

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

March 12, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on March 12, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, Dr. Morton Krieg, Mr. Jason Hanson and Dr. Becky Pitkin. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Perry Braunagel, Mr. Ron Dockter, Mr. Henry Mack, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson and Mrs. Tamara Praus. Others present were: Miss Lindsey Huber, Mrs. Naomi Thorson and Mrs. Twila Petersen.

President Fehr called the meeting to order at 5:00 p.m.

There were no requests for Public Participation.

Superintendent Sullivan requested two items be added to the Consent Agenda. He requested adding the resignation of Alvina Schneider, grade five instructor at Heart River Elementary to the Personnel Report and under the Student Recognitions to add the recognition of DHS sophomore Emily Kraenzel, published author of a book *Youth Camp*. Dr. Pitkin moved to add the resignation of Alvina Schneider and the recognition of Emily Kraenzel to the Consent Agenda. Mr. Hanson seconded the motion. The motion carried unanimously.

Dr. Pitkin moved to approve the agenda including the revised consent agenda consisting of the minutes from the February 13, 2012, regular Board meeting; the bills for March 2012; the financial reports for March 2012; the pledged assets report for March 2012; the personnel reports which included the new hire of Laura Kelly, library media specialist at Lincoln Elementary, the resignations of Nicole Clark, kindergarten instructor at Roosevelt Elementary (effective 05/25/2012) and also the resignation of Alvin Schneider, grade five instructor at Heart River Elementary (effective 05/25/2012); the early retirement notifications from Debra Conlon, physical education instructor at Roosevelt Elementary (effective 05/25/2012), Becky Meduna, elementary principal at Jefferson Elementary (effective 06/30/2012), and Margaret Olheiser, coordinator/basic computer skills instructor/chief GED examiner at the Adult Learning Center (effective 07/01/2012); the student/staff recognitions; the tuition waiver agreement for Kadynn Watson from Dickinson to South Heart; and the RACTC report; as presented. There was no RESP report available. Mr. Hanson seconded the motion. The motion carried unanimously.

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

- a. **Dunn County GPT Infrastructure Grant** – DPS has been awarded \$48,000 which will be utilized to purchase a replacement for the baseball bus.
- b. **Special Education Grant** – Superintendent Sullivan commended Student Services Director Dorothy Martinson along with the following teachers: Mrs. Elaine LaPlante-Jilek, Mrs. Ellen Becker, Ms. Lee Mehrer, Miss Justene Metcalfe, Miss Alisha Webster, Mrs. Sheri Twist and Mrs. Holly Morris who had written a grant and received an award of \$9,000 for the purchase of Read 180 intervention programs to be used at DHS, Hagen and Berg.
- c. **Kindergarten Enrollment** – Kindergarten enrollment for next fall is currently at 194. This is 17 more students than last year or 9.6% higher than last year. Assistant Superintendent Reep is projecting 250 kindergarten students for the fall of 2012.

Superintendent's Report (cont.)

- d. **Name the School** – Naming the new elementary school has been referred to the District-wide PAC Committee. At the May Board meeting, 3-5 alternative choices will be presented for the Board to review. There were approximately 130 submissions and approximately 47 different varieties of names.
- e. **Early Release Days Waiver Application** – Mrs. Kathrein has submitted a waiver application to the Department of Public Instruction to authorize DPS early release time to be used for professional development. The application is completed every five years. DPS will keep the Board members posted regarding the determination from DPI.
- f. **DHS Student Council Representatives** – Superintendent Sullivan and Board President Fehr recognized and welcomed to the meeting Miss Lindsey Huber, DHS freshman student council representative.

District Strategic Plan – Superintendent Sullivan addressed the Board. The Strategic Plan posted on the DPS website was drafted in April 2007. Dr. Sullivan requested Board members review the Strategic Plan before the next Board meeting. A process will be identified for drafting a new plan that Dr. Sullivan will share with Board members. This agenda item was for discussion only. No action was required.

