

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

June 14, 2010; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on June 14, 2010, at the Central Administration Office. Board members present were: President Dean Rummel, Mrs. Mitzi Swenson, Mrs. Kris Fehr, Ms. Leslie Ross, and Dr. Mort Krieg. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Del Quigley, Mr. Henry Mack, and Mr. Perry Braunagel. Others present were: Mrs. Stacy Kilwein, Mr. Jason Hanson, and Mrs. Twila Petersen.

President Rummel called the meeting to order.

There were no requests for Public Participation.

There were no deletions to the agenda. Mrs. Fehr moved to add to the consent agenda an additional new hire. Dr. Krieg seconded the motion. The motion carried unanimously.

Mrs. Swenson moved to approve the consent agenda consisting of the minutes from the May 10, 2010, regular meeting; the bills for June 2010; the financial report for June 2010; the pledged assets report for June 2010; the new certified staff hires of: Riley Abing, mathematics teacher at Hagen; Gail Dockter, Day Treatment social worker at Hagen; Kari Fischer, .5 special education strategist at Jefferson; Jolyn Kadrmas, language arts teacher at Dickinson High School (DHS); Sara Krohmer, kindergarten teacher at Jefferson; Jessica Marion, preschool instructor at the Early Childhood Center; Mark Rerick, district-wide activities director; Courtney Sanders, mathematics teacher at Hagen; Margaret Schulz, special education strategist at DHS Angela Skaarvold, kindergarten teacher at Lincoln; the RACTC report; the RESP report; and the student/staff recognitions. There were no tuition waiver agreements. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- a. **Emergency Call System** – The district-wide Parent Advisory Committee (PAC) began meeting October 2009. This committee inquired about a system that would send a message to parents in the instances where school would be cancelled due to inclement weather. After researching the idea, the Dickinson Public Schools has purchased a system that will be implemented this fall. The cost is \$6,000 per year and includes all students. Faculty and staff will be on the system at no additional fee. The system offers unlimited phone access numbers for parents or guardians of district students. Information will be downloaded from PowerSchool.
- b. **Accreditation Report** – The Accreditation Report for the 2009-2010 school year from the Department of Public Instruction has been received by the district. All buildings in the district have met the requirements for accreditation.
- c. **Grade Five Transition** – A report is posted as a Supporting Document on the website. The report indicates the various activities that have been conducted by Mrs. Tammy Praus, Principal at Berg Elementary. Mrs. Praus is taking the necessary steps to ensure a smooth transition for the 2009-2010 4th and 5th grade students from Lincoln and Jefferson Elementary transitioning into the 5th and 6th grade at Berg Elementary in the 2010-2011 school year.

Superintendent's Report (Cont.)

- d. 2009-2010 Transportation Report – The Transportation report is posted on the website under Supporting Documents. The number of trips and the number of riders has decreased from the 2008-2009 Transportation report. The number of miles was approximately 8,000 less than the previous year.
- e. Adequate Yearly Progress (AYP) – The AYP reports for the entire district and each individual school are posted on the website under Supporting Documents. Dr. Sullivan reported that each of the individual schools within the district made AYP however, Dickinson Public Schools did not make AYP as a district within the students with disabilities subgroup in reading. Mrs. Dot Martinson, Director of Student Services, explained to the Board members for the first time the state of North Dakota exceeded the allowable limit of students that may be assessed utilizing an alternate test (2% of students with persistent learning difficulties and 1% of students with significant cognitive delays). Therefore, scores for students in the district exceeding the 1% and 2% limits that were proficient were required to be reported for the purpose of calculating AYP as non-proficient. This did not change the individual student test scores. The adjustment in these scores resulted in the district not making AYP.
- f. Stark County Social Services – Dickinson Public Schools is currently contracting 1.5 social workers with the Stark County Social Services. The cost for these positions is approximately \$73,000. One position is located at the elementary level and the .5 position is located at the high school.
- g. Fresh Fruits and Vegetables Food Grant – Assistant Superintendent Reep wrote a school foods grant for fresh fruits and vegetables that has been awarded to Heart River Elementary and Roosevelt Elementary in the amount of approximately \$27,000.
- h. Roughrider Area Career and Technical Center (RACTC) – A document projecting the RACTC program at Dickinson High School is posted on the website under Supporting Documents. At this time, Dickinson Public Schools is not making any recommended changes to the program. The RACTC director position is being advertised.

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 work is moving ahead very well and is on schedule. Notes from the recent contractor meetings on the projects are posted on the website under Supporting Documents. Mr. Reep indicated the City is also working on a project near Lincoln Elementary to coincide with the addition project. This agenda item was informational only. No action was requested.

Partners in Parenting Update – Mrs. Stacy Kilwein, Coordinator for the Partners in Parenting program provided a report that is posted on the website under Supporting Documents. Mrs. Kilwein addressed the Board. She said Partners in Parenting is celebrating their 16th year of providing services to support and strengthen parent/child relationships and to help foster better conditions in the home. The report that is posted shows the activities completed within the past year. Mrs. Kilwein highlighted two projects at the meeting. These two projects were the Gearing Up For Kindergarten program and the Love In Logic program. Both programs have been very successful with good completion rates. On a monthly basis, the Partners in Parenting program sends out over 2,600 flyers. This agenda item was informational only. No action was requested.

Wellness End of Year Summary – The Wellness End of the Year summary is posted under Supporting Documents. Superintendent Sullivan briefly explained the information contained in the summary. There was discussion regarding the noon break at Hagen Junior High. This agenda item was informational only. No action was requested.

Administrative Negotiations Settlement – President Dean Rummel and Mrs. Kris Fehr were the school board representatives on the administrative negotiations team. Mrs. Melanie Kathrein, Mr. Del Quigley, and Mr. Ron Dockter were the administrative representatives for administrative negotiations. The representatives recommended a one year agreement ending June 30, 2011, with a salary schedule increase that would reflect a 5.25% base increase. A copy of the proposed administrative salary schedule is posted as a Supporting Document. Action was required. Ms. Ross moved to approve the administrative negotiated agreement with the Dickinson Public Schools administrators and to authorize a 5.25 % base increase in the 2010-2011 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Request Approval of the Stark County GPT Infrastructure Grant Application – Assistant Superintendent Vince Reep briefly explained the justification for the grant application that would be submitted to the Stark County Commissioners to help defray the costs for two recently purchased school buses. A copy of the grant application is posted under Supporting Documents. Action was required. Ms. Ross moved to approve the grant application to the Stark County Commissioners for the Stark County GPT Infrastructure Grant in the amount of \$165,039 for costs incurred in the purchase of two additional school buses, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Certify Average Daily Membership (ADM) Report and Transportation Report – A summary of the Average Daily Membership report and the Transportation report for the 2009-2010 school year are posted under Supporting Documents. State law requires that the school board certify the average daily membership and the transportation report for the recently completed school year to the Superintendent of Public Instruction. Action was required. Ms. Swenson moved to certify that the Average Daily Membership report and the Transportation report have been submitted, as presented, in accordance with NDCC 15.1-27-20. Dr. Krieg seconded the motion. The motion 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 DHBA–Professional Development; policy DKDA–Early Retirement Incentive; policy GAAC–Review and Complaints of Instructional and Resource Materials; policy GACA–Correspondence Courses (Revised); policy GCC–Educational Research and Surveys of Students; policy GDAA–Early Graduation (Revised); policy GDB–Graduation Exercises; policy HCAB–Bidding Requirements and Procedures; policy HCAE–Disbursement of Monies; policy HDD–Gifts and Bequests; policy HEBA–System of Accounts; policy HEBB–Cash in School Buildings; policy HEBC–Fraud Prevention and Investigation; policy HEBD–Audits; policy ICCB–Disposal of School Equipment and Supplies; policy JBA–Accommodations for Individuals with Disabilities; policy JD–Retirement of Facilities Procedure and Criteria; policy KAAB–Community Assistance; policy LAD–Access to School Information; and policy LBB–Relations with Department of Human Services.

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

Copies of the first readings of the following recommended policies to be deleted are available on the school board website under Supporting Documents: policy GABA–Priorities of the Basic Instructional Program, policy GABC–Title I Programs, policy GBEAA–Career and Technical Education, policy GBEB–Health Education, policy GBEIA–Programs for Gifted and Talented, policy GBFD–Community Resources, policy GCAA–Student Schedules and Course Loads, policy GD–Goals and Objectives of Extracurricular Program, policy GDHB–Use of Controlled Substances by Activity Group Members, policy HA–Fiscal Management Goals, policy HAA–Interim Fund, policy HCB–Tuition Fees, policy HGA–Inventories of School Properties, policy ICC–Special District Transportation, policy IHA–Insurance Management, policy JA–Facilities Development Goals, policy JB–Facilities Planning, policy JDA–Memorabilia from Closed Facilities, policy KAD–Community Involvement in Decision Making, policy LAA–Relations with Other Schools and School Districts, policy LAD–Educational Accreditation Agency Relations, policy LAE–Relations with State Education Agencies, policy LC–Relations with Parent Organizations, policy LD–Relations with Community Organizations, policy LE–Relations with Other Governmental Agencies, policy LEA–Relations with Law Enforcement Authorities, policy LED–Relations with Fire Department, and policy LEE–Relations with Health Department.

Copies of the first readings of the following recommended new policies are available on the school board website under Supporting Documents: policy DDDA–Short Term Professional Leave, policy GABC–Sex Education, policy GACB–Patriotic Exercises (Revised), policy HBAA–Federal Fiscal Compliance (Revised), and policy KACA–Patron Complaints.

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. Ms. Ross moved to remove policy HBCC-Student Fundraising from the first reading approval. Dr. Krieg seconded the motion. The motion carried unanimously. Ms. Ross moved to change board regulation DKDA-BR Early Retirement Incentive to a board policy DKDA–Early Retirement Incentive and be presented for first reading approval. Dr. Krieg seconded the motion. The motion carried unanimously. Mrs. Fehr moved to remove policy KAB-Parental Involvement from the first reading approval. Dr. Krieg seconded the motion. The motion carried unanimously.

Mrs. Fehr moved to accept the first reading approval of the school board policy revisions, deletions, and additions, as discussed. Dr. Krieg seconded the motion. The motion 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 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; policy DDBB-Holidays for Classified Staff; policy DDC-Unpaid Leave; policy DDEA-Jury and Witness Duty; policy 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;

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

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; policy 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 second reading approval 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 FGCBA-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 second reading approval 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.

Action was requested. Mrs. Swenson moved to accept the second reading and final adoption of the school board policy revisions, deletions and additions with an effective date of July 1, 2010, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Other – Mrs. Fehr recently attended the 8th annual commencement at the Southwest Community High School. She commended the school and their graduates and felt the program was very impressive.

Dr. Krieg, Mrs. Fehr, and Ms. Ross expressed their thanks to the retiring Board members for their years of service and leadership. Superintendent Sullivan presented Board retirees President Dean Rummel and Vice President Mitzi Swenson with a school bell.

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At 6:45 p.m., Mrs. Swenson moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned at 6:45 p.m.

Dean Rummel, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary