time the District-wide PAC Committee actively participated in proposing a name to the school board by reviewing the names submitted. Dr. Sullivan would like the District-wide PAC to be involved again in assisting with reviewing names proposed for the new middle school and making a recommendation to the Board. Board members concurred with this recommendation.

Budget Committee - Assistant Superintendent Reep addressed the Board regarding a recent Budget Committee meeting. Some topics discussed by the Budget Committee were focused on needs for the 2015-2016 school year. The committee recommended an additional district-wide psychologist and a part-time activity supervisor for Hagen Junior High. Because of class sizes at Dickinson High School, the committee also recommended hiring another mathematics teacher and family/consumer science teacher. The district has hired another physical education teacher, which will make three full-time physical education teachers at the high school. As seen on the consent agenda, several positions have been filled. Interviews for 6th grade teachers have been scheduled. Mr. Reep also reported the district was approached about the purchase of 20 acres behind the new middle school land. Administration looked at the NDSU land and also Meyer Group land. There is property also available adjacent to the Bus Shop. The Budget Committee decided at this time not to pursue the land behind the new middle school. Mr. Hanson commented the committee was more interested in two sites for potential elementary schools.

Superintendent's Report (cont.)

Ms. Ross added the costs vs. benefits of looking at other options were needed due to the asking price of \$45,000/acre for the additional land on the NDSU properties.

Business Topics

Attorney Consultation – The next item on the agenda was Attorney Consultation regarding pending civil litigation. Mr. Hanson moved, per North Dakota Century Code NDCC 44-04-19.1 (2), to close the meeting and go into executive session for the purpose of attorney consultation. Mrs. Ricks seconded the motion. A roll call vote was taken: ayes-Ricks, Rude, Ross, Hanson, Fehr; nays-none. The motion carried unanimously.

President Fehr stated 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. Any collective decision, collective commitment, or other final action by the governing body must occur after it reconvenes in an open meeting, unless final action is specifically required 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. Those individuals were the School Board members, Attorney David Phillips, Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, and Recording Secretary Kim Blain. President Fehr anticipated the meeting to adjourn from executive session and reconvene the open portion of the meeting at approximately 5:45 p.m. At 5:15 p.m. the meeting convened in executive session. Those in attendance during the executive session were Board President Fehr, Board Vice-president Hanson, Board Member Ricks, Board Member Ross, Board Member Rude, Attorney Phillips, Superintendent Sullivan, Assistant Superintendent Reep, and Recorder Blain.

The executive session was adjourned at 5:43 p.m. The public was invited to return to the meeting and the meeting was back in open session.

Dickinson Education Association's Request to Rescind Board Actions taken on March 3, 2015 - Mrs. Ricks moved to reconsider the motion passed on March 3, 2015, Agenda Item III. Petition for Recognition, Dickinson Education Association (DEA). Mrs. Rude seconded the motion. Discussion: Mr. Hanson inquired if he could vote on the motion since he was not at the last meeting. President Fehr stated according to Robert's Rules of Order to reconsider a motion someone who voted on the prevailing side of that motion needs to bring it back to reconsider, but all members can vote once it's back on the table, therefore Mr. Hanson was entitled to vote since it was back on the table. Mrs. Rude inquired if there needed to be discussion why the board was reconsidering. President Fehr clarified that the motion must be made, seconded and passed before it can be discussed. A roll call vote was taken: ayes-Ricks, Hanson, Rude, Ross, Fehr; nays-none. The motion carried unanimously.

President Fehr asked Attorney David Phillips to explain why the Board was reconsidering the motions of the March 3 meeting. Mr. Phillips noted the letter from Mr. Michael Geiermann, legal counsel for the Dickinson Education Association, included a number of legal arguments why he felt the School Board's two motions that were passed on March 3 were improper. Attorney Phillips summarized by saying that the DEA has, through its counsel, specifically asked that the board rescind those two motions. President Fehr also noted that the petition that was presented to the Board was the DEA's petition and DEA may say which petition it wants the School Board to consider. President Fehr said that by stepping through the next series of discussions it will make things more clear.

DEAs Request to Rescind Board Actions taken on March 3, 2015 (cont.)

In a letter dated April 2, 2015, from Michael Geiermann, legal counsel for the Dickinson Education Association, the Association requested that the Dickinson School Board rescind the motion passed by the Board on March 3, 2015, whereby the Board requested to negotiate with the Dickinson Education Association as the representative organization pursuant to the Petition for Recognition received on September 16, 2014, and adopted by the School Board on October 8, 2014. The Dickinson Education Association has made it clear that it believes that the Petition for Recognition received on September 16, 2014, and adopted by the School Board on October 8, 2014 is no longer operative and the Dickinson Education Association will not negotiate pursuant to that Petition for Recognition. In light of the Dickinson Education Association's position in this regard, the Board has no choice but to rescind its prior motion. Mr. Hanson moved to rescind the motion passed on March 3, 2015, whereby the Board requested to negotiate with the Dickinson Education Association as the representative organization pursuant to the Petition for Recognition received on September 16, 2014, and adopted by the School Board on October 8, 2014. Furthermore, the Board no longer recognizes as operative the Petition for Recognition received on September 16, 2014, and adopted by the School Board on October 8, 2014. Mrs. Ricks seconded the motion. A roll call vote was taken: ayes-Rude, Ross, Hanson, Ricks, Fehr; nays-none. The motion carried unanimously.

In a letter dated April 2, 2015, from Michael Geiermann, legal counsel for the Dickinson Education Association, the Association requested that the Dickinson School Board rescind the motion passed by the Board on March 3, 2015, whereby the Board rejected the Petition for Recognition received from the Dickinson Education Association on February 4, 2015. On March 3, 2015, the Board rejected the Petition for Recognition received on February 4, 2015, in part, because it had agreed to continue to recognize the Dickinson Education Association as the representative organization for teacher contract negotiations pursuant to the Petition for Recognition received on September 16, 2014. The Board has now rescinded its prior motion to continue to recognize the Dickinson Education Association as the representative organization for teacher contract negotiations pursuant to the Petition for Recognition received on September 16, 2014. To clarify, the Petition for Recognition received on February 4, 2015, included two Petitions: a Petition for Recognition of an Appropriate Negotiating Unit and a Petition for Recognition of a Representative Organization. The Board should now reconsider both Petitions for Recognition received on February 4, 2015. Ms. Ross moved that the Board reconsider and affirm its rejection of the Petition for Recognition of an Appropriate Negotiating Unit received on February 4, 2015. The reasons to again reject the Petition for Recognition of an Appropriate Negotiating Unit received on February 4, 2015, were: 1.) The Petition does not comply with N.D.C.C. § 15.1-16-10; 2.) The Petition does not comply with School Board Policy DLA-Recognition of Negotiating Units because the teacher's negotiating unit shall only comprise of Dickinson Public School employees licensed to teach by the Education Standards and Practices Board or approved to teach by the Education Standards and Practices Board and employed primarily as classroom teachers, librarians, and counselors as defined by NDCC 15.1-16-01; and, 3.) The Petition does not comply with School Board Policy DLA-Recognition of Negotiating Units because the teacher negotiating unit must use the Board's recognition forms, which are available in the Central Administration Office. In addition, the School Board also rejects the Petition for Recognition of the Representative Organization received on February 4, 2015, because the School Board rejects the proposed negotiating unit. Mr. Hanson seconded the motion. Discussion: Mrs. Rude commented that it is important for the public to understand the District has policies in place to protect everyone: the Board, the teachers, administrators and the public. President Fehr stated that the Board cannot allow selective application or enforcement of its policies and the policies do govern board members, students, parents, teachers, other employees, and members of the public. The Board expects everyone to follow board policies, no matter what it is. She stated that the School Board has rejected numerous items and requests that did not follow

DEAs Request to Rescind Board Actions taken on March 3, 2015 (cont.)

School Board policy and the School Board cannot be selective. Ms. Ross asked if School Board policy was vetted by the North Dakota School Boards Association and meets all the requirements of the ND Century Code. President Fehr said that was correct. Mrs. Ricks expressed disappointment of being unable to move forward with negotiations at this time. She also expressed disappointment with the actions of the DEA for choosing to use the dues the teachers pay to pursue litigation and the School Board may be forced to use taxpayer money to respond to litigation. Mr. Hanson noted in regards to the official petition form that it is in compliance with North Dakota Century Code. President Fehr stated the official form is for any group who wishes to negotiate for any particular group of people in our school system, whether it is administrators or teachers, that is not confusing and that follows Century Code as far as who can represent and negotiating for. It was also intended as a guideline for the Board. She commented that the petition submitted by the DEA is vague and does not meet ND Century Code. A roll call vote was taken: ayes-Hanson, Rude, Ricks, Ross, Fehr; nays-none. The motion carried unanimously.

President Fehr said the School Board values its relationship with the teachers of Dickinson Public Schools and has always been and continues to be ready, willing and able to come to the negotiating table in good faith. President Fehr stated that she has been making efforts to work with either the DEA negotiators or the DEA leadership and tried to resolve some of the issues before it came to this type of vote or this level. The Board does not desire litigation. She wants the Board to know she has been active on this issue. She handed out a copy of the most recent email exchanges she has had with DEA representatives.

Mrs. Ricks moved that the School Board encourage and invite the Dickinson Education Association to resubmit a Petition for Recognition of an Appropriate Negotiating Unit and a Petition for Recognition of a Representative Organization, which comply with the applicable provisions of the North Dakota Century Code and School Board Policy DLA-Recognition of Negotiating Units. Ms. Ross seconded the motion. Discussion: Mrs. Rude stated the Board wants a relationship with the teachers and the Board is ready and willing and would like to proceed with negotiations. A roll call vote was taken: ayes-Ross, Hanson, Ricks, Rude, Fehr; nays-none. The motion carried unanimously.

President Fehr explained the actions of the Board on March 3. The Board continued to recognize the September 24, 2014, petition because the Board wanted to move forward with negotiations in a timely manner, it would just save time. The Board rejected the February 2015 petition because it didn't comply with ND Century Code and school board policy. Board Policy DLA was put in place to clarify for the board, teachers, administrators, and the public the appropriate negotiating units under North Dakota law. President Fehr added that policy DLA and the form is not designed to discourage negotiations, it is not designed to make things more difficult. It is just a one-paragraph form and includes the same information required by the North Dakota Century Code. The form simply states that "Pursuant to section 15.1-16-10 of the North Dakota Century Code, as amended, the (Name of Organization) hereby requests that the School Board recognize as an appropriate negotiating unit all classroom teachers, librarians and counselors employed by the School Board as classroom teachers as defined by the NDCC 15.1-16-01." The language complies with the requirements set forth in the Century Code. The February 14, 2015, petition submitted by the DEA does not comply. It is important to comply so that all are on the same page going into contract negotiations. President Fehr asked Attorney Phillips to address a concern of hers regarding the time frame for the petition submission. Attorney Phillips explained that the Negotiated Agreement for 2014-2015 subsection B states, "This agreement will be in effect from July 1, 2014 until June 30, 2015 at which time this agreement shall be automatically renewed unless either party gives notice to the other party, not less than sixty (60) days prior to the anniversary date of its desire to re-open

DEAs Request to Rescind Board Actions taken on March 3, 2015 (cont.)

negotiations as to certain provisions of the agreement or additions to this agreement.” Attorney Phillips clarified that a representative organization has 60 days before the anniversary date to submit a legal petition. That would put May 1, 2015 as a deadline to submit a petition to re-negotiate. President Fehr noted the reason for her concern is the teachers could lose their ability to negotiate the contract for the coming year, according to the time frame in the negotiated agreement. She said it would be her understanding that the contract will simply continue. Attorney Phillips agreed it’s automatically renewed. Mrs. Rude asked if the DEA takes the School District to court, would it stall the time frame for the negotiations. Attorney Phillips explained that unless a new petition is submitted by May 1, 2015, the current contract will continue and a new contract cannot be negotiated.

Prairie Rose Elementary Expansion Update - Assistant Superintendent Reep updated the Board members on the progress of the expansion of the new wing on Prairie Rose Elementary. Installation of window frames and glass is underway. The extension of cement and sidewalks is progressing, there was a change order because the slope was more than anticipated. The civil engineer added a swale valley for drainage/watershed on both the east and west sides. The heat pumps are being installed and the interior is framed, sheetrock should be started in two weeks and everything should be back on schedule. Under Supporting Documents is a copy of the March 25 architects field report. Mrs. Rude inquired as to the impact on students. Ms. Libis addressed the Board that the contractors have been sensitive to this issue and have complied by putting off projects that are noisy or distracting. Ms. Ross commented on the geo-thermal well that was damaged. This was repaired and is being monitored. This agenda item was informational only. No action was requested.

Middle School Update – Superintendent Sullivan and Assistant Superintendent Reep addressed the Board providing an update on the progress of the transition from a junior high school/6th grade elementary school to a middle school. Superintendent Sullivan, Assistant Superintendent Reep, and Dr. Lewton attended meetings with the DLR Group. Out of these meetings, a calendar was scripted out according to the July 2017 deadline. Also out of these meetings, focus groups within the district were created. Mr. Reep informed the Board the District still has no deed to the land for the project and there has not been a check written either as the District is waiting for the abstract for the title on the deed. The City Planning and Zoning meeting is Wednesday, April 15 which should address the zoning for that area. Mortenson General Manager Darin Knapp addressed the Board regarding the process of receiving bids. Three bid packs will be released, one for site excavation at the end of May, the second for the shell/structure and precast at the end of January 2016, and the third for the interiors in December 2016. Mr. Hanson inquired if there was any concern regarding excavation contractors being booked for the summer. Mr. Knapp is confident they will receive competitive bids on the preliminary quotes. President Fehr requested Superintendent Sullivan explain the purpose of the Focus Groups. Superintendent Sullivan said the Focus Groups consisted of individuals within the District and some outside who have an interest in the purpose and design of the new middle school. This agenda item was informational only. No action was requested.

Budget Development and Input Committee Report –Superintendent Sullivan commented that all topics of discussion were included in his superintendent’s report. No additional items were to be discussed.

Major Summer Building Projects - Assistant Superintendent Reep reported on the major building projects for the summer. A preliminary list is available on the website under Supporting Documents. An extensive list of projects planned includes a bus lane at Heart River Elementary while the City is redoing a street in that area. Other items considered are windows at Heart River, re-surfacing the driveway in the vocational area at Dickinson High School and reroofing some pods at DHS. The cost of these high to

Major Summer Building Projects (cont.)

medium cost projects is approximately \$500,000. Ms. Ross inquired about the Facility Study/Deferred Maintenance Binder and if these projects were the ones suggested by the DLR Group. Mr. Reep responded these were projects the District recognized. President Fehr inquired if administrators were still looking at the projects in the Facility Study/Deferred Maintenance Binder. Assistant Superintendent Reep said most of the projects in the Facility Study were deferred due to the middle school project; however, he and Superintendent Sullivan have gone through the binder and have highlighted the most important ones. These projects came from requests from building principals, building and grounds head maintenance and are considered by order of safety needs. This agenda item was informational only. No action was required.

Report on National School Board Association Convention – Board Members Kris Fehr, Sarah Ricks, Tanya Rude, and Leslie Ross along with Superintendent Sullivan updated the Board on the National School Board Association Convention they recently attended in Nashville. Ms. Ross would like to thank Dickinson Public Schools for the opportunity to attend the convention. Even though it was a whirlwind of activity, she enjoyed the venue, even though the large size of the convention center made it difficult to navigate. The highlight of the trip for all who attended was watching the Dickinson High School students compete in the DLR Challenge. DHS students were polite and gracious and great ambassadors for the District. Mrs. Rude agreed with Ms. Ross and she would like to see the District provide more project based learning in the classrooms. Mrs. Ricks was grateful for the opportunity to attend. She is proud of the District as she heard many negative comments from other regions of the country. She came away with new ideas and thought the classes were well done. Superintendent Sullivan commented the highlight of the Convention was the pleasant and enjoyable day he spent with the DHS students. He attended a Safety & Security class during the pre-convention session and he shared with the Cabinet that they need to stress the policies regarding the safety and security of the students in their schools. President Fehr felt that a lot of the sessions were similar in content just with different speakers. She said DHS students were amazing when compared with the other students, who came in from Champagne, IL and Baton Rouge, LA. She found the convention center confusing. This agenda item was informational only. No action was requested.

Memorandum of Understanding in Boys' and Girls' Swimming – The Dickinson Dolphins Swim Team has requested an agreement with the Dickinson Public Schools for boys' and girls' swimming. Mr. Guy Fridley, District-wide activities director, has corresponded with Dr. Kris Ringwall, president of the Dolphin Swim Team and Dr. Ringwall has reviewed and signed the Memorandum of Understanding which is posted on the website under Supporting Documents. Dickinson Dolphin Swim Team requested to enter into a one-year agreement. Action was requested. Ms. Ross moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Dolphin Swim Team for boys' and girls' swimming for the 2015-2016 school year, as presented. Mr. Hanson seconded the motion. Assuming a roll call vote the motion carried unanimously. Mr. Fridley said he will be working on finding coaches.

Administrative Bargaining Recognition Petition – The administrators have requested to meet formally with Superintendent Sullivan and the Administrative Bargaining Board members to engage in contract discussions. Available on the website under Supporting Documents is a copy of the Administrative Bargaining Recognition Petition. Mrs. Ricks moved that, pursuant to the provisions of Section 15.1-16-10 of the North Dakota Century Code, the school board of the Dickinson Public School District #1 recognize all certified administrators employed as administrators in the Dickinson School District as an appropriate

Administrative Bargaining Recognition Petition (cont.)

negotiation unit for the purpose of negotiations. Mr. Hanson seconded the motion. Discussion: Mrs. Rude inquired if the form submitted was using the NDSBA/District's form. Superintendent Sullivan responded that the form submitted does comply with the School Board policy. Assuming a roll call vote the motion carried unanimously.

Administrative Bargaining Recognition of Representative Organization - The administrators requested to recognize the Dickinson Administrative Council as the exclusive representative for negotiations. Action was requested. Mr. Hanson moved that, pursuant to the provisions of Section 15.1-16-11 of the North Dakota Century Code, the school board of Dickinson Public School District #1 recognizes the Dickinson Administrative Council as the exclusive representative of the appropriate negotiation unit for the purpose of negotiations. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously. President Fehr asked Superintendent Sullivan to set up a meeting with the Administrative Council for negotiations.

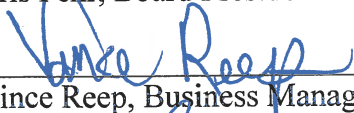
Early Resignation Incentive Notification – Policy DKBC Early Resignation Notification was approved by the Board in 2007 and 2011. Classified staff have a deadline of April 1 to submit their resignation notification. Mrs. Debra Rising, administrative assistant behavioral specials at Hagen Junior High has submitted her early resignation incentive notification before the deadline. Assistant Superintendent Reep has verified her eligibility. Mrs. Rising has 34 years of service. The combined total years of service for all resignations to date are 250 years with an average of 19 years of service. The administrative recommendation was to approve her early resignation incentive. Action was requested. Ms. Ross moved to approve the early resignation incentive for Debra Rising, administrative assistant at Hagen Junior High with an effective date of June 5, 2015. Mr. Hanson seconded the motion. Discussion: President Fehr thanked Mrs. Rising for her 34 years of service and her dedication to the students of Dickinson Public Schools first as a teacher and, after her retirement, as a paraprofessional. Assuming a roll call vote the motion carried unanimously.

Other -President Fehr reminded board members to attend the events posted under Announcements.

Adjournment – At 6:39 p.m. Ms. Ross moved to adjourn. Mrs. Ricks seconded the motion. The motion carried unanimously. The meeting adjourned at 6:39 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Kim Blain, Acting Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

May 11, 2015; 5:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a regular meeting on May 11, 2015, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Mrs. Tanya Rude, Mrs. Sarah Ricks, and Ms. Leslie Ross. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Dr. Marcus Lewton, Mr. Henry Mack, Dr. Becky Pitkin, Mr. Shawn Leiss, Ms. Sherry Libis, Mr. Jay Hepperle, Mr. Guy Fridley, Mr. Ron Dockter, Mrs. Dorothy Martinson, Ms. Cassie Francis, Mrs. Susan Cook, and Ms. Tammy Praus. Others present were: Allen Steiner, Devin Steiner, Tami Steiner, Burton Lewton, Gery Smith, Heidi M. Smith, Jackson Smith, Ahava Johnson, Keziah Johnson, Sarah Fast, Kaleb Dschaak, Macensie Lange, Karen Lange, Doug Lange, Cassidy Tormaschy, Rhonda Tormaschy, Chad Tormaschy, Lyle Smith, Leann Mehrer, Naomi Thorson, Clarence Hauck, Twila Petersen, and Abby Kessler 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 - Ms. Ross moved to approve the agenda including the consent agenda consisting of the minutes from the April 13 regular board meeting, the bills for May 2015; the financial reports for May 2015; the pledged assets report for May 2015; the personnel reports; the student/staff recognitions; and a tuition waiver request for a child of ReNee Hauck; as presented. There was no RACTC report available. Mrs. Ricks seconded the motion. Mrs. Rude noted there was no RACTC report available again this month. Mrs. Ricks will update the Board regarding the RACTC under “Other”. Assuming a roll call vote the motion carried unanimously.

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

- a. **DLR Group Student Innovative Challenge** – Four DHS students traveled to Nashville in March to participate in the DLR Group Innovative Challenge. Mr. Chris Gibbs, principal for the DLR Group was available via conference call. Mr. Gibbs explained that DHS Advisor Greg Jung along with four students from DHS attended the first DLR Group Innovative Challenge. All the students from Dickinson traveled on Friday and on Friday evening met fellow participants. There were two other groups from Champagne, IL and Baton Rouge, LA. The challenge presented to the Dickinson students was water. On Saturday the students showed up early for the warm up challenge. Mr. Gibbs said the Dickinson team spent a majority of Friday working on the challenge; even during their free time. The DHS students gave a lively dialogue with attendees and a great delivery of the education. Mr. Gibbs said the DHS students represented the community and school district very well. As a reward for the students presenting, the DLR Group provided them with a gift of \$125. Mrs. Fehr also said she was impressed with the DHS students. They were very polite, dressed nicely, had good communication skills, and were friendly to their competition. Superintendent Sullivan introduced the participating students who were in attendance at the board meeting and accompanied with their parents. The DHS students were Devin Steiner, Macensie Lange, Jackson Smith, and Cassidy Tormaschy. He reiterated that the students had done an excellent job. The board members and audience applauded the four students for their accomplishments.

Superintendent's Report (cont.)

- b. School Construction Loan – Superintendent Sullivan explained last December DPS applied for a construction loan. DPS may qualify for a \$10 million which would have to be repaid. If the District would receive the DPI construction loan it would be passed on as a savings to the taxpayers.

- c. Middle School Timeline – Superintendent Sullivan asked Hagen Principal Marcus Lewton and Berg Principal Shawn Leiss to provide some information. Mr. Leiss indicated there are 27 months left before the new middle school opens. There is a lot of work left before the opening. Available under Supporting Documents is a timeline drafted by Mrs. Barb Bonicelli based on notes from two buildings which she combined into one and put into a spreadsheet. Mr. Leiss and Dr. Lewton expressed their appreciation to Mrs. Bonicelli for creating the spreadsheet over the weekend. The spreadsheet indicates the accomplishments projected during the upcoming months and was categorized by culture, program/academics, program extra-curricular and intra-curricular, procedures for office/building/classroom, staffing, building process and equipment, and STEM/STEAM. Culture refers to the schools merging and putting staff from two buildings into one. This also includes course work, committee work, and informal work. Academic programs will review new programs to be offered which will be based on feedback from committee work. In the building process individuals will continue to make decisions regarding the new building including the layout design and furniture. The facility team wants to take the best of Berg Elementary and Hagen Junior High and combine it to make the middle school even better. Board members expressed their appreciation also to Mrs. Bonicelli. There was discussion regarding the fine arts part of the construction process and facility.

Business Topics

Prairie Rose Elementary Expansion Update - Assistant Superintendent Reep noted there were two documents posted under Supporting Documents, the April 21 and 29th field reports. There are also posted a few pictures of the interior construction. Mr. Reep felt everything was on schedule. This agenda item was informational only. No action was requested.

Middle School Update – Dr. Sullivan said the soil boring has been completed at the site for the new middle school. The building currently is designed to have approximately 200,000 square feet which would serve approximately 1,050 students. Dr. Sullivan and Mr. Reep will be traveling to Minneapolis this week to complete the final footprint of what the new building will look like. Mr. Reep added that as soon as the construction loan is clear the preliminary plan is to sell an additional \$25 million bonds. Due to the certificate of tax levy in August the District will want to sell \$30 million in bonds before August 10. As soon as the administrators find out the school construction loan they will be contacting the public financial management and prepare the second bond sale of \$25 million. Mr. Reep explained the process from advertisement to sale of the bonds. This agenda item was informational only. No action was requested.

Budget Development and Input Committee Report – Dr. Sullivan reported the Budget Committee met on May 7. Topics discussed at the meeting were 2015-2016 staff, teacher on special assignment/building administrator support, possible sites for a new elementary school, the Baker Tool property, and the new middle school. He explained the enrollment is down 45 students; there appears to be a shift in enrollment. The superintendent said administration has moved forward with posting the school psychologist position. Mr. Reep explained the school funding formula is paid on average daily student membership (ADM). Right now the District is receiving \$9,092 for each student for each weighted unit. The enrollment is down 98 students from the beginning of the school year. The District received a late resignation for an

Budget Development and Input Committee Report (cont.)

elementary position which will not be filled. Ms. Ross noted she is a Board representative on the Budget Committee. She said it is surprising the fluctuation in enrollment numbers and what has transpired. Sometimes these fluctuations create changes in plans. She emphasized the necessity to be conservative in the budgetary requirements; remaining flexible but yet prepared to forecast. Mr. Reep said in terms of the ADM, as soon as it is filed in June he will know what the District will receive. It is possible to have enrollment higher in the fall than what it is now. President Fehr inquired what positions still need to be filled. Mr. Reep responded there are five openings at this point that need to be filled.

Dr. Sullivan explained the second item discussed at the budget meeting was teacher on special assignment. This would help the principals manage some of their daily activities and be able to get into the classrooms more. Administrators asked the Budget Committee to consider a teacher on special assignment at Hagen Junior High. Because of the enrollment slowdown they are waiting to see what will happen. If that would move forward the Board would need to approve the creation of this new position. Ms. Ross explained the extra duties and burdens imposed on administrators when a new school is built. She noted that she and Mr. Hanson support this opportunity to provide assistance to those administrators.

Another topic discussed by the Budget Committee was the property owned by the City that is located east of the bus barn. This property would provide expansion of the transportation facility. There are some structural issues with the roof. This would be an opportunity to look at the District's needs for the future. This agenda item was informational only. No action was requested.

Wellness End of the Year Summary –The district Wellness End of the Year Summary is posted online under Supporting Documents. The red text represents any changes in the summary from the beginning of the school year. Dr. Sullivan addressed the Board noting the report is looked at by the principals on an annual basis. Board members complimented the principals on the accomplishments. This agenda item was informational only. No action was requested.

Ms. Ross exited the meeting at 5:51 p.m. and returned at 5:53.

Legislative Update - As the school board is aware the legislature recently adjourned the 64th Legislative Assembly. Assistant Superintendent Reep reported there were many bills that affected Dickinson Public Schools. He highlighted some of these bills. The rapid enrollment bill will now be exclusive of pre-k. DPS would need to have a 75 student threshold to get this grant. He is not budgeting for it. HB 1251 changes teacher contracts to be returned from 30 days to 14 days. Dickinson is considered one of the hub cities to receive funding from a bill. Mr. Reep is budgeting for this however those funds are imputed at 75%. HB 1316 requires the superintendent evaluation to be completed by November 15 instead of December. HB 1284 provides requirements for bond elections. Other bills pertained to open meetings, student mental health and suicide prevention, veterans' preference for superintendent and teacher applicants, and providing the business manager with authority for destroying payroll records. President Fehr requested the Board still be notified of documents being destroyed. This agenda item was informational only. No action was requested.

Breakfast and Lunch Meal Prices – Assistant Superintendent Reep addressed the Board. He prepared a summary of the meal prices which is posted on the website under Supporting Documents. Section 205 of 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. This

Breakfast and Lunch Meal Prices (cont.)

provision was effective July 1, 2011. To be in compliance, Mr. Reep recommends increasing all full price and breakfast prices by \$.05. Lunch prices will increase by \$.10 and \$.15. The reduced meal prices would remain the same. The areas highlighted in yellow on Mr. Reep's Supporting Document reflect the suggested new prices. Action was requested. Ms. Ross moved to approve a fee of \$1.35 for student breakfast, \$1.50 for adult breakfast, \$2.15 for lunch for students in grades K-6, \$2.45 for lunch for grades 7-8, \$3.25 for lunch for grades 9-12, and \$3.75 for lunch for adults, effective fall of 2015. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously.

2015-2016 Student Handbooks - A copy of the 2015-2016 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. There was discussion regarding the language referencing corporal punishment in the elementary handbook. The language was misleading and therefore will be revised. Also, the area code of (701) will be added to prominent phone numbers listed in the handbooks. After Alert Solutions, "(automated telephone message)" will be added for clarification. Mrs. Fehr thanked the administrators for their hard work on the student handbooks. Ms. Ross moved to approve the 2015-2016 elementary, Hagen Junior High, Dickinson High School, and Southwest Community High School student handbooks, with the recommended revisions. Mr. Hanson seconded the motion. A roll call vote was taken: yeas-Rude, Ross, Ricks, Hanson, Fehr; nays-none. The motion carried unanimously.

Annual Meeting Date and Time - Board members need to schedule the annual meeting date. Mrs. Rude moved to schedule the annual school board meeting for Monday, July 13, 2015, at 5:00 p.m. Mrs. Ricks seconded the motion. Assuming a roll call vote the motion carried unanimously.

Open Enrollment Application – Robert Clink applied for open enrollment for his two children to be admitted to Dickinson Public Schools from Killdeer Public Schools. These children have been attending DPS and recently moved outside the school district. The administrative recommendation was to approve the applications. Action was requested. Mrs. Ricks moved to approve the open enrollment request for two children of Robert Clink as specified in the open enrollment requests and to be admitted to the Dickinson Public Schools under the open enrollment policy. Ms. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously.

Administrative Negotiations Update and Committee Assignment – Mrs. Kris Fehr and Mr. Jason Hanson had previously been appointed the school board representatives on the Administrative Negotiations Team. Due to Mr. Hanson's scheduling conflicts, Mrs. Ricks has been attending the administrative negotiations along with Mrs. Fehr. Mr. Hanson has volunteered to be an alternate representative. Mr. Guy Fridley, Ms. Sherry Libis and Mrs. Dorothy Martinson are the administrative representatives for the administrative negotiations team. Ms. Ross moved to designate for 2015-2016 Mrs. Kris Fehr and Mrs. Sarah Ricks as primary school board representatives and Mr. Jason Hanson as the secondary school board representative on the Administrative Negotiations Team. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously. Mrs. Fehr said there have been two meetings and there is a tentative agreement for a two year administrative negotiated agreement and also for a change in the language regarding emergency leave. Other topics discussed in the administrative negotiations included flexibility for scheduling national conferences; the administrators have requested a task force to study their salary schedule, including but not limited to the responsibility factor; and the final

Administrative Negotiations Update and Committee Assignment (cont.)

item being discussed is salary. President Fehr added that the two negotiators for the Board are asking for direction from the school board and this may be discussed in an executive session.

Administrative Contract Negotiations (Pursuant to NDCC 44-04-19.1 (9) an executive session is anticipated)

– President Fehr noted the next item on the agenda was Administrative Contract Negotiations. 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). Mrs. Ricks moved to close the meeting and go into executive session for the purpose of discussion of strategy and providing instructions regarding Administrative Contract Negotiations as per North Dakota Century Code N.D.C.C. § 44-04-19.1 (9). Mrs. Ross seconded the motion. There was no discussion. A roll call vote was taken: yeas-Hanson, Rude, Ricks, Ross, Fehr; nays-none. 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. Any collective decision, collective commitment, or other final action by the school board must occur after it reconvenes in an open meeting, unless final action is specifically required by law to be taken during the executive session under N.D.C.C. §44-04-19.1 for discussion of contract negotiation strategy the prohibition on taking final action during the executive session does not apply to providing guidance or instructions to the negotiator. President Fehr referenced Board policy BCAD-Executive Session which allows certain individuals to be in attendance at the closed meeting as directed by the Board President. The following individuals were authorized to remain in the room during the executive session: all school board members who were present, Superintendent Douglas Sullivan, and Recording Secretary Twila Petersen. At 6:31 p.m. the meeting convened in executive session. President Fehr anticipated adjourning the executive session in approximately ten minutes. The executive session was attended by Board Member Rude, Board Member Ricks, Board Member Ross, Board Member Hanson, Board President Fehr, Superintendent Sullivan, and Recorder Petersen.


The executive session adjourned at 6:47 p.m. The public was invited to return to the meeting room and the meeting was back in open session.

Other - Mrs. Rude expressed her thanks for the card and gift from the District-Wide PAC members. She also thanked the students that participated in the DLR Group innovative challenge and their parents for attending the school board meeting. Mrs. Ricks reported at the last RACTC meeting Mr. Larry Sebastian resigned as the director. Mr. Sebastian has accepted the superintendent's position in Hettinger. Mrs. Ricks explained there has been declining enrollment in health careers. Mrs. Fehr encouraged board members to attend the graduations listed on the background agenda.

Adjournment – At 6:55 p.m., Mrs. Rude moved to adjourn. Mrs. Ricks seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 6:55 p.m.



Kris Fehr, Board President


Vince Reep, Business Manager
Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special Meeting

May 29, 2015; 12:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a regular meeting on May 11, 2015, 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: Mr. Ron Dockter and Mrs. Dorothy Martinson. Others present: Mr. David Phillips (via conference call), Mr. Scott Meschke, Mr. Lyle Smith, Mr. Keith Fernsler, Mrs. Twila Petersen and Ms. Abby Kessler from the Dickinson Press.

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

Public Participation – There were no requests for public participation.

2015-2017 Administrative Negotiated Agreement – President Fehr noted that she and Mrs. Ricks were board representatives on the administrative negotiating team. Mrs. Ricks summarized some of the agreements made that are new on the administrative negotiated agreement. These included introducing the per administrator allotment which helps to close the salary gap between less experienced and veteran administrators. Also agreed was to create a task force to review the responsibility factor and salary schedule. President Fehr noted one or two board members may volunteer to represent the board on the task force. Available under Supporting Documents is a copy of the 2015-2017 administrative negotiated agreement. Mrs. Ricks moved to approve the two year administrative negotiated agreement that includes an index base for the 2015-2016 school year of \$55,701 with a per administrator allotment added to each administrator salary of \$2,532 and an index base for the 2016-2017 year of \$57,931 with a per administrator allotment added to each administrator salary of \$4,200 and to approve the changes in the negotiated agreement, as presented. Mrs. Rude seconded the motion. Discussion: Mrs. Rude shared her appreciation for a two year contract noting this makes it less stressful for all involved. Mrs. Fehr concurred and added that she and Administrative Lead Negotiator Guy Fridley had conversations outside of the negotiations meetings which helped to make sure they understood each other. Mr. Reep explained that the index base is not anyone's salary; rather, it is the figure upon which percent raises are based. He further explained that the salary schedule also includes a service cell, education cell, and responsibility cell. The emergency leave language that was added is in alignment with the teacher negotiated agreement. The change to the national conventions and workshops supports the school board's philosophy of the importance of professional development and the administrators' desire for additional flexibility. Board members thanked the administrators for the smooth and easy process. A roll call vote was taken on the motion: yeas-Rude, Ross, Hanson, Ricks, Fehr; nays-none. The motion carried unanimously.

Attorney Consultation - Dickinson Education Association v. Dickinson Public School District – President Fehr noted that the court case was heard last week Thursday. A summary of the court case is available under the Background Agenda posted on the website. Attorney for the School Board, Mr. David Phillips, was available via telephone conference. Mr. Phillips explained the process at last week's hearing. The hearing was to show cause why the District has not complied with the Alternative Writ of Mandamus. The Court ruled orally against the District. Mr. Phillips is waiting for a transcript which includes the judge's decision. Mr. Phillips noted some

Attorney Consultation - Dickinson Education Association v. Dickinson Public School District (cont.)


areas that the Court had not addressed. The Court addressed the petition and said it was in compliance with the North Dakota Century Code and the definition of a teacher is defined in statute. It is the ruling of the judge that a school district cannot have a policy that requires teachers to use a certain form when petitioning the board to approve a negotiating unit or representative organization. Attorney Phillips discussed a list of powers. He also explained the appeal process. At the request of President Fehr, Attorney Phillips explained the implications and options if the board would choose to move forward with teacher negotiations. Attorney Phillips discussed the option of accepting the petition on the basis of the court order and schedule negotiations immediately. This would not be proceeding with the appeal. Mrs. Rude inquired if the board could accept the petition so that it could move forward with negotiations but still find out if the District's policy is satisfactory. Attorney Phillips responded that if the board accepts the petition today the District could still seek an appeal. The motion would need to be clear about the intentions of the board. There has been discussions between the two attorneys which is preliminary until the judge's order is received. Consensus of the board members was to wait until the judge's order was received before making the decision to appeal to the Supreme Court. There was discussion regarding the Court's decision on the one-step process and the utilization of the two-step process. There also was discussion whether the lower Court's decision becomes law or if it needs to appeal to the Supreme Court. More information would be shared at the June school board meeting. President Fehr thanked Attorney Phillips for the preliminary information he shared with board members.

Petitions for Recognition (Dickinson Education Association) – Ms. Ross moved to approve the Dickinson Education Association as the Representative Organization for Teacher Negotiations with the understanding that the board reserves the right to address and/or appeal the authority to write and enforce board policies and requirements set forth under governance. Mr. Hanson seconded the motion. A roll call vote was taken: yeas-Hanson, Rude, Ricks, Ross, Fehr; nays-none. The motion carried unanimously. The board directed Mrs. Petersen to set up the first negotiations meeting. DEA President Lyle Smith was in the audience and President Fehr offered to meet with him to go over a few things prior to the first negotiations meeting, if he wishes to do so. Mr. Smith responded favorably to this request.

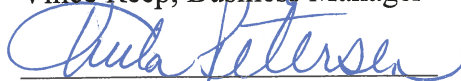
Adjournment – At 12:35 p.m., Mrs. Ricks moved to adjourn. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 12:35 p.m.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

June 8, 2015; 5:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a regular meeting on June 8, 2015, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Mrs. Sarah Ricks, Mrs. Tanya Rude, and Ms. Leslie Ross (via conference call). Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Dr. Marcus Lewton, Dr. Becky Pitkin, Ms. Sherry Libis, Mrs. Melanie Kathrein, Mr. Jay Hepperle, Mrs. Dorothy Martinson, and Mrs. Susan Cook. Others present were: Mrs. Beth Grandell, Mr. Burton Lewton, Mrs. Margaret Olheiser, Ms. Teresa Blackwood, Mrs. Twila Petersen, and Ms. Abby Kessler 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. Ricks moved to approve the agenda including the consent agenda consisting of the minutes from the May 11 regular board meeting, May 29 special board meeting, the bills for June 2015; the financial reports for June 2015; the pledged assets report for June 2015; the personnel reports; the student/staff recognitions; a tuition waiver request for four children of Heidi M. Krank and one child of Melissa Schwindt; and the RACTC report, as presented. Mr. Hanson seconded the motion. Assuming a roll call vote, the motion carried unanimously.

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

Principal and Teacher Evaluation Instrument – Last week administrators had two days of professional development training on the Danielson model. The Danielson model was selected as the evaluation instrument that will be used for evaluating the teachers and administrators in the district. There will be training for the faculty this fall on the Danielson model. Mrs. Rude inquired how the training was perceived. Superintendent Sullivan responded the Danielson model will be a learning curve; it is an intensive process. He added providing enough time to complete the work will be a challenge. It will take years to fully implement with the process beginning next year. Dr. Sullivan explained that the district had been using an evaluation process before; this will be a new model for evaluating. Having an evaluation model for teachers and administrators will satisfy a requirement from the North Dakota Department of Public Instruction.

DHS Student and Teacher Recognitions – Dr. Sullivan called attention to the document posted on the website under Supporting Documents recognizing the achievements of the students, staff, and teachers at Dickinson High School throughout the 2014-2015 school year. DHS Principal Dockter collected the information and created the document.

DEA v. DPS – Superintendent Sullivan noted the district has not received the final order from Judge Greenwood regarding the recent hearing.

Business Topics

Adult Learning Center (ALC) Update – Mrs. Beth Grandell, Coordinator for the Adult Learning Center, has available under Supporting Documents a report. She addressed the board providing updated information and summarizing her report. There were four goals the ALC had for 2014-2015. All goals were met. The first goal was Career and College Guidance Program. This program not only focuses on career and guidance but also helps students through their next step in life, whether it be college or into the work force. The center has been partnering more with Job Service. Due to increased requests for assistance with learning English, Mrs. Grandell reported that the existing computer lab is also a language lab. A lot of the adults learning the English language are parents of students in the school district. This helps to close the communication gap. Another goal at the center was to monitor GED students more closely. Since there is no required attendance for GED students, the staff has been more conscientious to try to contact students that had not been checking in. The data reflects the increased monitoring has been successful. Mrs. Grandell noted the final goal was for visible growth in ELL student levels. She explained the test that is given is very difficult because of the broad range on the test. The ALC additionally is reaching out to the Domestic Violence and Rape Crisis Center families, displaced homemakers, and other areas. The number of graduates is down at the ALC, however they are better in comparison to Bismarck and Williston. President Fehr asked if there is a waiting list for students at the ALC. Mrs. Grandell responded there is not a waiting list; the center has not experienced more than they can serve. She added that they have seen an increase of GED students at the ALC, possibly as a result of the economic slowdown and employers being more selective in hiring. President Fehr thanked Mrs. Grandell for the information provided. This agenda item was informational only. No action was requested.

Roughrider Career and Technology Center (RACTC) Update – At the April RACTC Governing Board meeting, Director Larry Sebastian submitted his resignation. Mrs. Ricks is the board representative on this committee. She reported to the board there was an RACTC governing board meeting last week, however there was lack of a quorum. Mrs. Ricks explained the process for hiring the new director. A committee has been formed that will include RACTC Board Members, a former RACTC director and/or someone from Dickinson Public Schools. DPS Board members expressed that Dickinson Public Schools be represented on the interview team due to the large number of DPS students involved with RACTC. This agenda item was informational only. No action was requested.

Prairie Rose Elementary Expansion Update - Assistant Superintendent Reep addressed the board reporting that everything was progressing well on the new wing at Prairie Rose Elementary. Mr. Reep said everything appeared to be on schedule for the owner transfer target date of July 27. This agenda item was informational only. No action was requested.

Middle School Update – Superintendent Sullivan reported there has been some dramatic personnel changes with Mortenson construction which will not compromise the construction project. Mortenson Construction assured them that they have the same goal as the district, the very best project on budget with an ownership transfer target date of July 2017. Additional soil borings were done to identify the extent of the coal in the property. The architect will provide options to resolve the matter of the coal on the property. Bid package #1 for the mass excavation will come out on June 19. It is anticipated the soil will be removed beginning as early as August 3. This agenda item was informational only. No action was requested.

Budget Development and Input Committee Report – The minutes are posted on the website for the May 21 Budget Committee meeting. All three topics discussed at the meeting have been placed as agenda items for this meeting. This agenda item had no discussion.

Teacher on Special Assignment – Dr. Sullivan noted this topic had been discussed at two previous Budget Committee meetings. Posted on the website are possible job responsibilities for this position. The document was created by Dr. Lewton. The primary focus is to provide some additional assistance for Hagen principal, Dr. Marcus Lewton, as he prepares for the opening of the new middle school. It will also provide some daily assistance as he tries to get into the classroom more frequently. Ms. Ross is a board representative on the Budget Committee. She believed it would be money well spent to have a teacher on special assignment to assist Dr. Lewton and noted when Prairie Rose was built, Principal Libis had additional days added to her contract. Mrs. Rude moved to authorize the administration to add one new position for a Teacher on Special Assignment at Hagen Junior High for the 2015-2016 school year. Mr. Hanson seconded the motion. Discussion: Mrs. Rude inquired regarding the transition back into a teaching position. The motion was limiting it to just the upcoming school year. Dr. Sullivan said there would be an interview process similar to any certified position and said she brought up a good point. He suggested eliminating the date. Mrs. Rude moved to amend her motion. Mr. Hanson seconded the motion. A roll call vote was taken on the motion: yeas-Hanson, Rude, Ross, Ricks, Fehr; nays-none. The amendment passed unanimously. President Fehr called for a roll call vote on the motion as amended: yeas-Ross, Ricks, Rude, Hanson, Fehr; nays-none. The amended motion carried unanimously.

Amend Budget – Assistant Superintendent Reep addressed the board members and noted when the budget was set for 2014-2015, the teacher negotiations were not concluded until December. At that time, an additional \$600,000 was added to the budget. Mr. Reep requested to amend the budget from \$38 million to \$40 million anticipating that the district probably would not spend all of it. He gave some examples where there have been some savings: fuel prices have been lower than budgeted saving approximately \$50,000, Delco Communications expenses this year are \$17,000 less than anticipated, there was no cost for property insurance this year which will save the district \$35,000, and out-of-state tuition came in less than anticipated with a savings of \$80,000. Mr. Reep asked the board to approve the amended budget and provide some flexibility within the spending budget. He said the district is in good financial position. There are some big expenses in the month of June with transferring money into food services and the four payrolls left within the fiscal year. Mr. Hanson moved to amend the general fund expenditures budget from \$38,589,310 to \$40,000,000. Mrs. Ricks seconded the motion. A roll call vote was taken: yeas-Rude, Ricks, Hanson, Ross, Fehr; nays-none. The motion carried unanimously.

Resolution Providing for Sale of \$25,000,000 General Obligation Building Fund Bonds –Ms. Ross moved to approve the resolution providing for the sale of \$25,000,000 general obligation building fund bonds, series 2015. Mr. Hanson seconded the motion. A roll call vote was taken: yeas-Hanson, Rude, Ross, Ricks, Fehr; nays-none. The motion carried unanimously.

Resolution Authorizing the Participation in the School District Bonds Credit Enhancement Program –Mr. Hanson moved to approve the resolution providing for participation in the School Bond Credit Enhancement Program, as presented. Mrs. Rude seconded the motion. Discussion: Mrs. Ricks inquired how this will benefit the district, would the district get better rates? Mr. Reep responded it doesn't guarantee lower rates. If the district is rated AA or AAA it will bring it down a few basis points. A roll call vote was taken: yeas-Ross, Ricks, Hanson, Rude, Fehr; nays-none. The motion carried unanimously.

Open Enrollment Application – Cara Praus applied for open enrollment for her three children to be admitted to Dickinson Public Schools from South Heart Public School District. These children have been attending DPS and recently moved outside the Dickinson Public 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 Cara Praus as specified in the open enrollment requests and to be admitted to the Dickinson Public Schools under the open enrollment policy. Mrs. Ricks seconded the motion. A roll call vote was taken: yeas-Ricks, Ross, Hanson, Rude, Fehr; nays-none. The motion carried unanimously.

Teacher Negotiations Update – President Fehr noted that she, Ms. Ross and Mr. Hanson have previously been the school board representatives on the Teacher Negotiations Team. Mr. Woehl, Mr. Fahy, Mr. Tuchscherer, Mr. Gray, and Mrs. Schubert are the Dickinson Education Association representatives on the Teacher Negotiations Team. The Teacher Negotiations Team had its first meeting on Friday, June 5. Vice-president Hanson said the discussion at that meeting was the ground rules and said it was a good meeting. Mrs. Fehr noted that board representatives had not been formally appointed. Mrs. Rude moved to designate for 2015 negotiations Mrs. Kris Fehr and Mr. Jason Hanson as primary school board representatives and Mrs. Sarah Ricks as the secondary school board representatives on the Teacher Negotiations Team. Ms. Ross seconded the motion. Discussion: President Fehr noted the next negotiations meeting is set for Monday, June 15 at 4:00. The team will possibly be looking at problem statements. A roll call vote was taken on the motion: yeas-Rude, Ricks, Ross, Hanson, Fehr; nays-none. The motion carried unanimously.

President Fehr requested a one minute recess. At 5:49 the meeting recessed. At 5:50 p.m. the meeting was called back to order by President Fehr.

Negotiations Strategy as it Relates to Potential Contract for Property Purchase (Executive Session Anticipated) – President Fehr noted the next item on the agenda was Negotiations Strategy as it Relates to Potential Contract for Property Purchase–Executive Session Anticipated. She said 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(s) N.D.C.C. § 44-04-19.1 (9). The topic or purpose of this executive session was discussion of negotiations strategy as it relates to a potential contract for the purchase of property. As per North Dakota Century Code N.D.C.C. §44-04-19.1 (9), Mrs. Ricks moved to close the meeting and go into executive session for the purpose of Negotiations Strategy as it Relates to Potential Contract for Property Purchase. Mrs. Rude seconded the motion. Discussion: none. A roll call vote was taken: yeas-Hanson, Ricks, Rude, Ross, Fehr; nays-none. The motion carried unanimously.

President Fehr stated 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. The prohibition on taking final action during the executive session does not apply to providing guidance or instructions to the attorney or negotiator. President Fehr referenced board policy BCAD-Executive Session allows certain individuals to be in attendance at the closed meeting as directed by the Board President. The following individuals were authorized to remain in the room during the executive session: the school board members who were present either in person or via conference call, Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, and Recording Secretary Twila Petersen.

Negotiations Strategy as it Relates to Potential Contract for Property Purchase (cont.)

At 5:54 p.m., the meeting convened in executive session for the purpose of negotiations strategy as it relates to potential contract for property purchase. Board President Fehr anticipated the executive session would adjourn at approximately 6:05 p.m. Those in attendance at the executive session were Board Member Ricks, Board Member Ross via conference call, Board Member Hanson, Board Member Rude, Board Member Fehr, Superintendent Sullivan, Assistant Superintendent Reep, and Recorder Petersen.

The executive session was adjourned at 6:07 p.m. The public was invited to return to the meeting room and the meeting was back in open session. President Fehr noted that the board members discussed the strategy as it related to the potential contract for property purchase.

Other - Mrs. Fehr thanked DHS Principal Dockter for compiling the information for the student recognitions and providing the student achievements in a wide variety of areas.

Adjournment - At 6:10 p.m., Mrs. Rude moved to adjourn. Mrs. Ricks seconded the motion. Assuming a roll call vote the motion carried unanimously.



Kris Fehr, Board President



Vince Reep, Business Manager



Twila Petersen, Board Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Annual Meeting

July 13, 2015; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held its annual meeting on July 13, 2015, at the Central Administration Office. Board members present were: Mrs. Sarah Ricks, Mrs. Kris Fehr, Mr. Jason Hanson, Mrs. Leslie Ross, and Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan, Dr. Marcus Lewton, Mrs. Melanie Kathrein, Mr. Shawn Leiss, Mr. Guy Fridley, Mrs. Dorothy Martinson, and Mrs. Susan Cook. Others present were: Mr. Ron VanDoorne, Mr. Myron Knutson, Mr. Scott Wegner, Mrs. Stacy Kilwein, Mrs. Fern Pokorny, Attorney David Phillips, Attorney Brad McCamy, Mrs. Twila Petersen, and Mr. Andrew Haffner from the Dickinson Press.

Call to Order – Chair Kris Fehr called the meeting to order at 5:00 p.m. She introduced Mr. Andrew Haffner, a reporter with The Dickinson Press.

Election of Officers – Chair Fehr stated that she was up for re-election as a board member next year and was not sure if she would be running for election. She would like to give others the experience and have them take on the leadership position. Chair Fehr opened the floor for the election of office for the position of president of the school board. Mr. Hanson nominated Mrs. Sarah Ricks as president of the Dickinson Public School District. Mrs. Ross seconded the motion. There was a call for additional nominations. Mrs. Rude nominated Mrs. Kris Fehr as president of the Dickinson Public School District. Mrs. Fehr declined the nomination and thanked her for the vote of confidence. There were no further nominations. A roll call vote was taken: yeas-Hanson, Ross, Rude, Ricks, Fehr; nays-none. The motion carried unanimously.

Board President Ricks conducted the election of a new board vice-president. She opened the floor for nominations. Mrs. Ross nominated Mrs. Kris Fehr as vice-president of the Dickinson Public School District. Mr. Hanson seconded the motion. There was a call for additional nominations. There were no further nominations. A roll call vote was taken: yeas-Rude, Hanson, Ross, Fehr, Ricks. The motion carried unanimously.

Public Participation – There were no requests for public participation.

Additional Agenda Items/Removal of Items from the Consent Agenda – Superintendent Sullivan requested the board add to the agenda the purchase of the Baker Building. Mrs. Fehr moved to add the Baker Building Purchase to the agenda under Business Topics as item “v”. Mrs. Rude seconded the motion. There was no discussion on the motion. Assuming a roll vote the motion carried unanimously.

Consent Agenda - Mrs. Fehr moved to approve the revised agenda including the consent agenda consisting of the minutes from the June 8 regular board meeting, the bills for July 2015; the financial reports for July 2015; the pledged assets report for July 2015; the personnel reports; a tuition waiver request for six children of Kristi White; and the addition of the Baker Building Purchase to the agenda. There were no student/staff recognitions and no RACTC report. Mr. Hanson seconded the motion. Assuming a roll call vote the motion carried unanimously.

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

- a. **Middle School Groundbreaking Ceremony** – Dr. Sullivan reported it is anticipated the dirt will be moved on the new middle school project the first part of August. There will be a Groundbreaking Ceremony on Tuesday, July 21 at 3:00 p.m.

Superintendent's Report (cont.)

b. North Dakota School Board Association (NDSBA) Policy Services – Posted under Supporting Documents is a copy of the agreement. The cost for this service is \$1,750.

Business Topics

Sale of General Obligation Building Fund Bonds – There was a bid held today for the sale of the general obligation fund bonds. Available on the website under Supporting Documents is a draft bond resolution. The final version was made available at the meeting and distributed by Bond Attorney Scott Wegner. Mr. Wegner along with Mr. Knutson from Public Financial Management were present at the meeting and addressed the board. Mr. Knutson explained the results of the \$25 million bond sale which is part of the financing approved by the voters. He had requested a bond rating from Moody's Investor Services which provided DPS with a AAA rating. This is an excellent rating and is reflected with receiving a lower interest rate. There were four bids received with the best bid from Morton Stanley. Mrs. Ross moved to approve the Resolution Authorizing Issuance and Sale of \$25,000,000 General Obligation School Building Bonds, Series 2015. Mr. Hanson seconded the motion. A roll call vote was taken: yeas-Ross, Fehr, Rude, Hanson, Ricks; nays-none. The motion carried unanimously,

Partners in Parenting Update – Available on the website under Supporting Documents is an activity report prepared by Mrs. Kilwein. Mrs. Kilwein, Director for Partners in Parenting, addressed the board identifying some information not covered in the report. Mrs. Kilwein attributed the success of the program to partnerships within the schools and community. She noted there have been a high number of referrals from DPS employees and administrators. Community services such as United Way, Community Action and Head Start also assist in reaching out to parents. The support of the school board is important as it recognizes that parent involvement is significant to the West Dakota Parent and Family Resource Center. Mrs. Kilwein shared that much of what children learn is from their parents and therefore the services provided at the center are grounded on parental involvement emphasizing appropriate behavior. The parents have peer support with group discussions and role modeling. Mrs. Ross recognized the importance of the Partners in Parenting Program and the collaboration making the program possible. In response to a question from Mrs. Fehr, Mrs. Kilwein explained the Gearing Up For Kindergarten Program does not turn any families away, there is enough funding and support to provide full services. President Ricks and board members thanked Mrs. Kilwein for the update and information. This agenda item was informational only. No action was requested.

School Resource Officer Report – Officer Ron VanDoorne with the Dickinson Police Department addressed the board. Officer VanDoorne is the School Resource Officer for the school district. He noted the appreciation for the collaboration between the law enforcement community and the school district. In addition, the support from local agencies helps to build the bridge for successful partnerships. Officer VanDoorne addressed some challenges and accomplishments within the District. The narcotics arrests have decreased. Some students required to report for opportunity period or detention are not showing up and often times feel they are not required to attend. The Drug Abuse Resistance Education (D.A.R.E.) program was recently re-implemented into the school district. The program had its first graduating class of approximately 235 students. Officer VanDoorne encouraged the school district to continue supporting the D.A.R.E. program. Mrs. Ross inquired what had previously happened to the D.A.R.E. program. Officer VanDoorne responded that with the economic downturn it was eliminated and also finding time during classroom time is very difficult. He noted that Director of Instruction Melanie Kathrein was instrumental in the implementation. The

School Resource Officer Report (cont.)

program begins in the 7th grade hoping to influence those students to make the rights decisions at a younger age that will carry over as they get older. Board President Ricks thanked him for the services he provides and for the information shared. 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. Mr. Guy Fridley, Activities Director, addressed the board and noted that the number of fundraising requests has been reduced. Mr. Fridley explained the process for requests for activity or athletic fundraisers. Board members were glad students are less involved in fundraisers. This agenda item was informational only. No action was requested.

ADM Report and Transportation Report – Available on the website under Supporting Documents are copies of the two reports. Superintendent Sullivan addressed the board and said the average daily membership increased by 198 students from 2014-2015. He additionally noted that from September 2014 to May 2015 there was a decline of 18 students. There is uncertainty regarding the fall enrollment. Dr. Sullivan explained the District's funding is generated from the previous year's enrollment. The transportation report indicates there have been 214,000 miles traveled last year; this includes rural, city, and special needs services. This agenda item was informational only. No action was requested.

Middle School Update – Superintendent Sullivan addressed the board and noted that work for the design of the interior and exterior continues to move forward. There have been several 2-3 day meetings with the DLR Group and Mortenson Construction. The target date for moving dirt is August 3. President Ricks inquired regarding naming the new middle school. Dr. Sullivan responded that he will be working with the District-wide PAC to try and collect proposed names and is hoping to present the board with some options by December. This agenda item was informational only. No action was requested.

Middle School Construction Funding – Superintendent Sullivan addressed the board and explained that a 1% sales tax was imposed by a vote of the people for the City of Dickinson. The revenue generated through this sales tax is designated for three specific purposes. One of the requirements is that 30% of the revenue shall be utilized to “enhances social and economic vitality of Dickinson and the Southwest area.” Discussions with city officials indicate it may be possible for the Dickinson Public Schools to acquire some revenue to assist in paying for construction of the new middle school. Specifically, the revenue would be utilized to help pay expenses for outdoor athletic facilities and the indoor second gymnasium. The estimated cost of these facilities is \$1,730,000. Traditionally, the school district has cooperated with the Park District and City of Dickinson in making these types of facilities available for community use. Two documents are posted under supporting documents regarding this topic. The administrative recommendation was to request \$1.5 million in sales tax dollars from the city to assist with construction of these facilities at the new middle school. Action was requested. Dr. Sullivan added this has happened in other cities in North Dakota where the sales tax monies were utilized to build a new recreational facility. Mrs. Rude inquired if this would increase the city taxes for purchases and Dr. Sullivan responded it would not increase the sales tax. Mrs. Fehr said that many years ago there was a discussion regarding a middle school facility where a tournament could be held in various activities. Mrs. Fehr moved to request \$1.5 million in sales tax dollars from the City of Dickinson to assist with construction expenses for the second gymnasium, the outdoor track and athletic facilities at the new middle school. Mr. Hanson seconded the motion. There was no

Middle School Construction Funding (cont.)

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

Annual Financial Report – A copy of the annual financial report is posted under Supporting Documents on the school board web site. Superintendent Sullivan addressed the board and reviewed portions of the report. The report is a summary of 2014-2015 expenditures and revenue in DPI format. Dr. Sullivan noted the general fund deficit spend -\$393,721 and the general fund revenue budget exceeded by \$832,914. A little over \$10 million was added to the general fund interim. This is 37%, down from the 31% last year. The cost per pupil is \$9,304. In 2014 the cost per pupil was \$8,841. Action was requested. Mrs. Rude moved to approve the Annual Financial Report for the fiscal year beginning July 1, 2014, and ending June 30, 2015, as presented. Mrs. Ross seconded the motion. There was no discussion on the motion. A roll call vote was taken: yeas-Fehr, Hanson, Ross, Rude, Ricks; nays-none. The motion carried unanimously.

Meeting Day and Time –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 10 meeting to begin at 6:00 p.m. and the April meeting to be held on April 18 at 5:00 p.m. Mrs. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously.

Board Workshops – Mrs. Ross suggested a workshop either before or after the October North Dakota School Boards Association conference. Dr. Sullivan reminded board members that they relayed to the community that they would review the high school facility once the middle school bond was passed. The board needs to provide its input regarding the DHS facility and the board needs to discuss the Hagen repurpose. These two topics could be discussed simultaneously. Mr. Gibbs from the DLR Group is willing to assist with guiding those conversations. Touring a facility should be separate from a workshop. There was additional discussion and Mrs. Fehr inquired when the public forums come into place. Mrs. Ross moved to schedule the board workshops after the board meetings on October 12 and November 9 with the assumption that the board was going to tour the DHS facility sometime in September. Mrs. Rude seconded the motion. Discussion: Mrs. Rude suggested scheduling the tour of DHS towards the end of September or early October. Assuming a roll call vote the motion carried unanimously.

School Board Authorized Representative – Mrs. Fehr 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 and Impact Office, Title I, E-rate and Job Service programs. Additionally, she moved that the Director of Instruction Melanie Kathrein be named the authorized representative for the District Title Iia program. Mr. Hanson seconded the motion. There was no discussion on the motion. Assuming a roll call vote the motion carried unanimously.

Special Education Authorized Representative – Mr. Hanson moved that Dorothy Martinson be named the authorized representative for the Dickinson Public School's VI-B and other special education grants. Mrs. Rude seconded the motion. There was no discussion on the motion. Assuming a roll vote the motion carried unanimously.

Authorized Representative for the 21st Century Community Learning Centers (CCLC) Program

– Mrs. Ross moved to appoint Hagen Assistant Principal Casaundra Francis as the authorized representative for the 21st Century Community Learning Center grant for the 2015-2016 school year. Mr. Hanson seconded the motion. There was no discussion on the motion. Assuming a roll call vote the motion carried unanimously.

Title I Look-Alike Program – Mrs. Rude moved to designate supplemental funds in the amount of \$90,731 be set aside by the school district for at-risk students at Jefferson Elementary and \$100,929 be set aside by the school district for at-risk students at Lincoln Elementary, for the 2015-2016 school year to provide supplemental services to support these student’s achievement toward meeting the state’s student academic achievement standards. Mrs. Ross seconded the motion. Discussion: Mrs. Fehr inquired where the amount was derived for the set aside. The amount is based upon salary and benefits of the person in the positions. Assuming a roll call vote the motion carried unanimously.

Designate Official Newspaper – Mr. Hanson moved to designate The Dickinson Press as the official newspaper of the Dickinson Public School District. Mrs. Fehr seconded the motion. There was no discussion on the motion. Assuming a roll call vote the motion carried unanimously.

Bank Depository Designation – Mr. Hanson moved that American Bank Center be designated as the official depository for the school district checking account and other investments and further move that Wells Fargo Bank, Bank of the West, Dacotah Bank, and Dakota Community Bank be designated as depositories for investments for the 2015-2016 fiscal year. Mrs. Rude seconded the motion. There was no discussion on the motion. Assuming a roll call vote the motion carried unanimously.

Committee Assignments – Mrs. Rude requested to be a representative on the Technology Committee. She currently is a representative on the Teacher Evaluation Instrument Committee and there are just a few meetings left with this committee. Most of her workshop attendance at national conferences has been focused on technology. Mrs. Rude moved to designate for 2015-2016 Mrs. Kris Fehr and Mr. Jason Hanson as primary board representatives for teacher negotiations with Mrs. Sarah Ricks designated as a secondary representative. Mrs. Rude also moved to designate Mrs. Kris Fehr and Mrs. Sarah Ricks as board representatives on the administrative negotiations with Mr. Jason Hanson designated as a secondary representative. Mrs. Rude further moved to designate Mrs. Sarah Ricks as the primary school board representative on the Roughrider Area Career and Technology Center and Mr. Jason Hanson as the secondary representative; and to designate Mr. Jason Hanson as the primary school board representative on the Stark County Job Authority and Mrs. Sarah Ricks as the secondary representative. Mrs. Fehr seconded the motion. Discussion: Mrs. Fehr expressed her appreciation to Mrs. Ricks for maintaining her service as board representative on the RACTC governing board during this time of transition at the RACTC. Assuming a roll call vote 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. Mrs. Fehr stated she had no changes or updates to her statement of interest. Mr. Hanson moved to allow Mrs. Kris Fehr to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mrs. Ross seconded the motion. A roll call vote was taken: yeas-Ross, Rude, Ricks, Hanson; nays-none. Mrs. Fehr abstained. The motion carried unanimously. Mr. Hanson stated he had no changes or updates to his statement of interest form. Mrs. Rude moved to allow Mr. Jason Hanson to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mrs. Fehr seconded the motion. A roll call vote was taken: yeas-Fehr, Ross, Rude, Ricks; nays-none. Mr. Hanson abstained. The motion

Conflict of Interest (cont.)

carried unanimously. Mrs. Ross stated she had a change of address on her statement of interest form. Mr. Hanson moved to allow Mrs. Leslie Ross to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mrs. Rude seconded the motion. A roll call vote was taken: yeas–Fehr, Rude, Hanson, Ricks; nays–none. Mrs. Ross abstained. The motion carried unanimously. Mrs. Rude stated the changes she had to Item B and Item D of her Statement of Interest form. Mrs. Fehr moved to allow Mrs. Tanya Rude to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mrs. Ross seconded the motion. A roll call vote was taken: yeas–Hanson, Ross, Fehr, Ricks; nays–none. Mrs. Rude abstained. The motion carried unanimously. Mrs. Ricks stated she had a change to her phone number listed on the Statement of Interest form. Mrs. Rude moved to allow Mrs. Sarah Ricks to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mr. Hanson seconded the motion. A roll call vote was taken: yeas–Ross, Hanson, Fehr, Rude; nays–none. President Ricks abstained. The motion carried unanimously.

Teacher Negotiations Update – Mrs. Fehr updated the board members regarding teacher negotiations. She considered the first meeting very amicable with the negotiating team. She received a phone call from one of the DEA negotiators last week and another negotiations meeting has been scheduled for Thursday, July 16. Mrs. Fehr expressed her appreciation for those assisting with moving forward with the negotiating sessions. This agenda item was informational only. No action was requested.

School Board Policy Revision, FGDD-Student Publications, First Reading – NDSBA has recommended revisions to board policy FGDD-Student Publications based on the passing of HB 1471. Posted under supporting documents is a copy of the policy. Proposed revisions from the NDSBA are noted in red text and the proposed administrator revisions are noted in purple text. The administrative recommendation was to revise policy FGDD. Action was requested. Mrs. Fehr stated as a former journalist she had no concerns with the revised policy. Mrs. Fehr moved to complete the first reading of policy FGDD-Student Publications and Freedom of Expression, as presented. Mrs. Rude seconded the motion. There was no discussion on the motion. A roll call vote was taken: yeas–Ross, Rude, Hanson, Fehr, Ricks; nays–none. The motion carried unanimously.

School Board Policy Revision, Second Reading and Final Adoption–Policy AAC-Nondiscrimination and Anti-Harassment Policy is available on the website under Supporting Documents. Attorney Phillips has provided guidance to the board regarding the policy. Proposed revisions from the NDSBA are noted in red text; proposed revisions from the school board are noted in purple text; proposed revisions recommended by Attorney Phillips are noted in blue text. At the March 9 school board meeting, policy AAC was brought before the board for a second reading but was then tabled. Action was requested. Attorney Phillips addressed the board and reported the policy language and structure was reviewed. He said that the revisions recommended by his firm did not change the content of the policy. In addition to the recommended revisions by the board related to sexual orientation and marital status, he also addressed gender identification and transgender in the school setting. He explained some concerns that could happen and solutions. Attorney Phillips suggested an addition to page two under the description of sexual harassment. He suggested adding “sexual orientation” with the list of statuses that could be a form of harassment. Mrs. Fehr suggested tabling the second reading until the revision to page two has been made and then brought back to the board for action as a second reading. Mrs. Ross moved to table the second reading of revised policy AAC until the suggested changes have been made. Mrs. Fehr seconded the motion. There was no discussion on

School Board Policy Revision, Second Reading and Final Adoption (cont.)

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

Baker Building Purchase – Dr. Sullivan addressed the board. He stated there have been discussions with the school board regarding the building owned by the city adjacent to the bus barn that is going up for sale. It was recently brought to his attention the city has identified when a sale is made to a governmental entity it does not have to put the property on the open market. Dr. Sullivan explained the Baker Building is beneficial to the School District. When the School District does grow again the additional facilities for its transportation fleet will be extremely advantageous. Mrs. Ross moved to approve the purchase of the Baker Building from the City of Dickinson for the amount of \$600,000. Mrs. Rude seconded the motion. Discussion: Mrs. Fehr asked about the time frame for acquiring the property. Dr. Sullivan responded the property may be acquired very soon and could be utilized as early as this fall. A roll call vote was taken on the motion: yeas-Rude, Hanson, Ross, Fehr, Ricks; nays-none. The motion carried unanimously.

Attorney Consultation - Dickinson Education Association v. Dickinson Public School District (Executive Session Anticipated) – President Ricks noted the next item on the agenda was Attorney Consultation—Dickinson Education Association v. Dickinson Public School District. 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(s) N.D.C.C. § 44-04-19.1 (2). The topic or purpose of the executive session was Attorney Consultation regarding Dickinson Education Association v. Dickinson Public School District. President Ricks 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 N.D.C.C. § 44-04-19.1 (2), Mrs. Fehr moved to close the meeting and go into executive session for the purpose of Attorney Consultation—Dickinson Education Association v. Dickinson Public School District. Mrs. Rude seconded the motion. There was no discussion on the motion. A roll call vote was taken: yeas-Ross, Rude, Hanson, Fehr, Ricks; nays-none. The motion carried unanimously. President Ricks reported 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. Any collective decision, collective commitment, or other final action by the governing body would occur when the meeting reconvenes in an open meeting, unless required by law during the executive session. The prohibition on taking final action during the executive session does not apply to providing guidance or instructions from the attorney. President Ricks reflected board policy BCAD-Executive Session which allows certain individuals to be in attendance at the closed meeting. Those designated to be in attendance were Board President Ricks, Board Vice-president Fehr, Board Member Rude, Board Member Ross, Board Member Hanson, Attorney Phillips, Attorney McCamy, Superintendent Sullivan and Recording Secretary Petersen. President Ricks anticipated adjourning the executive session, and reconvening the open portion of the meeting, at approximately 7:10 p.m. At 6:43 p.m. Mrs. Rude exited the meeting. The executive session began at 6:43 p.m. and was attended by Board Member Ross, Board Member Rude, Board Member Hanson, Board Vice-president Fehr, Board President Ricks, Attorney Phillips, Attorney Brad McCamy, Superintendent Sullivan and Recorder Petersen. At 6:45 p.m. Mrs. Rude returned to the meeting.

The executive session was adjourned at 7:08 p.m. The public was invited to return to the meeting room and the meeting was back in open session. President Ricks noted the board members discussed the written order received from the judge.

Other – Mrs. Fehr thanked the attorneys for their research into board policy AAC. She additionally thanked the board for indulging her as board president for the past several years. Incoming Board President Ricks thanked the board members for their vote of confidence by electing her as the new president.

Adjournment At 7:11 p.m., Mr. Hanson moved to adjourn. Mrs. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 7:11 p.m.



Sarah Ricks, Board President



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

August 10, 2015; After the Public Hearing
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on August 10, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, Mr. Jason Hanson, and Mrs. Tanya Rude. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Ms. Tammy Praus, Mrs. Dorothy Martinson, Dr. Marcus Lewton, Ms. Casaundra Francis, Mr. Henry Mack, Mr. Jay Hepperle, Mr. Shawn Leiss, Ms. Sherry Libis, Dr. Becky Pitkin, and Mrs. Susan Cook. Others present were: Ms. Jarris Bergherr, Mr. Sean O'Connor, Mrs. Twila Petersen, and Ms. Abby Kessler from the Dickinson Press.

Call to Order - Board President Ricks called the meeting to order at 6:23 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 July 13, 2015, annual meeting; the bills for August 2015; the financial reports for August 2015; the pledged assets report for August 2015; the personnel reports; a tuition waiver request from Jonathan Schamel from South Heart to Dickinson, a tuition waiver request for a child of Pamela Praus, a tuition waiver request for a child of Priscilla Schamel; and to dissolve the open enrollment for two children of Jeffrey Devenport; as presented. The motion was seconded by Mrs. Ross. Assuming a roll call vote the motion carried unanimously.

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

- a. **Legislative Implemented Mental Health Professional Development Requirement** – The North Dakota Legislature implemented a new requirement regarding mental health education. All school districts are required to provide eight hours of professional development on mental health and four hours on suicide prevention. These are to be provided every other year. There was a discussion on the requirements for the professional providing the trainings.
- b. **High School Walk Through** – At the last board meeting there was discussion regarding the board members doing a walk through at Dickinson High School. Mrs. Petersen will send out a Meeting Wizard with some proposed dates and times.
- c. **Major Projects List** – The superintendent noted the total cost for the projects on the list posted on the website is \$581,000. These projects are to help maintain the facilities appropriately.
- d. **Elementary Registration** – Dr. Sullivan reported the Central Office in the last couple of weeks has seen more activity in regards to elementary pre-registration. Available on the District website are the dates for the upcoming school registrations.
- e. **Professional Development Days** – August 24 and 25th are the dates set aside for district faculty and staff to receive training on the Danielson teacher evaluation model. If board members are interested in attending this training they should contact Director of Instruction Melanie Kathrein.

Business Topics

Summer Building and Grounds Project Update – Assistant Superintendent Vince Reep has posted on the school board website a spreadsheet summarizing the completed projects. He noted on the list that the high and medium priority items have been started or are completed. This agenda item was informational only. No action was requested.

Health Insurance Committee Report – Business Manager Vince Reep reported the Health Insurance Committee met on July 15 and recommended to the Budget Committee an increase of 8% on the premiums. Available on the website is a document with a breakdown of the premiums for single and family plans. The employee share of the single plan will increase by \$7.00 per month and the employee share of a family plan will increase by \$21 per month. Mrs. Ross inquired how many Class A schools are self-funded. Mr. Reep responded that all Class A districts are self-funded with the exception of Mandan which is under Sanford. Mrs. Ross noted with the 60,000 state employees switching to Sanford and asked if there has been a discussion state-wide regarding Sanford. Mr. Reep responded that he has contacted Sanford and the company has asked for a written release to gather the claims from the last three years. This agenda item was informational only. No action was requested.

Prairie Rose Elementary School Expansion Update – Assistant Superintendent Reep reported to the board that four of the six classrooms will be regular classrooms. Teachers have begun moving supplies into their new classrooms. The desks are waiting in the gymnasium to be placed in the classrooms. The bathrooms are nearly completed. Some of the exterior contract won't be done for a while. Mrs. Rude inquired if the board members could do a walkthrough of Prairie Rose. This will be organized in the near future. This agenda item was informational only. No action was requested.

Roughrider Career and Technology Center (RACTC) Update – President Ricks is the board representative on the RACTC Governing Board. She attended the recent RACTC Governing Board meeting. At that meeting a new director was hired. He will be working out of Mandan. This agenda item was informational only. No action was requested.

Teacher Negotiations Update – Vice-president Kris Fehr and Board Member Jason Hanson are board representatives on the Teacher Negotiations. Mrs. Fehr addressed the board and reported by mutual agreement Superintendent Sullivan has been chairing the meetings. This seems to give both parties the ability to focus on the topics discussed. The meetings have been very positive. The topics of negotiations have been set. Those topics are: Outside the Day Compensation (additional information has been requested), Personal Leave (a tentative agreement has been reached), Flexibility of Professional Development Days, Grievance Procedure, Summer School Placed on the Salary Schedule, Adjust the Lower Half of the Salary Schedule, Salaries, and a Two Year Contract. The next meeting is scheduled for Thursday, August 13. This agenda item was informational only. No action was requested.

Budget Input and Development Committee – Superintendent Sullivan addressed the board stating the Budget Committee met on July 15 and August 6. Available under Supporting Documents are the minutes from those meetings. Mrs. Ross and Mr. Hanson are the Board representatives on this committee. Dr. Sullivan explained the topics included TeachScape, a software program to make implementing the Danielson teacher evaluation more user friendly; health insurance premiums; and the 2015-2016 budget. This agenda item was informational only. No action was requested.

Budget and Tax Levy - The Certificate of Levy is due in the County auditor's office by August 15. It may be amended until October 10 and the 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 2015-2016. Mr. Reep said there is about \$21 million in revenue as a reflection of the expected bond sales. He noted it takes approximately one year to receive the tax revenues. The budget is high for food services so that he does not have to come back in June for additional funding. There was a loss in food services this past school year. Mrs. Fehr moved to approve the general fund expenditures of \$43,173,226, the capital projects fund expenditures of \$37,583,323, the debt services fund expenditures of \$1,831,369, and the food services fund expenditures of \$1,711,023 for the 2015-2016 school term. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Hanson, Rude, Fehr, Ross, Ricks; nays-none. The motion carried unanimously.

A copy of the District's Certificate of Levy for the year 2015-2016 is posted under Supporting Documents. The administrative and budget committee recommendation was to levy for 54.71 mills in the general fund, 10 mills in the building fund, and 23.75 mills in debt services for a total of 88.46 mills. This is an increase of 3.6 mills. The total amount requested for all levies is \$14,531,454. Action was requested. Mrs. Ross moved to approve the Certificate of Levy for \$14,531,454 for the fiscal year ending June 30, 2016. Mr. Hanson seconded the motion. A roll call vote was taken: yeas-Ross, Hanson, Fehr, Rude, Ricks; nays-none. The motion carried unanimously.

Open Enrollment Applications -Mary Gouker applied for open enrollment for her child to be admitted to the Dickinson Public Schools from South Heart School District. Christopher Reindel applied for open enrollment for his two children to be admitted to DPS from New England Public. Krista Austin applied for open enrollment for her child to be admitted to DPS from Richardton-Taylor. All families recently moved and therefore the deadline waiver applies. The administrative recommendation was to approve the applications. Action was requested. Mrs. Fehr moved to approve the request for a child of Mary Gouker, two children of Christopher Reindel, and one child of Krista Austin to be admitted to the Dickinson Public Schools as per the open enrollment request. Mrs. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously.

School Board Policy Revisions, Second Reading and Final Adoption -
Policy FGDD-Student Publications and Freedom of Expression is available on the website under Supporting Documents. NDSBA has recommended revisions to board policy FGDD-Student Publications based on the passing of HB 1471. Posted under supporting documents is a copy of the policy. Proposed revisions from the NDSBA are noted in red text, proposed administrator revisions are noted in purple text. The administrative recommendation was to revise policy FGDD. Action was requested. Mrs. Rude moved to complete the second reading of revised policy FGDD-Student Publications and Freedom of Expression, as presented. Mrs. Ross seconded the motion. A roll call vote was taken: yeas-Hanson, Rude, Ross, Fehr, Ricks; nays-none. The motion carried unanimously.

Policy AAC-Nondiscrimination and Anti-Harassment Policy is available on the website under Supporting Documents. Attorney Phillips has provided guidance to the Board regarding proposed revisions to the policy. Proposed revisions from the NDSBA are noted in red text; proposed revisions from the School Board are noted in purple text; proposed revisions recommended by Attorney Phillips are noted in blue text. At the March 9 and July 13 School Board meetings, policy AAC was proposed for a second reading but was then tabled. Action was requested. Mrs. Fehr moved to complete the


Dickinson Public Schools
Regular Meeting

August 10, 2015; After the Public Hearing
Board Room, Central Office

second reading of revised policy AAC-Nondiscrimination and Anti-Harassment. Mrs. Ross seconded the motion. A roll call vote was taken: yeas-Hanson, Fehr, Ross, Rude, Ricks; nays-none. The motion carried unanimously.

Other – There were no other topics for discussion.

Adjournment – At 6:58 p.m. Mrs. Ross moved to adjourn. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 6:58 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Public Hearing Minutes

Dickinson Public Schools
Public Hearing

August 10, 2015; 6:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a public input hearing on August 10, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice-president Kris Fehr, Mrs. Leslie Ross, Mrs. Tanya Rude, and Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Dr. Rebecca Pitkin, Mrs. Susan Cook, Mr. Jay Hepperle, Mr. Shawn Leiss, Mr. Henry Mack, Mrs. Dorothy Martinson, Ms. Tamara Praus, Ms. Sherry Libis, Mrs. Melanie Kathrein, Ms. Jarris Bergherr, Mr. Ralph Muecke, Mr. Leon Malberg, Mr Sean O'Connor, Mrs. Twila Petersen, and Ms. Abby Kessler from the Dickinson Press.

Call to Order – Board President Sarah Ricks 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. He distribute handouts regarding the 2014 taxable valuation, mill levy comparison from 2014 to 2015, and tax levy comparison amongst class A schools. He noted that the 2015 valuation had not been established yet. Whether or not there is any tax increase depends on several things such as the taxable valuation of the property and the total number of mills levied by all political subdivisions (city, county, park district, etc.) Mr. Reep added that the patrons of the Dickinson Public Schools approved a \$65 million bond in October 2014. The total net increase in mills is 3.6. The increase would generate approximately an additional \$40 a year for a property valued at \$250,000. In comparison to other Class A schools, Dickinson Public Schools is lowest in general fund and total levies. Mr. Reep opened the floor for questions from board members or the audience. President Ricks invited those in the audience to provide public input. Mr. Ralph Muecke addressed the board stating that his property taxes are the highest they have ever been. Mr. Muecke inquired if the school board had considered using the old St. Joseph's Hospital or old Sanford Clinic for the location for the new middle school. The properties are unoccupied. He was also concerned that a school building might set empty if a new building is built or if the oil industry should bust. President Ricks shared that she understood his concern. She clarified that there were numerous public input meetings regarding the middle school and a lot of research had been done. Vice-president Fehr added that the old St. Joseph's hospital building had been sold and was not available and was not an appropriate building for a new middle school. There were many existing buildings that were researched. After all the public forums it was decided to build a new middle school. She assured Mr. Muecke that none of the buildings would be empty after the new middle school was built. Mr. Leon Mallberg addressed the board. He voiced his frustration for his taxes to continually increase even after the legislature has provided tax relief. He stated the value placed on his property couldn't be sold for half of the value. He added that if the property values decrease the mill levies will still increase to make up the difference. Mr. Mallberg thanked the board members for the opportunity to speak. President Ricks requested Assistant Superintendent Reep to explain the school funding formula to Mr. Mallberg. Mr. Reep explained that the school district's general fund does not benefit from rising property values nor would it be necessary to increase mill levies for the general fund if property values fell. There was no other public input.


Dickinson Public Schools
Public Hearing

August 10, 2015; 6:00 p.m.
Central Office Board Room

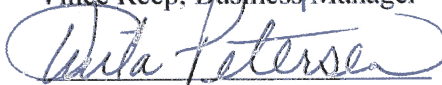
Adjournment – At 6:19 Mrs. Ross moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. The hearing was adjourned at 6:19 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special Meeting

August 25, 2015; 8:00 a.m.
Board Room, Central Office

The Dickinson Public School Board held a special meeting on August 25, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, Mrs. Tanya Rude, and Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, and Mrs. Dorothy Martinson. Others present were: Ms. Fern Pokorny, Mrs. Twila Petersen, and Mr. Andrew Haffner from the Dickinson Press.

Call to Order - Board President Ricks called the meeting to order at 8:00 a.m.

Public Participation – There were no requests for public participation.

Open Enrollment Applications – Jolene Rod applied for open enrollment for her child to be admitted to the Dickinson Public Schools from Richardton/Taylor School District. Cassandra Doshier-McClarren applied for open enrollment for her child to be admitted to DPS from Belfield Public Schools. Brian Farnsworth applied for open enrollment for his child to be admitted to DPS from South Heart Public Schools. These children did not attend Dickinson Public Schools at the conclusion of the 2014-2015 school year. The administrative recommendation was to approve the applications. Action was requested. Mrs. Fehr moved to approve the request for a child of Jolene Rod, a child of Cassandra Doshier-McClarren, and a child of Brian Farnsworth to be admitted to the Dickinson Public Schools as per the open enrollment request. Mrs. Ross seconded the motion. Discussion: Mrs. Fehr requested the status of student enrollment and open enrollments. Superintendent Sullivan responded that last week he and Mrs. Martinson reviewed the classroom sizes and the open enrollment requests. Based on that discussion Dr. Sullivan reported that the District has closed open enrollment in kindergarten and grades one, two and four. Assistant Superintendent Reep shared numbers for classes and classroom sizes. The current projections for enrollment are 300 kindergarteners with an average classroom size of 20; 314 first graders with an average classroom size of 22, 207 second graders with an average classroom size of 24, 269 third graders with an average classroom size of 22, 295 fourth graders with an average classroom size of 25, 258 fifth graders with an average classroom size of 23, and 279 sixth graders. Mr. Reep noted the student enrollments are a moving target, there is a large turnaround of students coming in and out of the district. This could be one of the most volatile years to date. Assuming a roll call vote the motion carried unanimously.

Tuition Waiver Agreements – Tuition waiver agreements were received for a child of Thomas Wittenberg from Belfield to Dickinson, a child of Carol E. Miller from Hettinger to Dickinson, and a child of Britney Johnson from Belfield to Dickinson. The administrative recommendation was to approve the agreements. Action was requested. Mrs. Ross moved to approve a tuition waiver request for a child of Thomas Wittenberg, a tuition waiver for a child of Carol E. Miller, and a tuition waiver request for a child of Britney Johnson. Mrs. Rude seconded the motion. Discussion: Mrs. Fehr asked if any of these students were within the elementary grades of closed open enrollment. Superintendent Sullivan responded that one of the students did fall under the closed open enrollment grades. Assuming a roll call vote the motion carried unanimously.

Consolidated Grant Application Approval for 2015–2016 – A printed copy of the full Consolidated Application was available for board review. A copy of the building allocation for the federal title funding programs was distributed. The District has received notification of the amounts for several of its Federal grants. Those amounts are:

Title I	<u>\$567,757.00</u> + <u>\$137,687.99</u> carryover
Title IIA	<u>\$319,385.00</u> + <u>\$4,778.07</u> carryover
Total	<u>\$887,142.00</u> + <u>\$142,466.06</u> carryover

The Board is required to approve the grant application annually prior to submittal. Action was requested. Mrs. Rude moved to approve the Consolidated Grant Application for Federal grants which includes Title I and Title IIA, as presented. Mrs. Ross seconded the motion. Discussion: Mrs. Ross asked for an explanation regarding the carry over. Dr. Sullivan responded that each year there is an allocation and if that allocation is not spend it will carry over to future years. Director of Student Services Dorothy Martinson addressed the board. She explained that approximately 15% is carried over so that if there isn't enough in a year the set aside amount can cover the difference. The 15% leeway provides a cushion for such things as salary increases. Funds received are based on students eligible for free and reduced lunch. Not all buildings are eligible. Mrs. Martinson explained most of the funding is generally used towards salary and benefits. There was a discussion regarding how much needs to be spent out of the allocation, what is done if there isn't enough to cover the salaries, and the funding transition towards a middle school. A roll call vote was taken on the motion: yeas-Hanson, Rude, Ross, Fehr, Ricks; nays-none. The motion carried unanimously.

Teacher Contract Negotiations - Teacher Contract Negotiations (Pursuant to NDCC 44-04-19.1 (9) an executive session was anticipated). The Board representatives for teacher negotiations are Mrs. Kris Fehr and Mr. Jason Hanson. Mrs. Fehr and Mr. Hanson felt it was not necessary to discuss the topic in executive session. Mrs. Fehr noted there is a tentative agreement on salaries with a calculating base of \$36,000. This represents a 5.5% increase. The beginning teacher salary is \$43,920. Increasing the beginning teacher salary was the objective of the board during the last negotiating sessions. Mrs. Fehr added there is an agreement to have a Memorandum of Understanding drawn up regarding Outside the Day Compensation. This topic will also be on next year's contract negotiations. Because of the volatile enrollment, board representatives were cautious about pursuing a two year contract. The grievance procedure is being reviewed by the negotiating team. This was a topic introduced by the board representatives. Mr. Hanson said in the current contract there is no timeline for teachers to present a grievance to the principal. He added at the negotiations meeting the board requested 30 days, the DEA came back with 60 days and at today's meeting the DEA changed it to 90 days. The board representatives feel that if a grievance is not filed within 30-45 days there isn't really a grievance. Teachers also have the opportunity to continue to file grievances as they occur. Mrs. Ross said that the standard in the business community would not be longer than 30 days and she would not be in favor of anything longer. Mrs. Rude inquired if there had been discussion regarding professional development days, specifically adding days. Mrs. Fehr said there was a discussion regarding flexing professional development days but because the professional development days are already set up for this school year the topic was dropped. The board suggested adding a couple of days to the calendar. Mrs. Ricks has been in the audience at the negotiations meetings and said that she felt the topic of flexible development days will be brought up at future negotiating sessions. Mrs. Fehr said there should be input from the Professional Development Leadership Team and the Director of Curriculum. Mr. Hanson noted there was a tentative agreement on extending the teacher cumulative personal leave days from six to eight. Teachers may use personal leave limited to six consecutive contract days in any one school year. This agenda item was for discussion only. No input was required.


Dickinson Public Schools
Special Meeting

August 25, 2015; 8:00 a.m.
Board Room, Central Office

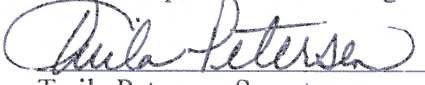
Adjournment – At 8:33 a.m. Mrs. Rude moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:33 a.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

September 14, 2015; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on September 14, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, and Mrs. Tanya Rude. Board member absent was Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Dorothy Martinson, Mr. Henry Mack, Ms. Tammy Praus, Mrs. Melanie Kathrein, Ms. Kristy Goodall, Ms. Sherry Libis, and Mr. Shawn Leiss. Others present were: Ms. Margaret Olheiser, Mr. Lyle Smith, Mrs. Shary Smith, Ms. Kylee Brown, Mrs. Twila Petersen, and Ms. Abby Kessler from the Dickinson Press.

Call to Order - Board President Ricks 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. Fehr moved to approve the agenda including the consent agenda consisting of the minutes from the August 10 Public Hearing, August 10 Board meeting, August 25 Special meeting; the bills for August 2015; the financial reports for August 2015; the pledged assets report for August 2015; the personnel reports; and a tuition waiver request for a child of Kandi Myers; as presented. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously.

Superintendent's Report – Superintendent Sullivan introduced Ms. Kristina Goodall who is the new lead teacher and administrator at Southwest Community High School. Superintendent Sullivan reported on the following topics.

- a. **Enrollment Report** – Dr. Sullivan reported from fall 2014 to fall of 2015 the District saw an increase of 34 students. From June 2015 to September 2015 the student enrollment increased by 154 students. He noted the enrollment was stable.
- b. **Dickinson High School (DHS) Tour** – The scheduled board member tour of DHS will be on Monday, September 28 at 4:00 p.m.
- c. **Teacher Evaluation Instrument Committee** – This committee will have a meeting tomorrow, September 15 at 4:00 p.m.
- d. **North Dakota School Boards Association (NDSBA) School Law Seminar and Conference** – Available under Supporting Documents on the website is the agenda for the law seminar and conference scheduled for October 29 and 30th at the Bismarck Ramkota.
- e. **NDSBA Board Member Service Award** – NDSBA has made available an opportunity for school board members to be recognized for their service to the local, state, and national board. Superintendent Sullivan compiled and completed the forms and distributed them to the board members. Board members were asked to review the information and let him know if there were any revisions.
- f. **School Board Workshop** – In preparation for the October and November workshops scheduled after the school board meetings board members are requested to forward proposed agendas for the workshop to Board President Ricks or Superintendent Sullivan.

Business Topics

Approval of the Individuals with Disabilities Education Act (IDEA) VI-B Grant – Mrs. Dorothy Martinson, Director of Student Services, addressed the Board regarding the IDEA VI-B Grant. The North Dakota Department of Public Instruction requires assurances that IDEA will be met and the application for funds has been approved by the Board. The summary for this non-competitive grant is available on the website. Mrs. Martinson noted the grant is up \$35,000 from last year. Administration tries to keep teachers within the grant 100% funded. Typically 95% of the grant monies are used for salaries and benefits. Administrative recommendation was to approve the IDEA VI-B Grant application. Action was required. Mrs. Ross moved to approve the application for the Individuals with Disabilities Education Act VI-B funds. Mrs. Rude seconded the motion. A roll call vote was taken: yeas-Rude, Fehr, Ross, Ricks; absent-Hanson; nays-none. The motion carried unanimously.

ACT Test Results 2014 - The 2014 ACT test results along with comparison data are posted on the website under Supporting Documents. DHS Principal Ron Dockter addressed the Board presenting information and summarizing the results. He noted that since 2013 all reporting included all students, even those with special accommodations. Within the last two years there have been more students taking the ACT than the Work Keys test. North Dakota is one of 13 states that requires all students to take the ACT test. DPS averages 4th or 5th in the state. The report reflect the graduating seniors for 2015. Mr. Dockter noted improvements that have been made in the curriculum to improve scores. He would still like to see further improvement in the scores. Mrs. Fehr inquired if Mr. Dockter is able to take out the students that are college bound. He responded it could be done but it would be a tedious process. He also explained that some colleges do not require the ACT testing and therefore some of the students cannot be followed through to college. Mrs. Rude explained when she attended the national convention schools are moving away from the ACT tests due to it being outdated information. There was discussion regarding only 13 states requiring the ACT, stagnant results, reasoning behind ND requiring the ACT, and providing the students the opportunity to take a higher science course prior to taking the ACT. With the limited number of math and science teachers it is hard to open up higher level courses to sophomore students. This agenda item was for discussion only. No action was requested.

New Middle School Construction/Prairie Rose Elementary Expansion Updates – Assistant Superintendent Reep addressed the board. He projected pictures of the dirt work in preparation for the construction of the new middle school. He noted all of the dirt work has been completed except the access roads. Today the construction company is working on the retention pond. Mrs. Rude inquired regarding the coal bed and pipeline. Mr. Reep responded there is a low risk that the District will need to do anything with the coal bed. There will be a vapor barrier placed. Mr. Reep noted that there has been an abandoned pipe identified on the property that is to be removed by Martin Construction and/or Steier Oil. The precast for the new school should be vertical in January or early February. An MDU line should be on the property in the near future. In regards to the Prairie Rose Elementary expansion, Mr. Reep said it is 99% complete. This agenda item was informational only. No action was requested.

Superintendent's Formative Evaluation – DPS will use the same process as last year. President Ricks and Superintendent Sullivan have selected three areas from the superintendent's job description to be evaluated. The areas are: relationship with school board, educational leadership, and relationship with the community. Superintendent Sullivan will respond to the topics in writing and forward the evaluation to the school board members for their comments. Board members are asked to return the evaluation forms to President Ricks by October 23. The written feedback and comments from the board members will be the basis of the evaluation. Due to revisions to House Bill 1316 the

Superintendent's Formative Evaluation (cont.)

deadline for completion is one month earlier, November 15. The board will review the evaluation at its November 9 board meeting. This agenda item was informational only. No action was requested.

Department of Public Instruction Certificate of Compliance – Dickinson Public Schools is required to file a report annually with the Department of Public Instruction certifying that all teachers in the District have a valid teaching license and are highly qualified. The report also stipulates that DPS does background checks on certain individuals and follows a review process as outlined in Century Code. A copy of the 2015-2016 Annual Compliance Report is available under Supporting Documents. Administrative recommendation was to approve the compliance report. Action was required. Mrs. Ross moved to approve the DPI Annual Compliance Report for the 2015-2016 school year, as presented. Mrs. Rude seconded the motion. A roll call vote was taken: ayes-Ross, Fehr, Rude, Ricks; absent-Hanson; nays-none. The motion carried unanimously.

Schedule a Special School Board Meeting – Superintendent Sullivan addressed the board to request a special school board meeting to discuss a teacher who has engaged in conduct that may be immoral or unbecoming. He recommended to the board to have attorney consultation to discuss possible options and make a recommendation with appropriate action. Action was requested. Mrs. Rude moved to schedule a special school board meeting on Tuesday, September 22 at 5:00 p.m. at the Central Administration Office. Assuming a roll call vote the motion carried unanimously.

Teacher Contract Negotiations - This agenda item was discussed in an executive session. The legal authority for closing this portion of the meeting is North Dakota Century Code section N.D.C.C. § 44-04-19.1 (9). The topic or purpose of the executive session was discussion of teacher contract negotiations. As per North Dakota Century Code N.D.C.C. § 44-04-19.1 (9), Mrs. Fehr moved to close the meeting and go into executive session for the purpose of Teacher Contract Negotiations. Mrs. Ross seconded the motion. A roll call vote was taken: ayes-Rude, Fehr, Ross, Ricks; absent-Hanson; nays-none. The motion carried unanimously. The executive session was recorded and all members of the governing body were reminded to limit their discussion to the announced topic. The prohibition on taking final action during the executive session did not apply to providing guidance or instructions to the negotiator. Board policy BCAD-Executive Session allows certain individuals to be in attendance at the closed meeting as directed by the Board President. The following individuals were authorized to remain in the room during the executive session: School Board Members Ross, Rude, Fehr and Ricks, Superintendent Sullivan, Assistant Superintendent Reep, and Recording Secretary Petersen. President Ricks anticipated the executive session to reconvene in the open portion of the meeting at approximately 6:00 p.m. The meeting convened in executive session at 5:38 p.m. and was attended by Mrs. Rude, Mrs. Ross, Mrs. Fehr, Chair Ricks, Superintendent Sullivan, Assistant Superintendent Reep, and Recorder Petersen. The executive session adjourned at 6:14 p.m. and went back into an open meeting. The public was invited to return to the meeting room.

Other – Mrs. Rude thanked the staff at Heart River for their comments regarding the peanuts and nut allergies. It provided a good explanation. Mrs. Rude inquired regarding Central Office parent communications regarding the dress code. Mr. Reep responded he was not aware of any communications. Mrs. Rude liked Berg Elementary's write up on the dress code. It was noted that the DHS homecoming is this week.

Dickinson Public Schools
Regular Meeting

September 14, 2015; 5:00 p.m.
Board Room, Central Office

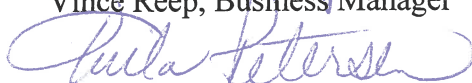
Adjournment – At 6:16 p.m. Mrs. Ross moved to adjourn. Mrs. Rude seconded the motion.
Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 6:16 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special School Board Meeting

September 22, 2015; 5:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a special meeting on September 22, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, Mrs. Tanya Rude, and Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan and Assistant Superintendent Vince Reep. Others present were: Attorney David Phillips, Ms. Fern Pokorny, Ms. Lee Mehrer, Mrs. Twila Petersen, and Mr. Andrew Haffner from the Dickinson Press.

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

Superintendent's Report and Recommendation Regarding Suspension and/or Commencement of Discharge for Cause Proceedings Against a Teacher Pursuant to N.D.C.C. §§ 15.1-15-07, 15.1-15-08, and 15.1-15-10, or Other Disciplinary Action – At the September School Board meeting Superintendent Sullivan requested a Special Board meeting to discuss a teacher engaged in conduct that may be considered immoral or unbecoming. Dr. Sullivan provided a report regarding Ms. Megan Smith, a teacher at the Early Childhood Center. Ms. Smith engaged in conduct that may substantiate discharge of employment or other disciplinary action. Attorney David Phillips was invited to the meeting to discuss with the Board its legal options. Superintendent Sullivan explained that North Dakota Century Code 15.1-15-08 provides a specific procedure for the school board to utilize if the School Board contemplates discharge for cause. Prior to initiating discharge proceedings the School Board must first determine if the information presented is sufficient to proceed with a discharge for cause hearing. He further explained the two purposes of the meeting which were for the School Board to consult with the District's attorney, David Phillips, to discuss the Board's legal options and to consider a recommendation from the superintendent to proceed with the necessary steps for a discharge hearing. Superintendent Sullivan provided information from North Dakota Century Code 15.1-15-07 which lists several reasons a School Board may dismiss a teacher. These reasons include, but are not limited to, immoral conduct, conduct unbecoming the position held by the individual, and failure to perform contracted duties without justification. The District also has a School Board Policy DEAA that Superintendent Sullivan referenced. This policy prohibits employees from manufacturing, distributing, dispensing, possessing or using alcohol on school district property. A possible consequence of violating School Board Policy DEAA is termination of employment. Superintendent Sullivan explained the sequence of events regarding the teacher being under the influence of alcohol, possessing alcohol on school premises, and not having her classroom prepared for students to arrive. The superintendent recommended the Board go into executive session for attorney consultation.

Attorney Consultation Regarding Suspension and/or Commencement of Discharge for Cause Proceedings Against a Teacher (Pursuant to N.D.C.C. § 44-04-19.1 [2] an executive session is anticipated) – This agenda topic was discussed in an executive session. The legal authority for closing this portion of the meeting was North Dakota Century Code section 44-04-19.1(2). The topic or purpose of the executive session was attorney consultation regarding suspension and/or commencement of discharge for cause proceedings against a teacher, Megan Smith. Pursuant to North Dakota Century Code section 44-04-19.1(2), Mrs. Rude moved to close this portion of the meeting and go into executive session for the purpose of attorney consultation regarding suspension and/or commencement of discharge for cause proceedings against teacher Megan Smith. Mrs. Ross

Attorney Consultation Regarding Suspension and/or Commencement of Discharge for Cause Proceedings Against a Teacher (cont.)

seconded the motion. There was no discussion on the motion. A roll call vote was taken: ayes-Hanson, Fehr, Ross, Rude, Ricks; nays-none. The motion carried unanimously.

The executive session was recorded and all members of the governing body were reminded to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action by the governing body must occur after it reconvenes in an open meeting, unless final action is specifically required by law to be taken during the executive session. The prohibition on taking final action during the executive session does not apply to providing guidance or instructions from the attorney. The following individuals were permitted to remain present during the executive session: Board Member Rude, Board Member Ross, Board Member Hanson, Board Member Fehr, Board President Ricks, Superintendent Douglas Sullivan, Attorney David Phillips, and Assistant Superintendent Vince Reep. Members of the public were asked to leave the room during the executive session. President Ricks announced that the meeting was anticipated to adjourn at 5:45 p.m. At 5:11 p.m. the meeting went into executive session and was attended by Mrs. Rude, Mrs. Ross, Mr. Hanson, Mrs. Fehr, Mrs. Ricks, Mr. Phillips, Dr. Sullivan, and Mr. Reep. The meeting adjourned from executive session at 5:30 p.m. The public was invited to return to the meeting room and the meeting was back in open session.

President Ricks inquired whether or not the Board wanted to have a discharge hearing. There was a question whether or not June 3 was a school day or a contracted day. Mr. Hanson felt the choice was clear and the Board needed to move forward and then he justified his reasoning due to actions on school premises by a teacher. Mrs. Fehr moved to direct the administration, with the assistance of legal counsel, to take all necessary actions to proceed with a discharge hearing pursuant to North Dakota Century Code Section 15.1-15-08. Mrs. Rude seconded the motion. Discussion: Mrs. Fehr asked for clarification on the procedure and also the information the Board may or may not have access. Attorney Phillips responded that the Board is going to be limited to the facts presented by Superintendent Sullivan. He added that under applicable law, Board members should not be collecting any additional evidence. A roll call vote was taken on the motion: ayes-Rude, Hanson, Fehr, Ross, Ricks; nays-none. The motion carried unanimously.

Consideration of Suspension and/or Commencement of Discharge for Cause Proceedings Against a Teacher Pursuant to N.D.C.C. §§ 15.1-15-07, 15.1-15-08, and 15.1-15-10, or Take Other Disciplinary Action (Pursuant to N.D.C.C. § 15.1-15-10 [2] an executive session is anticipated)

–This agenda item was required to be discussed in an executive session unless both the Board and the teacher agree that the matter may be addressed in the presence of others or at an open meeting of the Board. If the meeting was held in an executive session, the legal authority for closing that portion of the meeting was North Dakota Century Code section 15.1-15-10(2). The topic or purpose of the executive session was consideration of the suspension of a teacher, Megan Smith, during discharge proceedings. Pursuant to North Dakota Century Code section 15.1-15-10(2), Mrs. Fehr moved to close this portion of the meeting and go into executive session for the purpose of the consideration of the suspension of Megan Smith during discharge proceedings. Mrs. Ross seconded the motion. There was no discussion on the motion. A roll call vote was taken: ayes-Ross, Hanson, Fehr, Rude, Ricks; nays-none. The motion carried unanimously. The executive session was recorded and all members of the governing body were reminded to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action by the governing body must occur after it reconvenes in an open meeting, unless final action is

Consideration of Suspension and/or Commencement of Discharge or Other Disciplinary Action Against a Teacher (cont.)

specifically required by law to be taken during the executive session. The following individuals were permitted to remain present during the executive session: Board Member Rude, Board Member Ross, Superintendent Sullivan, Board President Ricks, Attorney Phillips, Board Member Fehr, Board Member Hanson, and Assistant Superintendent Reep. Members of the public were requested to leave the room during the executive session. President Ricks anticipated adjourning the executive session and reconvene to the open portion of the meeting at approximately 5:50 p.m. The executive session began at 5:35 p.m. and was attended by Mrs. Rude, Mrs. Ross, Mr. Hanson, Mrs. Fehr, Mrs. Ricks, Dr. Sullivan, Mr. Phillips, and Mr. Reep. The executive session adjourned at 5:54 p.m. The public was invited to return to the meeting room and the meeting went back into open session.


Attorney Phillips referenced Century Code and Board policy where the motion to contemplate discharge must be made at an open meeting. Pursuant to North Dakota Century Code Section 15.1-15-10, Mrs. Ross moved to suspend Megan Smith from her employment as a teacher, without pay, during the period in which a discharge for cause is pursued. Mr. Hanson seconded the motion. There was no discussion allowed on the motion. A roll call vote was taken: ayes-Hanson, Rude, Ross, Fehr, Ricks; nays-none. The motion carried unanimously.

President Ricks requested discussion regarding policy and procedures specifically referring to the possibility that Ms. Smith would submit her resignation. Superintendent Sullivan responded that within Board policy DKBB the Board has delegated the superintendent to accept employee resignations. If he would receive a resignation the School Board would be notified at the next School Board meeting. All resignations are considered on an individual basis with a few other provisions. He added as a matter of procedure, under these circumstances, if this individual was successful in rehabilitation, an application from her would be considered in the future. Assistant Superintendent Reep concurred.

Adjournment – At 5:58 p.m. Mrs. Rude moved to adjourn. Mrs. Ross seconded the motion. The motion carried unanimously. At 5:58 p.m. the meeting adjourned.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary



Approved School Board Workshop Minutes

Dickinson Public Schools
Board Workshop

October 12, 2015; After Board Meeting
Board Room, Central Office

The Dickinson Public School Board held a workshop on October 12, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, Mrs. Tanya Rude, and Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Dr. Marcus Lewton, Mrs. Melanie Kathrein, Mrs. Kristy Goodall, Mrs. Susan Cook, Mr. Ron Dockter, Mr. Shawn Leiss, Ms. Sherry Libis, Ms. Tammy Praus, and Dr. Becky Pitkin. Others present were: Ms. Lee Mehrer, Ms. Fern Pokorny, Mrs. Twila Petersen and Mr. Andrew Haffner from the Dickinson Press.

Call to Order - Board President Ricks called the workshop to order at 6:20 p.m.

Dickinson High School (DHS) Facility – Dr. Sullivan addressed the attendees and noted a few years ago the DLR Group did a facility study in response to the rapid growth. There were three community input forums held. The outcome of the forums was a request for a new middle school. During the forum there were conversations addressing the DHS facility. Ultimately a large majority of the attendees recognized the need for a new middle school as first priority with the high school facility as a second priority. At that time the board did say when the success of the new middle school was accomplished there would be conversation regarding the high school. There also was discussion about repurposing and utilizing the Hagen Junior High facility. Two weeks ago the board members toured the Dickinson High School facilities. Tonight's conversation will help to provide direction to the administration. Dr. Sullivan said that there has been communication from the DLR Group that they are interested in coming back to Dickinson and help with guiding the District and community regarding the high school. Dr. Sullivan reported Dickinson High School opened in 1967-1968; therefore that facility is 47 years old. The administration has done a good job with keeping up with the maintenance. It is an older building that needs some attention. Within the DPS Facility Master Plan drafted by the DLR Group and GT Architecture there are many notations regarding the DHS facility. Improvements that are noted as needing mild to moderate improvement include the curb/sidewalks, exterior walls, windows, roofs, carpeting, ceilings with major improvements to the HVAC system (pages 9.5-9.8). Mrs. Ricks referenced the maintenance priority list. Mr. Reep responded that the deferred maintenance price tag is high. Mr. Reep noted the needed improvement at Heart River's HVAC system. There was discussion regarding many other areas at the high school that need attention. Mr. Reep pointed out that the District would probably need to hold a bond election but it has almost maxed its bond capacity. Mrs. Fehr expressed her concern with the yellow building and greenhouse. She noted at the yellow building there are steps used by students every day intended for a fire escape. Prioritizing the needs of the buildings would need to be done before any decisions are made. A suggestion was to have the DLR Group come back and do another needs assessment. Mr. Dockter felt the biggest concern would be the yellow building and the math annex. Mrs. Ross suggested the needs assessment be based on the infrastructure's ability to provide an environment for students to learn. There was discussion regarding the enrollment in the different grades and Mr. Reep's projection of a large incoming kindergarten class in fall 2016.

Repurpose Hagen Junior High – Superintendent Sullivan distributed a list of possible suggestions for repurposing the Hagen Junior High facility. Items were placed on the list during a brain storming session. There were no judgements made on the value or worth of the ideas and the list has not been prioritized. One suggestion from the list was moving Southwest Community High School (SWCHS) to Hagen. SWCHS is currently serving 25 students with a waiting list of 18 students. Mrs. Goodall said she receives a phone call almost every day asking for alternative high school assistance. The students are disappointed

Repurpose Hagen Junior High (cont.)

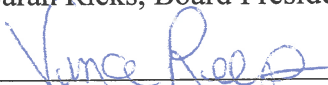
when they hear they will be put on a waiting list. There is a potential for the SWCHS to grow as large as 45-50 students.

Dr. Sullivan explained the Adult Learning Center (ALC)/West Dakota Parent and Family Resource Center is located in an old house. The building is not handicap accessible and has some concerns. Having RASP centrally located in the Hagen building was discussed. Other possibilities on the list were discussed and some possibilities (such as faculty housing) were removed. Dr. Lewton requested that a "hybrid high school" be added to the list. There was additional conversation about sharing staff with a combined building of the ALC and SWCHS. Mrs. Goodall said adding a daycare to this scenario would be beneficial due to the number of students who have children. There was additional discussion regarding a daycare facility and the RASP program. Mrs. Ross suggested utilizing part of the building for a veterans center. Another suggestion was utilizing the building for a group similar to the Anne Carlson Center. Dr. Lewton noted the Hagen facility was built in 1935 and has load bearing walls. There could not be a lot of renovation without a lot of expense. There are 27 rooms at Hagen. Mrs. Ricks suggested prioritizing the list and then have a plan to get the data. There was discussion regarding Berg Elementary reverting back to a K-5 building. Dr. Sullivan discussed preliminary plans regarding attendance areas. Mrs. Rude inquired regarding the needs for a professional development lab. Mrs. Kathrein explained the area should accommodate 40 people and computers available for training up to 40 individuals. President Ricks suggested researching each suggestion and asked that the parameters on physical space available and what is needed to serve the various organizations and departments now and two years from now and future goals for the projects.


Adjournment - At 7:32 p.m. President Ricks declared the meeting adjourned.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

October 12, 2015; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on October 12, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, Mrs. Tanya Rude, and Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Kristy Goodall, Mr. Shawn Leiss, Dr. Marcus Lewton, Dr. Becky Pitkin, Ms. Sherry Libis, Mrs. Melanie Kathrein, and Ms. Tammy Praus. Others present were: Mrs. Margaret Olheiser, Ms. Jarris Bergherr, Ms. Lee Mehrer, Mr. Keith Fernsler, Mr. Lyle Smith, Ms. Fern Pokorny, Mrs. Twila Petersen, and Mr. Andrew Haffner from the Dickinson Press.

Call to Order - Board President Ricks 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 September 14 regular board meeting, the September 22 special school board meeting; the bills for October 2015; the financial reports for October 2015; the pledged assets report for October 2015; the personnel reports; a tuition waiver request for a child of Heather Lagaberg from Dickinson to South Heart, a waiver request for a child of Bryan Harris from Dickinson to Richardton-Taylor, a waiver request for a child of Sherri Kirchen from Dickinson to Belfield, a waiver request for a child of Kaylin Hardwick from Dickinson to Belfield, and a waiver request for two children of Jodi Scott from Hebron to Dickinson; and the RACTC report; as presented. Mrs. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously. Mrs. Fehr inquired the reasoning for the large amount of tuition waiver requests and also regarding open enrollment. Superintendent Sullivan responded that these tuition waivers were mostly students going to a school outside the district and said that open enrollment is still closed for several grades.

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

- a) **Senate Bill 2151** - During the last legislative session Senate Bill 2151 passed with the support of the Department of Public Instruction. This Bill pertains to State Early Childhood Education Grants. The school superintendent is charged with organizing a meeting to create an Early Childhood Community Coalition. Superintendent Sullivan stated he held an initial meeting on September 24. The next meeting was scheduled by three childhood providers for Monday, October 19. Superintendent Sullivan stated he has satisfied his requirement.
- b) **Tobacco Board Policy** – Superintendent Sullivan said that part of his job description is “Acts, if necessary, in any matter not covered by Board policy; reports such action to Board as soon as practical; recommends policy in order to provide guidance in the future.” Dr. Sullivan reported that recently there was a discussion amongst administrators regarding the tobacco policy which is on tonight’s agenda. The administrators have been having some difficulties with e-cigarettes at the school. Some of the syrups in the e-cigarettes do not contain nicotine. It is impossible to decipher if a device does or does not have tobacco or nicotine. Students are also bringing homemade devices that can be used to smoke other products. The policy was reviewed immediately to deal with some of the frustrations with 21st century smoking devices.

Superintendent's Report (cont.)

- c) Administrative Salary Task Force – Superintendent Sullivan noted at the conclusion of the administrative negotiations a Memorandum of Understanding was signed that stated there would be a task force to review the administrative salary schedule. The task force had its first meeting this morning. This task force will review the salary schedule and make recommendations prior to March 2017.
- d) Teacher Evaluation Instrument Committee Meeting – This committee will have a meeting on Tuesday, October 13 at 4:00 p.m.

Business Topics

New Middle School Construction Update - Assistant Superintendent Vince Reep provided an update regarding the progress towards the construction of the new middle school. He reported there are construction meetings every week. Bid package #2 and #3 are left to be awarded. Mortenson Construction has begun the foundation work. The construction total price to date is \$36 million. This agenda item was informational only. No action was requested.

Student Mobility Report – Assistant Superintendent Reep presented student mobility information for students in grades K-12. Copies of the Inward and Outward Migration report, 7-year summary, and comments are posted under Supporting Documents on the school board website. Mr. Reep reported in the 2013-2014 school year there were 1,244 students that transferred in or out of the district. In 2014-2015 school year there were 1,393 students that transferred in or out. This represents 40% of the enrollment. He emphasized that student mobility does not determine the District's enrollment numbers. Additionally, Mr. Reep reported there has been a gain of 320 students in the past seven years. Utah is the state that has the largest net incoming students in the past seven years. In the past year there were students coming in from 43 states and 15 different countries including the foreign exchange students. Mr. Reep commended the staff that input all the data into PowerSchool and track the information. Mrs. Rude asked if the students that are counted double could be removed from the count and Mr. Reep said he would check if manually this could be done. Board members thanked Mr. Reep for the report. This agenda item was informational only. No action was requested.

Budget Input and Development Committee Update – Available under Supporting Documents are the minutes from the September 24 Budget Committee meeting. Mrs. Ross and Mr. Hanson are the Board representatives on this committee. Mrs. Ross said at the recent Budget Committee meeting the main discussion was sixth grade activities. Other topics discussed at the Budget Committee meeting were the contract with Southwest District Health Unit (SWDHU) and transportation. At the Budget Committee meeting Mr. Fridley reported that the sixth grade activities would be implemented over a timeframe that would have facilities to support the additional athletes. The SWDHU increase in contract amount was to allow another person on staff due to a specific medical reason. Accepting bids for the transportation contract was discussed by the Budget Committee as an option for the District. Mr. Reep said that there is a good relationship with Harlow's but competition is good for the District. This agenda item was informational only. No action was requested.

School Board Workshop - There was a board workshop following the regular board meeting. Topics at the workshop discussed were the Dickinson High School facility and repurposing Hagen Junior High. This agenda item was informational only. No action was requested.

2015 North Dakota School Boards Association Convention

Delegates – President Sarah Ricks, Vice President Kris Fehr, Mrs. Tanya Rude, and Superintendent Douglas Sullivan will be attending the legal seminar and convention. Mr. Reep will be attending the legal seminar. The convention allows DPS to have up to four delegates. President Ricks, Vice President Fehr and Mrs. Rude will be attending the Friday session and are offering to be delegates. Copies of the proposed agendas for the convention and law seminar are posted under Supporting Documents. Action was requested to designate the delegates. Mrs. Ross moved that President Ricks, Vice President Fehr, and Board Member Rude be named delegates from Dickinson Public Schools for the North Dakota School Boards Association Convention. Mrs. Fehr seconded the motion. A roll call vote was taken: ayes- Hanson, Fehr, Rude, Ross, Ricks; nays-none. The motion carried unanimously.

Resolutions – A copy of the 2015 resolutions are posted under Supporting Documents on the school board website. Input on the resolutions was requested. Mrs. Fehr noted that she was on the Governmental Affairs Committee this year for the NDSBA. She reviewed some of the discussion and recommendations from the Governmental Affairs Committee. Mrs. Fehr offered to answer any questions. This topic was for discussion only. No action was requested.

School Board Policy Revision, First Reading – DPS administrators recommended revisions for policy ABBA-North Dakota’s Comprehensive Model School Policy for Tobacco Use. A copy of the revised policy is posted on the website under Supporting Documents. Administrative recommendation was to revise policy ABBA. Areas on the policy that are new information to the policy are noted in red text. President Ricks referenced the circumstances Superintendent Sullivan discussed relevant to the decision to revise the policy. Mrs. Fehr moved to accept the first reading approval of the revision of policy ABBA, as presented. Mr. Hanson seconded the motion. Discussion: Mrs. Rude inquired if the revised policy was all inclusive to remedy any of the nicotine tobacco available to consumers. President Ricks felt “smoking devices” should cover everything. Mrs. Ross inquired if there has been anyone that has challenged the definition of tobacco. Dr. Sullivan responded there had not. A roll call vote was taken on the motion: ayes-Rude, Fehr, Ross, Hanson, Ricks; nays-none. The motion carried unanimously.

Ratification of the 2015-2016 DPS/DEA Professional Negotiated Agreement – The Board and DEA negotiators met ten times to review several topics of negotiations. Available under Supporting Documents is a copy of the Professional Negotiated Agreement with the revisions incorporated into the document. Some of the changes, other than dates and grammar, include: changing the salary schedule with an index base of \$36,000, personal leave accumulation, and the grievance procedure. Superintendent Sullivan addressed the Board. He reported this agenda item was placed on the agenda with the contingency that the DEA would be ratifying the agreement tonight during its meeting. Dr. Sullivan noted that one of the procedures put in place during negotiations were signed tentative agreements when topics were agreed upon by both parties. If the Board were to also approve the agreement tonight then the administration could move forward with getting the teacher contracts out to the teachers. Dr. Sullivan stated that he just received an email a few minutes ago from Mr. Smith, president of the DEA, indicating that the DEA did not ratify the agreement that was agreed by both parties. Dr. Sullivan distributed copies of the email to the Board members. Dr. Sullivan said at this point in time the agreement was not ratified by the DEA and administrative recommendation to the Board was not to act on the agreement and table this topic for a future meeting and reminded the Board members that a motion at the table is not debatable. Vice President Fehr requested clarification regarding the agenda topic and Dr. Sullivan responded that the agenda topic is to discuss the proposed agreement. Dr. Sullivan suggested a report from the Board

Ratification of the 2015-2016 DPS/DEA Professional Negotiated Agreement (cont.)

negotiators that were on the negotiating team. Mrs. Fehr reported that she and Mr. Hanson were Board negotiators at the teacher negotiations. The DEA brought forth five topics for discussion; later two of the DEA topics were dropped. The Board brought forth two topics for discussion; later one of the two Board topics was dropped. The team mutually agreed to the language and grammar cleanup of the agreement. There was also a mutual agreement to correct an incorrect dollar amount in the salary schedule from last negotiations; this mistake was easily dealt with. The error was in favor of the individual in that cell who has now moved out of that cell. Mrs. Fehr distributed to Board members copies of the Memorandum of Understandings (MOU) that were signed by both parties. One MOU agreement was regarding summer school pay and the other MOU pertained to outside the contract day compensation. The summer school pay MOU acknowledges that the pay will be reviewed every other year. The MOU regarding outside the contract day compensation acknowledges that if the District should mandate a curriculum night or parent engagement activity outside of the contracted day, the District will compensate participating staff members. This topic will be discussed at future negotiations. Mrs. Fehr noted there are professional duties that are not eligible for outside of the day compensation. The average salary increase on the agreement is 5.5%. The Board dropped the request for a two year contract due to the uncertainty of the enrollment. The only other topic brought forward by the Board, after dropping the two year contract, was the grievance procedure in the negotiated agreement. This topic was brought forward to clarify the timeline and procedure. Mrs. Fehr referenced the email from Mr. Smith regarding step 4 of the contract grievance procedure. She noted that considerable time had been spent in the meetings regarding the grievance procedure and there were several drafts that went back and forth so when the Board representatives presented the last draft ultimately there was an error on #4 regarding requesting binding arbitration within 14 days (not 7 days) after step 3. Because there was a mistake in the signed tentative agreement it could not be rewritten by only one of the two parties. Even though the 14 days was agreed to, it still stated 7 days in the signed tentative agreement. It was an error not a typo. Mrs. Rude asked if there was a way for the Board to accept the change from 7 days to 14 days. Mrs. Fehr responded that the DEA must approve through negotiations the change. She added that the DEA negotiators have not asked to meet with the Board negotiators. It is not the Board's contract so it is not up to the Board to correct the issue. President Ricks asked Mrs. Fehr what would need to happen. Mrs. Fehr deferred the question to Superintendent Sullivan. Dr. Sullivan addressed the Board and emphasized that it was an error not a typo. It was a mistake similar to the salary schedule mistake. Mrs. Fehr noted the salary schedule mistake was fixed within five minutes. Dr. Sullivan noted there are no steps removed from the grievance procedure. There is a lot of time within the grievance process and taking seven days out of the process does not take away the right for binding arbitration. Mrs. Rude moved to table the discussion regarding the ratification of the teacher negotiated agreement for 2015-2016. Mr. Hanson seconded the motion. A roll call vote was taken: ayes-Ross, Fehr, Hanson, Rude, Ricks; nays-none. The motion carried unanimously.

Other – Mrs. Ross distributed a handout to Board members with information regarding human trafficking. President Ricks reminded Board members that the National School Boards Association registration is approaching soon. Board members should decide soon if they are planning to attend. Mrs. Fehr expressed her appreciation for the administrators' discussion regarding the salary schedule that Dr. Sullivan referenced in his superintendent's report.

Adjournment – At 5:53 Mrs. Ross moved to adjourn. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 5:53 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Special School Board Meeting

October 15, 2015; 12:00 p.m.
Central Office Board Room

The Dickinson Public School Board held a special meeting on October 15, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, Mr. Jason Hanson, and Mrs. Tanya Rude (via conference call). Administrators present were: Superintendent Douglas Sullivan and Assistant Superintendent Vince Reep. Also present was Mrs. Twila Petersen.


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

Public Participation – There were no requests for public participation.


Ratification of the 2015-2016 DPS/DEA Professional Negotiated Agreement – The Board and DEA negotiators met 11 times to review several topics of negotiations. Available under Supporting Documents is a copy of the proposed 2015-2016 Professional Negotiated Agreement. Mrs. Fehr and Mr. Hanson are the Board representatives for the negotiating team. Mrs. Fehr said she wanted to clarify a statement she made at Monday's Board meeting. Neither of the Board negotiators (Mrs. Fehr nor Mr. Hanson) had been contacted by a DEA negotiator so that the mistake on the negotiated agreement could be taken care of prior to Monday's meeting. Mrs. Ross moved to approve the one year teacher negotiated agreement that includes an index base for 2015-2016 of \$36,000 and to approve the changes in the negotiated agreement, as presented. Mr. Hanson seconded the motion. Discussion: Mrs. Fehr noted that \$36,000 is the calculating base salary and is not the starting salary for a new teacher. The salary schedule is posted on the website for anyone wanting to know the beginning teacher pay. A roll call vote was taken: ayes-Rude, Hanson, Ross, Fehr, Ricks; nays-none. The motion carried unanimously.

Delegate for the 2015 North Dakota School Boards Association (NDSBA) Convention – At the October 12 Board meeting, three Board members were appointed as delegates for the NDSBA convention. Since that time one more Board member will be attending the convention. The District is allowed four delegates. Action was requested to add Mrs. Ross as a delegate. Mrs. Rude moved that Board Member Ross be named as a delegate from Dickinson Public Schools for the North Dakota School Board Association Convention. Mr. Hanson seconded the motion. Discussion: Mrs. Fehr suggested in the future to put all Board members as delegates and if a member may or may not attend to put that person as an alternate. A roll call vote was taken: ayes-Hanson, Ross, Rude, Fehr, Ricks; nays-none. The motion carried unanimously.


Adjournment – At 12:06 p.m. Mrs. Fehr moved to adjourn. Mrs. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 12:06 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved Board Workshop Minutes

Dickinson Public Schools
Board Workshop

November 9, 2015; After Board Meeting
Board Room, Central Office

The Dickinson Public School Board held a workshop on November 9, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, and Mrs. Tanya Rude. Board member absent was Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Dorothy Martinson, Mr. Ron Dockter, Mrs. Kristy Goodall, Mr. Shawn Leiss, Dr. Marcus Lewton, Mrs. Melanie Kathrein, and Mr. Jay Hepperle. Also present was Mrs. Twila Petersen.

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

Central Administration Office Structure

AdvancED Required Actions – Superintendent Sullivan referenced the AdvancED visitation in November 2013. Dr. Sullivan read one of the five required actions: “Reassess district level leadership positions to comparable ratios with like districts to ensure focused support in classroom technology integration, human resource management, and support of building level administrators.” The Central Administration Office (CAO) administrators have discussed the required action and gathered information for a comparable school district. The closest comparable in North Dakota was from Mandan. He distributed an organizational chart from Mandan Public Schools. Dr. Sullivan listed the differences in administration between Mandan Public and Dickinson Public. Another handout was distributed that was a proposed revised organizational chart for DPS. Dr. Sullivan referenced a previous conversation where the board members discussed the structure of the Central Office and the assistant superintendent being attached to finance and human resources. He said it would be appropriate to have a separate business manager position as opposed to the current CAO structure. Dr. Sullivan explained the organizational chart breaking down the different departments. There was discussion regarding combining the business manager position with human resources and the business manager evaluated by the school board. Dr. Sullivan noted the slowdown in the economy complicates things and there needs to be a balance. Mrs. Ross requested the proposed organizational chart include names of the individuals. Mrs. Fehr suggested doing a comparison chart, possibly with different colors, showing the difference between the Central Office’s current configuration and the proposed configuration. Mrs. Fehr asked if the organizational chart was reconfigured would it solve any problems or would it look different and create efficiency. Putting the job responsibilities under each box was suggested. Mrs. Kathrein gave an example of color coding the chart by person and then moving that person into the proposed chart.

Attendance Areas – Dr. Sullivan reminded the Board members that when the new middle school opens fall 2017 this will provide space in Berg to transition back to an elementary school. Administrative recommendation was to have Berg be a K-4 school for the first year. Mrs. Blain from enrollment services has been mapping attendance areas. Dr. Sullivan read the preliminary numbers for enrollment at the schools. It is estimated Berg would have 153 students, Heart River 288 students, Jefferson 195 students, and Prairie Rose at 389. Dr. Sullivan said Mrs. Blain will continue to work on the attendance area numbers. He felt that there will be parents upset when they find out their child will be going to a different school, similar to when Prairie Rose opened.

Elementary Day Treatment/Alternative Education Program – Dr. Sullivan explained on the needs assessment list the option to have an elementary alternative education program was rated highly by the administrators. There are students in every building that have significant needs. Mrs. Martinson explained that some of the behaviors of fifth graders are harmful to kindergarteners. She also felt that currently eight children could be identified as needing elementary alternative education. These are

Elementary Day Treatment/Alternative Education Program (cont.)

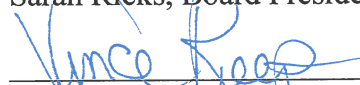
students that are demanding extensive principal and staff time. Mrs. Martinson has discussed and visited with other school districts regarding this type of program. There was discussion regarding different types of behaviors.

Repurposing Hagen – Superintendent Sullivan distributed a handout with alternatives for repurposing Hagen. New ideas added to the list from last month were a hybrid magnet school, a 9th grade center, and a Center for Technology and Engineering (CTE). Dr. Sullivan explained the idea regarding the CTE. Mrs. Fehr suggested looking at the list and find out how much space would be needed for the project, if faculty could be shared, and the cost for implementation. After discussion the veteran’s center and the senior center were removed from the list. Dr. Lewton said that as the 5-8 year olds move up to grades 9-12 there may not be enough space available at the high school. The Hagen building would be able to provide space to some of the students, such as repurposing Hagen into a 9th grade center. There was discussion regarding repurposing Hagen into a daycare center. President Ricks summarized the discussion and suggested Superintendent Sullivan take the list back to the Cabinet for feasibility and cost.

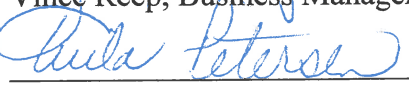
Adjournment – At 7:25 p.m. Chair Ricks declared the workshop adjourned.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

Approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

November 9, 2015; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on November 9, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, and Mrs. Tanya Rude. Board member absent was Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Guy Fridley, Mr. Shawn Leiss, Dr. Marcus Lewton, Mrs. Kristy Goodall, Mr. Jay Hepperle, and Mr. Ron Dockter. Others present were: Mr. James Wosepka, Mrs. Margaret Olheiser, Ms. Jarris Bergherr, Mrs. Twila Petersen, and Mr. Andrew Haffner from the Dickinson Press.

Call to Order - Board President Ricks 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. Fehr moved to approve the agenda including the consent agenda consisting of the minutes from the October 12 regular board meeting, the October 12 board workshop, and the October 22 special school board meeting; the bills for November 2015; the financial reports for November 2015; the pledged assets report for November 2015; the personnel reports; the student/staff recognitions; a tuition waiver for a child of Michele Schmidt from Dickinson to Richardton, a tuition waiver for a child of Austin Buff from Dickinson to Belfield; and the RACTC report, as presented. Mrs. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously.

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

- a. **American Education Week** – American Education Week was recognized November 16-20. Trays from the school board will be delivered to the buildings on Thursday, November 19.
- b. **Immunizations** – Superintendent Sullivan reported at the recent North Dakota School Board Association (NDSBA) Law Seminar there was a presentation on immunizations. He noted that superintendents from other school districts are also struggling with numerous incomplete student immunization records. Immunizations may not have been completed for the student or the paperwork has not been turned into the District. Dickinson Public has contracted with Southwest District Health Unit (SWDHU) to help with reviewing the student immunization records. Superintendent Sullivan estimated there are about 399 students that may not have updated immunization records. According to North Dakota law, if a student does not have updated immunizations it may be necessary to send the student home. Dr. Sullivan will provide an update at the December Board meeting. Mrs. Fehr said she was dismayed that the burden of responsibility for immunizations has been put on the school districts. She was glad to hear the superintendent was taking a proactive approach.

Business Topics

Audit Report – Mr. James Wosepka, the school district's auditor, addressed the Board. He provided Board members with a paper copy of the audit report. An electronic version of the report is posted on the website under Supporting Documents. Due to GASB 67 and 68 the financial statements were restated on the June 30, 2014, statement. Auditor Wosepka explained the state retirement fund is underfunded and

Audit Report (cont.)

therefore this creates a liability for the school district which will carry over into future statements. Mr. Wosepka stated there are no issues of major concern. Administrative recommendation was that the Board take action to accept the report. Action was requested. Mrs. Ross moved to approve the annual audit report for the year ending June 30, 2015. Mrs. Fehr seconded the motion. A roll call vote was taken: ayes-Ross, Fehr, Ricks; nays-none; absent-Rude and Hanson. The motion carried unanimously.

Southwest Community High School (SWCHS) Report – Principal Kristy Goodall from SWCHS addressed the Board. She distributed copies of an annual summary to the Board members. This is the 23rd year students are being served at the SWCHS. The focus at the alternative school is individual student instruction. The students as well as the staff are accountable for the academic success of the students. Student enrollment in 2013 was 23 students. The maximum number of students at the alternative school is 23 due to staffing. Currently the alternative school is serving 23 students with as many as 19 students on the waiting list. The students range in ages from 16-21. The staff at SWCHS are responsible for facilitating and instructing 14 different courses. Pacing guides are developed for the students to provide a goal and path for the students to stay on track and finish in a timely manner. The pacing guides are reviewed on a daily basis. Online resources are utilized to expand course options. The SWCHS collaborates with administrators at DHS. To increase student attendance a communication message system is utilized. Mrs. Goodall implemented a student exit survey and read some of the statements from past students. There was a discussion regarding 9th graders attending the alternative school and additional staffing that would be required. Mrs. Goodall explained there are 12 laptops at the school. Six more laptops have been ordered. Board members thanked Mrs. Goodall and her staff for all the accomplishments at the alternative school. This agenda item was informational only. No action was requested.

Mrs. Rude joined the meeting at 5:22 p.m.

Middle School Construction Update – Assistant Superintendent Reep addressed the Board indicating there were pictures posted on the website of the forms being poured for the new middle school. On December 15 Mortenson Construction will provide the guaranteed maximum price. Mr. Reep noted the steel and pre-cast is projected to begin the second week of January. Due to the nice weather there has been an additional crew added to help pour cement. Hagen Principal Marcus Lewton and Berg Principal Shawn Leiss addressed the Board. The two principals discussed the human resources and cultural aspects of the new building. Dr. Lewton noted two buildings were essentially shutting down and moving to one building. The administrators and faculty have been working with the Education Standards and Practices Board and Dickinson State University for inservices for faculty from both Hagen and Berg regarding transitioning to a middle school. A class has been created on Edmodo. The course will teach the philosophy, goals, and methodology of a middle school plus provide curriculum and instruction tools. Mr. Leiss reported there is a new middle school leadership team that has met many times and has identified an additional nine committees necessary for the transition to a new middle school. The response from the faculty has been overly positive for taking on the projects even though this will be extra work for them. The handbook committee was one committee example that Mr. Leiss explained. Both Dr. Lewton and Mr. Leiss expressed the leadership and commitment of the faculty from the two schools who are working together as one unified school. There will be a meeting tomorrow night to discuss the middle school brand which will provide direction for future discussions. Mrs. Fehr inquired regarding the scheduling at the new middle school. Dr. Lewton and Mr. Leiss both explained that scheduling had been discussed and it will be a combination of Berg plus Hagen to create a better school. Mrs. Fehr thanked both principals

Middle School Construction Update (cont.)

and faculty for their hard work and expressed how the Board was very impressed. This agenda item was informational only. No action was requested.

School Board Workshop – President Ricks explained there would be a Board workshop following the regular meeting. No decisions would be made during the workshop but topics discussed may become future Board meeting agenda items. This agenda item was informational only. No action was requested.

North Dakota School Boards Association Convention – President Ricks, Vice President Fehr, Board Member Rude, Board Member Ross, and Superintendent Sullivan attended the NDSBA 2015 Legal Seminar and Convention. Assistant Superintendent Reep attended the NDSBA 2015 Legal Seminar. Available under Supporting Documents are summary reports posted by most members that attended the conference and/or legal seminar. All those who had attended thanked the Board for the opportunity. All attendees at the legal seminar felt it was very informative. The timing was good with the numerous new laws that were passed by the legislature. This agenda item was informational only. No action was requested.

Hockey Agreement - The agreement with the Dickinson Public Schools and Dickinson Youth Activities, Inc. for boys' and girls' hockey was due for renewal. Available on the website under Supporting Documents is a copy of the Memorandum of Understanding. There were no changes from last year's agreement. Mr. Guy Fridley, District-wide activities director, addressed the Board. Mr. Fridley had corresponded with Mr. Dallas Kuntz, Dickinson Hockey Club Coordinator and Dickinson Hockey Club Board President Lynn McChesney to review the Memorandum of Understanding. Dickinson Youth Activities requested to enter into a one-year agreement. Action was requested. Mrs. Ross moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Youth Activities, Inc./Dickinson Hockey Club for boys' and girls' hockey for the 2015-2016 school year, as presented. Mrs. Rude seconded the motion. Assuming a roll call vote the motion carried unanimously.

Superintendent's Formative Evaluation - The three areas evaluated for the superintendent's job description were: relationship with School Board, educational leadership, and relationship with community. President Ricks noted that four of the five board members submitted evaluations and Superintendent Sullivan received satisfactory marks in all areas. President Ricks met with Superintendent Sullivan and reviewed the evaluation summary prior to the board meeting. She distributed copies of the summary to the Board and read a portion of the responses from the three areas. The board member responses along with the compilation of the comments will be placed in Dr. Sullivan's personnel file. President Ricks thanked Dr. Sullivan for his work and dedication for the school district. Dr. Sullivan thanked the Board and explained the best evidence of how the District can be successful was expressed by Principal Leiss when he said there are many dedicated teachers, administrators and staff. Dr. Sullivan expressed his gratitude for the assistance he receives on a daily basis. Action was requested. Mrs. Rude moved to approve the superintendent's evaluation, as presented. Mrs. Fehr seconded the motion. A roll call vote was taken: ayes-Rude, Ross, Fehr, Ricks; nays-none; absent-Hanson. The motion carried unanimously.

School Board Policy Revision, Second Reading and Final Adoption – NDSBA and DPS administrators recommended revisions to policy ABBA-North Dakota's Comprehensive Model School Policy for Tobacco Use. A copy of the revised policy is posted on the website under Supporting Documents. Administrative recommendation was to revise policy ABBA. Action was requested. Mrs. Fehr moved to

School Board Policy Revision, Second Reading and Final Adoption (cont.)


accept the second reading approval and final adoption of the revision of policy ABBA, as presented. Mrs. Ross seconded the motion. A roll call vote was taken: ayes-Fehr, Ross, Rude, Ricks; nays-none; absent-Hanson. The motion carried unanimously.

Other- President Ricks noted two board members were honored at the recent NDSBA conference for their participation in a leadership capacity in various Board activities nationally, state-wide and locally. Mrs. Ross received the NDSBA's Veteran Board Member Award with distinction and Mrs. Fehr received the NDSBA's Master Board Member Award with distinction. The awards are based on a point system. President Ricks said she is very proud to have them on the Dickinson School Board.

Adjournment – At 6:00 p.m. Mrs. Fehr moved to adjourn. Mrs. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

approved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

December 14, 2015; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on December 14, 2015, at the Central Administration Office. Board members present were: President Sarah Ricks, Vice President Kris Fehr, Mrs. Leslie Ross, and Mrs. Tanya Rude. Board member absent was Mr. Jason Hanson. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Kristy Goodall, Mr. Ron Dockter, Dr. Becky Pitkin, Mr. Henry Mack, Ms. Tammy Praus, and Mrs. Susan Cook. Others present were: Mr. Wayne Olson, Mrs. Margaret Olheiser, Mr. Lyle Smith, Ms. Jarris Bergherr, Mrs. Twila Petersen, and Mr. Andrew Haffner from the Dickinson Press.

Call to Order - Board President Ricks 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. Fehr moved to approve the agenda including the consent agenda consisting of the minutes from the November 9 regular board meeting, November 9 board workshop; bills for December 2015; the financial reports for December 2015; the pledged assets report for December 2015; the personnel reports; the student/staff recognitions; a tuition waiver request for a child of Anna Strohecker from Dickinson to Richardton-Taylor; and the RACTC report, as presented. Mrs. Ross seconded the motion. Assuming a roll call vote the motion carried unanimously.

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

- a. **Immunizations Update** – Dr. Sullivan updated Board members regarding the ongoing work identifying students that are not in compliance with the North Dakota law regarding immunizations. The schools are working closely with the Southwest District Health Unit (SWDHU). There are approximately 175-200 students who are not in compliance. This is down from the 399 reported at the November meeting. Mrs. Freed from SWDHU continues to make contacts and the high school staff are also contacting parents. Parents are encouraged to have their children be in compliance either through starting the immunization process or completing a waiver form. At today's Cabinet meeting discussion continued regarding immunizations. Cabinet will be setting a deadline in January for students to be in compliance. After that deadline students will be instructed to stay home. Dr. Sullivan and Board Vice President Fehr shared their frustration regarding the responsibility placed on the school district to ensure students are in compliance in regards to immunizations. They encourage the Legislature to review this requirement and come up with a better solution. Superintendent Sullivan has discussed the possibility of a shot clinic being provided if one specific shot could get a significant number of students in compliance. Mrs. Fehr shared her concern for the students and staff who are at risk because of a potential virus being spread at the schools that could have been avoided. She encouraged individuals to consider the health of the community and school district when contemplating a decision about immunizations. She appreciated Dr. Sullivan's and Mrs. Freed's proactive approach. Mrs. Ross inquired if there will be steps taken in the future so that students are compliant. Dr. Sullivan said that would be a discussion in the future. Some school districts do not allow students to enter the school until the immunizations are in compliance. The North Dakota Century Code allows 30 days for students to be in compliance. However, the District also must ensure that students are attending school.

Superintendent's Report (cont.)

- b. Adult Learning Center (ALC) Accomplishments – At a recent ALC state training, the State Director Val Fischer announced to all the ALCs that Dickinson currently has the highest GED passing rate in the State for reading and writing.
- c. No Child Left Behind – Dr. Sullivan noted that last week there was a change in the No Child Left Behind (NCLB) Act. He didn't know the specifics of the change. It appears Superintendent Baesler is planning to form a task force on how schools can move forward, adjust, and utilize the new law to its full intent. The task force would look at Common Core standards. DPS Director of Instruction Kathrein and Superintendent Sullivan will be drafting a letter to Superintendent Baesler. The letter will indicate Mrs. Kathrein is interested in serving on the task force if one is configured.

Business Topics

Roughrider Area Career and Technical Center (RACTC) Update – Mr. Wayne Olson, RACTC Director, addressed the Board. He distributed a handout with information regarding the DHS health sciences program. Mr. Olson was appointed the director of the RACTC in August. He has 31 years of experience in the education field. He noted the RACTC and DPS have a unique working relationship. In the health sciences area there is one full-time teacher at DHS teaching classes to the students. Within his handout were a list of the health careers classes the teacher provides. During the fall semester Health Careers I is offered and in the spring semester Health Careers II is offered. The student enrollment in Health Careers II will be smaller due to the job shadowing built into the course. Medical Terminology is also offered in the spring. This is a dual credit course. Mrs. Johnson is the health careers instructor at the high school. RACTC holds her contract and pays her salary and benefits. Due to the unique block scheduling at the high school it is difficult to offer additional courses via ITV or Tegrity. Board members thanked Mr. Olson for coming to the meeting. This agenda item was informational only. No action was requested.

New Middle School Construction Update – Assistant Superintendent Reep updated the Board members on the progress of the new middle school. He said the cement work should be completed by the end of December. Last week Friday's snow didn't slow down the cement pouring. Steel should be on site the first week of January. This week Wednesday there will be a construction meeting. Representatives from Mortenson Construction and Wells Concrete will be present. A guaranteed price for the construction will be provided to the school district. There are additional costs on top of the guaranteed price, such as liability insurance, land purchase, and architect fees. Mr. Reep added the guaranteed maximum price has come down a bit over the past six months. After receipt of the guaranteed maximum price there may be room for established monies to be reallocated. This agenda item was informational only. No action was requested.

Budget Development and Input Committee Update – The Budget Committee held a meeting on November 17. Board representatives on the Budget Committee are Mrs. Ross and Mr. Hanson. Minutes from the meeting are posted on the DPS main webpage under District Wide Committee Minutes. Topics discussed at the meeting included a technology grant, a preliminary discussion regarding the 2016-2017 classified salaries, budget items for the new middle school in the 2016-2017 fiscal year, a request to purchase another school bus, and preliminary discussion regarding bus purchases in the 2016-2017 fiscal year. The Budget Committee has requested Assistant Superintendent Reep to look at different alternatives in regards to classified staff salaries. Mrs. Ross noted the administrators and Board support the classified

Budget Development and Input Committee Update (cont.)

staff and acknowledge they work hard and wish to retain them. There was discussion regarding the non-competitive ETC technology grant. A subcommittee of the Technology Committee reviewed options for the grant and felt the best use for the grant funds would be to support the 1-to-1 initiative by adding carts (laptops and printers) in the English and science departments at the high school. Funding will also be used to ensure the infrastructure will be compatible with the new carts and also professional development on utilizing the carts. The grant requires matching funds from the District and Assistant Superintendent Reep assured the Board there would be matching funds available. Mrs. Fehr inquired regarding the 1-to-1 initiative in the high school social sciences department. Dr. Sullivan reported recent feedback shared on the use of the Surfaces indicates they are used overwhelmingly on a daily basis. There was discussion regarding a survey previously administered to students regarding the 1-to-1 initiative and the possibility of another pre-survey regarding technology being administered. The pre-survey would provide raw data and a follow up rubric would guide the learning. Dr. Sullivan will work with faculty and staff to try and collaborate. Dr. Sullivan noted that the District will be putting approximately \$535,000 in expenses into the next budget for fixtures and equipment for the new middle school. This agenda item was informational only. No action was requested.

2016-2017 Proposed DPS School Calendar – The Calendar Committee has met and proposed two school calendars for the 2016-2017 school year. Minutes from the Calendar Committee meetings are available under District Wide Committee Minutes. Two calendars, A1 and A2, were presented for staff to review for consideration. The two draft calendars are posted as Supporting Documents on the website. Superintendent Sullivan explained the difference between the two calendars. The two calendars were identical with the exception of a four-day weekend in February in calendar A1 and a four-day weekend in March in calendar A2. Dr. Sullivan reported the Calendar Committee voted by building. Five buildings voted for A1 and three buildings voted for A2. One school board member requested input from the District-wide Parent Advisory Council. Of the four parent responses all of them felt A2 was the appropriate selection. Additionally Cabinet members discussed the two calendars at this morning's meeting. Input from DHS Student Affairs indicates there are anywhere from 120-130 students gone during the WDA tournament which is scheduled over the proposed four-day weekend in March. Cabinet members also felt A2 was the appropriate selection. Mrs. Fehr noted a concern to her was in addition to the students gone for the WDA tournaments there would also be faculty gone requiring substitute teachers. She has received many responses from parents requesting a longer break in the spring. Some parents feel the short Easter weekend is a hardship. Mrs. Ross said she stood firmly in having a spring break. Mrs. Rude said in Montana they had a spring break; however, she added that if there is a full week for a spring break then school would need to be in session into June. It is not always desirable in the community to have school in June. Two Board members felt the November 30 early release day was too close to the Thanksgiving holiday break and encouraged that date to be reviewed and possibly move the early release date to another date, not the week following Thanksgiving. One suggestion was to have it the first week in December or a week or two prior to Thanksgiving. There was discussion regarding having off from school several days in a row and the need for parents to find daycare for those days. President Ricks inquired if there needed to be a calendar adopted today. Superintendent Sullivan suggested the board adopt a calendar and then the early dismissal could be discussed at Cabinet. Mrs. Fehr moved to approve the 2016-2017 school calendar A2 with a starting date of August 24, 2016; the last day of school scheduled for May 24, 2016; and graduation held on May 28, 2016 with the Cabinet and administration reviewing the November 30 early release date and be allowed the opportunity to schedule on another date. Mrs. Rude seconded the

2016-2017 Proposed DPS School Calendar (cont.)

motion. A roll call vote was taken: ayes-Rude, Ross, Fehr, Ricks; nays-none; absent-Hanson. The motion carried unanimously.

Bid for Route Bus – The school district advertised for and provided specification sheets (bus chassis and bus body) for bids for one 77-passenger school bus (seated to 71). Only one company, Harlow's Bus Sales, submitted bids which were opened at 10:30 a.m. on Wednesday, December 9, 2015. Harlow's bid is posted under Supporting Documents. The administrative recommendation was to accept the bid from Harlow's Bus Sales, Inc. to purchase the bus. Action was requested. Mrs. Ross moved to accept the bid submitted by Harlow's Bus Sales, Inc. and purchase the 71 passenger school bus for \$88,495. Mrs. Rude seconded the motion. A roll call vote was taken: ayes-Fehr, Ross, Rude, Ricks; nays-none; absent-Hanson. The motion carried unanimously.

Open Enrollment Applications – Jennifer Perdaems applied for open enrollment for her child to be admitted from South Heart Public to Dickinson Public. Brian Woehl applied for open enrollment for his step-child to be admitted from Richardton-Taylor Public to Dickinson Public. Matthew Hecker applied for open enrollment for his child to be admitted from South Heart Public to Dickinson. Dr. Sullivan explained all three currently attend DPS. Administrative recommendation was to approve these three open enrollment applications. Kristi White applied for open enrollment for her child to be admitted from Belfield Public to Dickinson Public. Her child was attending school out of state. Dr. Sullivan noted the application from Ms. White was for a junior at DHS. Superintendent Sullivan previously gathered information from DHS Principal Dockter regarding 11th grade enrollment numbers. Two core classes have large class sizes; US History has 30 students in one class, 32 and 26 in the other two classes, and American Literature has 26 students. These two courses are required for graduation. Administrative recommendation was to deny the application from Ms. White. Mrs. Ross moved to approve the request for a child of Jennifer Perdaems, a child of Brian Woehl, and a child of Matthew Hecker to be admitted to the Dickinson Public Schools as per the open enrollment requests. Mrs. Rude seconded the motion. A roll call vote was taken: ayes-Rude, Ross, Fehr, Ricks; nays-none; absent-Hanson. The motion carried unanimously. Mrs. Ross moved to deny the request for a child of Kristi White to be admitted to the Dickinson Public Schools as per the open enrollment request. Mrs. Fehr seconded the motion. Discussion on the motion: Mrs. Fehr inquired if this would mean that open enrollment was closed for the junior class at DHS. Superintendent Sullivan responded that it would be closed at this time. A roll call vote was taken: ayes-Ross, Fehr, Rude, Ricks; nays-none; absent-Hanson. The motion carried unanimously.

Other – Mrs. Ross recently attended a Midgettes invitational at DHS. The DHS team brought home a trophy. Mrs. Ross noted a touching and proud moment when the DHS team members presented a card to the Williston team due to the recent loss of their coach to cancer. Mrs. Fehr reminded everyone to attend the DHS holiday concert at DSU on Tuesday night. The students work very hard in preparation for the concert which will also be broadcast on KDIX radio. Mrs. Fehr inquired regarding the enrollment numbers since there are budgetary implications tied to the enrollment. Superintendent Sullivan responded that since the beginning of the school year there has been a decline of 59 students. He noted it is a moving target that the assistant superintendent is monitoring closely. Mrs. Ricks reminded the Board there is a NDSBA 2016 Negotiations Seminar in Bismarck on February 11 and 12th at the Bismarck Ramkota. If individuals are planning to attend they are requested to inform Mrs. Petersen. Mrs. Rude wished everyone a Merry Christmas.

Dickinson Public Schools
Regular Meeting

December 14, 2015; 5:00 p.m.
Board Room, Central Office

Adjournment – At 6:10 p.m. Mrs. Ross moved to adjourn. Mrs. Fehr seconded the motion. Assuming a roll call vote the motion carried unanimously. The meeting adjourned at 6:10 p.m.



Sarah Ricks, Board President



Vince Reep, Business Manager



Twila Petersen, Secretary

