

## Unapproved School Board Meeting Minutes

Dickinson Public Schools  
Regular Meeting

April 8, 2013; 5:00 p.m.  
Board Room, Central Office

The Dickinson Public School Board held a regular meeting on April 8, 2013, at the Central Administration Office. Board members present were: President Kris Fehr, Vice President Jason Hanson, Dr. Morton Krieg, Mrs. Tanya Rude, and Ms. Leslie Ross (via conference call). Administrators present were: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Mrs. Melanie Kathrein, Mr. Jay Hepperle, Dr. Rebecca Pitkin, Mrs. Dorothy Martinson, Ms. Sherry Libis, Dr. Marcus Lewton, Mr. Calvin Dean, and Mr. Shawn Leiss. Others present were: Mrs. Twila Petersen, and Miss Katherine Grandstrand from the Dickinson Press.

Board President Fehr spoke on behalf of the School Board thanking everyone in the District who helped the staff and students deal with the recent death of Ms. Njos. President Fehr said the assistance was appreciated and realizes it was a difficult situation.

**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.

**Additional Agenda Items/Removal of Items from Consent Agenda** – There were no requests for revisions to the agendas.

President Fehr noted that Ms. Ross was participating via conference call.

**Consent Agenda** - Mr. Hanson moved to approve the agenda including the consent agenda consisting of the minutes from the March 12 regular board meeting; the bills for April 2013; the financial reports for April 2013; the pledged assets report for April 2013; the personnel reports; the student/staff recognitions; a tuition waiver request for two children of Wendy Rebel to attend Dickinson Public from South Heart School District; 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 topics.

- a. **Impact of Sequestration**- Dr. Sullivan reported the Dickinson Public School's (DPS) Individuals with Disabilities Education Act (IDEA) fund will receive an approximate 5.2% decrease beginning July 1.
- b. **Positive Behavioral Support Grant** – Dr. Sullivan recognized Director of Instruction Melanie Kathrein for submitting and receiving a grant in the amount of \$15,000 for training in our student behavioral program. This program has a strong anti-bullying component.
- c. **Strategic Plan** – Available on the website under Supporting Documents is the revised District mission statement, vision statement, and belief statements proposed by the Building Co-chairs and Principals Leadership Team. This team has been working very hard this year on the statements and other components of the strategic plan. At a future Board meeting, the statements will be brought before the School Board for consideration.
- d. **Budget Committee Meeting Update** – Some topics discussed at last week's Budget Committee Meeting included discussions regarding the English Language Learners, the School Resource Officer program, and a recommendation to hire a Special Education Coordinator.

**Superintendents Report (cont.)**

- e. **Upcoming Events** – Superintendent Sullivan asked Board members to review the upcoming commencement dates listed under announcements on the background agenda. The Teacher/Staff Recognition and Retirement program is scheduled for Wednesday, May 8 at 7:00 p.m.
- f. **Writing Workshop** - Dr. Sullivan provided two books to the Board to view. The books included writing done by the kindergarten classes at Roosevelt Elementary and were created by kindergarten teachers, Mrs. Steiner and Miss Weiler. Director of Instruction Kathrein addressed the Board and explained this is the first full year of the Writing Workshop in the District. She noted the teachers are continually amazed at the progress students are making in their writing abilities. Fargo Public Schools is interested in implementing the Writing Workshop. They are sending a team of ten educators to Dickinson this week Friday to review the program.

**Business Topics**

**Prairie Rose Elementary School Update** – Assistant Superintendent Vince Reep addressed the Board stating progress on the construction is on schedule. Available on the website are minutes from the March 20 construction meeting and also a progress timeline report. Mr. Reep discussed the upcoming installation of the TMI cabinetry work and the transplanting of pine trees. This agenda item was informational only. No action was requested.

**Prairie Rose Elementary Playground Equipment Bids** – The District advertised for bids for the playground equipment at Prairie Rose Elementary. The bids were for equipment in the K-1 playground area and the playground area for grades 2-5. There were four vendors that submitted bids. These bids were opened at the March 26 bid opening. The administrative recommendation was to accept the bid submitted by BC6 Builders. Available on the website are diagrams of the BC6 Builders playground equipment for the K-1 playground and the grades 2-6 playground. The designing of the BC6 Builders playground equipment included the assistance from 26 children helping create the options. Action was requested. Mr. Hanson moved to accept the bid from BC6 Builders of \$124,188 for the Prairie Rose Elementary playground equipment. Dr. Krieg seconded the motion. The motion carried unanimously. Board members discussed ADA accessibility to the equipment and requested Mr. Reep follow up on this topic.

**Addition of Special Education Coordinator/Strategist Position** - The Budget Committee recently met and discussed the addition of a Special Education Coordinator/Strategist position for the 2013-2014 school year. This position is 50% teaching READ 180 and some case management activities, and 50% Special Education Coordinator to include internal monitoring of the special education program, assist and train Tienet System (student data base system), provision of technical assistance on IDEA requirements, assist in data collection and monitoring of ND State Performance Plan, an exhibit in supporting documents making some comparison against the other special education units in the state, along with many other various duties. The Budget Committee's recommendation to the School Board is to approve the addition of a new Special Education Coordinator/Strategist position. Available on the website under Supporting Documents is a spreadsheet comparison of some of the other special education units in the state. President Fehr referred to the spreadsheet and inquired what other school districts not listed on the spreadsheet were doing for special education. Director of Student Services Dorothy Martinson explained that the Minot School District is part of the Souris Valley. They pay their special education teachers. President Fehr inquired if DPS works with West River. Mrs. Martinson noted they are a separate unit and DPS is not part of that unit. Many years ago, DPS did work with Badlands Human Service Center. President Fehr clarified that whether or not services are provided as a unit or through the district is entirely up to the

**Addition of Special Education Coordinator/Strategist Position (cont.)**

Dickinson Public Schools. Superintendent Sullivan explained the applicant for the position would need to have credentials similar to a strategist in the special education area. Ms. Ross said that hiring this additional position would be a good action plan when addressing the needs to meet the Adequate Yearly Progress. Mr. Hanson moved to authorize the administration to add a new Special Education Coordinator/Strategist position, effective the 2013-2014 school year. Dr. Krieg seconded the motion. The motion carried unanimously. President Fehr thanked Mrs. Martinson for the information she provided.

**Administrative Bargaining Recognition Petition** – The administrators requested to meet formally with Superintendent Sullivan and the administrative bargaining Board members to engage in contract discussions. Board President Fehr and Vice-President Hanson previously volunteered to serve on the administrative negotiations committee. Available on the website under Supporting Documents is a copy of the administrative bargaining recognition. Action was requested. Mr. Hanson 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 District #1 recognize all certified administrators employed as administrators in the Dickinson District as an appropriate negotiation unit for the purpose of negotiations for the 2013-2015 contract. Dr. Krieg seconded the motion. The motion carried unanimously.

**2013-2014 Classified Staff Salaries Proposal** – Superintendent Sullivan noted at a previous Budget Committee Meeting there was discussion regarding classified salaries. The District tries to remain competitive in a vigorous economic area, promote more retention, reward the long-time employees and recognize the importance of the classified staff. The administrative recommendation to the Budget Committee was an 8% salary increase for the classified staff. Assistant Superintendent Reep added that salaries are one part of the package for the classified staff. The District is always looking at ways to enhance the work environment and the work calendar. Even with a fair salary increase, it is hard to compete against the private sector. Action was requested. Mrs. Rude moved to approve the Classified Salary and Benefit package with an effective date of July 1, 2013, and to authorize an 8% salary increase for the 2013-2014 school year for those classified staff receiving a satisfactory performance evaluation. Dr. Krieg seconded the motion. The motion carried unanimously.

**Open Enrollment Applications** – Cynthia Tedford submitted an open enrollment application for her two children to attend Dickinson Public from South Heart School District. Jill Hall submitted an open enrollment application for her child to attend Dickinson Public from the Belfield School District. Wendy Rebel submitted an open enrollment application for her two children to attend Dickinson Public from the South Heart School District. All these children currently attend school in Dickinson Public Schools. Chad Mathiason submitted an open enrollment application for his child to attend Dickinson Public from the South Heart School District. There are others in this household currently attending Dickinson Public. Administrative recommendation was to accept all the open enrollment applications. Action was requested. Mr. Hanson moved to approve the requests for two children of Cynthia Tedford to be admitted, the request for a child of Jill Hall to be admitted, the request for two children of Wendy Rebel to be admitted, and the request for a child of Chad Mathiason to be admitted to the Dickinson Public Schools under the open enrollment policy. Dr. Krieg seconded the motion. The motion carried unanimously.

**Early Resignation Incentive Notification** – Policy DKBC Early Resignation Notification was approved by the Board in 2007 and 2011. Classified staff have a deadline of April 1 to submit their resignation notification. Mrs. Randi Hochhalter has submitted her early resignation incentive application. She has

**Early Resignation Incentive Notification (cont.)**

served in the District for 22 years. Assistant Superintendent Reep has verified her eligibility. The administrative recommendation was to approve her early resignation incentive. Action was requested. Mr. Hanson moved to approve the early resignation incentive for Randi Hochhalter, with an effective date of June 15, 2013. Dr. Krieg seconded the motion. The motion carried unanimously. President Fehr expressed her appreciation for the work Mrs. Hochhalter has done in the district and recognized how she keeps things running at the high school and adapts to the challenges with student schedule changes.

**Board Policy Revision–First Reading** – Board policy DKBC-Early Resignation Notification was originally adopted in 1989. It provided employees with an incentive for notifying the District if they were going to be resigning or retiring before the next school year. This has been beneficial for both the District and the employee. The Collaborative Bargaining Team has discussed the incentive and recommends to the Board an increase for the daily employee benefit payout for unused sick leave. The recommendation was to increase the daily benefit from \$10 per day to \$20 per day. Final reading on the policy will be pending approval of the teacher negotiated agreement. A copy of the proposed revised policy is available on the website under Supporting Documents. President Fehr is a Board representative for the Collaborative Bargaining Team and recommended the Board take action on the policy so that once the teacher negotiated contract is agreed upon they are not waiting for action from the School Board. The second reading on the policy will be after the contract has been negotiated. The administrative recommendation was to revise the policy. Action was requested. Mrs. Rude moved to approve for the first reading the revisions to Board policy DKBC-Early Resignation Notification, with an effective date of July 1, 2013, as presented. Dr. Krieg seconded the motion. The motion carried unanimously.

**Other** – Vice President Hanson added information from the recent Budget Committee Meeting. The recommendation from the Committee to the School Board was to consider being flexible if a situation would arise where an additional teacher may need to be hired due to an influx of students. This topic will be placed on a future Board agenda. Mrs. Rude inquired about the number of students that may be willing to use their own personal computer tablet in the school environment. Superintendent Sullivan has had a conversation with Mrs. Kathrein regarding online versions of textbooks. Currently when a textbook is purchased an online version is made available. If a textbook is not purchased, the online version is comparable in price to the textbook. Superintendent Sullivan is still researching this topic.

**Adjournment** – At 5:52 p.m., Mrs. Rude moved to adjourn. Ms. Ross seconded the motion. The motion carried unanimously. The meeting was adjourned at 5:52 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