

**POLICY REVIEW COMMITTEE  
GRAND FORKS SCHOOL BOARD  
GRAND FORKS PUBLIC SCHOOL DISTRICT #1  
MEETING MINUTES  
May 3, 2022**

The Policy Review Committee met on Tuesday, May 3, 2022, at the Mark Sanford Education Center with Cynthia Shabb serving as the meeting chair.

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

**Committee Members Absent:** GFASB School Board Liaison.

**Others Present:** Cindy Johnson, Executive Secretary

**Call to Order.** The meeting was called to order at 4:32 p.m.

**Approval of Minutes.** It was moved by Douthit and seconded by Lunn to approve the minutes of March 2, 2022, as written. Motion carried unanimously.

**Review Various Policies for Possible Addition, Modification, and/or Rescindment:**

**FACB, Student Transfer & Withdrawal Records.** It was moved by Lunn and seconded by Douthit to reject FACB. Motion carried unanimously.

**FACB-E1, Student Residence Verification Form and FACB-E2, Student Residency Checklist.** District administration indicated they rejected FACB-E1 and FACB-E2 as complementing exhibits to FACB; however, they will be re-codified as complementing exhibits to FAAE, Student Residency Requirement.

**FDI, Transgender and Gender Nonconforming Students, and FDI-AR, Transgender and Gender Nonconforming Student Procedure, and FDI-E, School Planning Guide for Transgender and Gender Nonconforming Students.** A comparison of the GFPS policy and administrative regulation and West Fargo Public Schools' policy and administrative regulation was provided. Discussion was held about the notification of parents and the reasons why or why not to. The committee determined to seek a legal opinion about possible legal ramifications if the Board decided the parent/guardian had to be notified. Use of the complementing exhibit will be determined upon review of the pending legal opinion.

A copy of a suggested policy regarding student physical privacy that was emailed to Dr. Brenner from a community member (Ron Barta) was provided to

committee members. The committee did not feel the suggested policy was in the best interests of the students.

**FDC, Education of Migrant Students.** It was moved by Douthit and seconded by Lunn to reject FDC. Motion carried unanimously.

**FGBB, Student Prayer During Non-Instructional Time.** It was moved by Lunn and seconded by Douthit to approve FGBB as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**FGCB-E, Search and Seizure of Students Form.** District administration indicated they rejected FGCB-E and instead will develop something in PowerSchool as a discipline piece.

**FGCC, Student Interviews, Interrogations, and Custody by School Resource Officers and Outside Authorities.** This template will replace existing Policy 1305. It was moved by Douthit and seconded by Lunn to approve FGCC as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**1305, Police Department, Police Officer's Rights with Regard to Pupils, Cooperation with Law Enforcement Agencies, Partnerships with Law Enforcement Agencies.** It was moved by Lunn and seconded by Douthit to forward Policy 1305 to the school board with a unanimous recommendation that it be rescinded upon adoption of FGCC. Motion carried unanimously.

**GACB, Patriotic Exercises.** It was moved by Lunn

and seconded by Douthit to approve GACB as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**GBA, Academic Freedom.** This template will replace a portion of existing Policy 6144. It was moved by Douthit and seconded by Lunn to approve GBA as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**6144, Controversial Issues, Appropriateness of Issues, Bible Reading, Meditation, Prayer, et al.** Most sections of this policy have been replaced by other policies and with the pending policy GBA. It was moved by Lunn and seconded by Douthit to forward this policy to the school board with a unanimous recommendation that it be rescinded upon adoption of GBA. Motion carried unanimously.

**GCAA, Grade Promotion, Retention, & Acceleration.** It was moved by Douthit and seconded by Lunn to approve GCAA as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**GCAA-AR, Grade Promotion, Retention, & Acceleration.** Minor updates were made to this administrative regulation and provided for information only.

**GCC, Protection of Pupil Rights Amendment.** This existing policy was amended by the NSBA and divided into policy, administrative regulation, and exhibits. It was moved by Lunn and seconded by Douthit to approve GCC as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**GCC-AR, Criteria for Considering Third Party Student Surveys and Research; GCCC-E1, Model Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA); GCC-E2, PPRA Model Notice of Consent/Opt Out for Specific Activities; and GCC-E3, Request to Conduct Research in the Grand Forks Public Schools.** Provided for information only.

**ABAD, Virtual School.** It was moved by Douthit and seconded by Lunn to reject ABAD. Motion carried unanimously.

**ABEC, School Meal Charge Policy.** It was moved by Douthit and seconded by Lunn to approve ABEC as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**ABEC-AR, Adult Meals.** Provided for information only.

**ABEC-E, Outstanding Balance Letter.** District administration indicated they rejected ABEC-C because outstanding balance letters are automated.

**GACG, Educational Opportunities Through Sponsoring Entities.** It was moved by Lunn and seconded by Douthit to approve GACG as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**GACG-E, Sponsoring Entity Proposal Application.** Provided for information only.

**KAB, District-Schools Parent and Family Engagement Policy.** It was moved by Douthit and seconded by Lunn to approve KAB as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**KAB-E, School-Parent Compact.** Provided for information only.

**AAB-BR, General Policy Statement and 2100, General Policy.** This board regulation will replace Policy 2100. It was moved by Lunn and seconded by Douthit to approve AAB-BR as written and forward it to the school board with a unanimous recommendation to complete its appropriate reading and adoption, and to forward Policy 2100 to the school board with a unanimous recommendation that it be rescinded upon adoption of AAB-BR. Motion carried unanimously.

**AAB, District Goals & Objectives.** This existing policy is amended only clerically to add a complementing template reference. No policy language was changed. Provided for information only.

**ABAA, School District Organization Plan.** It was moved by Lunn and seconded by Douthit to approve ABAA as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**ABAA-BR, Guidelines for Determining Class Size.**

This template will replace existing Policy 6151. It was moved by Douthit and seconded by Lunn to approve ABAA-BR as written and forward it to the school board with a unanimous recommendation to complete its appropriate reading and adoption, and to forward Policy 6151 to the school board with a unanimous recommendation that it be rescinded upon adoption of ABAA-BR. Motion carried unanimously.

**ABBG, School Attendance Boundaries.** This template will replace existing Policy 7301. It was moved by Lunn and seconded by Douthit to approve ABBG as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**7301, Student Attendance Areas.** It was moved by Douthit and seconded by Lunn to forward Policy 7301 to the school board with a unanimous recommendation that it be rescinded upon adoption of ABBG. Motion carried unanimously.

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

**FAAE, Student Residency Requirement.** It was moved by Douthit and seconded by Lunn to approve FAAE as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**FAAE-1, Student Residency Verification Form, and FAAE-E2, Student Residency Checklist.** Provided for information only.

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

**CAAB, Superintendent Evaluation Procedure.** This template will complete the replacement of Policy 2110. It was moved by Lunn and seconded by Douthit to approve CAAB as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**2110, Employment and Evaluation of the**

**Superintendent.** It was moved by Douthit and seconded by Lunn to forward 2110 to the school board with a unanimous recommendation that it be rescinded upon adoption of CAAB. Motion carried unanimously.

**CAAA-E1, Superintendent Evaluation Template; CAAB-E2, Superintendent Evaluation Worksheet; CAAB-E3, Superintendent Evaluation Summary; CAAB-E4, Sample Motion for Superintendent Evaluation; and CAAB-E5, Superintendent Evaluation Timeline.** District administration reported they rejected all of these exhibits following consensus by the Superintendent Evaluation Committee on March 7, 2022.

**DAA, Role of Policy & Regulations for Non-Contracted Employees.** It was moved by Lunn and seconded by Douthit to approve DAA as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**DAB, Definitions for Personnel Policies.** It was moved by Douthit and seconded by Lunn to reject DAB. Motion carried unanimously.

**DBAA, Recruitment, Hiring, & Background Checks for New Classified Personnel.** It was moved by Lunn and seconded by Douthit to approve DBAA as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**DBD, Classified Staff Intent to Rehire.** It was moved by Douthit and seconded by Lunn to reject DBD. Motion carried unanimously.

**DCB, Definition of Workweek and Overtime and Compensatory Time.** It was moved by Lunn and seconded by Douthit to approve DCB as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**DDA, Sick Leave.** It was moved by Douthit and seconded by Lunn to reject DDA. Motion carried unanimously.

**DDA-AR, Sick Leave Requests.** District administration indicated they rejected DDA-AR. Provided for information only.

**DDBA, Vacation Leave.** It was moved by Lunn and seconded by Douthit to reject DDBA. Motion carried unanimously.

**DDBB, Holidays.** It was moved by Douthit and seconded by Lunn to reject DDBB. Motion carried unanimously.

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

**DDCA, Political Leave, and DDCA-BR, Political Leave Regulations.** It was moved by Douthit and seconded by Lunn to reject DDCA and DDCA-BR. Motion carried unanimously.

**DDEA, Jury & Witness Duty.** It was moved by Lunn and seconded by Douthit to reject DDEA. Motion carried unanimously.

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

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

**DEBB, Conflict of Interest.** It was moved by Douthit and seconded by Lunn to approve DEBB as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

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

**DED, Administrative Leave & Suspension.** It was moved by Douthit and seconded by Lunn to approve DED as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**DFB, Promotion.** It was moved by Lunn and seconded by Douthit to reject DFB. Motion carried unanimously.

**DGAA, Teacher Grievance Procedure.** This template

will replace 4120, Grievance Procedure for Teachers. Moving this forward is a conundrum. Per the Teacher Negotiated Agreement, *The grievance procedure shall be stated in Board Policy 4120 and shall not be changed without the mutual agreement of the ASSOCIATION and the BOARD.* GFEA President Melissa Buchhop reports, *Our negotiations team has looked over the new policy and we cannot agree to the changes at this time. There are too many changes for us to even edit the new proposed policy. We would like to keep the current policy in place.* The current policy has not been updated since December of 2002 and should be reviewed by legal counsel if the language is going to be kept as is, but even then any changes are subject to GFEA agreement. The current policy could be codified to the NDSBA Descriptor Code without using the NDSBA language; however, the NDSBA template is more current (version date January 2015) than the existing policy. The TNA provision appears to tie the hands of the Board doing its work as the policy-making body for the District (Policy BDA) and law. At the same time, Policy BDAA states, *Any contract entered into between the Board and another party supersedes district policy and regulations whenever a conflict exists between a policy or regulation and the contract language.* The committee determined to seek a legal opinion about how to proceed.

**DGHA, Lactation/Breastfeeding.** It was moved by Douthit and seconded by Lunn to approve DGHA as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

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

**DHAB, Title I Qualifications Notification Requirement.** It was moved by Douthit and seconded by Lunn to approve DHAB as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**DI, Personnel Records, and DI-BR, Personnel Records Review Procedure.** It was moved by Lunn and seconded by Douthit to reject DI and DI-BR. Motion carried unanimously.

**DI-E1, Personnel File Records Checklist, and DI-E2, Notice of Confidential Record on File.** District

administration reported they rejected these exhibits. Provided for information only.

**DIA, Distribution of Personnel Directory.** It was moved by Douthit and seconded by Lunn to reject DIA. Motion carried unanimously.

**DJA, Substitute Teachers.** It was moved by Douthit and seconded by Lunn to reject DJA. Motion carried unanimously.

**DJA-AR, Procedure for Selecting Substitute Teachers.** District administration reported they rejected this administrative regulation. Provided for information only.

**DJB, Part-time Teachers.** It was moved by Lunn and seconded by Douthit to reject DJB. Motion carried unanimously.

**DJC, Teachers' Aides.** It was moved by Douthit and seconded by Lunn to reject DJC. Motion carried unanimously.

**DKBA, Separation of At-Will Employees.** It was moved by Lunn and seconded by Douthit to reject DKBA. Motion carried unanimously.

**DKBB, Contracted Staff Resignations & Request for Release of Contract, and DKBB-BR, Granting a Release from Contract.** It was moved by Douthit and seconded by Lunn to reject DKBB and DKBB-BR. Motion carried unanimously.

**FAAC, Enrollment of Suspended or Expelled Students.** It was moved by Lunn and seconded by Douthit to approve FAAC as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**IEBA, Transportation of Students by Staff in Private Vehicles.** It was moved by Douthit and seconded by Lunn to approve IEBA as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**JC, Naming/Renaming School Facilities.** It was moved by Douthit and seconded by Lunn to approve JC as amended and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**4134, Electronic Communication Systems Use;**

**5332, Electronic Communication Systems Use; 6167, Electronic Communication Systems Use; and 5350, Discipline.** 4134, 5332, and 6167 are the same policy and were replaced by DEAD, Staff Use of Electronic Devices; BA-BR2, Board Member Internet & Social Media Use; DEBH, Employee Use of Social Media; and DEBH-BR, District Social Media Accounts. 5350 was replaced by FF, Student Conduct & Discipline; FF-AR, Student Conduct Standards & Disciplinary Procedures; and FF-E, Examples of Student Conduct Violations. It was moved by Lunn and seconded by Douthit to forward 4134, 5332, 6167, and 5350 to the school board with a unanimous recommendation to rescind them. Motion carried unanimously.

**3250, Soliciting Prices (Bids and Quotations), Award of Contracts, Local Purchasing; 3430, Bus Transportation – Bus Drivers; 4121, Complaint Procedures for Teachers; 7310, Determining Needs – The Long-Range Plans, Site Development and Selection; 7410, Developing Educational Specifications, Architect Selection; and 7440, Bidding Process, Awarding Contracts, Supervision – Architect's, Engineer's, Project Manager's Responsibilities, Inspection of Completed Projects, Dedication of Project, Recording Names of Board Members, Administrators, Architects and Builders.** District administration recommends all of these existing policies be rescinded without replacement except that a portion of 7440 regarding the recording of names was added to JC. It was moved by Douthit and seconded by Lunn to forward 3250, 3430, 4121, 7310, 7410, and 7440 to the school board with a unanimous recommendation to rescind them. Motion carried unanimously.

**1302, Business/Education Partnerships; 1310, Public Concerns about Extracurricular Programs; 5640, Health; Child Abuse and Neglect Reporting; Investigations; 8140, Working Relationship with Other School Districts.** Legal counsel has reviewed these policies and determined it would be good to keep them. They will be carried over to the next meeting to provide time for codification and possible amending.

**KAAE, Advertising, and 3200, Advertising.** This will replace existing Policy 3200, with some additional language. It was moved by Lunn and seconded by Douthit to approve KAAE as amended and forward it to the school board with a unanimous recommendation to complete its appropriate reading

and adoption, and to forward Policy 3200 to the school board with a unanimous recommendation that it be rescinded upon adoption of KAAE. Motion carried unanimously.

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Chris Douthit, Meeting Chair

**4118, Teacher Evaluation and Supervision, Purpose, Guidelines for Supervision and Evaluation.** This policy was replaced by DFAA, DFAA-AR, and DFAB. It was moved by Douthit and seconded by Lunn to forward it to the school board with a unanimous recommendation to rescind it. Motion carried unanimously.

**ABBB, Community Use of District Property, and Facility Usage Agreement.** This template will replace existing Policies 7210 and 7220. Postponed to allow time for legal counsel to review.

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

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

**IEAB, Personnel Use of District Vehicles.** It was moved by Lunn and seconded by Douthit to approve IEAB as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**JD, Retirement of Facilities Procedure and Criteria.** It was moved by Douthit and seconded by Lunn to approve JD as written and forward it to the school board with a unanimous recommendation to complete its appropriate readings and adoption. Motion carried unanimously.

**Next Meeting.** The next meeting will be held on Monday, May 16, 2022, beginning at 10:00 a.m.

**Adjournment.** The meeting was adjourned at 6:57 p.m.

APPROVED \_\_\_\_\_  
(Date)