

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Annual Meeting

July 9, 2012; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held an annual meeting on July 9, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Ms. Leslie Ross, Dr. Morton Krieg and Mr. Scott Staudinger. Administrators present were: Superintendent Douglas Sullivan, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Dr. Becky Pitkin, Mr. Guy Fridley, Mr. Shawn Leiss, Mr. Calvin Dean, Dr. Marcus Lewton and Mr. Ron Dockter. Others present were: Miss Katherine Grandstrand from the Dickinson Press, and Mrs. Twila Petersen.

Call to Order – Chair Kris Fehr called the meeting to order at 5:00 p.m. Chair Fehr welcomed Mr. Scott Staudinger to the Board.

Election of Officers – Chair Kris Fehr conducted the election of a new Board president. Ms. Ross nominated Dr. Morton Krieg as president of the Dickinson Public School District. Mr. Hanson seconded the motion. Dr. Krieg declined the nomination. Ms. Ross nominated Mrs. Kris Fehr as president of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously. No further nominations.

Board President Fehr conducted the election of a new Board vice-president. Ms. Ross nominated Mr. Jason Hanson as vice president of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously. No further nominations.

Public Participation - There were no requests for Public Participation.

Additions or Deletions to the Agenda - There were no additions or deletions to the agenda.

Consent Agenda - Mr. Hanson moved to approve the agenda including the consent agenda consisting of the minutes from the June 11, 2012, regular meeting; the bills for July 2012; the financial report for July 2012; the pledged assets report for July 2012; the personnel reports; and a tuition waiver agreement for two children of Frank Jorda from Dickinson to Billings County. The RACTC report and the RESP report were not received. There were no student/staff recognitions. Dr. Krieg seconded the motion. The motion carried unanimously. Mr. Hanson stated there was a new Director at RACTC and therefore the Director's report could not be prepared in time for this meeting. President Fehr informed Board members that she had visited with the RESP Governing Board regarding receiving the RESP Director's Report in ample time to be posted on the DPS school board website. The RESP Governing Chair indicated the report would be forthcoming in time for posting on the DPS website.

Superintendent's Report – Superintendent Sullivan reported on the following

- a. **Roughrider Area Career and Technology Center (RACTC) Report** – Posted on the June Board Meeting website is a summary of the DPS cost for services and a projection for next year's services. This item was inadvertently missed at the June Board meeting.
- b. **Fall Registration and Open House Schedule** – Available on the website under Supporting Documents is information regarding the registration and open houses at the schools within the District.
- c. **North Dakota School Boards Association Policy Services** – A copy of the agreement for school board policy services for 2012-2013 is available on the website under Supporting Documents. There is a \$50 increase in the fees from last year.

Superintendent's Report (cont.)

- d. **Stark County Social Services Agreement** – A copy of the agreement between DPS and Stark County Social Services for 2012-2013 is posted on the website under Supporting Documents. There is an increase of \$3,378 from last year for services provided by Stark County Social Services. President Fehr inquired if additional social workers were hired in the district. Dr. Sullivan reported an additional .50 social worker was hired for the upcoming school year.
- e. **State Farm Insurance** – Superintendent Sullivan publicly recognized and thanked State Farm Insurance for sponsoring the “Alive at 25” defensive driving course provided to the DHS driver’s education students this summer at no cost to the students.
- f. **Early Release Days** – The North Dakota Department of Public Instruction (DPI) has approved a request from DPS to continue to provide professional development to faculty and staff during early release days. Mrs. Melanie Kathrein, Director of Instruction, addressed the Board providing information that is shared during the early release days. For the upcoming school year, the elementary buildings will be implementing new curriculum for language arts. The early release dates will provide an opportunity for additional coaching to teacher teams regarding the new curriculum. Other areas covered in all schools during the early release dates will include benchmark assessments, professional learning communities, student enrichment, team collaboration, school improvement, and meaningful student intervention.

Activities/Athletic/PAC Fundraising Data – Available on the website under Supporting Documents is a summary report for the activities/athletic fundraising and a separate summary document for PAC fundraising. Superintendent Sullivan said the information posted indicates the club or activity and the net percentage of return to the club or activity. Board President Fehr inquired if the number of fundraising activities has changed over the past few years. DHS Principal Dockter indicated there had been a decrease at the high school level. Ms. Ross expressed concern for fundraising with little return to the activity fund. President Fehr requested the fundraising sheets that students are using should indicate the purpose of the fundraiser, such as for a field trip. President Fehr requested the high school data be updated and to report back to the Board periodically on the fundraising data. She also requested information be identifiable for the fundraising goal. Board members wished to make sure fundraising activities are transparent. This agenda item was informational only. No action was requested.

Baseball Club Update – DHS Principal Dockter addressed the Board regarding the transition from baseball as a club sport to a school-organized sport. A summary report provided by Mr. Mark Rerick is available on the website under Supporting Documents. There was discussion regarding ticket takers with funds collected going to the club. Also discussed was the baseball bus. Dr. Sullivan explained the club purchased the Dickinson Public School’s interest in the bus and the bus is now owned by the club, however the DPS team only travels in DPS buses. Mr. Dockter indicated it seemed to be a good transition from a club sport to a district sport. This agenda item was informational only. No action was requested.

2011-2012 Budget Statistics- Superintendent Sullivan reported on behalf of Assistant Superintendent Reep. The district funds are healthy with a positive cash balance. The conservative approach by the school board allows the district funds to maintain a comfortable balance. There was discussion regarding the contingency fund and carryover funds. President Fehr requested Mr. Reep present information about the district’s interim fund at the next meeting and to comment on use of the interim fund for the new elementary school. This agenda item was informational only. No action was requested.

Annual Financial Report – Superintendent Sullivan reported on behalf of Assistant Superintendent Reep. Available on the website is a summary of the 2011-2012 expenditures and revenue in DPI format. Dr. Sullivan reported the 2010-2011 average cost per student was \$8,445. In 2011-2012, the average cost per student went up \$139 (1.6%) to \$8,584. Dr. Sullivan reported approximately 260 students have registered for kindergarten next school year. The addition of the 13th teacher that was approved by the Budget Committee and space made available at Lincoln when the 5th graders are transferred to Berg Elementary for one year will assist with keeping the classroom sizes around 20 students. Administrative recommendation was to approve the annual report. Action was requested. Ms. Ross moved to approve the Annual Financial Report for the fiscal year beginning July 1, 2011, and ending June 30, 2012. Mr. Staudinger seconded the motion. The motion carried unanimously.

Meeting Day and Time – The Board needed to establish its regular meeting day and time for the 2012-2013 Board meetings. Action was requested. Mr. Hanson moved that the regular Board meeting of the Dickinson Public School District Board for 2012-2013 to be set for the second Monday of each month beginning at 5:00 p.m., with the exception of the August 13 meeting to begin at 6:00 p.m. and the November meeting to be held on Tuesday, November 13 at 5:00 p.m. Dr. Krieg seconded the motion. The motion carried unanimously.

Board Workshops – The Board members needed to establish dates for the Board workshops. Action was requested. After discussion, Mr. Hanson moved to schedule the Board workshops on October 8, 2012, and November 13, 2012, following the Board meeting. Dr. Krieg seconded the motion. The motion carried unanimously.

School Board Authorized Representative – Many federal programs require official Board minutes declaring the designation of the authorized representative for the District. Action was requested. Mr. Hanson moved that Superintendent Douglas W. Sullivan be named the authorized representative of the Dickinson Public School District that shall include and not be limited to the Department of Public Instruction and the legislature. He further moved that Superintendent Sullivan shall be the authorized representative for the District for all federal programs, including but not limited to: all school lunch programs, vocational programs, the Energy Development Impact Office, Title I, Title IIa, E-rate and Job Service programs. Mr. Staudinger seconded the motion. The motion carried unanimously.

Special Education Authorized Representative – Many grant programs require an authorized representative from the District be designated. Administrative recommendation was to designate Mrs. Dorothy Martinson, Director of Student Services, as the authorized representative for VI-B and other special education grants. Action was requested. Mr. Hanson moved that Dorothy Martinson be named the authorized representative for the Dickinson Public School's VI-B and other special education grants. Dr. Krieg seconded the motion. The motion carried unanimously.

Title I Look-Alike Program – Jefferson Elementary does not qualify for Title I funding due to its free and reduced lunch ratio in the building. Title I Look-Alike Programs may be funded by supplemental local funds specifically set aside for this purpose. The administrative recommendation was to designate supplemental funds in the amount of \$65,873 be set aside by the school district to provide support to Jefferson Elementary at-risk students. Action was requested. Mr. Hanson moved to designate supplemental funds in the amount of \$65,873 that will be set aside by the school district for the 2012-2013 school year to provide supplemental services for at-risk students at Jefferson Elementary to support

Title I Look-Alike Program (cont.)

their achievement toward meeting the state's student academic achievement standards. Dr. Krieg seconded the motion. The motion carried unanimously.

Designate Official Newspaper – North Dakota Century Code requires that the school district designate an official newspaper. Action was requested. Mr. Hanson moved to designate the Dickinson Press as the official newspaper of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously.

Bank Depository Designation – State law requires DPS to designate all depositories. The administrative recommendation was to designate American Bank Center as the official depository for the school district checking account and other investments and Wells Fargo Bank, Bank of the West and Dacotah Bank as depositories for investments. Action was requested. Mr. Hanson moved that American Bank Center be designated as the official depository for the school district checking account and other investments and further moved that Wells Fargo Bank, Bank of the West, Dacotah Bank, and Dakota Community Bank be designated as depositories for investments for the 2012-2013 fiscal year. Dr. Krieg seconded the motion. The motion carried unanimously.

Committee Assignments – Board members needed to establish Board representatives for teacher collaborative bargaining, administrative bargaining, RESP and RACTC for 2012-2013. Mrs. Kris Fehr and Ms. Leslie Ross offered to serve as Board representatives on the teacher collaborative bargaining team. Mrs. Kris Fehr and Mr. Jason Hanson volunteered to serve as Board representatives for administrative bargaining. Mr. Jason Hanson and Dr. Morton Krieg volunteered to serve on the Roughrider Area Career & Technology Center (RACTC) Governing Board. Mrs. Kris Fehr and Mr. Scott Staudinger volunteered to serve as Board representatives on the Roughrider Education Services Program (RESP) Governing Board. Other committee assignments are listed under Supporting Documents. Action was requested. Ms. Ross moved to designate for 2012-2013 Mrs. Kris Fehr and Ms. Leslie Ross as Board representatives on the teacher collaborative bargaining team, Mrs. Kris Fehr and Mr. Jason Hanson as Board representatives on the administrative bargaining, designate Mrs. Kris Fehr as the primary school board representative and Mr. Scott Staudinger as the secondary school board representative on the Roughrider Education Services Program, and to designate Mr. Jason Hanson as the primary school board representative and Dr. Morton Krieg as the secondary school board representative on the Roughrider Area Career & Technology Center. Mr. Staudinger seconded the motion. The motion carried unanimously.

Conflict of Interest – Board members declared changes and updates to their Statement of Interest forms. Mr. Hanson requested the following changes be made on his Statement of Interest form: to delete from Item B Hands Free Property Management LLC and to delete from Item C Badlands Board of Realtors and change Rotary president to Rotary member. Mr. Staudinger moved to allow Mr. Jason Hanson to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye–Mrs. Fehr, Ms. Ross, Mr. Staudinger, Dr. Krieg. Naye–None. Mr. Hanson abstained. The motion carried.

Mr. Staudinger stated there were no changes or updates on his Statement of Interest form. Ms. Ross moved to allow Mr. Scott Staudinger to participate and vote on the identified potential conflicts in

Conflict of Interest (cont.)

accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye–Mrs. Fehr, Ms. Ross, Mr. Hanson, Dr. Krieg. Naye–None. Mr. Staudinger abstained. The motion carried.

Ms. Ross stated there were no changes or updates on her Statement of Interest form. Mr. Hanson moved to allow Ms. Leslie Ross to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye–Mrs. Fehr, Mr. Hanson, Dr. Krieg, Mr. Staudinger. Naye–None. Ms. Ross abstained. The motion carried.

Dr. Krieg stated there were no changes or updates on his Statement of Interest form. Ms. Ross moved to allow Dr. Morton Krieg to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Mr. Hanson seconded the motion. Aye–Mrs. Fehr, Ms. Ross, Mr. Staudinger, Mr. Hanson. Naye–None. Dr. Krieg abstained. The motion carried.

Mrs. Fehr stated there were no changes or updates on her Statement of Interest form. Ms. Ross moved to allow Mrs. Kris Fehr to participate and vote on the identified potential conflicts in accordance with NDCC 15.1-07-17. Dr. Krieg seconded the motion. Aye–Dr. Krieg, Mr. Hanson, Mr. Staudinger, Ms. Ross. Naye–None. Mrs. Fehr abstained. The motion carried.

Open Enrollment Application – Patricia Harrington-Staines applied for open enrollment for her child to be admitted into the DPS District from New England Public Schools. The deadline waiver applies as the application indicates the family recently moved. Administrative recommendation was to approve the application. Action was requested. Mr. Hanson moved to approve the request for a child of Patricia Harrington-Staines to be admitted to the Dickinson Public Schools under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

Other – Board President Fehr congratulated Dr. Marcus Lewton on receiving his doctorate. She further welcomed the new administrators, Dr. Rebecca Pitkin, Dr. Marcus Lewton, Mr. Jay Hepperle and Mr. Guy Fridley. President Fehr congratulated administrators that have transferred to new positions within the district.

Adjournment – At 6:07 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. The meeting was adjourned.

Kris Fehr, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary