

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

March 8, 2010; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on March 8, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Dr. Mort Krieg, Ms. Leslie Ross, Mrs. Mitzi Swenson, and Mrs. Kris Fehr. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Tammy Praus, Mrs. Dorothy Martinson, Miss Sherry Libis, Mr. Del Quigley, Mr. Perry Braunagel, Mr. Calvin Dean, and Mr. Henry Mack. Others present were: Mrs. Naomi Thorson; Mrs. Deb Conlon; Mr. Jason Hanson; Mr. Len Lindbo; Mrs. Cammi Hysjulien; Mrs. Chris Kleinwachter; Mr. Myron Knutson, Public Financial Management; Mr. Scott Wegner, Cook, Wegner, & Wilkie, PLLP; Ms. Jan Prchal, Hulsing & Associates Architects; Ms. Beth Wischmeyer, Dickinson Press; Mr. Brian Howell from KQCD; and Mrs. Twila Petersen.

President Rummel called the meeting to order.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Mrs. Swenson moved to approve the consent agenda consisting of the minutes from the February 8, 2010, regular meeting; bills for March 2010; financial report for March 2010; the pledged assets report for March 2010; the early resignation and/or retirement notifications from Joan Allen, Hagen Junior High, Day Treatment Social Worker; Linda Binek, Dickinson High School Special Education Instructor; Carolyn Blake, Lincoln Elementary Grade 2 Teacher; Carolyn Carter, Jefferson Elementary, Title I Look-A-Like Teacher; Toni Fosaaen, Roosevelt Elementary, Title I Teacher; Kathleen Kessel, Berg Elementary Grade 6 Teacher; and Susan Larsen, Dickinson High School, Vocational Counselor. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- 1) Fifth Grade Assignment to Berg Elementary – To accommodate the needs of additional classroom space for the 2010-2011 school year, the administration decided to move one 5th-grade classroom from Lincoln Elementary to Berg Elementary and one 5th-grade classroom from Jefferson Elementary also relocated to Berg Elementary. This relocation will only be for one year.
- 2) Individuals with Disabilities Education Act (IDEA) Report – This annual performance report is prepared by the Department of Public Instruction and a copy is available under Supporting Documents on the school board website. It contains 20 performance indicators required by the Department of Education. Mrs. Dorothy Martinson, Director of Student Services, briefly summarized the report. She informed the Board there are approximately 400 students utilizing the Individualized Education Program (IEP). Dickinson Public Schools has met all the requirements with the exception of one measurement. This indicator is “percent of children with IEP’s aged 6 through 21 served in the regular class 80% or more of the day.”
- 3) Energy Development Impact Office (EDIO) Grant Application – Assistant Superintendent Vince Reep briefly explained the justification for requesting this grant and how it would be utilized for capital projects in the District.
- 4) Posting School Board Member's Email Addresses – The school district Board members will have their email addresses posted on the Dickinson Public Schools website.

Refinancing of Bonds – Assistant Superintendent Vince Reep briefly explained the bid for the sale of the Limited Tax Levy Bonds, Series 2002 Bond (ADA Fire Marshall construction) and also the sale of the General Obligation Building Fund Levy Bonds of 2002 (ADA Fire Marshall construction). This sale was held March 8, 2010, at 12:00 noon. Copies of the two resolutions authorizing issuance of these two bonds is posted on the school board website under Supporting Documents. Mr. Myron Knutson, Managing Director of Public Financial Management and Mr. Scott Wegner, Bond Counsel of Cook, Wegner, & Wilkie, PLLP reported the results from today's bid sale. Mr. Knutson addressed the Board indicating the bonds received a favorable rating (AAA) with positive comments about the District's finances and management. He stated there were three bids received. The lowest bid was from Northland Securities at an interest rate of 2.33%. Mrs. Swenson moved to approve the resolution authorizing issuance of the General Obligation Building Fund Levy Bonds and accept the lowest bid from Northland Securities. Dr. Krieg seconded the motion. A roll call vote was taken. Aye – Mrs. Swenson, Mrs. Fehr, Mr. Rummel, Dr. Krieg, and Ms. Ross. Nay – none. The motion carried.

