

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Annual Meeting

July 11, 2011; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held their annual meeting on July 11, 2011, at the Central Administration Office. Board members present were: President Kris Fehr, Mr. Jason Hanson, Ms. Leslie Ross, Dr. Morton Krieg, and Dr. Becky Pitkin (via telephone call). Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Calvin Dean, Mrs. Becky Meduna, and Miss Sherry Libis. Others present were: Mr. Butch Hrouda, Mr. Patrick Beckman, Lt. Dave Wallace, Mrs. Amy Axtman, Mrs. Twila Petersen, and Mr. Sean Soehren from the Dickinson Press.

President Fehr called the meeting to order at 5:00 p.m.

**Election of Officers** – President Kris Fehr conducted the election of a new Board president. Ms. Ross nominated Mrs. Kris Fehr for president of the Dickinson Public School District. Mr. Hanson seconded the motion. The motion carried unanimously. Ms. Ross motioned and directed the clerk to cast a unanimous ballot for Mrs. Fehr and for nomination to cease. Mr. Hanson seconded the motion. The motion carried unanimously.

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. Pitkin seconded the motion. The motion carried unanimously. No further nominations.

There were no requests for Public Participation.

There were no additions or deletions to the agenda.

Mr. Hanson moved to approve the agenda including the consent agenda consisting of the minutes from the June 13, 2011, regular meeting; the bills for July 2011; the financial report for July 2011; the pledged assets report for July 2011; the personnel reports; and the RACTC report. There were no student/staff recognitions, no new licensed hires, and no tuition waiver agreements. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- a) **Hagen Teacher Accreditation** – Dickinson Public Schools recently received a letter from the North Dakota Department of Public Instruction (DPI) indicating that Hagen Junior High has been designated accredited for the 2010-2011 school year. A copy of the letter is posted on the website under Supporting Documents. A previous correspondence from DPI indicated a teacher at Hagen needed a requirement completed. This issue has been resolved.
- b) **2011 Fall Registration and Open Houses** – A copy of the registration and open house schedules are posted on the website under Supporting Documents. A discussion at Monday's Cabinet meeting was regarding the article in the Press of the proposed population increase. If the projections are accurate, the District wishes to get the word out to the new families to pre-register their children soon. The District will be posting notices on school building exterior signs, putting advertisements in the newspaper, and providing information to the real estate

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

- companies and the Chamber to share with new individuals. Utilizing the new online forms will be suggested.
- c) **Professional Learning Communities (PLC) Conference** – Recently Superintendent Sullivan and Mrs. Melanie Kathrein along with 24 teachers attended a PLC conference in Minneapolis. The feedback from attendees has been positive. Some excellent information was shared. Approximately 25% of the faculty within the District have attended a PLC Conference.
  - d) **Adequate Yearly Progress** – On the website under Supporting Documents is information regarding the assessment results for math, reading, science, and a history of the results. The Department of Public Instruction increased the threshold for student achievement this past year and will continue to increase the threshold in the next three years until the requirement reaches 100% proficiency. Dickinson Public Schools has a mixture of levels of achievement. The performance of some students within the district is higher, the same, or below the state average. Based on the new requirements from DPI, none of the buildings within the District achieved adequate yearly progress. Superintendent Sullivan said the changes being made within the District will help improve the student performance. He said the District needs to continue to work hard and continue to make improvements so students have the opportunity to learn at a high level. Mrs. Kathrein explained the students are tested in the fall and the results are received in the spring. Mrs. Kathrein felt the benchmark assessments are more accurate and timely. Board members requested additional information and that it be presented at a Board workshop.

**School Resource Officer Report** – School Resource Officer Dave Wallace addressed the Board and explained the buildings within the District that he was called to handle incidents the past school year. He spent approximately 950 hours within the District with most hours (302) being at Hagen Junior High. The most significant incidents were due to electronic harassment and bullying. Lt. Wallace feels the policies and procedures used by DHS are effective. The administrators there handle most of the incidents. Below the high school level, Lt. Wallace is called for intervention purposes. Bad decisions by younger-age students are increasing. Lt. Wallace has a memorandum posted online under Supporting Documents. This agenda item was informational only. No action was requested.

**2010-2011 Budget Statistics** – Mr. Vince Reep, business manager, presented the 2010-2011 final revenue and expenditures information for several different fund accounts. The fund balances are listed under the Combined Balance Sheet under Financial Reports. Mr. Reep feels the District's financials are very healthy. 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 website. Mr. Reep, business manager, explained the ending balance on the report ties into the balance sheet. 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. The average cost per pupil for 2010-2011 is \$8,445. Action was requested. Ms. Ross moved to approve the Annual Financial Report for the fiscal year beginning July 1, 2010, and ending June 30, 2011, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Meeting Day and Time** – The Board needed to establish its regular meeting day and time. Action was requested to schedule the Board meetings. 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 August 8 meeting to begin at 6:00 p.m. and the April meeting will be held on April 16, 2012. Mr. Hanson 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 12 Board meeting and following the October 10 Board meeting. Dr. Pitkin seconded the motion. The motion carried unanimously.

**School Board Authorized Representative** – The Board’s authorized representative is the superintendent. 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. 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 IId, 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. 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 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.

Dr. Pitkin 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 2011-2012 fiscal year. Dr. Krieg seconded the motion. The motion carried unanimously.

**Committee Assignments** – Committee members were organized for 2011-2012. Mrs. Kris Fehr and Ms. Leslie Ross offered to continue to serve as Board representatives on the teacher collaborative bargaining team. Mrs. Kris Fehr and Mr. Jason Hanson volunteered to continue to serve as Board representatives for the administrative collaborative bargaining team. Mr. Jason Hanson volunteered to continue to serve as the primary Board representative on the Roughrider

**Committee Assignments (cont.)**

Area Career and Technology Center (RACTC) Governing Board with Dr. Becky Pitkin serving as the secondary representative. Ms. Ross moved to designate for 2011-2012 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 collaborative bargaining team, and designate Mr. Jason Hanson as the primary school board representative and Dr. Becky Pitkin as the secondary school board representative on the Roughrider Area Career & Technology Center. Dr. Krieg seconded the motion. The motion carried unanimously. Other committee assignments are posted under Supporting Documents on the website.

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

Mrs. Fehr requested the following changes be made on her Statement of Interest form: to delete under Item C St. Luke's Home Board of Trustees, ND Board of Psychologist Examiners, and Dickinson Public Schools Foundation. 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.

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 stated there were no changes or updates on her Statement of Interest form. Dr. Pitkin 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. Ms. Ross abstained. The motion carried.

Mr. Hanson requested the following changes to 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 to member. 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 stated there were no changes or updates on her Statement of Interest form. 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.

**Other** – Ms. Ross asked members to mark August 18 on their calendars for the Stand Down Project Service Connect at the Dickinson Recreation Center.

**Other (cont.)**

Mrs. Fehr asked Assistant Superintendent Reep to report on the status of the staffing for the upcoming school year. Mr. Reep explained there are two teaching positions left to fill. An offer has been made to a candidate on one of the two positions.

**Adjournment** – At 6:12 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously.

The meeting was adjourned at 6:12 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