

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

January 13, 2014; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on January 13, 2014, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Ms. Leslie Ross, and Mrs. Tanya Rude. Board Member absent was Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mr. Shawn Leiss, Mrs. Dorothy Martinson, Mrs. Susan Cook, Ms. Sherry Libis, Mr. Jay Hepperle, Dr. Marcus Lewton, and Mrs. Melanie Kathrein. Others present were: Ms. Lee Mehrer, Mrs. Twila Petersen, and Miss Katherine Grandstrand 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 the Consent Agenda** – There were no additions or deletions to the consent agenda.

**Consent Agenda** - Mr. Hanson moved to approve the agenda including the consent agenda consisting of the minutes from the December 9 regular board meeting; the bills for January 2014; the financial reports for January 2014; the pledged assets report for January 2014; the personnel reports; the student/staff recognitions; a tuition waiver agreement request for a child of Lacey Olheiser, a tuition waiver agreement request for two children of Mary Jane Olheiser, all from South Heart to Dickinson; and the RACTC report, as presented. Mrs. Rude seconded the motion. The motion carried unanimously.

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

**Budget Committee Meeting** – The minutes from the recent Budget Committee Meeting are available on the website under Supporting Documents. Topics discussed at the budget meeting included school enrollment projections and additional staffing positions needed the next school year, the 2014-2015 budget, and a request to purchase an activity bus. Administration feels the district is in a good budgetary position for the next school year. The Budget Committee did authorize the purchase of an activity bus.

**DPI Review of Adult Learning Center** – Available on the website under Supporting Documents is a letter from the North Dakota Department of Public Instruction (DPI) commending the Adult Learning Center (ALC) after the recent monitoring. Superintendent Sullivan and President Fehr congratulated all the ALC employees and Mrs. Martinson for their accomplishments.

**School Makeup Day** – The makeup day for the recently cancelled school day is Thursday, April 17.

**Professional Development Day** - There will be no school on Monday, January 20. It will be a professional development day for staff.

**Negotiations Seminar** – The North Dakota School Boards Association will be presenting a negotiations seminar in Bismarck on February 6 and 7<sup>th</sup>. Registration is available for Board members until the end of the month.

**Public Input Forum** – The DLR Group will be hosting a Public Input Forum on Monday, February 3 at 7:00 p.m. in the Hagen Junior High gymnasium. This forum will be to receive input from the community regarding the long range facility planning. President Fehr inquired if any other future open forum dates have been scheduled. At this time no other dates other than February 3 have been

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

scheduled for a community input forum. Schools will be handing out notices regarding the open forum to parents during the upcoming parent/teacher conferences.

**Business Topics**

**2014-2015 DPS School Calendar** – The calendar committee has met and a proposed school calendar for the 2014-2015 school year is posted as a Supporting Document on the website. Superintendent Sullivan addressed the board stating the proposed calendar has four professional development days. The starting school date is August 27 with the last day of school on June 3. The tentative graduation date is Saturday, June 6, 2015. DHS principal Ron Dockter preferred the June 6 graduation date. Mrs. Rude inquired why there was no school on February 13. Superintendent Sullivan responded that the calendar has the appropriate number of student contact days in the calendar. February 13 would be a day off for students and teachers. Mrs. Rude inquired if February 13 could be changed to a storm day. Superintendent Sullivan responded it could be changed to a storm day. Mr. Hanson inquired why there were only four professional development days in the calendar. Dr. Sullivan responded the current collaborative bargaining and current calendar has four days. Mr. Hanson inquired what would happen if the extra professional development day is required. Superintendent Sullivan responded that it was a topic of discussion at the Calendar Committee meeting on how to proceed with that day. A decision by the Supreme Court may not come down until June. That may be a little late to add another professional development day to the calendar. Mr. Hanson inquired if February 13 could become a professional development day. Superintendent Sullivan said that it could or another date could become a professional development day and then change February 13 to a student contact day. President Fehr discussed the later starting date in August. Superintendent Sullivan said that the Calendar Committee had three calendars they reviewed with all different starting dates. The sentiment of the Calendar Committee was to have the August 27 starting date. President Fehr said that when the starting date came out in the news when the legislature was in session individuals wanted to start school later but didn't want school to go into June. The calendar cannot have both a later starting date and be done before June. Students will either go earlier in August or attend school in June. There was a discussion regarding the weather on Labor Day versus Memorial Day. President Fehr inquired how the sports will be affected with school going into June. Mr. Dockter responded that in 2015 it would fit in nicely with the tournaments. Having graduation on June 6 would not be a conflict with any state tournaments. He did note that having school later into June will affect the summer school schedule. There was a discussion regarding the Saturday graduation date. Mr. Dockter explained that people would be traveling either Friday or Monday depending if graduation was on Saturday or Sunday. President Fehr inquired what the procedure would be to add an additional professional development day to the calendar. Superintendent Sullivan responded that according to the guidelines a proposed calendar could be provided by the administration with the board's prerogative on the additional professional development date. This has been done in the past when an adjustment needed to be made to the calendar. Superintendent Sullivan offered to provide an alternate calendar at the February school board meeting. Consensus of the board members was to review the alternate calendar in February. Having the calendar available assists with planning and helping the parents know what the calendar may look like the next school year. President Fehr inquired how many storm days need to be built into the calendar. Superintendent Sullivan responded two days are required and it is preferred to build those days into the calendar later in the school year. Mrs. Rude inquired if two storms had been used in the past and noted that one storm day has already been utilized. Mr. Reep explained that three storm days have been used in the past and President Fehr recognized that the Governor has forgiven

**2014-2015 DPS School Calendar (cont.)**

some storm days in the past when more than two have been utilized. President Fehr requested board member input. Ms. Ross moved to approve the 2014-2015 school calendar with a starting date of August 27, 2014; the last day of school scheduled for June 3, 2015; and graduation held on Saturday, June 6, 2015, at 1:00 p.m. Mr. Hanson seconded the motion. Discussion: President Fehr inquired if there had been a discussion with the Dickinson Catholic Schools regarding the proposed calendar. Dr. Sullivan was not aware if there had been a conversation. Mrs. Rude inquired if February 13 could become a professional development day. Dr. Sullivan responded that he would have that conversation with the administration. The motion carried unanimously.

**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 2003-2004, background checks; for fiscal year 2005-2006, bank reconciliation and check reconciliation; for the year 2007, self-funded documents; for the fiscal year 2007-2008, accounts payable, adjusted journal entries, busing, check reconciliation, leave reports, purchase orders, state bid, and West Dakota Parent Family Resource Center quarterly reports; and for the year 2008, interviews and inventory. 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. Mr. Hanson seconded the motion. The motion carried unanimously.

**Reschedule February School Board Meeting** - The February School Board Meeting had been scheduled for February 10. Due to a conflict, Superintendent Sullivan will be unable to attend the meeting on that date. Mrs. Rude moved to reschedule the February School Board Meeting for Monday, February 3 at 5:00 p.m. Mr. Hanson seconded the motion. The motion carried unanimously.

**Strategic Plan** – During the board workshop in November a proposed strategic plan was distributed to the school board members. This topic was discussed during the superintendent’s report at the school board meeting in December. This discussion included a recommendation that the technology strategic plan be included as a component of the proposed district strategic plan. Available under Supporting Documents is a copy of the proposed district strategic plan and the technology strategic plan. Superintendent Sullivan addressed the board suggesting once the long range facility plan is completed is could be attached as part of the strategic plan. Dr. Sullivan explained some changes that were made regarding the belief statements and vision statement. The word “students” has been replaced with “learners”; learners is more encompassing as it may also include employees as part of the learning community. Ms. Ross noted the strategic plan is a working document. Board members discussed the technology and the future technology environment in the district. Ms. Ross is the board representative on the District-wide Technology Committee. She explained the district’s technology committee has been discussing the technology mode, having the right equipment for the classroom, and the right equipment for testing the students. All these components are very important. The technology committee wants to make sure the district is utilizing the technology to its full capacity. President Fehr noted the technology plan included “students” instead of “learners” and she suggested the two documents have some consistency. Mrs. Rude addressed Ms. Ross and inquired if there were any gaps when reviewing the technology plan and the strategic plan. Ms. Ross felt that with the added appendixes that Dr. Sullivan has addressed most questions. She encouraged continuous

**Strategic Plan (cont.)**

stakeholder participation in the strategic plan. Mrs. Rude moved to approve the Dickinson Public Schools 2014 strategic plan, as presented. Mr. Hanson seconded the motion. Discussion: Ms. Ross recommended the strategic plan be set up as an action item on future board meetings. The motion carried unanimously.

**Open Enrollment Application** – Deloris Smith applied for open enrollment for her child to be admitted to the Dickinson Public School District from the Richardton-Taylor School District. The application indicates they recently moved and therefore the deadline waiver applies. The administrative recommendation was to approve the application. Action was required. Mr. Hanson moved to approve the request for a child of Deloris Smith to be admitted to the Dickinson Public School District under the open enrollment policy. Mrs. Rude seconded the motion. The motion carried unanimously.

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

**Adjournment** – At 5:52 p.m. Mr. Hanson moved to adjourn. Ms. Ross seconded the motion. The motion carried unanimously. The meeting adjourned at 5:52 p.m.

---

Kris Fehr, Board President

---

Vince Reep, Business Manager

---

Twila Petersen, Secretary