

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

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

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

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

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

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

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

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

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

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

**Business Topics**

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

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

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

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

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

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

**Consolidated Grant Application Approval for 2014-2015** – A copy of the summary print out of the application for the Consolidated Grant is posted under Supporting Documents on the school board website. The District has received notification of the amounts for several of its Federal grants.

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

Those amounts are:

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

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

**Title I Look-Alike Program** – Jefferson Elementary and Lincoln Elementary do not qualify for Title I funding due to its free and reduced lunch ratio in the building. Title I Look-Alike Programs may be funded by supplemental local funds specifically set aside for this purpose. The administrative recommendation was to designate supplemental funds in the amount of \$81,980 that will be set aside by the school district to provide supplemental services for at-risk students at Jefferson Elementary and \$91,380 set aside by the school district to provide supplemental services for at-risk students at Lincoln Elementary, to support their achievement toward meeting the state’s student academic achievement standards. Action was requested. Ms. Ross moved to designate supplemental funds in the amount of \$81,980 be set aside by the school district for at-risk students at Jefferson Elementary and \$91,380 be set aside by the school district for at-risk students at Lincoln Elementary, for the 2014-2015 school year to provide supplemental services to support these student’s achievement toward meeting the state’s student academic achievement standards. Mr. Hanson seconded the motion. The motion carried unanimously.

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

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

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

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

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

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

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

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

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

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

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

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

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Kris Fehr, Board President

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Vince Reep, Business Manager

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Twila Petersen, Secretary