New Elementary School Update – Assistant Superintendent Vince Reep addressed the board providing updated information regarding the new elementary school. Under Supporting Documents on the website is an artist's rendition of the exterior of the school and also the floor plan. The large glass section of the building will be part of the cafeteria and multi-purpose room. The kitchen equipment will be part of the bid. Belsinger GEO received the bid for the core boring. The company has completed its soil samples. The bid opening will be held on April 24 at 2:00 p.m. Board members will meet sometime after the bid opening to receive the bids. Staffing and student placement was discussed. The amount of students at the building will be the beginning process to know how many staff will be necessary. This agenda item was informational only. No action was required.

Superintendent Evaluation – President Fehr briefly noted some comments provided in the summary regarding the four areas Superintendent Sullivan was evaluated. Superintendent Sullivan received satisfactory marks from all Board members in all four areas. A copy of the summary of the evaluations is available as a Supporting Document on the website. Dr. Sullivan responded thanking the Board members, administrators and staff for their assistance to him. Action was requested. Ms. Ross moved to acknowledge that the school board members did evaluate Superintendent Sullivan, as required by North Dakota Century Code, and that the evaluations were satisfactory. Dr. Krieg seconded the motion. The motion carried unanimously.

Open Enrollment Applications – The administrative recommendation was to approve the applications received from parents on behalf of their children to be enrolled in Dickinson Public Schools under the open enrollment application. Action was requested. Dr. Pitkin moved to approve the requests for Chase Hatzenbuehler, Alexander Czajkowski, Irelynn Kuntz, Kaylee Saladin, Serenity Wortham, Kolton Kupper, Alisha Twogood, Patrick Lemer II, Mark Erickson, and Megan Erickson to be admitted to the Dickinson Public Schools under the open enrollment policy. Mr. Hanson seconded the motion. The motion carried unanimously.

Early Resignation Notifications – The deadline for submission of the early resignation incentive applications is March 1, 2012, for certified staff and April 1, 2012, for classified staff. Applications were recently received from Debra Conlon, physical education instructor at Roosevelt Elementary (31 years of service); Becky Meduna, elementary principal at Jefferson Elementary (42 years of service); and Margaret

Early Resignation Notifications (cont.)

Olheiser, coordinator at the Adult Learning Center/instructor of basic computer skills/chief GED examiner (24 years of service). Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may or may not create and will post any openings at a later date. The administrative recommendation was to approve their early resignation incentive applications. Action was requested. Ms. Ross moved to approve the early resignation incentive applications for Debra Conlon, physical education teacher at Roosevelt Elementary, effective May 25, 2012; Becky Meduna, elementary principal at Jefferson Elementary, effective June 30, 2012; and Margaret Olheiser, coordinator at the Adult Learning Center with an effective date of July 1, 2012. Dr. Krieg seconded the motion. The motion carried unanimously. Ms. Ross noted the many years of experience these individuals and others that have resigned. The combined total to date is over 500 years of experience. Board President Fehr thanked the individuals for their many years of experience and noted their positions will be hard to fill. She commended them for their leadership and congratulated them on their retirement.

Board Policy Revisions and Deletion–Second Reading and Final Adoption – The North Dakota School Boards Association (NDSBA) has recommended changes to several Board policies that have been adopted by DPS. Copies of the policies presented for second reading approval are posted on the school board website under Supporting Documents as Board Policies. The administrative recommendation was to revise the following policies: policy ABCA-Copyrighted Material and Intellectual Property, policy BC-Meetings of the Board, policy CAAA-Superintendent Recruitment and Appointment, policy DI–Personnel Records, and policy FFI–Student Use of Electronic Devices. Policy GBFA–Procedure for Review of Instructional Material was recommended for deletion. Action was requested. Mr. Hanson moved to accept the second reading and final adoption the school board policy revisions and deletion, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

Other – There were no other topics for discussion.

Adjournment – At 5:31 p.m., Mr. Hanson moved to adjourn. Ms. Ross seconded the motion. The motion carried unanimously.

The meeting was adjourned.

Kris Fehr, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary