

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Annual Meeting

July 12, 2010; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held their annual meeting on July 12, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Ms. Leslie Ross, Dr. Mort Krieg, Mr. Jason Hanson, and Dr. Becky Pitkin (via telephone). Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Becky Meduna, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Perry Braunagel, Mrs. Tammy Praus, Miss Sherry Libis and Mr. Mark Rerick. Others present were: Mr. Dave Wallace and Mrs. Twila Petersen.

Superintendent Sullivan called the meeting to order at 5:00 p.m.

### **Election of Officers** –

- a. **President** - Superintendent Sullivan conducted the election of a new Board president. Mr. Hanson nominated Mrs. Kris Fehr for president of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously. Dr. Krieg motioned and directed the clerk to cast a unanimous ballot for Mrs. Fehr and for nominations to cease. Mr. Hanson seconded the motion. The motion carried unanimously.
- b. **Vice President** – President Fehr conducted the election of a new Board vice-president. Mr. Hanson nominated Ms. Leslie Ross for vice-president of the Dickinson Public School District. Dr. Krieg seconded the motion. The motion carried unanimously.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Ms. Ross moved to approve the agenda including the consent agenda, as presented, consisting of the minutes from the June 14, 2010, regular meeting; the June 22, 2010, special meeting; the bills for July 2010; the financial report for July 2010; the pledged assets report for July 2010; the personnel reports, the RESP report; and the tuition waiver agreement for Dakota Jilek from Dickinson to South Heart. There were no staff/student recognitions and there was no RACTC report. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- a. **School Board Member Orientation** – When Dr. Pitkin returns from her trip, Mrs. Petersen will coordinate a time that is convenient for Dr. Pitkin and Mr. Hanson to meet with the Central Office staff.
- b. **New District-wide Activities Director** – Dr. Sullivan introduced and welcomed Mr. Mark Rerick as the new district-wide activities director.
- c. **Back to School Schedule** – A tentative schedule for the Back to School events has been posted on the school board website. School Board members are invited and welcome to attend any or all events.
- d. **2010 School Registration and Open House Schedule** – The fall school registration schedule and open houses for all schools are posted on the school board website.
- e. **NDSBA Policy Services Renewal Contract** – The contract with the North Dakota School Boards Association Policy Services is due for renewal. The new contract is posted on the school board website under Supporting Documents.

**Superintendent's Report (Cont.)**

- f. **Energy Development Impact Office (EDIO) Grant** – On behalf of Dickinson Public Schools (DPS), Assistant Superintendent Vince Reep applied for the EDIO grant. DPS was successful in receiving a grant for \$25,000. Mr. Reep indicated these funds would be placed in the capital projects account and used to offset the costs for the additions at Jefferson Elementary and Lincoln Elementary.
- g. **Technology Committee Report** – A copy of Dr. Sullivan's Technology Committee report is posted on the website under Supporting Documents. Dr. Sullivan briefly explained some information in the report.
- h. **NDHSAA Athletic Physical Form** – The North Dakota High School Activities Association (NDHSAA) has changed their guidelines and therefore created new athletic forms. These forms may be located on the Dickinson High School (DHS) website under the athletic quick links. The new form was not a requirement of DHS but was created by and a requirement for the NDHSAA.

**District Technology Plan** – A copy of the District Technology Plan provided by Mr. Mitch Murphy, technology coordinator, is posted as a Supporting Document on the website. Superintendent Sullivan briefly explained some highlights from the report. Mr. Reep, business manager, explained the budgeting for technology in the district. This agenda item was informational only. No action was requested.

**School Resource Officer (SRO) Report** – A memorandum from the School Resource Officer, Dave Wallace is posted under Supporting Documents. Officer Wallace addressed the Board and explained the philosophy of the SRO as being education, prevention, and intervention. The SRO has seen an increase in harassment using technology, such as postings on Facebook, texting, and sexting. The SRO spends approximately 65% of his time at Hagen Junior High and the remaining at DHS. He has an office at each building. The cooperative agreement with the schools and SRO has been beneficial to both sides. This agenda item was informational only. No action was requested.

**Lincoln Elementary and Jefferson Elementary Additions Update** – A report of the progress on the additions at Jefferson Elementary and Lincoln Elementary are posted on the website under Supporting Documents. Assistant Superintendent Vince Reep reported the kitchen and two offices at Lincoln Elementary may be completed as soon as August 1. The entire south wall is complete on the gymnasium area. Work is progressing very well at Lincoln Elementary. Work at Jefferson Elementary is moving slower than at Lincoln. This agenda item was informational only. No action was requested.

**2009-2010 Budget Statistics** – Mr. Reep, business manager, presented the 2009-2010 final revenue and expenditure information for several different accounts. The balances are listed under the Combined Balance Sheet under Financial Reports on the school board website. Mr. Reep explained the balances in the accounts. The hold back on the interim fund is 22%. This exceeds the Board recommended 10%.

The capital projects account had an ending balance of \$2,817 million. This is on target. Approximately \$2 million from this account will be used to pay off the Lincoln Elementary and Jefferson Elementary additions. Due to an increase in debt services, Dickinson Public Schools will possibly ask for fewer mills next year. The Food Services revenue account had a substantial increase compared to a year ago. Lunch sales are up due to an increase in elementary students and this is reflected in the Food Services balance. Staff efficiency also influenced the account balance. This agenda item was informational only. No action was requested.

**Annual Financial Report** – A copy of the annual financial report is posted under Supporting Documents on the school board web site. Mr. Reep, business manager, explained the ending balance on the report ties into the balance sheet. The report is created by a software program. Everything in the district financials ties back to what is reported to the State. The Dickinson Public Schools average cost per pupil for 2009-2010 was \$7,778, this compares to \$7,969 from one year ago. Action was required. Ms. Ross moved to approve the Annual Financial Report for the fiscal year beginning July 1, 2009, and ending June 30, 2010, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Meeting Day and Time** – The Board needed to establish a date and time for the regular meetings of the Dickinson Public School District. Action was required. Ms. Ross moved that the regular meeting of the Dickinson Public School District be set for the second Monday of each month beginning at 5:00 p.m., with the exception of the April regular meeting, which is scheduled for April 4, 2011. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Workshops** – Board members suggested having the Board workshop following the September and October Board meetings. Board members should forward agenda items for the Board workshops to Superintendent Sullivan. No decisions will be made during the workshop but topics discussed could become future Board meeting agenda items.

Action was requested to schedule the Board workshops. Ms. Ross moved to schedule the Board workshops following the September 13 Board meeting and following the October 11 Board meeting. Dr. Krieg seconded the motion. The motion carried unanimously.

**School Board Authorized Representative** – The Board's authorized representative is the superintendent. Ms. Ross 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. Also, Superintendent Sullivan shall be the authorized representative for the District for all federal programs, including but not limited to: all school lunch, special education and vocational programs, the Energy Impact Office, Title I, Title IIa, Title IIc, Title IV, Title V, Head Start, E-rate and Job Service programs. 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. Ms. Ross 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 at its annual meeting. 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, Dakota Community Bank, and Dacotah Bank as depositories for investments. Action was requested.

Ms. Ross 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 2010-2011 fiscal year. Dr. Krieg seconded the motion. The motion carried unanimously.

**Committee Assignments** – Committee members were organized for 2010-2011. Mrs. Kris Fehr and Ms. Leslie Ross have offered to serve as Board representatives on the collaborative bargaining team. Mrs. Kris Fehr and Mr. Jason Hanson have volunteered to serve as Board representatives for administrative negotiations. Dr. Becky Pitkin has agreed to serve as the primary school board representative for the Roughrider Educational Services Program (RESP) and Mrs. Kris Fehr has agreed to serve as the secondary representative. Ms. Leslie Ross has volunteered to continue to serve on the Roughrider Area Career and Technology Center (RACTC) Governing Board. Other committee assignments are listed under Supporting Documents. Action was requested. Mr. Hanson moved to designate Mrs. Kris Fehr and Ms. Leslie Ross as Board representatives on the collaborative bargaining team, Mrs. Kris Fehr and Mr. Jason Hanson as Board representatives on administrative negotiations, Dr. Becky Pitkin as the primary RESP school board representative, Mrs. Kris Fehr as the secondary RESP Board representative, and Ms. Leslie Ross as the school board representative on the RACTC Governing Board for 2010-2011. Dr. Krieg seconded the motion. The motion carried unanimously.

**Conflict of Interest** – Copies of the school board member's most recent Statement of Interest forms are posted under Supporting Documents.

Mr. Hanson stated there were no changes or updates on his Statement of Interest form. Ms. Ross 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, Dr. Pitkin, Dr. Krieg. Naye – None. Mr. Hanson abstained. The motion carried.

Dr. Pitkin requested the following changes on her Statement of Interest form: under Item D, to delete Thomas Edison State College and under Item C, to add the Chamber of Commerce Education Committee. Ms. Ross moved to allow Dr. Becky Pitkin 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. Hanson, Dr. Krieg. Naye – None. Dr. Pitkin 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, Dr. Pitkin, Mr. Hanson. Naye – None. Dr. Krieg abstained. The motion carried.

Ms. Ross requested the following changes on her Statement of Interest form: under Item B, to delete Aegis Security Investigations, LLL and under Item D, to delete Aegis Security Investigations, LLL. 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, Dr. Pitkin. Naye – None. Mr. Hanson abstained. The motion carried.

Mrs. Fehr requested the following changes be made on her Statement of Interest form: to delete Lee Enterprises Retirement Fund (JP Morgan), AIM Funds and Washington Mutual Funds in Item B, to add VALIC Investment Funds in Item B, and under item C to delete RSVP Advisory Council and Berg Elementary Parent Advisory Committee. 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 – Mr. Hanson, Dr. Krieg, Dr. Pitkin, Ms. Ross. Naye – None. Mrs. Fehr abstained. The motion carried.

**Board Policy Revisions, Additions, and Deletions-First Reading** – There were two policies that were removed from the first reading at the June 14 school board meeting. Superintendent Sullivan explained the new fundraising request form that will be implemented this fall. He also explained the Title I parent involvement policy has been reviewed by the Department of Public Instruction and found it to be acceptable. The administrative recommendation was to accept the three revised policies for first reading. Action was requested. Ms. Ross moved to accept the first reading approval of the revised school board policy HBCC–Student Fundraising, policy KAB–Title I Parental Involvement, and GAAB–Curriculum Adoption, as presented. 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 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 Instruction and Resource Materials; policy GACA–Correspondence Courses; policy GCC–Educational Research and Surveys of Students; policy GDAA–Early Graduation; 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 LAD–Access to School Information; and policy LBB–Relations with Department of Human Services.

Copies of the following deleted policies presented for second reading approval and final adoption 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 following new policies presented for second reading approval and final adoption are available on the school board website under Supporting Documents: policy DDDA–Short Term Professional Leave, policy GABC–Sex Education, policy GACB–Patriotic Exercises, policy HBAA–Federal Fiscal Compliance, and policy KACA–Patron Complaints.

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

The administrative recommendation is to accept the revisions, deletions, and additions of the proposed policies for second reading and final adoption. Action was requested. Ms. Ross moved to accept the second reading and final adoption of the school board policy revisions, deletions and additions, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Other** – Newly elected Board members were welcomed. Ms. Ross explained the current status of the Roughrider Area Career and Technology Center. Board members were invited to the Back to School events in August.

**Adjournment** – At 6:30 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned at 6:30 p.m.

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Kris Fehr, Board President

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Vince Reep, Business Manager

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Twila Petersen, Secretary