

Unapproved School Board Meeting Minutes

Dickinson Public Schools
Regular Meeting

December 13, 2010; 5:00 p.m.
Board Room, Central Office

The Dickinson Public School Board held their regular meeting on December 13, 2010, at the Central Administration Office. Board members present were: President Kris Fehr, Dr. Morton Krieg, Mr. Jason Hanson, Ms. Leslie Ross, and Dr. Becky Pitkin. Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mr. Ron Dockter, Mrs. Melanie Kathrein, Mr. Perry Braunagel, Mr. Del Quigley, Mr. Shawn Leiss, Mrs. Tamara Praus, Mrs. Becky Meduna, and Mr. Henry Mack. Others present were: Mrs. Diana Stroud, Mr. James Wosepka from Wosepka CPA, Ms. Lisa Miller from the Dickinson Press, and Mrs. Twila Petersen.

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

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 consisting of the minutes from the November 8, 2010, regular meeting; the bills for December 2010; the financial report for December 2010; the pledged assets report for December 2010; the personnel reports; the student/staff recognitions; the tuition agreement for Ryan and Aaron Anderson from Richardton-Taylor to Dickinson; the RESP report; and the RACTC report. Dr. Krieg seconded the motion. The motion carried unanimously.

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

- a. **Online Forms** – The District has been working on becoming more efficient by providing online forms to the staff and parents. The documents necessary for kindergarten registration can now be found on the Dickinson Public Schools website under the online forms and parent link. Parents now have the option of choosing to complete the documents online and forwarding them to the Central Administration Office (CAO) either by email, by mail or in person. Irrespective of how a child is registered for kindergarten, all parents are still required to bring their child's birth certificate and immunization records to the CAO. Until these two documents are delivered to the CAO the registration process is not complete.
- b. **Legislative Meeting** – Recently, Senator Rich Wardner joined Superintendent Sullivan and Assistant Superintendent Reep at a meeting in Minot to discuss legislative issues with other state legislators.
- c. **North Dakota Commission on Education Report** – Superintendent Sullivan has posted on the Board website under Supporting Documents a report from the North Dakota Commission on Education.
- d. **Collaborative Bargaining Team Meeting** – There will be a Collaborative Bargaining Team meeting on Wednesday, December 15 at 4:00 p.m. in the Central Administration Office Board room. President Fehr and Vice President Ross are members of the team and all other interested Board members are invited to attend.

Superintendent's Report (Cont.)

- e. **Title I Position** – Superintendent Sullivan described a new position that will be advertised soon for a Title I stimulus mathematics and reading instructor at Lincoln Elementary. Funding for this will come out of Lincoln Elementary's allocated stimulus money and unless under special circumstances, this position will be for only one semester.
- f. **Summer Planning** – In the past, Dickinson Public Schools has done their summer planning sessions in August. At the recommendation of the leadership team consisting of building co-chairs and principals, the summer planning sessions will be held right after the end of the school year. If goals are established before the summer, teachers can review those goals and implement them the following school year.

Audit Report – Mr. James Wosepka from Wosepka CPA, the school district's auditor, addressed the Board members. A copy of his audit report was mailed to the Board members for their review prior to the meeting. Mr. Wosepka's opinion was there are no issues of major concern and said the district has very good internal controls and checks and balances. The administrative recommendation was for the Board to accept the annual audit report. Action was requested. Dr. Pitkin moved to approve the annual audit report for the year ending June 30, 2010. Mr. Hanson seconded the motion. The motion carried unanimously.

Bids for Audits – The fiscal year 2009-2010 was the last year of the three-year bid proposal submitted by Wosepka CPA to perform the school district audit. Assistant Superintendent Reep informed Board members he has received notifications that other accounting firms are interested in performing the audit of the records. Mr. Reep will advertise for bids for the next three years with the bid opening to be held before the January Board meeting. Superintendent Sullivan and Assistant Superintendent Reep will bring their recommendation to the January Board meeting. This agenda item was informational only. No action was requested.

Lincoln Elementary and Jefferson Elementary Additions Update – Assistant Superintendent Reep updated Board members on the change orders that have been submitted to date for the additions at the two schools. All change orders still remain within the contingency. At Lincoln Elementary, the gymnasium baskets are up and the screen is being hung. The gymnasium should be completed by mid January and the classrooms should be completed in February or March. Active Boards for the additional classrooms at Lincoln and Jefferson are being ordered. At Jefferson Elementary, the contractors have made some good strides. The addition at Jefferson is currently being heated with propane. On December 23, this should be changed over to hot water heat. Assistant Superintendent Reep felt the contractors were working well to keep the areas safe. Reports from the December construction meetings are posted on the website under Supporting Documents. This agenda item was informational only. No action was requested.

Collaborative Bargaining Recognition Petition from the Dickinson Education Association (DEA) – The DEA submitted two petitions which are posted on the website under Supporting Documents. The administrative recommendation was to recognize the DEA as an appropriate negotiating unit and to recognize them as the representative organization for contract negotiations. Action was requested. Ms. Ross moved that, pursuant to the provisions of Section 15.1-16-10 of the North Dakota Century Code, the school board of the Dickinson Public School

Collaborative Bargaining Recognition Petition from the Dickinson Education Association (Cont.)

District #1 recognizes all licensed personnel employed, or to be employed, by the Board in positions requiring a license issued pursuant to Chapter 15.1-13 of the North Dakota Century Code, except administrators and substitute teachers, as an appropriate negotiating unit for the purpose of 2010-2011 negotiations. Dr. Krieg seconded the motion. The motion carried unanimously. Ms. Ross also moved that, pursuant to the provisions of Section 15.1-16-11 of the North Dakota Century Code, the school board of the Dickinson Public School District #1 recognizes the Dickinson Education Association as the exclusive representative of the appropriate negotiating unit for the purpose of the 2010-2011 negotiations. Dr. Krieg seconded the motion. The motion carried unanimously.

Superintendent Evaluation - The three areas evaluated from the superintendent's job description were: recruitment/retention of staff (licensed and non-licensed), relationship with students and parents, and financial management skills. Superintendent Sullivan responded to the questions and Board members completed their part of the evaluation and returned them to President Fehr. President Fehr reviewed the documents with Superintendent Sullivan prior to the meeting and distributed a summary report to the Board members which is posted on the website under Supporting Documents. All Board members evaluated all areas positive and satisfactory. Board members commended Superintendent Sullivan on the work he has done. Superintendent Sullivan thanked the Board members for their professional approach to business and meetings. He also thanked the quality staff in the District. The evaluation documents will be placed in the superintendent's personnel file. Action was requested. Mr. Hanson moved to approve the superintendent evaluation, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

Board Policy Revisions or 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 or deletions are available under the school board website under Supporting Documents and the Policy Revisions or Deletions First Reading link. Following are the policies with the proposed revisions presented for first reading using the new descriptor code: policy DDDF-Educational Leave, policy DCAE-Continuance Pay, policy ABBC-Use of School District Owned Property, policy DDBD-Military Leave, policy DKBB-Resignation, and policy DDBH-Transfer of Leave. Following are the policies proposed for deletion presented for first reading: policy CDBD-Evaluation of Administrators, policy DBGA-Professional Leave, policy DAHBA-Sanitary Cleanup and Disposal, and policy CBBA-Superintendent Job Description. Administrative recommendation was to revise or delete the proposed policies. Action was requested. Ms. Ross moved to accept the first reading approval of the school board policy revisions and deletions, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

Other – There were no other items for discussion.

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

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The meeting was adjourned.

Kris Fehr, Board President

Vince Reep, Business Manager

Twila Petersen, Secretary