

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

May 10, 2010; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on May 10, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Mrs. Mitzi Swenson, Mrs. Kris Fehr, and Ms. Leslie Ross. Dr. Mort Krieg was absent. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mrs. Melanie Kathrein, Mrs. Tammy Praus, Mrs. Dorothy Martinson, Miss Sherry Libis, Mr. Henry Mack, Mr. Shawn Leiss, Mr. Perry Braunagel, and Mr. Calvin Dean. Others present were: Mrs. Naomi Thorson, Mr. Jason Hanson, Mr. Dave Moody, Mrs. Margaret Olheiser, Mrs. Maxine Hauck, Mrs. Beverly Kinnischtzke, Mrs. Jane Cornell, Mrs. Becky Pitkin, Mrs. Jill Nelson-Wetzstein, Mrs. Fern Pokorny, Mrs. Kathleen Schou, Mrs. Toni Goetz, Mrs. Twila Petersen, and Ms. Beth Wischmeyer from the Dickinson Press.

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 April 6, 2010, regular meeting; the bills for May 2010; the financial report for May 2010; the pledged assets report for May 2010; the resignation of Marilyn Huschka (paraprofessional at Hagen Junior High) and Christa Tescher (Early Childhood Center Preschool Teacher); the new certified staff hires of Rebecca Bautz (Title I at Roosevelt), Mandy Beck (district-wide reading coach), Christina Hirschfeld (grade one at Jefferson), Jennifer O'Brien (grade one at Lincoln), Kayla Simnioniw (grade four at Jefferson), and Damian Sobolik (grade six at Berg); and additional hires of Brandon Nichols (language arts at DHS), Elizabeth Jacobson (mathematics at Hagen Junior High), and Robin Pedersen (grade one at Lincoln); the RACTC report; the RESP report; and the student/staff recognitions. There were no tuition waiver agreements. Ms. Ross seconded the motion. The motion carried unanimously.

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

- a. **Administrative Negotiations Meeting** – This meeting is scheduled for Tuesday, May 11 at 4:00 p.m. in the Central Administration Office's Board room.
- b. **Staff Recognition and Retirement Program** – This meeting is scheduled for Wednesday, May 12 at 7:00 p.m. in the Dickinson High School Auditorium.
- c. **Assistant Principal Interviews** – These interviews will be conducted on Thursday, May 13.

Lincoln Elementary and Jefferson Elementary Additions Update – Assistant Superintendent Vince Reep updated Board members on the progress of the additions at Jefferson and Lincoln Elementary schools. The general contractor along with mechanicals have been working at Lincoln Elementary. A security fence is up at Jefferson and work will begin next week. This agenda item was informational only. No action was requested.

Major Summer Building Projects - Assistant Superintendent Vince Reep explained the process for the summer building projects. This year there were approximately 30 items in the medium priority to high priority categories. These totaled approximately \$275,000. Mr. Reep listed some of the projects that would be completed this summer. This agenda item was informational only. No action was requested.

Adult Learning Center Update –Mrs. Margaret Olheiser, coordinator of the Adult Learning Center (ALC) has a report posted as a Supporting Document on the school board website. Mrs. Olheiser gave a brief description of the report. The report indicates that fewer people are utilizing the Adult Learning Center; however, they are spending more time at the ALC. President Rummel suggested Mrs. Olheiser try to be placed on an RESP agenda so she may have an opportunity to share her information with the RESP members which consist of superintendents throughout the region. This agenda item was informational only. No action was requested.

Report on National School Board Association Convention – Ms. Leslie Ross, Mrs. Kris Fehr and Superintendent Sullivan attended the recent National School Board Association (NSBA) convention held in Chicago. Mrs. Fehr and Superintendent Sullivan have their reports posted under Supporting Documents on the school board website. All three that attended the convention thanked the Board for allowing them this opportunity. Ms. Ross stated the three attendees tried to divide up the seminars they attended to avoid duplication. Ms. Ross, Mrs. Fehr, and Dr. Sullivan reflected on the highlights from the seminars. Mrs. Swenson recommended sending a Board member to a future national technology conference. This agenda item was informational only. No action was requested.

Annual Meeting Day & Time – Board members were asked to schedule the annual meeting date. The Board usually meets the second Monday of each month. In July, this date would be July 12. Action was requested. Mrs. Fehr moved to schedule the annual school board meeting for July 12, 2010, at 5:00 p.m. Mrs. Swenson seconded the motion. The motion carried unanimously.

Addition of Two Kindergarten Positions – Assistant Superintendent Vince Reep provided the Board members with information from the recent Budget Committee meeting. The Budget Committee discussed the addition of two kindergarten sections for the 2010-2011 school year. Although we currently have twelve sections of kindergarten, administrative transfers and reassignments had been completed earlier in the year with the anticipation that Dickinson Public Schools might only have ten sections of kindergarten in 2010-2011. With recent kindergarten registration numbers currently at 172, the Budget Committee felt Dickinson Public Schools should proceed and hire two additional kindergarten instructors for the 2010-2011 school year. This would keep the number of kindergarten sections at twelve. With the recent move of the fifth grade students from Lincoln Elementary and Jefferson Elementary to Berg Elementary for one year, these two additional kindergarten classrooms would be located at Lincoln Elementary and Jefferson Elementary. Adding these two sections of kindergarten, the total number of K-6 classrooms would increase from 55 in 2009-2010 to 57 in 2010-2011. Action was requested. Mrs. Swenson moved to authorize the administration to add two more kindergarten classrooms for the 2010-2011 school year. Ms. Ross seconded the motion. The motion carried unanimously.

Approve 2010-2011 Student Handbooks - A copy of the 2010-2011 elementary, Hagen Junior High, and Dickinson High School Student Handbooks and a summary of the recommended changes for these handbooks are posted under Supporting Documents on the school board web site. Action was requested. Mrs. Fehr moved to approve the 2010-2011 elementary, Hagen Junior High, and Dickinson High School Student Handbooks, as presented. Mrs. Swenson seconded the motion. Discussion followed. Mrs. Swenson requested clarification on the cell phone policy listed in the Dickinson High School Student Handbook. The handbook states that cell phone usage is not permitted during the school day and then lists some exceptions to this statement. Mrs. Fehr moved to amend the main motion to clarify the 2010-2011 Dickinson High School Student Handbook is approved with the understanding the administration will correct the contradicting information in the handbook regarding

Approve 2010-2011 Student Handbooks (cont.)

the cell phone policy located on page 18, section 11. Mrs. Swenson seconded the motion. The amendment was approved unanimously. Following this, the Board considered the main motion as amended. The main motion as amended carried unanimously.

Board Policy Revisions, Additions, and Deletions-First Reading – The North Dakota School Board Association (NDSBA) has recommended revisions to most of the policies adopted by the Dickinson Public Schools. Copies of the proposed revisions are available under the school board website under Supporting Documents and the Policy Revisions First Reading link. Following are the policies with the proposed revisions presented for first reading using the new descriptor code: policy DBAA–Recruitment, Hiring and Background Checks for New Classified Personnel; policy DBAB-Emergency Hiring of Classified Personnel; policy DBBA-Drug and Alcohol Testing for Employees; policy DBBB-Physical Examinations; policy DCB-Overtime and Compensatory Time; policy DDA-Sick Leave; policy DDBA-Vacations; DDBB-Holidays for Classified Staff; policy DDC-Unpaid Leave; policy DDEA-Jury and Witness Duty; DEAA-Drug and Alcohol Free Workplace; policy DEAB-Staff Attendance; policy DEAF-Occupational Safety; policy DEBB-Conflict of Interest; policy DBAC-Recruitment, Hiring, and Background Checks for New Instructional Personnel; policy DFC-Transfer and Reassignment; policy DHA-Licensure; policy DI-Personnel Records; policy DIB-Review of Contested Material in Personnel File; policy DJA-Substitute Teachers; policy DJF-Determining the Necessity for Classroom Paraprofessionals; policy FDE-Education of Special Education Students; policy GCAA-Grade Promotion, Retention and Acceleration; policy GACCA –Post Secondary Enrollment; policy GDA–Graduation Requirements; policy FACB-Transfers and Withdrawals Records; policy FDA-Education of Home Educated Students; policy FFB–Attendance and Absences; policy FGA–Student Education Records; policy FCAB-Administering Medication to Students; policy FFJ-Student Vehicles on School Property; policy FGCC-Student Interrogations; policy FFK-Suspension and Expulsion; policy FIC-Public Performances by Students; policy GCBC–Academic Co-Curricular Performances and Grading; FGCA- Searches of Lockers; policy FGCB-Searches of Students and Students Personal Property; policy FF-Student Conduct Standards and Discipline; policy FGDB-Student Handbooks; policy FFD-Carrying Weapons; policy FFA-Alcohol and other Drug Use or Abuse; policy FFI-Student Use of Electronic Devices; policy FGDD–Student Publications; policy FEE-Student Organizations; policy FFG-Student Assemblies; policy GAAA-Curriculum Design and Evaluation; policy IB–Food Service Program; policy IEAC–Transportation; and policy DIA-Distribution of Personnel Directory.

Copies of the first readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: policy DAHD–Employee Right to Know Hazardous Substance, policy DBA-Licensed Staff Positions, policy FBA-Ages of Attendance, policy FBC-Inoculations, policy FBFAB-Tuition to Other Districts, policy FCA-Illnesses, policy FFC-First Aid/Accidents, policy FCF-Make-up Work, policy FFC-First Aid and Accidents, policy FFE-Reporting Child Abuse and Neglect, policy FFF-Student Safety and Supervision, policy FGB-Contests for Students, policy FGCB- Gift Deliveries to Students While in School, policy FGD-Volunteers for School and Public Service, policy FHFC-Bus Fee Waivers, and policy GAA-Instructional Goals.

Copies of the first readings of the following recommended new policies are available on the school board website under Supporting Documents: policy DEBC-Gifts to District Personnel, policy DEBE-Employee Relations with Vendors, policy FCAC-Head Lice, policy FFE-Extracurricular Participation Requirements, policy FG-Student Rights and Responsibilities, and policy FIB-Participation in Non-school Sponsored Contests and Competitions.

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

Also posted under Supporting Documents is a spreadsheet indicating the NDSBA revision and the superintendent's recommendation for the policies. The administrative recommendation was to revise, delete and add the above policies. Action was requested. Mrs. Swenson moved to accept the first reading approval of the school board policy revisions, deletions, and additions. Mrs. Fehr seconded the motion. Discussion followed. Board members discussed policy DDBB-Holidays for Classified Staff; policy DDA-Sick Leave; and policy DBAA-Recruitment, Hiring and Background Checks for New Classified Personnel. Board members requested policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel be reviewed, revised, and then brought back to the Board for a proposed first reading approval. Mrs. Swenson moved to amend the main motion to clarify that policy DBAA-Recruitment, Hiring, and Background Checks for New Classified Personnel be removed from the first reading approval with the remaining policies approved for first reading. Mrs. Swenson seconded the motion. The amendment was approved unanimously. Following this, the Board considered the main motion as amended. The main motion as amended carried unanimously.

Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption – Copies of

the policies presented for second reading approval and final adoption are posted on the school board website under Supporting Documents as Policy Revisions-Second Readings link. The following policies with revisions are presented (using the new descriptor codes) for second reading approval and final adoption: policy BA–School Board Pledge of Ethics; policy BBA–School Board Elections and Terms of Office; policy BBBA–Officers of the Board; policy BBBB–School Board Committees; policy BBC–Method of Filling a Board Vacancy; policy BC–Meetings of the Board; policy BCAA–Board Meeting Agenda and Pre-Meeting Preparation, policy BCAB–Board Meeting Procedures, policy BCAC–Minutes, policy BCAD–Executive Sessions, policy BCBA–Public Participation at Board Meetings, policy BCBB–News Coverage of Board Meetings, policy BDA–Procedure for Adopting Board Policy, policy BDBB–Retaining an Attorney, policy BDD–Compensation and Expenses for Board Members, policy BDE–Membership in Associations, policy BE–Board Member Development, policy BEA–Candidate Orientation, policy BEB–New Member Orientation, policy BFA–Board Superintendent Relations, policy BFE–Board Negotiating Agents, policy CAAA–Superintendent Recruitment and Appointment, policy CAAB–Superintendent Evaluation Procedure, policy CABA–Creation and Elimination of Administrative Personnel Positions, policy CABB–Hiring Administrative Staff, policy CABD–Administrative Work Calendar, policy CBAA–Administrative Regulations, policy CBB–Superintendent's Consulting Activities, policy CBD–Superintendent's Role in Negotiations, and policy BDBD–Parent Advisory Council (PAC).

Copies of the second readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: policy BA–School Board Legal Status and Authority Powers and Duties, policy BAA–General Powers and Duties of School Board, policy BB–Goals and Objectives of the Dickinson School Board, policy BBA–Priority Objectives of Board Members, policy BCDA–Board Member Resignation, policy BDB–School District Records, policy BI–School Community Relations Goals and Objectives, policy CA–Administration Goals and Objectives, policy CBD–Superintendent's Professional Development, policy CBDC–Conferences and Associations, and policy CDBEB–Conferences and Associations.

Copies of the second readings of the following recommended new policies are available on the school board website under Supporting Documents: policy BAA–Employing Board Members, policy BDC–Insurance for Board Members, and policy CCB–Superintendent Grievance Procedure.

Board Policy Revisions, Additions, and Deletions – Second Reading and Final Adoption (cont.)

The administrative recommendation was to revise, delete or add these policies with an effective date of 07/01/2010. Action was requested. Mrs. Swenson moved to accept the second reading approval and final adoption of the school board policy revisions, deletions and additions with an effective date of July 1, 2010, as presented. Mrs. Fehr seconded the motion. Discussion followed. The motion carried unanimously.

Other – Mrs. Swenson mentioned the Scrubs Camp will be a topic on the evening news on television. This camp was a collaborative grant among several agencies including Dickinson Public Schools.

Mrs. Fehr said the Board would not be required to canvass the school board election since this would be taken care of by the County Auditors.

Ms. Ross recognized students from RACTC that competed in the quiz bowl at the State Leadership and Skills Conference. Team members placed 1st and 2nd at the conference. The RACTC quiz bowl team may now compete at the national competition. One individual campaigned for state office and was elected.

At 6:30 p.m., Mrs. Swenson moved to adjourn. Ms. Ross seconded the motion. The motion carried unanimously.

The meeting was adjourned.

Dean Rummel, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary