

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

December 10, 2012; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on December 10, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Jason Hanson, Dr. Morton Krieg, and Ms. Leslie Ross. Board member absent was Mr. Scott Staudinger. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mrs. Dorothy Martinson, Mr. Henry Mack, Mrs. Tamara Praus, Mr. Shawn Leiss, Miss Sherry Libis, Mr. Jay Hepperle, and Dr. Becky Pitkin. Others present were: Mr. James Wosepka, PC, Mrs. Twila Petersen and Miss Katherine Grandstrand from the Dickinson Press.

**Call to Order** - Board President Fehr called the meeting to order at 5:00 p.m.

**Public Participation** - There were no requests for public participation.

**Additions or Deletions to the Consent Agenda** – Ms. Ross moved to approve the agenda including the consent agenda consisting of the minutes from the November 13 regular board meeting and board workshop; the bills for December 2012; the financial reports for December 2012; the pledged assets report for December 2012; the personnel reports; the student/staff recognition; a tuition waiver request for two children of Inga Davis from Richardton-Taylor to Dickinson; the RACTC report and the RESP report, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- a. **School Resource Officer** – Lt. Wallace has gone back to the department and therefore Officer VanDoorne will be coming back into the district as the school resource officer.
- b. **Budget Committee Meeting** – There was a DPS Budget Committee Meeting held on December 6. Superintendent Sullivan summarized the two topics on the agenda. The committee heard a presentation from Mr. Tom Wyckoff from American Bank Center. Currently DPS is receiving 10 basis points on all deposits being held in its regular money market account. The proposal from ABC would offer 22 basis points. At the suggestion of the Budget Committee, the district will be investing \$5,000,000 into the IDC fund.
- c. **AdvancED Survey** – For the survey to be successful it needed 20% parent participation. Approximately 10% was received. The principals tried many avenues to inform parents of the survey and request participation. AdvancED suggested opening the survey back up to try and obtain more parental feedback.
- d. **Dunn County GPT Infrastructure Grant** – Superintendent Sullivan congratulated Assistant Superintendent Reep in submitting a grant request to Dunn County that was awarded \$81,423 to be used towards the purchase of a new school bus. There will be an advertisement in Tuesday's paper asking for bids for the bus.
- e. **Strategic Plan** - The School Improvement Co-chairs and Principals Leadership Team members have met several times and have drafted belief statements and a vision statement. These statements are posted on the website. There have been some modifications to the core values and belief statements that were adopted several years ago. The vision statement *Empowering Students to Succeed* has been revised to include learners and reads *Empowering Learners to Succeed*. Learners include students, teachers, and staff. The primary change to the belief statements adopted several years ago was to recognize the school district accepts all students that come to us; to help students no matter what. Superintendent Sullivan thanked the committee members for their hard work. They did a great job and were focused on accomplishing the goal of updating the strategic plan.
- f. **Upcoming Meetings and Events** – There will be a Collaborative Bargaining Team Meeting tomorrow morning at 7:00. On December 12, there will be a district-wide early release of school so that faculty may participate in professional development. The Christmas break will begin on December 24 and school will resume on January 2.

**Audit Report** - Mr. James Wosepka, the school district's auditor, addressed the Board members. A copy of his audit report was mailed to the Board members prior to the meeting for their review. In Mr. Wosepka's unqualified opinion, there were no major concerns. Mr. Wosepka commended Mr. Reep and the staff on an outstanding job. Ms. Ross asked Mr. Wosepka to explain the difference between an unqualified opinion versus a qualified opinion. Mr. Wosepka explained an unqualified opinion indicates the financials are good; qualified means there are some exceptions to the financials. President Fehr inquired if the revenues and expenditures were in alignment. Mr. Wosepka responded the financial statements are good, the district is doing very well, and the revenues and expenses are very much in line for the district. Mr. Wosepka thanked the Board for the opportunity and President Fehr thanked him for being present and providing his opinion. Administrative recommendation was for the Board to accept the report. Action was requested on the audit report. Ms. Ross moved to approve the annual audit report for the year ending June 30, 2012. Dr. Krieg seconded the motion. The motion carried unanimously.

**Prairie Rose Elementary** – Assistant Superintendent Vince Reep addressed the Board presenting updates regarding the construction at Prairie Rose Elementary. Available on the website are the minutes from the November 21 construction meeting and also a project timeline from Comstock Construction. Mr. Reep reported everything is going well on the construction. He said the contractors are working hard and are very conscientious. There have been no surprises or major change orders. The roof decking has been completed, therefore, the roofing should be completed in the near future. The contractors will be switching the temporary heating from propane to natural gas until the project is completed. There will be a meeting next week with school specialties to begin ordering items such as desks. There will be a meeting tomorrow with the park and recreation to discuss specifications for the playground equipment. This agenda item was informational only. No action was requested.

**Tax Levy Information**- Assistant Superintendent Reep addressed the Board and shared information regarding the tax levies and taxable valuation. Available on the website are two documents reflecting these two topics. Mr. Reep noted that Dickinson Public Schools will be decreasing the tax levy by 3.02 mills. All the political subdivisions show decreases in mills. If a property was valued at \$250,000 in the last tax statement and the value hasn't changed, the taxes on the property could go down \$163. The total number of mills levied by all political subdivisions is 310. This is the lowest the mills have been since 1981; however, the valuation from 2006 to the present has doubled. When the mill levy goes down the taxes normally go down, unless the values go up. This agenda item was informational only. No action was requested.

**Bids for Facility Equipment (utility and lawn)** – The district advertised for bids for a lawn tractor and utility tractor to be utilized at Prairie Rose Elementary. There were two bids received for the lawn tractor and three bids received for the utility tractor. Available on the website is a summary of the bids received. The administrative recommendation was to accept the low bid of \$28,543 from Dean's Repair Service for the lawn tractor and the low bid of \$33,970.96 from Southwest Ag Repair for the utility tractor. Action was requested. Mr. Hanson moved to accept the low bid of \$28,543 from Dean's Repair Service for the 39-40 hp lawn tractor and the low bid of \$33,970.96 from Southwest Ag Repair for the 50 hp utility tractor. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent's Evaluation** - President Fehr explained there were three areas evaluated from the superintendent's job description: Relationship with School Board, Educational Leadership, and Relationship with the Community. This evaluation is one of the two evaluations done this school year. Responses may be satisfactory or unsatisfactory. Superintendent Sullivan received all satisfactory responses in all areas evaluated. President Fehr met with Superintendent Sullivan and reviewed the evaluation summary prior to the Board meeting. President Fehr read a portion of the responses from each of the three areas. The Board

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

member responses along with the summary will be placed in Dr. Sullivan's personnel file. A copy of the evaluation summary is posted on the website under Supporting Documents. Superintendent Sullivan thanked the board for the complimentary responses. He recognized the great assistance he receives from the Central Office, the building principals, the teachers, and the staff. Everyone across the district makes the district what it is. Action was requested on the evaluation. Ms. Ross moved to approve the superintendent evaluation, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**2013-2014 School Calendar** – Superintendent Sullivan reported the Calendar Committee met on two occasions. Available on the school board website is the calendar that was presented for consideration by the board. Ms. Ross preferred that the students be given a week off for spring break. President Fehr suggested some consideration be taken for conferences being scheduled on election dates. Superintendent Sullivan responded the principals recognize this importance and take extra steps to make sure every person is afforded the opportunity to vote. President Fehr asked how the committee was represented. Superintendent Sullivan responded there is representation from each of the buildings. The administrative recommendation was to approve the 2013-2014 school calendar, as presented. Action was requested. Ms. Ross moved to approve the 2013-2014 school calendar with a starting date of August 21, 2013; the last day of school scheduled for May 21, 2014; and graduation held on Sunday, May 25, 2014; as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

**Open Enrollment Applications** – Kandace King submitted a request for open enrollment for her three children to be admitted to the Dickinson Public School District from the South Heart School District under the open enrollment policy. The administrative recommendation was to approve the applications. Action was required. Mr. Hanson moved to approve the requests for the three children of Kandace King to be admitted to the Dickinson Public School District under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

**Other** – Dr. Krieg wished everyone a Merry Christmas. Mrs. Fehr attended the recent play at the high school and noted it was impressive. She also recognized the DHS acalympics students that placed first in the semifinals and second overall. They represented the school very well.

**Adjournment** – At 5:45 p.m., Ms. Ross moved to adjourn. Dr. Krieg seconded the motion. The motion carried unanimously. The meeting was adjourned at 5:45 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