

**POLICY REVIEW COMMITTEE
GRAND FORKS SCHOOL BOARD
GRAND FORKS PUBLIC SCHOOL DISTRICT #1
MEETING MINUTES
October 6, 2021**

The Policy Review Committee met on Wednesday, October 6, 2021, with Cynthia Shabb serving as the meeting chair.

Committee Members Present: Chris Douthit, Eric Lunn, Cynthia Shabb, Dr. Terry Brenner, and Scott J. Berge.

Committee Members Absent: GFAFB School Board Liaison.

Others Present: Cindy Johnson, Executive Secretary

Call to Order. The meeting was called to order at 4:33 p.m.

Approval of Minutes. It was moved by Douthit and seconded by Lunn to approve the minutes of June 7, 2021, as written. Motion carried unanimously.

Review Various Policies for Possible Addition, Modification, and/or Rescindment. Definitions of the North Dakota School Boards Association's policy template classifications were provided for review along with a procedural notation regarding administrative regulations and exhibits. The meeting continued with a review of various policies as indicated below. All of the policies were reviewed by the Executive Cabinet before forwarding them to the committee.

ABAC, Virtual Learning Because of Weather or Other Conditions. This is a recommended policy that must be adopted before implementing virtual instruction. It was developed by the NDSBA in response to legislation that was passed during the 2021 legislative session allowing districts to conduct virtual instruction temporarily when inclement weather or other conditions warrant schools to cancel hours of instruction. Examples of such conditions include, but are not limited to, a blizzard, a hazardous chemical accident, a school fire, a flood, a breakdown in the school's heating system, or a pandemic. ND law requires school boards to adopt a policy that complies with ND Administrative Rules before implementing any type of virtual instruction. The rules governing this policy have been drafted but still need to be reviewed by the necessary parties and circulated for public comment. The tentative date of release for the final rules is early 2022. It is not typical for NDSBA to release a policy before the final rules being adopted; however, NDSBA recognizes that districts need a policy in place to allow for virtual

instruction because of weather or other conditions and therefore, has drafted this policy.

Discussion was held about circumstances in which the superintendent might decide to go to virtual learning were discussed.

It was moved by Lunn and seconded by Douthit to approve policy ABAC, Virtual Learning Because of Weather or Other Conditions, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

GACE, GED Credit for High School Graduation and Curriculum Requirements. This is a supplementary policy allowing high school students to receive credit for taking relevant portions of the GED assessment to satisfy corresponding graduation requirements set forth in law. The administrative regulation mentioned in the policy is pending development.

It was moved by Douthit and seconded by Lunn to approve policy GACE, GED Credit for High School Graduation and Curriculum Requirements, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

FFL, Youth Patriotic Society Access. This is a recommended policy that was developed by the NDSBA in response to new legislation regarding the Boy Scouts.

It was moved by Lunn and seconded by Douthit to approve policy FFL, Youth Patriotic Society Access, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

ACA, Section 504 of the Rehabilitation Act of 1973 Policy. This adopted policy is amended to reflect the district's associate/assistant superintendents' title changes.

It was moved by Douthit and seconded by Lunn to approve ACA, Section 504 of the Rehabilitation Act of 1973 Policy as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

ACA-E, Section 504 of the Rehabilitation Act of 1973 Policy. This approved administrative exhibit is provided for information only. It is amended to reflect the district's associate/assistant superintendents' title changes.

ACAA-AR, Telework Procedures. This approved administrative regulation is provided for information only. It was amended by the NDSBA with minor language changes.

ACDBA, Video Cameras on School Buses. This is a supplementary policy that was reviewed by the committee in April 2021. It was referred back to the administration for further review about implementing the policy on buses that are owned by Dietrich Bus Service. The administrative regulation mentioned in the policy is pending development.

It was moved by Lunn and seconded by Douthit to approve ACDBA, Video Cameras on School Buses, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

ACEA, Bullying Policy. This adopted policy is amended to reflect the district's associate/assistant superintendents' title changes. It is also amended by the NDSBA to include additional statutes related to sex and other minor language changes for policy clarification.

