

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

March 14, 2011; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on March 14, 2011, at the Central Administration Office. Board members present were: President Kris Fehr, Ms. Leslie Ross, Dr. Becky Pitkin, and Mr. Jason Hanson. Board member absent: Dr. Morton Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Melanie Kathrein, Mr. Perry Braunagel, Mrs. Dorothy Martinson, Mr. Calvin Dean, Mrs. Tamara Praus, Mr. Henry Mack, Mr. Mark Rerick, and Mr. Del Quigley. Others present were: Mrs. Amy Axtman, Mrs. Sandy Bertelsen, Mrs. Diana Stroud, Mrs. Kathleen Schou, Mrs. Twila Petersen, and Ms. Lisa Miller from the Dickinson Press.

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

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Dr. Pitkin moved to approve the agenda including the consent agenda consisting of the minutes from the February 14, 2011, regular meeting; the bills for March 2011; the financial report for March 2011; the pledged assets report for March 2011; the personnel reports; the resignations of Riley Abing, Hagen mathematics teacher and Kari Fischer, strategist at Jefferson; the resignations and/or early retirement notification of Denise Adams, Title I instructor at Berg Elementary and Carol Glasoe, Title I instructor at Hagen Junior High; the student/staff recognitions; the RESP report; and the RACTC report. There were no tuition waiver agreements. Mr. Hanson seconded the motion. The motion carried unanimously.

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

- 1) **April Board Meeting** – Board members were reminded the April Board meeting will be held on April 4 rather than the 11th.
- 2) **Budget Committee** – A meeting will be scheduled in the near future for the Budget Committee to discuss the 2011-2012 budget and to continue previous conversations.
- 3) **Early Childhood Center (ECC)** – Student Services Director Dorothy Martinson addressed the Board. Posted on the website under Supporting Documents are two documents that reflect current and projected enrollment numbers at the ECC. The reports also reflect estimations for the number of students with disabilities. The 2011-2012 projection for students enrolled with disabilities is 42. With these enrollment numbers, Mrs. Martinson suggested another one-half day classroom be added to accommodate the students.
- 4) **District Organizational Study** – Superintendent Sullivan and Assistant Superintendent Reep have been attending meetings that relate to economic development activity for the community. Indications at these meetings are that the activity is arriving in the area soon. Superintendent Sullivan and Assistant Superintendent Reep would like to begin the discussion with Board members and the community regarding the District organization. Superintendent Sullivan asked Board members to forward questions to him that need to be addressed. He recommended Board members even consider thinking “outside the box”.

Superintendent's Report (Cont.)

Two documents are available on the website that indicate the enrollment trend in the District and also the District primer. Public input was not requested at this time.

Lincoln Elementary and Jefferson Elementary Additions Update – Assistant Superintendent Vince Reep gave a brief update to the Board on the progress of the additions at Lincoln Elementary and Jefferson Elementary Schools. Mr. Reep prepared and posted a summary report from the March construction meetings. The report is posted under Supporting Documents on the website. The project at Lincoln Elementary should be completed soon with the exception of the exterior work. Jefferson Elementary will also have exterior work to complete in addition to the kitchen remodel. Assistant Superintendent Reep reported both projects have been good to manage. Mr. Reep estimates the two projects should come in under budget. This agenda item was informational only. No action was requested.

Roughrider Education Services Program (RESP) Update – At the February Board meeting, it was suggested a meeting be coordinated with the RESP Director, DPS Administrator Dr. Sullivan, and the Board presidents from Dickinson Public Schools and the Roughrider Education Services Program. Board President Fehr reported the meeting has not occurred due to scheduling conflicts. This agenda item was for discussion only. No action was requested.

Extracurricular Committee Meeting Update – Assistant Superintendent Reep updated the Board members on the recent Extracurricular Committee meeting. Minutes from the meeting are available on the school board website under Supporting Documents. At the meeting, committee members recommended an increase to the Technology Student Association (TSA) advisor's salary to align their salaries more closely with science club and other activities. The administrative recommendation was to increase the TSA advisor base salary from 5.7% to 7.6%. Action was requested. Mr. Hanson moved to increase the base salary of the TSA advisors from 5.7% to 7.6% effective for the 2011-2012 school year. Ms. Ross seconded the motion. The motion carried unanimously.

Request Approval of Energy Development Impact Office (EDIO) Grant Application – The administration requested approval of submitting a grant application to the Energy Development Impact Office (EDIO) for funds to assist in planning for possible future facility expansion due to energy related enrollment growth. A copy of the grant application is posted under Supporting Documents. The amount requested is \$747,500 (which would be the estimated equivalent of architect and planning fees for a major building project). Assistant Superintendent Reep explained public input will be requested regarding the future of the District. If an option considered from these forums is to expand a facility or construct a new facility, funds from this grant would provide partial architecture and/or planning fees for the projects. Action was requested to approve the submittal of the grant. Ms. Ross moved to approve the grant application to the Energy Development Impact Office in the amount of \$747,500, as presented. Mr. Hanson seconded the motion. The motion carried unanimously. Mr. Reep explained if the grant was approved, the funds need to be spent and then reimbursed to the District.

