

## Secretary Notes

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 29<sup>th</sup> 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 64<sup>th</sup> 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 for the responsibility factor, and the final item discussed is salary. President Fehr added that the

**Administrative Negotiations Update and Committee Assignment (cont.)**

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 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 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.

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Kris Fehr, Board President

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Vince Reep, Business Manager

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Twila Petersen, Secretary