It was moved by Douthit and seconded by Lunn to approve policy ACEA, Bullying Policy, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BA-BR2, Board Member Internet and Social Media Use. This adopted board regulation is updated by the NDSBA to reflect additional expectations of board members when commenting on school district

business online.

It was moved by Lunn and seconded by Douthit to approve BA-BR2, Board Member Internet and Social Media Use, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate reading and adoption. Motion carried unanimously.

BBBB, School Board Committees. This adopted policy is updated to reflect the Health Insurance Committee is subject to provisions of the Teacher Negotiated Agreement. It is also updated by the NDSBA with multiple languages made.

It was moved by Douthit and seconded by Lunn to approve BBBB, School Board Committees, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BBBB-BR, Scope and Membership of School Board Committees. This adopted board regulation is updated to reflect the district's associate/assistant superintendents' title changes. The voting membership of the Teacher Contract Bargaining Committee was corrected to read *four (4) members of the GFSB* rather than GFAFB.

It was moved by Douthit and seconded by Lunn to approve BBBB-BR, Scope and Membership of School Board Committees, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate reading and adoption. Motion carried unanimously.

BC, Meetings of the Board. This adopted policy is updated by the NDSBA with minor changes made to the content. Additional changes were made to eliminate *Retreats* and add a paragraph that addressed board training.

It was moved by Lunn and seconded by Douthit to approve BC, Meetings of the Board, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BCAA, Board Meeting Agenda & Pre-Meeting Preparation. This adopted policy is amended to add Special Sessions to the order of business.

It was moved by Douthit and seconded by Lunn to approve BCAA, Board Meeting Agenda & Pre-Meeting Preparation as amended and forward it to the school board with a unanimous recommendation to complete

its appropriate readings and adoption. Motion carried unanimously.

BCAB, Board Meeting Procedures. This adopted policy is amended to more accurately reflect current practice. It is also amended by the NDSBA with minor language changes.

Discussion was held about further rotating the order in which board members' names are called during a roll call vote.

It was moved by Lunn and seconded by Douthit to approve BCAB, Board Meeting Procedures, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BCAB-BR, Procedure for Seating New Board at the Annual Meeting. This adopted board regulation is updated by the NDSBA with minor language changes. It was also amended to reflect the district's current practice of the superintendent calling the annual meeting to order.

It was moved by Douthit and seconded by Lunn to approve BCAB-BR, Procedure for Seating New Board at the Annual Meeting, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate reading and adoption. Motion carried unanimously.

BCAD, Executive Session. This recommended policy was reviewed and approved by Committee on April 14, 2021, but not brought forward to the full board because Cindy noticed a sentence that does not align with District practice. It is brought back to the committee for a second look. Current practice is that executive session documents are not collected from all participants nor are they maintained in one location. This policy requires that they should be. Whether the board should have authority to disclose recordings and documents resulting from an executive session as stated in the policy is not current practice. This policy is withheld pending further review.

BCBA, Public Participation at Board Meetings. Discussion on this recommended policy included whether the district can limit public comments at a board meeting to be from only residents from within the district's boundaries. If adopted, this policy will replace the district's existing Policy 1002, Public Participation in Board Meetings, Publication of Agenda, Coverage of Board Meetings, and Policy

8509, Publication of Agenda, Citizen Requests, Representations, or Proposals. This policy is withheld pending further review.

BCBA-BR, Rules of Decorum at Board Meetings. This is a board regulation that complements BCBA.

It was moved by Lunn and seconded by Douthit to approve this board regulation as written and forward it to the school board with a unanimous recommendation to complete its appropriate reading and adoption at the same time that BCBA is considered for its second reading and adoption. Motion carried unanimously.

BDBA, Consultants to the Board. It was moved by Douthit and seconded by Lunn to reject this supplementary policy and forward it to the school board with a unanimous recommendation to reject it. Motion carried unanimously.

BDBC, Citizens' Advisory Committees, and BDC, Insurance for Board Members. It was moved by Douthit and seconded by Lunn to reject these supplementary policies and forward them to the school board with a unanimous recommendation to reject them. Motion carried unanimously.

BDD, Compensation and Expenses for Board Members. This adopted policy is updated by the NDSBA with minor language changes. It was moved by Douthit and seconded by Lunn to approve policy BDD, Compensation and Expenses for Board Members as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BDE, Membership in Associations. If adopted, this supplementary policy will replace the district's existing Policy 8325, Membership in School Board Associations.

It was moved by Lunn and seconded by Douthit to approve BDE, Membership in Associations as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BE, Board Member Development. If adopted, this supplementary policy will replace the district's existing Policy 8320, School Board Member Development. Minor language changes were made to indicate it is the business manager who maintains a calendar of school board and administrative conferences, conventions, and workshops and to

indicate the board will attempt to have no more than four members and the superintendent travel together at any one time.

It was moved by Douthit and seconded by Lunn to approve BE, Board Member Development, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate reading and adoption. Motion carried unanimously.

BEA, Candidate Orientation. It was moved by Lunn and seconded by Douthit to reject this supplementary policy and forward it to the school board with a unanimous recommendation to reject it. Motion carried unanimously.

BEB, New Member Orientation. If adopted, this supplementary policy will replace the district's existing Policy 8300, Orientation.

It was moved by Douthit and seconded by Lunn to approve BEB, New Member Orientation, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BEC, School Board Evaluation. Discussion on this recommended policy included whether the executive cabinet should evaluate the board and about the areas to be evaluated. This policy is withheld pending further review.

BEC-E, School Board Self-Evaluation. This administrative exhibit was used as the evaluation tool several years ago. It was received negatively and a new tool based on the board's meeting norms was developed. This exhibit is withheld pending further review.

BFA, Board-Superintendent Relations. This is a supplementary policy.

It was moved by Lunn and seconded by Douthit to approve BFA, Board-Superintendent Relations, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BFB, Board-Staff Relations. If adopted, this supplementary policy will replace the district's existing Policy 1200, Building-Level Communications.

It was moved by Douthit and seconded by Lunn to approve BFB, Board-Staff Relations, as written and

forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BFC, Retiring Board Members. If adopted, this supplementary policy will replace the district's existing Policy 8340, Retirement. Minor language changes were made to personalize the policy to the district's current practice. Additional language changes will be made to match the language of the Golden Age Pass related to how the lifetime activity pass may be used.

It was moved by Douthit and seconded by Lunn to approve BFC, Retiring Board Members, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

BFD, Board Member Visits to Schools. This is a supplementary policy. There is possible some duplication with adopted policy KAAA, Visitors in the Schools, and approved administrative regulation KAAA-AR; however, it was determined to advance policy BFD. Some discussion was held about the term 'schools' meaning all district-owned or leased facilities.

It was moved by Lunn and seconded by Douthit to approve BFD, Board Member Visits to Schools, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

KAAA-AR, Visitors in the Schools Regulation. This approved administrative regulation was amended by the Executive Cabinet to provide the building principals the option to deny a visit request and to eliminate visitors in the staff lounge. The amended administrative regulation is provided for the committee's information.

BGA, Board Communication with the Public. If adopted, this recommended policy will replace the district's existing Policy 1000, Citizens Issues, Public Forums.

It was moved by Douthit and seconded by Lunn to approve BGA, Board Communication with the Public, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

DDAA, Family and Medical Leave Act. It was moved

by Lunn and seconded by Douthit to reject this recommended policy and forward it to the school board with a unanimous recommendation to reject it. Motion carried unanimously.

DDAA, Family and Medical Leave Act Regulations. It was moved by Douthit and seconded by Lunn to reject this board regulation and forward it to the school board with a unanimous recommendation to reject it. Motion carried unanimously.

DDC, Unpaid Leave. It was moved by Douthit and seconded by Lunn to reject this recommended policy and forward it to the school board with a unanimous recommendation to reject it. Motion carried unanimously.

DEAC, Staff Dress Code. This is a recommended policy. Discussion was held about adding the complementing administrative regulation DEAC-AR to the list of complementing templates.

It was moved by Douthit and seconded by Lunn to approve DEAC, Staff Dress Code, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

DEAC-AR, Staff Dress Code – Professional Appearance. This administrative regulation is the codified version of existing regulations. It is provided for the committee's information. A minor language change will be made to indicate not substituting leggings with exercise pants or sheen tights is a direct statement.

DEAG, Weapons Prohibition on School Property – Employees. This is a recommended policy.

It was moved by Lunn and seconded by Douthit to approve DEAG, Weapons Prohibition on School Property – Employees, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

DEBD, Maintaining Professional Employee-Student Boundaries. This adopted policy is updated by the NDSBA to add exemption language for board-approved curriculum pertaining to sexual education. The exemption language will replace similar language the board previously added.

It was moved by Douthit and seconded by Lunn to approve DEBD, Maintaining Professional Employee-Student Boundaries, as amended and forward it to the

school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

DFA-E, Organizational Chart. This approved exhibit was amended to reflect the associate/assistant superintendents' and CTE executive director /technology's title changes. It was provided for the committee's information.

DHBE, Teacher Preparation Time. It was moved by Lunn and seconded by Douthit to reject this supplementary policy and forward it to the school board with a unanimous recommendation to reject it. Motion carried unanimously.

FAAA, Open Enrollment. This adopted policy is updated by the NDSBA with minor language changes.

It was moved by Douthit and seconded by Lunn to approve FAAA, Open Enrollment, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

FAAA-E, Open Enrollment and Tuition Agreement Comparison Guide. This approved exhibit was updated by the NDSBA with minor language changes. It was provided for the committee's information.

FCAF, Concussion Management. This adopted policy was updated by the NDSBA with minor language changes made.

It was moved by Douthit and seconded by Lunn to approve FCAF, Concussion Management, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

FCAF-AR, Concussion Management Program. This approved administrative regulation is updated by the NDSBA with concussion signs and symptoms based on CDC guidance. It was provided for the committee's information.

FCC, Restraint or Seclusion Policy. If adopted, this recommended policy will replace the district's existing Policy 5634, Restraint and Seclusion Policy. It was amended to indicate the executive director of special education shall ensure the debriefing of a staff member following an incident.

It was moved by Lunn and seconded by Douthit to approve FCC, Restraint or Seclusion Policy, as amended and forward it to the school board with a

unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

FFD, Carrying Weapons. This adopted policy is updated by the NDSBA to reflect recent changes in law and minor changes made to the content. It was also amended so that a firearm or dangerous weapon is turned over to a district employee or that a district employee is notified of the firearm or dangerous weapon's location.

It was moved by Douthit and seconded by Lunn to approve FFD, Carrying Weapons, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

FGBA, Released Time for Outside Instruction. This is a recommended policy.

It was moved by Lunn and seconded by Douthit to approve FGBA, Released Time for Outside Instruction, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

FGDD, Student Publications & Freedom of Expression. This adopted policy is updated by the NSBA with multiple language changes made to reflect the law.

It was moved by Lunn and seconded by Douthit to approve FGDD, Student Publications & Freedom of Expression, as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

GFAA, Teaching About Religion. This is a recommended policy.

It was moved by Douthit and seconded by Lunn to approve GFAA, Teaching About Religion, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

GFAA-E, Teaching About Religion Checklist. This exhibit was provided for the committee's information.

KACA, Patron Complaints. This recommended policy will replace the district's existing Policy 1002, Public Participation in Board Meetings, Publication of Agenda, Coverage of Board Meetings. Existing

language from Policy 1002 is added to the NDSBA version. The NSBA's suggested language regarding anonymous complaints is accepted.

It was moved by Douthit and seconded by Lunn to approve KACA, Patron Complaints, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

KADA, Weapons Prohibition on School Property – Public. This is a recommended policy. Discussion was held about putting this policy on the district's website and possible signage at district-owned and leased facilities.

It was moved by Lunn and seconded by Douthit to approve KADA, Weapons Prohibition on School Property – Public, as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

Policy 8102, Goals for Board Services, and Policy 8615, Methods of Operation (school board). These policies are recommended for rescindment due to duplication with existing policies BA, BA-BR1, and BA-BR2.

It was moved by Douthit and seconded by Lunn to rescind Policy 8102, Goals for Board Services, and Policy 8615, Methods of Operation (school board), and forward them to the school board with a unanimous recommendation to rescind them. Motion carried unanimously.

Adjournment. The meeting was adjourned at 7:00 p.m.

APPROVED _____
(Date)

Cynthia Shabb, Meeting Chair