Mr. Scott Wegner explained the Limited Tax Levy Bonds. Authorizing issuance of these bonds will not change the mill levies. Mrs. Swenson moved to approve the resolution authorizing issuance of the Limited Tax Levy Bonds. Dr. Krieg seconded the motion. A roll call vote was taken. Aye – Dr. Krieg, Ms. Ross, Mrs. Swenson, Mrs. Fehr, and Mr. Rummel. Nay – none. The motion carried.

Review of Bids for Lincoln and Jefferson Elementary Proposed Additions – Assistant Superintendent Vince Reep provided updates regarding the recent bid openings for the proposed construction of the additions to Lincoln Elementary and Jefferson Elementary. A bid tabulation breakdown of both projects is provided under Supporting Documents on the website. The bid breakdown document shows the individual costs for base bids and all alternate bids. Also included under Supporting Documents is a revised budget for the two projects. The administrative recommendation was to award the bids and include all proposed alternate bids for both projects. Action was requested. Ms. Jan Prchal from Hulsing & Associates Architects explained the Solatube lights in the multi-purpose rooms. She also explained the MDU transformer needed to be moved at Jefferson Elementary. It was originally estimated this cost would be \$50,000. The price is now approximately \$18,000. There was discussion regarding making the buildings more environmentally friendly. Mrs. Swenson moved to accept the lowest responsible bids for the Jefferson Elementary project, including all alternate bids, from Professional Contractors, Inc. of \$868,000 for general contractor, Advanced Mechanical of \$209,765 for mechanical, and Berger Electric of \$124,421 for electrical. Dr. Krieg seconded the motion. The motion carried unanimously.

Assistant Superintendent Reep explained there were eight alternate bids at Lincoln Elementary. These bids included increasing the multi-purpose room/gymnasium by 22 feet and a kitchen remodel. With the 22 foot expansion, there are issues regarding work space, skylights, and clay removal. The bids on the projects came in better than anticipated. The administrative recommendation is to accept the alternate bids at Lincoln Elementary also. As per Mr. Reep, adding in all the alternatives will still keep the projects within the state guidelines. \$2.2 million will come from the federal stimulus monies, \$941,000 will come from the general fund, and \$302,000 from capital projects. Ms. Prchal explained the roofs on the expansions will have a small amount of slope and will not be totally flat. Mrs. Fehr moved to accept the lowest responsible bids for the Lincoln Elementary project, including all alternate bids, from Kolling and Kolling of \$1,228,000 for general contractor, Central Mechanical of \$275,500 for mechanical, and Berger Electric of \$154,299 for electrical. Dr. Krieg seconded the motion. The motion carried unanimously.

Review of Bids for Lincoln and Jefferson Elementary Proposed Additions (cont.)

President Rummel thanked Ms. Prchal, Assistant Superintendent Reep and Superintendent Sullivan for their excellent job in getting to this point.

Superintendent Evaluation – Each Board member completed a superintendent’s evaluation form. President Rummel and Mrs. Fehr reviewed the evaluation results with Superintendent Sullivan last week. A copy of the evaluation summary is posted under Supporting Documents on the school board website. Dr. Sullivan received satisfactory marks in all areas evaluated. President Rummel briefly reported on these areas which were educational leadership, board relationship, and community/public relations. Dr. Sullivan responded that he appreciated the opportunity to be evaluated. He is grateful for the quality staff and assistance in the District. Action was requested. Mrs. Ross moved to acknowledge that 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 carried unanimously.

Bid for Two Buses - The school district advertised for and provided specification sheets (bus chassis and bus body) for bids for a 28-passenger plus a 3-wheel-chair-positions, special-needs school bus and a 65-passenger, 59-seated school bus. Only one company, Harlow’s Bus Sales, submitted bids which were opened at 1:30 pm on February 16, 2010. Harlow’s bid is posted under Supporting Documents on the school board website.

