

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

February 11, 2013; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on February 11, 2013, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, and Ms. Leslie Ross. Board member absent was Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Tamara Praus, Mrs. Melanie Kathrein, Mr. Jay Hepperle, Dr. Becky Pitkin, Mr. Henry Mack, Mr. Calvin Dean, Mr. Guy Fridley, Dr. Marcus Lewton, Mr. Shawn Leiss and Mr. Ron Dockter. Others present were: Mrs. Trisha Friedt, Mrs. Peggy Anderson, Mr. Gery Smith, Mrs. Karen Thompson, Mr. Bob Swanson, Mrs. Tanya Rude, Mr. Dean Rummel, Dr. Rich Brauhn, 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.

Consent Agenda and Personnel Report - Ms. Ross moved to approve the agenda including the consent agenda consisting of the minutes from the January 14, 2013, regular board meeting; the bills for February 2013; the financial reports for February 2013; the pledged assets report for February 2013; the personnel reports which includes the new hires effective for the 2013-2014 school year of Susan Cook, principal at Heart River Elementary and Mitchell Meier, social studies instructor at Hagen Junior High; the personnel reports also included the resignations of the following certified staff effective May 24, 2013: Kathy Bacon, instructor at the Early Childhood Center; Ellen Becker, speech pathologist at Berg Elementary; Terry Glasser, Title I instructor at Heart River Elementary; Kelly Harrison, grade five instructor at Heart River Elementary; Nancy Kienzle, speech pathologist at Heart River Elementary; Connie Klein, Title I instructor at Hagen Junior High; Elaine LaPlante-Jilek, speech pathologist at DHS; and Kathleen Schou, strategist at Heart River Elementary; the student/staff recognitions; a tuition waiver request for two children of Stephanie Crimmins from South Heart School District to Dickinson; and the RACTC report; as presented. There was no RESP report received. Mr. Hanson seconded the motion. The motion carried unanimously.

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

- a. **Kindergarten Pre-Enrollment** – Last week the district held pre-registration for kindergarteners for the next school year. There were 182 that registered, this compares to 168 pre-registrations one year ago.
- b. **New England Baseball Agreement** – As per a notification from the North Dakota High School Activities Association, New England Public Schools has requested the agreement for baseball be dissolved.
- c. **Collaborative Bargaining Meeting** – The next meeting is scheduled for Wednesday, February 13 at 4:00 p.m.
- d. **Budget Committee Meeting** - Topics from the recent Budget Committee Meeting included purchasing additional buses, a 1-to-1 initiative in the DHS history department, classified staff salaries, hiring a Facility Planning Consultant to assist with long range planning for the district, the girls softball program in the next school year, and an update from Assistant Superintendent Reep regarding the legislative session and the school funding bill.

Superintendent's Report (cont.)

- e. **New Employee Assistance Program** – A new program has been selected by the district. The program is serviced by the Midwest Employee Assistance Program Solutions. President Fehr inquired if there was a difference in cost than the previous program. Assistant Superintendent Reep responded the average employee uses 2.4 counseling sessions. The new program provides less sessions at a lower cost. Previously the district was paying for many more sessions than the average employee would utilize.

School Board Vacancy – Dickinson Public Schools advertised for applications for the position of a school board member. There were six applications received. Available on the website under Supporting Documents are the applications. All candidates were in attendance at the meeting. President Fehr thanked the applicants for their interest and for attending the meeting. She asked each applicant to introduce themselves, explain some information about themselves, their interest in the position, and where their children attend or have attended school. Following are the candidates that applied for the position, introduced themselves, and provided background information: Dr. Rich Brauhn, Mrs. Karen Thompson, Mrs. Tanya Rude, Mr. Gery Smith, Mr. Dean Rummel, and Mrs. Marya Skaare. Assistant Superintendent Reep explained the process for narrowing down the selection to three candidates and then the process for the final selection. These are explained in Board policy BBC and Board regulation BBC-BR. Mr. Reep handed out a ballot that listed all six candidates. Board members chose candidates by circling three names. The ballots were collected and Board President Fehr read the results and Board Secretary Petersen tallied the votes. The results of the ballots were Dean Rummel (3 votes), Gery Smith (3 votes), Tanya Rude (2 votes) and Marya Skaare (1 vote). Mr. Reep distributed a new ballot with the names of Dean Rummel, Gery Smith and Tanya Rude. Each Board member chose one individual. President Fehr read the votes and Secretary Petersen tallied the votes. The results of the final ballot were Mrs. Tanya Rude (3 votes). President Fehr thanked the candidates and informed them there were three seats up for election in the 2014 election that they should consider. Those seats are currently held by Dr. Krieg, Mr. Hanson, and Mrs. Rude. Action was required. Mr. Hanson moved to appoint Tanya Rude to the Dickinson Public Schools Board until a successor is elected and qualified at the next election, pursuant to NDCC 15.1-09-05. Ms. Ross seconded the motion. The motion carried unanimously. Mrs. Rude was invited to stay and take the Oath of Office following tonight's Board meeting.

Regional After School Program (RASP) Report – The RASP Co-directors Mrs. Peggy Anderson and Mrs. Trisha Freidt addressed the Board and summarized activities within the past year. The RASP program began in 2008 and is funded by the 21st Century Grant. The co-directors listed the schools the program is currently serving, the number of students served, and the number of staff employed. They also listed some extra summer activities provided in the program. Available on the website under Supporting Documents is a report provided by the RASP co-directors. Assistant Superintendent Reep explained the funding for the program and some possible limitations in the future if funding is cut. This is the fifth and final year of the grant. Mr. Reep is awaiting the release of the new grant information from DPI. The grant should be awarded around April 9. Ms. Ross noted it seemed the program is maxed out with the number of children and inquired if there were students being turned away. Students are not turned away during the school year. If necessary, more staff are hired. President Fehr thanked the co-directors for attending the meeting and providing updated information. This agenda item was informational only. No action was requested.

Prairie Rose Elementary School Update – Assistant Superintendent Vince Reep addressed the Board stating progress on the construction is on schedule. Available on the website are minutes from the January 16 construction meeting. The next construction meeting will be held next week. Mr. Reep stated the remaining floors will be poured next week. Texturing has been completed on many sections in the building. Casework should begin in late March. This agenda item was informational only. No action was requested.

Superintendent's Evaluation – The North Dakota Century Code indicates the superintendent's evaluation must be completed prior to March 15. Board members will rate the superintendent satisfactory or unsatisfactory in the following three areas: Relationship with School Board, Educational Leadership, and Relationship with the Community. President Fehr will forward a MS Word document to Board members. Board members were asked to complete the form and return to President Fehr before March 1. Board President Fehr will compile the information and present it to the Board at the March Board meeting. This agenda item was informational only. No action was requested.

Budget Development and Input Committee and Budget Funding Priority List – President Fehr lead the discussion regarding this agenda item. This committee was formed in July 2003. The intent of the committee was to provide board input in the development of the annual budget and to represent the board in budgetary or financial matters of the school district. Additionally, the intent was to assist the board in its understanding of the district's budget and district financial matters. Vice-president Jason Hanson and Board Member Leslie Ross are the board representatives on this committee. A funding priority list was established in 2011 with the assistance of the School Board and Cabinet members. The budget priority list is intended to guide the Board and Administration in making regular budgetary decisions. If extra funds should become available this list would also assist in making decisions. A copy of the priority list drafted in 2011 was distributed to the Board members. Board members discussed some of the items on the list that had been accomplished. Ms. Ross suggested the Board meet and discuss a priority list anytime funds are being allocated due to new resources. It is important to the Board and also the Cabinet the items on the priority list be reviewed. She felt this was the intent of the committee and suggested maybe setting up a meeting annually to review the list. President Fehr asked for Board input. Assistant Superintendent Reep noted that historically the ranking of the list has happened when new funds have become available due to the legislative process. He recommended reviewing it later on this spring after legislation is closer to completing. Superintendent Sullivan thought there had been good discussion and guidance and suggested Assistant Superintendent Reep and he develop a calendar to provide information and discussion on an annual basis. President Fehr felt timing with the legislature was important and suggested the Board prioritize some items and then ask Cabinet to review and provide its input. Consensus was to review the list on an annual (or more) basis. Timing will be affected by legislative action. This agenda item was for discussion only. No action was requested.

