TO THE MEMBER ADDRESSED:
Notice is hereby given that the School Board of Grand Forks Public School District #1 will meet on the above date and time in the Eugene R. Dahl Meeting Room at the Hilton Garden Inn, 4301 James Ray Drive, Grand Forks, ND.

Edwin J. Gerhardt, Business Manager

AGENDA

I. DINNER (5:30-6:00 p.m.)

II. CALL TO ORDER & PLEDGE OF ALLEGIANCE (6:00 p.m.)

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES
   A. October 8, 2018

V. SUPERINTENDENT’S RECOMMENDATIONS FOR DISCUSSION
   A. Review of Open Meetings Law - School District Counsel Dick Olson
   B. Retreat - Corey Mock

VI. SUPERINTENDENT’S RECOMMENDATIONS FOR ACTION
   A. Consent Agenda
      1. Appointment
      2. Resignation

VII. OTHER
   A. Announcements
      1. American Education Week (Nov. 12-16)
   B. Board Requests for Future Consideration
      (There should be no discussion concerning an individual item that is requested for future consideration. The Board President and Superintendent will determine the best method of response to board requests for future consideration.)

VIII. ADJOURNMENT

Any person who requires an auxiliary aid or service to allow access or participation at a school board meeting is asked to notify the superintendent’s office (787-4880) at least one day before the meeting.
The school board of Grand Forks Public School District #1 held a regular meeting on Monday, October 8, 2018, at the Mark Sanford Education Center with President Bill Palmiscno presiding.

**Board Members Present:** Douglas Carpenter, Chris Douthit, Amber Flynn, Jacqueline Hoffarth, Eric Lunn, Shannon Mikula, Bill Palmiscno, Cynthia Shabb, and Matt Spivey.

**Board Members Absent:** None.

**Others Present:** Student Board Members Averi Bullinger, Riley Thoreson, and Anastasia Usatii, Superintendent Dr. Terry Brenner, Associate Superintendent Jody Thompson, Assistant Superintendent Catherine Gillach, Business Manager Ed Gerhardt, GFEA President Amanda Weston Caillier, and Executive Secretary Cindy Johnson.

**Call to Order and Pledge of Allegiance.**
The meeting was called to order at 6:04 p.m. and the Pledge of Allegiance was recited.

Brenner introduced Student Board Members Averi Bullinger, Riley Thoreson, and Anastasia Usatii and reported that they completed their Oaths of Office before the meeting convened.

**Celebrating Success.** Mark Rerick, Grand Forks Public Schools’ Athletic Director, spoke on the Coaching Boys into Men Program and a pilot program for girls called Athletes as Leaders, which is a counterpart to Coaching Boys into Men. He also spoke about Coaching to Core Values, a leadership movement that began this year in an effort to redefine the purpose and goals of the District’s athletic programs beyond the physical goals of winning.

**Approval of Minutes.** It was moved by Shabb and seconded by Carpenter to approve the September 10, 2018, minutes as written. Motion carried unanimously.

**Citizen Comments (non-agenda items).** None.

**Fall Enrollment Report.** Thompson reported on this year’s student enrollment for grades K-12. Comparatively, from spring 2018 to fall 2018, grades K-12 enrollment increased by 56 students and from fall 2017 to fall 2018, grades K-12 enrollment decreased by 132 students. The demographer’s projections were 246 students more than the overall fall 2018 enrollment.

**Review School Board Norms.** Dr. Brenner reviewed a revised draft of norms that was developed from Board members’ comments at the last two meetings.

Lunn reported that he supported the revision. No other comments were made.

Palmiscno announced that the Board would accept the revised School Board Norms as presented.

**Consent Agenda.** It was moved by Spivey and seconded by Lunn to approve the consent agenda as follows: Teacher Appointment at 50% effective October 1, 2018, for Erika Reich (salary $18,322). Motion carried unanimously.
General Fund Financial Statement. Gerhardt reported for the period of July 1, 2018 through September 30, 2018, total general fund revenues were $13,652,741 and total general fund expenditures were $13,211,425 resulting in an excess of revenues over expenses of $441,316.

It was moved by Carpenter and seconded by Douthit to approve the General Fund Financial Statement for the period of July 1, 2018 through September 30, 2018 as presented. Motion carried unanimously.


It was moved by Lunn and seconded by Spivey to approve the fiscal year 2018-2019 preliminary budgets for the General Fund, Building Fund, and Special Assessments Fund and to authorize a property tax levy of 86 mills for the General Fund, 10 mills for the Building Fund, and 2 mills for the Special Assessments Fund for a totally levy of 98 mills for the 2018 tax year. Motion carried unanimously.