Following is a summary of the bids from Harlow’s Bus Sales:

Bus #1: 2011 International IC CE 65 passenger 59 seated school bus with a Maxxforce 7 Diesel engine and an Allison 2500 automatic transmission to meet or exceed all local, state, and federal standards and specifications. (2007 per emissions) F.O.B. Dickinson, ND \$78,183.00

Bus #2: 2011 International Stock IC CE 28 passenger and 3-wheel-chair position, special-needs school bus with a Maxxforce 7 Diesel engine and an Allison 2500 automatic transmission to meet or exceed all local, state, and federal standards and specifications. (Stock unit with 2007 per emissions) F.O.B. Dickinson, ND \$86,856.00

Bus #3: 2011 International IC CE 28 passenger and 3-wheel-chair position special needs school bus with a Maxxforce 7 Diesel engine and an Allison 2500 automatic transmission to meet or exceed all local, state, and federal standards and specifications. (2007 per emissions) F.O.B. Dickinson, ND \$89,950.00

Dr. Sullivan explained the Board was requesting bids to replace a general route bus and a special needs bus. Bus #3 was for a bus that would have to be built by the factory. Assistant Superintendent Reep said the District budgeted \$160,000 for the buses. The emissions requirements on the buses were discussed. The administrative recommendation was to accept bus #1 and bus #2 from Harlow’s Bus Sales, Inc. for a total price of \$165,039. The two buses were \$5,000 over the budget. Action was requested. Mrs. Swenson moved to accept the bid submitted by Harlow’s Bus Sales, Inc. and purchase the 2011 International route bus and the 2011 International special-needs bus for \$165,039. Dr. Krieg seconded the motion. The motion carried unanimously.

Request Approval of Energy Development Impact Office (EDIO) Grant Application – The administration requests approval of submitting a grant application to the Energy Development Impact Office (EDIO) for funding towards the proposed additions to Jefferson Elementary and Lincoln

Request Approval of Energy Development Impact Office (EDIO) Grant Application (cont.)

Elementary. A copy of the grant application is posted under Supporting Documents and was presented for consideration by the Board. The amount requested is \$510,181 (13% of the cost of the projects). The grant application is due by March 26. Responses to the grant applications should be received in May 2010. Mrs. Swenson moved to approve the grant application to the Energy Development Impact Office in the amount of \$510,181 for costs incurred in the proposed additions to Jefferson Elementary and Lincoln Elementary, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Classified Staff Salary Proposal – The budget committee has met and discussed the salaries for the classified staff. The budget committee recommends approval of a \$.90 per hour increase for beginning wages (except for minimum wage) for classified staff. Also, all staff receiving \$10.50 per hour or more and who have received a satisfactory performance evaluation a recommended salary increase of 7%. Classified staff in categories VI through X receiving a satisfactory performance evaluation it was recommended a salary increase of \$.80 - \$1.10 per hour. The average total increase would be equal to approximately 7.35%. Action was requested. Ms. Ross moved to approve the classified salary and benefit package with an effective date of July 1, 2010, and to authorize a \$.90 per hour increase for beginning wages (except for minimum wage); a 7% increase for classified staff with salaries at \$10.50 or more per hour and receiving a satisfactory performance evaluation; and a \$.80-\$1.10 per hour increase for classified staff receiving a satisfactory performance evaluation in categories VI, VII, VIII, IX, and X; for the 2010-2011 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