Cooperative Agreement for Girls' Hockey – Athletic Director Mark Rerick received a girls' hockey cooperative agreement request from a student currently attending Hagen Junior High but transferring to the Killdeer Public School District in the 2011-2012 school year. Because Killdeer Public Schools currently does not sponsor girls' hockey, a cooperative agreement beginning with the 2011-12 school year is necessary for the student to compete for Dickinson High School hockey. A copy of the cooperative agreement is available on the website under Supporting Documents. The administrative recommendation was to approve the application. Action was requested. Mr. Hanson moved to approve a cooperative agreement for girls' hockey with the Killdeer Public School District for the 2011-2012 school year, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

2011-2012 School Calendar - The school calendar proposed by the calendar committee for the 2011-2012 school year is posted on the website under Supporting Documents. Superintendent Sullivan explained the unique calendar due to a presenter in August. Director of Instruction Melanie Kathrein addressed the board explaining the two professional development days scheduled in August were set aside for presentations by Mr. Mike Mattos. His presentations target response to intervention. The administrative recommendation was to approve the proposed 2011-2012 school calendar. Action was requested. Dr. Pitkin moved to approve the 2011-2012 school calendar with a starting date of August 25, 2011; the last day of school scheduled for May 23, 2012; and graduation held on Sunday, May 27, 2012; as presented. Ms. Ross seconded the motion. The motion carried unanimously.

Superintendent Evaluation – President Fehr reported the three areas to be evaluated were identified as: recruitment/retention of staff (licensed and non-licensed), relationship with students and parents, and financial management skills. She reported all of the Board member's evaluations of the superintendent were satisfactory in all three areas. The two choices on the evaluation form are satisfactory or unsatisfactory. President Fehr shared many of the positive comments reflected on Superintendent Sullivan's evaluation. A summary of the evaluations submitted is available on the website under Supporting Documents. 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. Mr. Hanson seconded the motion. The motion carried unanimously.

Open Enrollment Applications – Ms. Ross moved to approve the requests for Ayden Morel, Dustin Carlsen, Dustie Dassinger, Kayden Meduna, Aaron Anderson, Ryan Anderson, Trevor Morgan, Martay Ehret, and Birch Obrigewitch, to be admitted to the Dickinson Public School District under the open enrollment policy. Mr. Hanson seconded the motion. The motion carried unanimously.

Early Resignation Incentive Application – An early resignation incentive application was received from Denise Adams, Title I instructor at Berg Elementary. Mrs. Adams has served nine years with the District. The administrative recommendation was to approve her early resignation incentive application. Action was requested. Ms. Ross moved to approve the early resignation incentive application for Denise Adams, Title I instructor at Berg Elementary, with an effective date of May 27, 2011. Mr. Hanson seconded the motion. The motion carried unanimously. Board President Fehr thanked Mrs. Adams for her work and dedication to the students.

Early Retirement Incentive Application – An early retirement incentive application was received from Carol Glasoe, Title I instructor at Hagen Junior High. Mrs. Glasoe has served in the District for 20 years. The administrative recommendation was to approve her early retirement incentive application. Assistant Superintendent Reep explained that the two vacancies created by Mrs. Adams and Mrs. Glasoe will be posted. Action was requested. Mr. Hanson moved to approve the early retirement incentive application for Carol Glasoe, Title I instructor at Hagen Junior High with an effective date of May 27, 2011, and to accept her resignation. Dr. Pitkin seconded the motion. The motion carried unanimously. Board President Fehr thanked Mrs. Glasoe for her many years of dedication and service to all the students she has served.

Board Policy Revision or Deletion–First Reading – Copies of the proposed revision to policy KAAB-Volunteers in Schools and the proposed deletion of policy DBGD-Inservice are available on the website under Supporting Documents. Policy KAAB has some minor revisions and policy DBGD has been replaced with policy DHBA-Professional Development. The administrative recommendation was to revise or delete the policies as presented. Action was requested. Ms. Ross moved to accept the first reading approval of the revision to school board policy KAAB-Volunteers in Schools and the deletion of school board policy DBGD-Inservice, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

Board Regulation Addition and Revisions-First Reading and Final Adoption – The proposed addition or revisions to the following board regulations are posted on the website under Supporting Documents: DDBB-BR–Holidays for Classified Staff (previously policy DAFD), ABBA-BR–Tobacco-Free Schools and Workplaces Violations by the Public (old descriptor code KAFC-AR), BCAB-BR–Procedure for Seating New Board at the Annual Meeting (previously adopted, revisions noted in purple text), DDAA-BR–Family and Medical Leave Regulations (minor language added and noted in red text), and FAAB-BR–Early Entrance Requirements (this regulation has been adopted, recommended revisions are noted). The administrative recommendation was to add or revise the policies. Action was requested. Revisions to the new board regulation DDBB-BR were noted at the meeting. Dr. Pitkin moved to accept the first reading approval and final adoption of the school board regulation addition and revisions, with the changes to regulation DDBB-BR. Mr. Hanson seconded the motion. The motion carried unanimously.

Other – No other topics were discussed.

Adjournment At 6:17 p.m., Ms. Ross moved to adjourn. Dr. Pitkin seconded the motion. The motion carried unanimously.

The meeting was adjourned.

Kris Fehr, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary