

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

February 13, 2012; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on February 13, 2012, at the Central Administration Office. Board members present were: President Kris Fehr, Vice-president Leslie Ross, Dr. Becky Pitkin, Mr. Jason Hanson and Dr. Morton Krieg. Administrators present were: Assistant Superintendent Vince Reep, Mr. Perry Braunagel, Mr. Ron Dockter, Mrs. Melanie Kathrein, Mr. Shawn Leiss, Mr. Henry Mack, Miss Sherry Libis, Mrs. Becky Meduna, Mrs. Tamara Praus, Mr. Calvin Dean, and Mr. Mark Rerick. Others present were: Mr. Cole Anderson, Mr. Dylan Skabo, Mr. Parker Egli, Mr. Tanner Hopfauf, Mrs. Peggy Anderson, Mrs. Kim McNaney, Mrs. Amy Axtman 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.

Dr. Pitkin moved to approve the agenda including the consent agenda consisting of the minutes from the January 9, 2012, regular Board meeting; the bills for February 2012; the financial reports for February 2012; the pledged assets report for February 2012; the RACTC report; the RESP report; the student/staff recognitions; and the personnel report which included the early resignations of James Becker, gifted and talented instructor at Berg Elementary (effective May 25); Perry Braunagel, principal at Hagen Junior High (effective June 15); Kyle Christensen, mathematics instructor at Hagen Junior High (effective May 25); Laura Kelly, Title I instructor at Lincoln Elementary (effective May 25); Susan Jacobsen, grade 6 instructor at Berg Elementary (effective May 25); and Rosella Perdaems, grade 6 instructor at Berg Elementary (effective May 25); the early resignation and retirements of Deborah Greenup, grade six instructor at Berg Elementary (effective May 25) and Sharon M. Hansen, guidance counselor at Hagen Junior High (effective June 4); and the tuition waiver agreements for Kaylee Rae Saladin from Belfield to Dickinson, Serenity C. Wortham from Belfield to Dickinson, and Alexius, Alicia and Steven Shear from Dickinson to Richardton-Taylor. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent's Report**—Assistant Superintendent Reep reported the following on behalf of Superintendent Sullivan:

- a. North Dakota Association of School Administrators (NDASA) – The NDASA members recently met for a mid-winter conference. Superintendent Sullivan has provided a synopsis report which is posted under Supporting Documents on the website.
- b. District-wide Technology Committee – The next District-wide Technology Committee Meeting is scheduled for Wednesday, February 22 at 4:00 p.m. at the Central Office.
- c. Kindergarten Enrollment – Last week the district received pre-registration for next fall's kindergarten students. There were 175 students that registered. This is up slightly from last year's numbers. Assistant Superintendent Reep projects 250-260 kindergarten students for the fall of 2012.
- d. State Mandated Planning Meeting – As per legislative regulations, each district is required to have a public meeting to discuss the district strategic plan for the future. A suggested date was after the board meeting on May 13. The purpose of the discussion is to assess the impact that demographics may have on the school district in the next 3-5 years.

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

- e. **DHS Student Council Representatives** – Assistant Superintendent Reep and Board President Fehr recognized and welcomed the DHS student council representatives attending the meeting.

**Regional After School Program (RASP) Report**—Mrs. Peggy Anderson and Mrs. Kim McNaney, co-directors for RASP addressed the board providing information regarding the attendance and offerings at RASP. Available on the website under Supporting Documents is a report provided for the program. Mrs. McNaney reported there are currently 473 students serviced by RASP at Dickinson, Beach and Hebron. Registration for summer RASP will begin in April. The summer RASP program will no longer service students going into kindergarten. Assistant Superintendent Reep noted this is the fourth year of a five-year grant. This grant is run through the REA. The application for the grant should be available this spring. If DPS would not receive the grant, there would be some restructuring but the program would still be sustainable. This agenda item was informational only. No action was requested.

**New Elementary School Update**—Assistant Superintendent Reep addressed the board sharing the most recent information available for the new elementary school. Available on the website is a draft of the site plan and also the floor plan. Assistant Superintendent Reep estimated the maximum student capacity to be 460 students. There will be three sections of each grade level. The new school will have built-in security features. Anyone entering the building will need to go through the main/front office or have a pass key. There will be a lock down/security access from the main office. The property will have an off-street loop for parents to pick up and drop off their children. There will be a separate off-street bus loop. Mr. Reep also described the technology that will be utilized at the new school. This agenda item was informational only. No action was requested.

**Roughrider Educational Services Program (RESP)**—Dr. Becky Pitkin is the Board representative on the RESP Governing Board. Dr. Pitkin briefly reviewed the DPS participation in RESP activities. A participation report for the last three years is available on the website under Supporting Documents. According to the data, there are a number of participants for each event. DPS participation in the events is highest in the 21<sup>st</sup> Century as well as World Voices. World Voices is now being coordinated by DSU. Dr. Pitkin also noted the amount DPS spends is a contrast to the other schools. This appears to be an ongoing challenge. DPS has the largest membership with the largest fees. Each district has its own professional development needs. Discussion clarified that DPS will continue to be a member of RESP. A suggestion was made to review the RESP at the January 2013 Board meeting. This agenda item was informational only. No action was requested.

**DHS Girls' Fast-pitch Softball Agreement**—Mr. Mark Rerick, district-wide activities director, addressed the Board. The girls' fast-pitch softball agreement with the Dickinson Public Schools and Dickinson Diamonds Fast-pitch Softball Club, Inc. was submitted for renewal and approval. A copy of the Memorandum of Understanding is posted under Supporting Documents. There were no changes from last year's agreement. The administrative recommendation was to approve the one year agreement. Action was requested. Mr. Hanson moved to approve the Memorandum of Understanding between the Dickinson Public Schools and Dickinson Diamonds Fast-pitch Softball Club for DHS girls' fast-pitch softball for the 2011-2012 school year, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent's Contract Negotiations**-Board President Kris Fehr met with Superintendent Douglas Sullivan to discuss his contract. The recommendation was to offer a three year contract. President Fehr noted that the superintendent's duties and responsibilities have increased. She also noted Superintendent Sullivan is moving the district forward especially with the learning communities. Action was requested.

**Superintendent's Contract Negotiations (cont.)**

Ms. Ross moved to extend a three year contract to Dr. Douglas W. Sullivan for the position of superintendent of the Dickinson Public Schools with a salary of \$158,485 the first year, \$167,994 the second year and \$177,318 the third year, plus fringe benefits. Dr. Krieg seconded the motion. The motion carried unanimously.

**Superintendent Evaluation**—The superintendent evaluation must be completed prior to March 15. The second evaluation is different from the December 15 evaluation. Board members will rate the superintendent on the areas identified without prior comment by the superintendent. The four areas to be evaluated were identified as: supervision with licensed and non-licensed staff; identification and implementation of board policy needs; effective records management (including all records required by law); and supervision of building and grounds, transportation, and student safety. Board President Fehr will compile the information for the evaluation and present it to the Board at the March 12 Board meeting. This agenda item was informational only. No action was requested.

**Classified Salary Schedule 2012-2013**—Assistant Superintendent Vince Reep has posted under Supporting Documents the proposed 2012-2013 Classified Employee Salary and Benefit Package. The salary increase reflected in this document was approved at the January Board meeting, but the entire document was not available at that time. Administrative recommendation was to approve the Classified Salary and Benefit Package. Action was requested. Ms. Ross moved to approve the Classified Salary and Benefit package with an effective date of July 1, 2012, as presented. Dr. Pitkin seconded the motion. The motion carried unanimously.

**2012-2013 School Calendar**—The calendar committee has provided a draft 2012-2013 DPS school calendar. The draft is posted as a Supporting Document on the website. The administrative recommendation was to approve the 2012-2013 school calendar with a start date of August 22, 2012; the last day of school scheduled for May 22, 2013; and graduation held on Sunday, May 26, 2013; as presented. Action was requested. Dr. Pitkin moved to approve the 2012-2013 school calendar with a starting date of August 22, 2012; the last day of school scheduled for May 22, 2013; and graduation held on Sunday, May 26, 2013; as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

**School Board Election**—The school board election will be in conjunction with the city/county election and at the city/county polling sites. The city/county election is scheduled for Tuesday, June 12, 2012. The two polling sites in Dickinson will be located at the Dickinson National Guard Armory and the DSU Badlands Activities Center. The 2012 school board election deadlines are posted as a link on the School Board website under Supporting Documents. Following is the tentative timelines that will be followed and coordinated with the County Auditor:

Wednesday, March 14, 2012—Publish notice in the Press with the school board election filing deadline.

Friday, April 13, 2012—Candidates statement of interest filing deadline.

Monday, April 16, 2012—Draw for position on the ballot.

Wednesday, April 18, 2012—Certify names to the Stark County Auditor of individuals who have indicated their intent to be candidates and their position.

Thursday, May 3, 2012—Prepare the official ballots containing the names of all individuals who have indicated their intent to be candidates.

Tuesday, May 29, 2012—Publish the official election notice in the Dickinson Press with the election date, polling sites, times the polling sites are open, and the purpose of the election.

Tuesday, June 12, 2012—School board election.

### **School Board Election (cont.)**

Wednesday, June 13, 2012–Canvass the election.

Friday, June 15, 2012–Notification of election results.

The terms for Mrs. Kris Fehr and Ms. Leslie Ross expire in 2012. Their terms are four-year terms. The administrative recommendation was to set the school board election date for June 12, 2012, and to designate the polling sites, as presented. Action was requested. Ms. Ross moved to schedule the school board election on Tuesday, June 12, 2012, and to designate the polling sites as the Dickinson National Guard Armory and the DSU Badlands Activities Center with the polls opening at 8:00 a.m. and closing at 7:00 p.m. Dr. Krieg seconded the motion. The motion carried unanimously.

**Early Resignation Incentive Applications**–The deadline for submission of the early resignation incentive applications is March 1, 2012, for certified staff and April 1, 2012, for classified staff. Applications were recently received from James Becker, gifted and talented instructor at Berg Elementary (21 years of service); Perry Braunagel, principal at Hagen Junior High (15 years of service); Kyle Christensen, mathematics instructor at Hagen Junior High (1 year of service); Laura Kelly, Title I instructor at Lincoln Elementary (1 year of service); Susan Jacobsen, grade 6 instructor at Berg Elementary (33 years of service); and Rosella Perdaems, grade 6 instructor at Berg Elementary (35 years of service). Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may or may not create and will post any openings at a later date. Mr. Reep noted the years of service to date for all resignations are 393 years. The administrative recommendation was to approve the early resignation incentive applications. Action was requested. Dr. Pitkin moved to approve the early resignation incentive applications for James Becker, gifted and talented instructor at Berg Elementary; Kyle Christensen, mathematics instructor at Hagen Junior High; Laura Kelly, Title I instructor at Lincoln Elementary; Susan Jacobsen, grade 6 instructor at Berg Elementary; and Rosella Perdaems, grade 6 instructor at Berg Elementary with an effective date of May 25, 2012; and Perry Braunagel, principal at Hagen Junior High with an effective date of June 15, 2012. Ms. Ross seconded the motion. The motion carried unanimously. President Fehr thanked the faculty for their many years of dedication to the district and for all they have done for the students. She also extended best wishes to Principal Perry Braunagel in his new venture.

**Early Resignation and Retirement Applications**–Mrs. Deborah Greenup, grade six instructor at Berg Elementary and Mrs. Sharon M. Hansen, guidance counselor at Hagen Junior High have submitted their applications for the early retirement incentive. Mrs. Greenup has served in the district for 26 years and Mrs. Hansen has served in the district for 20 years. Assistant Superintendent Reep has verified their eligibility. The administration will evaluate the vacancies these positions may create and will post any openings at a later date. Assistant Superintendent Reep noted this was the last year for the early retirement incentive. Administrative recommendation was to accept the early resignation and retirement applications. Action was requested. Ms. Ross moved to approve the early retirement incentive application for Deborah Greenup, grade six instructor at Berg Elementary, effective May 25, 2012, and Sharon M. Hansen, guidance counselor at Hagen Junior High, with an effective date of June 4, 2012, and to accept their resignations. Dr. Krieg seconded the motion. The motion carried unanimously. President Fehr thanked both teachers for all they have done for the district, for the students, and for the schools.

**Board Policy Revisions and Deletion–First Reading**–The North Dakota School Boards Association (NDSBA) proposed recommended changes to several Board policies that have been adopted by DPS. The following revised policies are posted on the website under Supporting Documents: policy ABCA-Copyrighted Material and Intellectual Property, policy BC-Meetings of the Board, policy CAAA-

**Board Policy Revisions and Deletion–First Reading (cont.)**

Superintendent Recruitment and Appointment, policy DI-Personnel Records, and policy FFI-Student Use of Electronic Devices. NDSBA recommendation was to revise those policies. Policy GBFA-Procedure for Review of Instructional Material is posted on the website under Supporting Documents. Administrative recommendation was to delete policy GBFA. Action was requested. Mr. Hanson moved to accept the first reading approval of the school board policy revisions and deletion, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Board Policy Revision–Second Reading and Final Adoption**–A committee was formed to review the revised Bullying Prevention Policy ACEA that was proposed by the NDSBA. A copy of the revised policy ACEA is available on the website under Supporting Documents. Implementation date of the revised policy would be July 1, 2012. The administrative recommendation was to approve the proposed Bullying Prevention Policy ACEA. Action was requested. Ms. Ross moved to approve the revised Bullying Prevention Policy ACEA for second reading and final adoption, as presented. Mr. Hanson seconded the motion. The motion carried unanimously.

**Board Regulation Addition and Deletions–First Reading and Final Adoption**–NDSBA requested Board action on two old board regulations (descriptor codes AACE-R and IBEA-R). Administrative recommendation was to delete regulation AACE-R-Education of the Homeless Dispute Resolution Process and delete regulation IBEA-R-Administrative Regulations for Community Use of School Facilities. NDSBA recommended adopting Board regulation DDCA-BR-Political Leave Regulations. Copies of these regulations are available on the school board website under Supporting Documents. The administrative recommendation was to add or delete the regulations, as recommended. Action was requested. Dr. Pitkin moved to accept the first reading approval and final adoption of the school board regulation addition of DDCA-BR and deletion of board regulations AACE-R and IBEA-R, as presented. Dr. Krieg seconded the motion. The motion carried unanimously. Assistant Superintendent Reep noted that the board policies and regulations are now available on the district website.

**Other**–Board Vice-president Ross congratulated the DPS Foundation on the outstanding performance for the Mystery Dinner Theater. President Fehr acknowledged the DPS Foundation recently awarded approximately \$27,000 in grants to schools in the district.

**Adjournment**-At 6:06 p.m., Mr. Hanson 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