DHS Fast-pitch Softball Agreement - The agreement with the Dickinson Public Schools and Dickinson Diamonds Fast-pitch Softball (DDFS) is due for renewal. DDFS would like to enter into a one-year agreement. Mr. Calvin Dean, district-wide activities director, has corresponded with Mr. Bill Butterfield, president of the Dickinson Diamonds Fast-pitch Softball who has reviewed and signed a Memorandum of Understanding. A copy of the Memorandum of Understanding is posted as a Supporting Document under the school board website. The only change from last year's agreement is section 3e (transportation per school contract with Harlow's Bus Sales). Mrs. Fehr moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Diamonds Fast-pitch Softball at Dickinson High School for the 2009-2010 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Open Enrollment Applications – The Dickinson Public Schools received open enrollment applications from the following requesting to transfer into Dickinson effective fall 2010: Karissa Krueger, Hebron to Dickinson; Shantel Williamson, South Heart to Dickinson; Kellie Williamson, South Heart to Dickinson; Jonathan Williamson, South Heart to Dickinson; Holly Williamson, South Heart to Dickinson; Bailee Kupper, South Heart to Dickinson; Riley McGarvey, South Heart to Dickinson; Lacey Forsness, Richardton to Dickinson; Bowen Forsness, Richardton to Dickinson; Kadin Barth, South Heart to Dickinson; Nathan Barth, South Heart to Dickinson; and Birch Obrigewitch, Billings County to Dickinson.

The administrative recommendation was to approve the applications. Action was requested. Mrs. Swenson moved to approve the requests for Karissa Krueger, Shantel Williamson, Kellie Williamson, Jonathan Williamson, Holly Williamson, Bailee Kupper, Riley McGarvey, Lacey Forsness, Bowen Forsness, Kadin Barth, Nathan Barth, and Birch Obrigewitch, to be admitted to the Dickinson Public

Open Enrollment Applications (cont.)

Schools under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

Early Resignation Incentive Applications – Early resignation incentives were received from the following staff and educators: Joan Allen, Hagen Junior High Day Treatment Social Worker with 18 years of service with the District; Linda Binek, Dickinson High School Special Education Instructor, with 19 years of service with the District; Carolyn Blake, Lincoln Elementary Grade 2 Teacher, with 33 years of service with the District; Carolyn Carter, Jefferson Elementary, Title I Look-A-Like Teacher, with 36 years of service with the District; and Kathleen Kessel, Berg Elementary Grade 6 Teacher, with 15 years of service with the District. 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 time. The administrative recommendation was to approve these early resignation incentive applications. Action was requested. Mrs. Fehr moved to approve (with regret) the early resignation incentive applications for: Joan Allen, Hagen Junior High Day Treatment Social Worker; Linda Binek, DHS Special Education Instructor; Carolyn Blake, Grade 2 teacher at Lincoln Elementary; Carolyn Carter, Title I Look-A-Like teacher at Jefferson Elementary; and Kathleen Kessel, Berg Elementary Grade 6 teacher; with effective dates of May 27, 2010. Dr. Krieg seconded the motion. The motion carried unanimously.

President Rummel noted the combined service of all these individuals is 121 years. He wanted to publicly thank these individuals for their many years of service to the Dickinson Public School District.

Early Retirement Incentive Applications – Early retirement incentives were received from the following educators: Toni Fosaaen, Roosevelt Elementary, Title I Teacher, effective 06-04-10 with 26 years of service with the District; and Susan Larsen, Dickinson High School, Vocational Counselor, effective 05-27-10 with 19 years of service with the District.

The administrative recommendation was to approve the early retirement incentive applications. Action was requested. Mrs. Swenson moved to approve the early retirement incentive applications for Toni Fosaaen, Roosevelt Elementary, Title I Teacher, effective 06/04/10; and Susan Larsen, Dickinson High School, Vocational Counselor, effective 05/27/10; and to accept their resignations. Dr. Krieg seconded the motion. The motion carried unanimously.

President Rummel noted these individuals provided a combined 45 years of service to the District and thanked them for their dedication.

Stark County Joint Powers Agreement – Dickinson Public Schools has been working with Stark County to establish a combined county and school district election. A Joint Powers Agreement has been prepared to permit Stark County to coordinate and administer the Dickinson School District elections. A copy of this agreement is available on the school board website under Supporting Documents. Combining the election would save money for Stark County and the Dickinson School District. The administrative recommendation was to approve the joint powers agreement with Stark County. Action was requested. Mrs. Fehr moved to approve the Joint Powers Agreement between the County of Stark and Dickinson Public Schools for the purpose of the school district elections, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Dunn County Joint Powers Agreement – The Dunn County Auditor has prepared a Joint Powers Agreement between Dunn County and Dickinson Public Schools. This document is posted under Supporting Documents on the school board website. The agreement would permit Dunn County to coordinate and administer the Dickinson School District elections. There are some residents in Dunn County that could vote on the June 8 election for the Dickinson School District. The administrative recommendation was to approve the joint powers agreement with Dunn County. Action was requested. Ms. Ross moved to approve the Joint Powers Agreement between the County of Dunn and Dickinson Public Schools for the purpose of school district elections, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Board Policy Revisions, Additions, and Deletions-First Reading – This agenda item was tabled at the February 8, 2010, school board meeting. The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Copies of the first reading of the following policy revisions (using the new descriptor codes) are available under Supporting Documents on the school board website: Policy AAA–Philosophy of the Dickinson Public Schools, Dickinson, North Dakota; Policy AAB–District Goals and Objectives; Policy GABAA–English Language Learners; Policy FDB–Education of the Homeless Students; Policy FDC–Education of Migrant Students; Policy ABCC–Dickinson Public Schools Wellness Plan; Policy ABAA–School District Organization Plan; Policy AAC–Nondiscrimination and Anti-Harassment Policy; Policy FAAC–Enrollment of Suspended or Expelled Students; Policy FAAA–Open Enrollment; Policy ABAB–School Year and Calendar; Policy GACD–Summer School; Policy FAB–School Assignment and Choice; Policy ABBA–Tobacco-Free Schools and Workplaces; Policy ACBA–Automated External Defibrillators (AED); Policy ABBE–Displays of Religious Objects or Documents; Policy ABCA–Copyrighted Material and Intellectual Property; Policy ABCB–Sportsmanship; Policy ACAA–Emergency Closings; Policy ACBB–Significant Contagious Diseases; Policy ACCA–Sexual Offenders on School Property; Policy ACE–Violent and Threatening Behavior; Policy ACEC–Vandalism (with a correction); Policy FAB–School Assignment and Choice; Policy KACB–Patron Complains about Personnel; Policy CBD–Superintendent’s Role in Negotiations; Policy KAAA–Visitors in the Schools; Policy KBA–Relations with the News Media; and Policy LAC–Relations with Colleges and Universities.

Copies of the first readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: Policy AAA–Purpose and Role of the Board; Policy ABA–School District Legal Status; Policy FGDA–Canvassing and Distribution of Materials; Policy FGDB–Soliciting Funds and Gifts; Policy KAI–Distribution/Posting of Promotional Literature; Policy KAIB–Advertising in the Schools; Policy KAIBA–Advertising in School Publications; Policy GBEBD–Significant Contagious Diseases; Policy ED–Payment of Negotiations Costs; Policy KAA–School-Community Relations Responsibilities of the School Board; Policy KAB–School-Community Relations Responsibilities of the Superintendent; Policy KAC–School-Community Relations Responsibilities of School Personnel; and Policy KCA–Public Information Program.

Copies of the first readings of the following recommended new policies are available on the school board website under Supporting Documents: Policy ABABA–Religious Observance; Policy ABBDA–Distribution and Posting of Noncurricular Material in School; Policy ACAB–Emergency Plans and Drills; Policy ACDA–Acceptable Use; Policy ACEA–Bullying; Policy ACEB–Hazing; and Policy LBA–Relations with Armed Forces Recruiting Units.

Board Policy Revisions, Additions, and Deletions-First Reading (cont.)

Action was requested. Mrs. Swenson moved to accept the first reading approval of the school board policy revisions, deletions, and additions, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Other – There was brief discussion regarding the two classes of fifth graders moving to Berg Elementary in the fall 2010.

At 6:20 p.m., Mrs. Swenson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned.

Dean Rummel, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary