

Unapproved 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