

Unapproved 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