Finance Committee Report-Consideration of JR Simplot New and Expanding Business Property Tax Exemption. Todd Feland, City Administrator for the City of Grand Forks, and Keith Lund, President and CEO of the Grand Forks Region Economic Development Corporation, spoke in support of the J.R. Simplot Company’s application for an 80% tax incentive over 10 years for a $57M expansion project to build a new High Bay Freezer (HBF) at its Grand Forks facility. Motion carried unanimously.

Feland and Lund spoke about the significant impact that J.R. Simplot Company has on the local economy and the importance of the company to the region and state.

Lund reported that the Grand Forks Regional Economic Development Corporation Board of Directors unanimously provided support for the J.R. Simplot Company application.

Tony Hodny, Unit Director for J.R. Simplot Company, spoke about the project and its importance to the company.

It was moved by Carpenter and seconded by Spivey to approve the application from J.R. Simplot Company for an 80% tax incentive over 10 years for a $57M expansion project to build a new High Bay Freezer (HBF) at its Grand Forks facility. Motion carried unanimously.

Recognition of GFEA as Representative Organization for Negotiating Unit. It was moved by Carpenter and seconded by Douthit to recognize the Grand Forks Education Association (GFEA) as the representative organization for the appropriate negotiating unit as per North Dakota Century Code 15.1-16-11 as recommended. Motion carried unanimously.

Recognition of GFPA as Representative Organization for Negotiating Unit. It was moved by Shabb and seconded by Hoffarth to recognize the Grand Forks Principals’ Association (GFPA) as the representative organization for the appropriate negotiating unit as per North Dakota Century Code 15.1-16-11 as recommended. Motion carried unanimously.

Recognition of GFDA as Representative Organization for Negotiating Unit. It was moved by Hoffarth and seconded by Douthit to recognize the Grand Forks Directors’ Association (GFDA) as the representative organization for the appropriate negotiating unit as per North Dakota Century Code 15.1-16 as recommended. Motion carried unanimously.

Title I Look Alike Program. Thompson explained federal regulations allow the use of a Look Alike Program at schools that do not meet Title I criteria. The District currently uses a Look Alike Program to assist at-risk learners through four Reading Specialists.
It was moved by Hoffarth and seconded by Carpenter to approve supplemental local funds in the amount of $356,620.39 for the 2018-2019 school year to provide a Title I Look Alike Program at Discovery Elementary School, J. Nelson Kelly Elementary School, and Nathan F. Twining Elementary and Middle School. Motion carried unanimously.

**NDSBA Resolutions.** Brenner drew to the Board's attention NDSBA resolutions that will be considered at the NDSBA Annual Convention Delegate Assembly. They were provided as an opportunity for discussion if the Board desired to give voting delegates any direction.

Lunn spoke in support of a resolution that would expand the ability of school districts to discuss school safety and security in executive session and suggested that the Board support this.

**Resignation of Business Manager.** Brenner expressed his regrets about the pending retirement of Business Manager Gerhardt. He also informed the Board about plans to advertise the position and about the interview process.

It was moved by Spivey and seconded by Lunn to approve the resignation of Business Manager Edwin J. Gerhardt effective December 31, 2018. Motion carried unanimously.

**Classified Employees Meet & Confer Committee Report - Approval of Classified Personnel Policy Manual effective July 1, 2018 to June 30, 2019.** Spivey reported on the September 12, 2018 meeting of the Classified Employees Meet and Confer Committee and the committee’s unanimous recommendation for approval.

Flynn commented that the salary of the Communications Coordinator increased significantly presumably because the position changed from 11 months to 12 months. Brenner concurred and explained that in addition, the responsibilities for the position increased to include Community Engagement and the position was added as a member of the Administrative Cabinet.

Shabb commented that the Classified Employees Group would be included in the upcoming benefits study.

It was moved by Douthit and seconded by Shabb to approve the proposed salary increase (3% plus Steps) and changes to the *Classified Personnel Policy Manual*.

Mikula stated that a good, holistic read through of the Manual should be conducted at a later time.

Motion carried unanimously.

**Superintendent’s Evaluation Committee Report.** Palmiscno reported on the September 19, 2018, meeting of the Superintendent’s Evaluation Committee and the committee’s recommendation for this year’s evaluation process. The first evaluation, which must be conducted on or before November 15, would be tied to the Superintendent’s 90-Day Entrance Plan and the second evaluation, which must be conducted on or before March 15, would be a 360 Evaluation using input from the school boards, K-12 administrators, K-12 teachers, and MSEC staff. Following School Board approval, a survey for individual school board member input will be developed and sent to each member of the Grand Forks School Board and Grand Forks Air Force Base School Board. The Superintendent’s Evaluation Committee will convene to review all input and develop a draft evaluation for consideration by the Grand Forks School Board at November 13 meeting.

Lunn explained that in the past a third evaluation was held at the end of the school year and asked if that had been dropped. Palmiscno stated that a third evaluation could be added.

It was moved by Lunn and seconded by Shabb to approve the recommendation of the Superintendent’s Evaluation Committee. Motion carried unanimously.

**Policy 3000 Series Review Committee Report.** Palmiscno reported on the September 27, 2018, meeting of the Policy 3000 Series Review Committee at which the proposed advertising Policy 3200 was reviewed. He reported that a sample policy from Reading, PA was provided and that the committee felt its format was easier to read. The committee is requesting permission to proceed with using the layout of that sample policy. There were no objections.
Directors Contract Bargaining Committee. Spivey reported on the October 1, 2018, meeting of the Directors Contract Bargaining Committee. This is the first year that the Directors are a bargaining unit rather than a Meet and Confer group. The Directors Team offered a proposed salary schedule with a 3% salary increase and 2.2% per Step. There are eight directors; each is a unique position and each has a different starting salary.

Facilities Committee Report. Shabb reported on the October 3, 2018 meeting of the Finance Committee. She reiterated that the Shared Parks and Facilities Use Agreement is postponed due to pending rewording. She reported that the committee discussed the timeline to study boundary lines and determined that it was better to do a complete review of all boundary lines as a whole district. The Committee recommended focusing on the facilities plan and moving ahead with the PreK-12 Education Model Committee, which will be co-chaired by Douthit and Mikula and focus on defining innovative educational practices rather than 21st Century learning. The findings of the PreK-12 Education Model Committee will inform future work of the Facilities Committee.

Announcements. Palmiscno reminded the Board of the October 22 School Board Retreat which be held at the Hilton Garden Inn beginning at 5:30 p.m.

Gerhardt shared an invite from the District’s auditors that any Board member who has questions regarding the District’s finances may contact the auditors.

Board Requests for Future Consideration. None.

Recess. The Board recessed at 7:26 p.m. in order for a School Board photo to be taken.

Book Study. Board members divided into three groups with administrators and proceeded with the book study from 7:30 p.m. to 7:50 p.m. The assignment for the November 13 meeting is Chapter 3.

Adjournment. There being no further business, the meeting adjourned at 7:50 p.m.
MEMORANDUM

TO: Grand Forks School Board
FROM: Dr. Terry Brenner, Superintendent of Schools
SUBJECT: Consent Agenda
DATE: October 22, 2018

Many items of a routine nature can be handled as one item rather than spending additional time on each individual item. Therefore, the Consent Agenda has been developed for the school board’s use in order to speed up the process of conducting its meetings. Items that may be listed on the Consent Agenda include:

- Appointments (excludes administrative appointments)
- Leave Requests (excludes requests for extension)
- Open Enrollment Applications
- Resignations
- Student Placements
- Student Travel Requests

There should be no discussion concerning an individual item on the Consent Agenda. However, during the approval of the school board meeting agenda, any board member may request an item be removed from the Consent Agenda for further discussion. Once the school board meeting agenda has been approved, all items listed on the Consent Agenda are handled as one item.

Items appearing on the Consent Agenda at the time of the publishing of this agenda packet with their requested considerations are:

- Appointments (excludes administrative appointments)
- Resignations

Administrative recommendation is for approval of the teacher appointments and resignations as presented.

cj
Attachments
MEMORANDUM

TO: Dr. Terry Brenner, Superintendent
FROM: Tracy Abentroth, Director of Human Resources
RE: Teacher Appointments
DATE: October 22, 2018

Pursuant to North Dakota Century Code 15.1-09-33 the School Board approves the issuance of contracts to school district personnel.

Appointments appearing on this list at the time of the publishing of the agenda packet follow. There may be additional appointments presented for consideration at the meeting.

Administrative recommendation is to approve the appointments, effective October 23, 2018.

Attachment

mjs
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<th>Blake Neubauer</th>
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MEMORANDUM

TO: Dr. Terry Brenner, Superintendent

FROM: Tracy Abentroth, Director of Human Resources

RE: Resignations

DATE: October 22, 2018

North Dakota Century Code 15.1-09-33 provides authority for the School Board to act on employment contracts for school district personnel.

Please find attached letters of resignation from the following:

Jennifer Griffis  Science Teacher  Valley Middle School

Administrative recommendation is to approve the resignation effective October 24, 2018.

Attachment

mjs
Jennifer Griffis  
7th Grade Life Science Teacher  
Valley Middle School  

October 11, 2018  

Dear Mr. Selk,  

With this letter, I wish to inform you that I am resigning from my position with Grand Forks Public Schools as a 7th Grade Life Science teacher at Valley Middle School as of the 24th of October. I have been offered, and accepted, a teaching position in Florida. I regret any inconvenience that this will cause. I will have all of my grades entered and do my best to have the current projects finished before my last day.  

Sincerely,  

Jennifer Griffis