Roughrider Educational Services Program (RESP) Membership – At the February 2012 Board meeting a Board member requested the topic of the RESP be brought back for further discussion in 2013. There is a deadline to follow if DPS would wish to withdraw from the RESP program. President Fehr explained the RESP Executive Committee recently met with the RESP Governing Board and it was decided that districts must be full RESP members to receive funding for the Succeed 2020. She also explained that DPS has received no services from RESP for the past three

Roughrider Educational Services Program (RESP) Membership (cont.)

years. The RESP services are not in alignment with the expectations of DPS. School districts are at different levels with professional development. DPS is currently advertising for an instructional strategist. If that position is not filled this school year, but is filled the next school year, the district would receive the full reimbursable amount for the position. Some concerns noted by the School Board included the RESP fee structure, services that would benefit the DPS students, and specialized professional development based on the RESP strategic plan. Mrs. Fehr said that RESP had granted DPS's request for a one-time only extension of the withdrawal deadline, to April 1; however, an opinion from the ND Schools Boards' Association appears that the extension would be in violation of the Joint Powers agreement. DPS does not want to put RESP in the position of having to defend DPS. Administration and Board members have been trying to work out the concerns with RESP and what is best for the students in the district for the past 2½ years. After lengthy discussion, Ms. Ross moved that Dickinson Public Schools withdraw from membership in the Roughrider Educational Services Program effective at the end of the 2012-2013 fiscal year. Mr. Hanson seconded the motion. The motion carried unanimously. There are several meetings before the end of the term. The School Board left a contingency that if the program would become more beneficial and appropriate relative to the staff and students at DPS, the Board may reconsider. President Fehr thanked Dr. Sullivan, Mr. Reep, and Mrs. Kathrein for their hard work in trying to make the program benefit the students in the district and be successful.

Reschedule March School Board Meeting – The March School Board Meeting had been scheduled for March 11. Due to a conflict with the superintendent's schedule on that date, President Fehr requested a new meeting date be established. After discussion regarding scheduling conflicts, Mr. Hanson moved to reschedule the March Board Meeting for March 12, 2013, at 5:00 p.m. Ms. Ross seconded the motion. The motion carried unanimously.

Extracurricular Committee Meeting Update – Available on the website are the minutes from the recent Extracurricular Committee Meeting. Assistant Superintendent Reep addressed the Board. He explained there were two requests at the Extracurricular Meeting. One request was denied. That request would not have been in alignment with the salary matrix. Mr. Reep explained the committee discussed compensation to individuals traveling with career and technology students to attend a national convention and if that should be considered a stipend or part of the salary. It was agreed by the committee it should be part of the salary matrix. Administrative recommendation was to provide .6% of the base salary per day for teachers to attend the conventions with their students. Action was recommended. Mr. Hanson moved to add CTE Summer Supervision to the negotiated agreement at the rate of .6% of the base salary per day for National Skills USA, National TSA, State Officer Training, National Ford AAA Student Auto Skills, and National FBLA, effective for the 2013-2014 contract. Ms. Ross seconded the motion. The motion carried unanimously.

Early Resignation Incentive Application – The following individuals have submitted their resignations before the deadline to receive their early resignation incentive. Kathy Bacon, instructor at Early Childhood Center (14 years of service); Ellen Becker, speech pathologist at Berg Elementary (22 years of service); Terry Glasser, Title I instructor at Heart River Elementary (29 years of service); Kelly Harrison, grade five instructor at Heart River Elementary (31 years of service); Nancy Kienzle, speech pathologist at Heart River Elementary (18 years of service); Connie Klein, Title I instructor at Hagen Junior High (31 years of service); Elaine LaPlante-Jilek, speech pathologist at DHS (21 years of service); Eleanor Sand, assistant cook at Lincoln (40 years of service); Kathleen Schou, strategist

Early Resignation Incentive Application (cont.)

at Heart River Elementary (13 years of service); and Ione Weiler, head cook at Lincoln Elementary (19 years of service). Assistant Superintendent Reep explained the deadline for certified staff to turn in their notices is March 1. The deadline for classified staff to turn in their notices is April 1. Administrative recommendation was to approve the early resignation incentive for these individuals. Action was requested. President Fehr expressed, on behalf of the board, the sadness for losing these employees which have a combined total of 238 years of service. Ms. Ross also expressed her sadness in losing these employees. Ms. Ross moved to approve the early resignation incentives for Kathy Bacon, Ellen Becker, Terry Glasser, Kelly Harrison, Nancy Kienzle, Connie Klein, Elaine LaPlante-Jilek, and Kathleen Schou with an effective date of May 24, 2013, and also to approve the early resignation incentives for Eleanor Sand and Ione Weiler with an effective date of May 23, 2013. Mr. Hanson seconded the motion. The motion carried unanimously. President Fehr publicly thanked the individuals for their dedication to the children of DPS and for all their hard work. These individuals have put in their time with the district and she wished to express her appreciation on behalf of the School Board.

Open Enrollment Applications - Marissa Krump had applied for open enrollment for her three children to be admitted to the Dickinson Public School District from the Belfield School District. Michelle Mayer had applied for open enrollment for her three children to be admitted to the Dickinson Public School District from the Hebron School District. All applications indicate they had moved and therefore the deadline waiver applies. All students are currently enrolled in Dickinson Public Schools. The administrative recommendation was to approve the six applications. Action was required. Ms. Ross moved to approve the open enrollment requests for the three children of Marissa Krump and the three children of Michelle Mayer to be admitted to the Dickinson Public School District under the open enrollment policy. Mr. Hanson seconded the motion. The motion carried unanimously.

Board Policy Addition – Second Reading and Final Adoption - The North Dakota School Board Association (NDSBA) has proposed a policy regarding tuition agreements. Policy FAAD-Tuition Agreements is posted under Supporting Documents on the website. Administrative recommendation was to adopt policy FAAD. Action was requested. Mr. Hanson moved to accept the second reading approval and final adoption of the school board policy FAAD-Tuition Agreements, as presented. Ms. Ross seconded the motion. The motion carried unanimously.

Board Regulation Additions or Revisions – First Reading and Final Adoption – Board regulation KBA-BR1 Relations with the News Media was tabled at the January School Board Meeting due to grammatical errors within the regulation. Available on the website is a revised version of the regulation. The newest revisions are noted in purple text. Administrative recommendation was to adopt the regulation. Action was requested. Ms. Ross moved to accept the first reading approval and final adoption of the school board regulation KBA-BR1 Relations with the News Media, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

Other – Ms. Ross reminded everyone of the Mystery Dinner Theater sponsored by the DPS Foundation which will be held this weekend at the Elks. Tickets are still available. President Fehr reminded everyone of the Drum Line/Jazz Band/Swing Choir Concert at DHS Monday night at 7:00 p.m.

Adjournment – At 6:30 p.m., Ms. Ross moved to adjourn. Mr. Hanson seconded the motion. The motion carried unanimously. The meeting was adjourned at 6:30 p.m.

Kris Fehr, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary