

**GRAND FORKS SCHOOL BOARD
GRAND FORKS PUBLIC SCHOOL DISTRICT #1
ANNUAL ORGANIZATIONAL MEETING MINUTES
July 16, 2018**

The school board of Grand Forks Public School District #1 held its annual meeting on Monday, July 16, 2018, at the Mark Sanford Education Center with Dr. Terry Brenner and 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: Superintendent Dr. Terry Brenner, Associate Superintendent Jody Thompson, Assistant Superintendent Catherine Gillach, Business Manager Ed Gerhardt, GFAFB School Board Liaison Elizabeth Meihaus, and Executive Secretary Cindy Johnson.

Call to Order and Pledge of Allegiance. President pro tem Brenner called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was recited.

Election Results and Declaration of 2018-2019 School Board. Dr. Brenner reviewed election results and declared membership of the 2018-2019 school board of Grand Forks Public School District #1 as follows:

<u>Board Member</u>	<u>Term Expires</u>
Amber Flynn	June 2020
Eric Lunn	June 2020
Cynthia H. Shabb	June 2020
Matt Spivey	June 2020
Douglas C. Carpenter	June 2022
Chris Douthit	June 2022
Jacqueline Hoffarth	June 2022
Shannon Mikula	June 2022
Bill Palmiscno	June 2022

Election of President of the School Board. President pro tem Brenner reviewed the election of officers' procedure and called for nominations for president of the school board. Lunn nominated Bill Palmiscno and Spivey seconded the nomination. Shabb nominated Flynn and there was no second to the nomination. No other nominations were made. It was moved by Lunn and seconded by Spivey to accept the nomination and elect Bill Palmiscno as president of the 2018-2019 School Board. Motion carried unanimously on roll call vote as

follows: Aye: Carpenter, Douthit, Flynn, Hoffarth, Lunn, Mikula, Palmiscno, Shabb, and Spivey. Nay: None. Absent: None.

Election of Vice President of the School Board. President Palmiscno called for nominations for vice president of the school board. Carpenter nominated Amber Flynn and Lunn seconded the nomination. No other nominations were made. It was moved by Carpenter and seconded by Lunn to accept the nomination and elect Amber Flynn as vice president of the 2018-2019 School Board. Motion carried unanimously on roll call vote as follows: Aye: Douthit, Flynn, Hoffarth, Lunn, Mikula, Shabb, Spivey, Carpenter, and Palmiscno. Nay: None. Absent: None.

Approval of Agenda. Dr. Brenner reported there were no additions to the agenda. It was moved by Shabb and seconded by Lunn to approve the agenda as written. Motion carried unanimously.

Approval of Minutes. Mikula reported a typographical error in the motion to approve the Student Transportation Services Agreement Extension for School Year 2018-2019. The word "in" should read "an." It was moved by Spivey and seconded by Carpenter to approve the minutes of June 11, 2018, as corrected. Motion carried unanimously.

Citizen Comments (non-agenda items). C.T. Marhula, 617 Plain Hills Drive, Grand Forks, ND, appeared before the board and offered the following general comments: 1) recommended the school board put on this fall's ballot an increase of five mills that would terminate in five years, 2) encouraged the school board to rotate the presidency every two years, and 3) encourage the school board reflect upon the district's pillars of character education and to follow the law regarding full publication of school board minutes, full publication of bills, and a full listing of salaries.

Administrative Cabinet Configuration. Dr. Brenner explained the organizational plan for his new administrative team. Under the new plan, reporting to Dr. Brenner are the associate superintendent of elementary education, assistant superintendent of secondary

education, and business manager. The title of the assistant superintendent of teaching and learning is changed to associate superintendent of elementary education. Reporting to the associate superintendent are the Head Start director and elementary principals. The assistant superintendent of secondary education position replaces the CIAPD director position. Reporting to the assistant superintendent are athletics director and secondary principals. The Buildings & Grounds director and Child Nutrition Program director report to the business manager. The director titles for technology, CTE, and special education are changed to executive director and the HR manager's title is changed to director, and the communications coordinator title is changed to include community engagement, all of whom will also report to the superintendent.

Declaration of Potential Conflict of Interest Relating to Committees. Dr. Brenner reviewed information from the school district's legal counsel regarding school board member potential conflict of interest. In response to Mikula's question regarding information about the purpose and work of each committee, it was reported that additional information was being prepared and would be shared with board members in the near future. School board members responded and disclosed potential conflicts of interest related to committee appointments as follows:

<u>Board Member</u>	<u>Potential Conflict of Interest</u>
Flynn	None
Hoffarth	None
Lunn	Health Insurance Committee
Mikula	None
Palmiscno	None
Shabb	None
Spivey	None
Carpenter	None
Douthit	Teacher Contract Bargaining

School Board Committee and Liaison Interest Survey. President Palmiscno drew to the board members' attention a school board committee and liaison interest survey. He requested board members complete the survey and return it to Cindy Johnson, after which the board president and he would make the appointment or assignment. As requested by Mikula, additional information describing the work of each committee will be shared with board members this week.

Compensation for School Board Members. Gerhardt reported on compensation

for school board members as found in Grand Forks School Board Policy 8330 and comparative compensation from other North Dakota school districts and Grand Forks elected officials. Administrative recommendation was for the board to review the information and decide if any changes to School Board Policy 8330 should be made.

Carpenter suggested the compensation be raised back to the previous level in anticipation of the board likely returning to meeting two times per month. It was moved by Carpenter and seconded by Lunn to increase school board compensation to \$4,000 for board members and \$5,000 for the board president.

Flynn reported that she did an analysis of compensation per enrollment for the top four school districts to come up with a compensation formula. She noted that the past couple of years required more time and commitment than previous years and recommended board member compensation be increased per the formula to \$6,700 not including if there would be any extra for the board president.

Lunn gave a historical overview of board member compensation and suggested that given the tight financial circumstance of the district, it was probably not the right thing to do. He suggested that any increase be done over a period of years.

Spivey agreed that compensation should be higher. He stated that compensation was increased in the past as an incentive to get people to run for office. He also suggested that the board would be very busy this year.

Mikula suggested there be some tracking of each of the committee's work this year in order to gauge what the effort is per committee. Without this type of information, it was difficult to justify what seemed to be an arbitrary increase.

It was determined to refer this to the Policy Review Committee and the motion and second were withdrawn.

Committee Reports - Teacher Contract Bargaining Committee. Carpenter drew to the board members' attention the tentative agreement found in the agenda packet and reported on all items that were tentatively agreed to during this year's teacher contract bargaining and that the teachers' union had unanimously approved the settlement. He reviewed each item in the tentative agreement and reported that the Teacher Contract Bargaining Committee recommended approval.

Declaring a point of order, it was moved by Flynn and seconded by Lunn to move the approval of the Teacher Negotiated Agreement

to under the superintendent’s recommendations for action. Motion carried unanimously.

Spivey further explained the committee’s rationale behind the memorandum of understanding for a study committee to review the district’s entire benefit and leave package.

Mikula pointed out that there seemed to be some conflicts in language used in some sections that for clarification purposes might be worth cleaning up. She stated she was not quite sure on how to present those things or if it was worth presenting them here, and that in the grand scheme of things, most of them may not be material.

President Palmiscno explained that at this point in time, teacher negotiations would have to be reopened and the board did not want to do that. However, he suggested that Mikula provide notes on what she found that the committee could look at in the future.

Technology Devices for School Board.

Dr. Joel Schleicher, Executive Director of Technology, explained the district’s desire to ensure board members have an appropriate device in their hands to do their work on the school board. He explained options for technology devices that are available to school board members, including a choice for members to bring their own device.

Discussion included concerns for open record law and cyber security, board member preference for electronic or paper information, and access to the district’s Wi-Fi when in school buildings.

Board members will be contacted to indicate their preference, which will be relayed to Dr. Schleicher.

Consent Agenda. It was moved by Carpenter and seconded by Shabb to approve the consent agenda as follows:

- Teacher Appointments effective August 20, 2018, as follows: Kelsey Cariveau (salary \$42,970), Abbie Dahl (salary \$40,000), Kelli Dunnigan (salary \$49,973), Lindsey Fayette-Seaberg (salary \$40,000), Ian Godfrey (salary \$44,509), Andrea Guthridge (salary \$48,222), Britni Hart (salary \$40,000), Mariah Heieie (salary \$40,000), Grant Kleberg (salary \$40,000), Garrett Magner (salary \$48,169), Kara Millner (salary \$45,994), Daneille Moelter-Swangstue (salary \$45,994), Taylor Nelson (salary \$44,509), Bryce Nordine (salary \$40,000), Taylor Ray (salary \$40,000), Aubrey Rosel (salary \$40,000), Heather Skogen (salary \$48,169), and Hannah Whitehead (salary \$44,509);

- One-Year Childcare Leave effective the 2018-2019 school year for Katherine Schuh; and
 - Resignations of Sandra Brandt, Kristy Fitzgerald, Cierra Hangsleben, Melissa Korslien, Carrie Ludwig, Anna Moser, and Kelly Powell, effective June 1, 2018.
- Motion carried unanimously.

Appointment of Red River High School Associate Principal. Gillach outlined the process used to interview, hire, and select Mr. Tony Bina as the associate principal at Red River High School.

It was moved by Spivey and seconded by Douthit to approve the appointment of Mr. Tony Bina as the Red River High School Associate Principal (salary \$87,916) for the 2018-2019 school year. Motion carried unanimously.

Designation of Official Newspaper of the School District. State law requires the school board, at its annual meeting, to designate a newspaper of general circulation as the official newspaper of the school district. Administrative recommendation was to designate the *Grand Forks Herald* as the official newspaper. It was moved by Shabb and seconded by Carpenter to designate the *Grand Forks Herald* as the official newspaper of Grand Forks Public School District #1. Motion carried unanimously.

Designation of Authorized Representatives for Title Programs and Grants for 2018-2019. Thompson explained that school districts that receive funds from federal programs and competitive grants were required to appoint an individual or individuals as the authorized representative(s) for the program or grant. Administrative recommendation was to approve the appointments as follows:

Federal Program / Competitive Grant	Authorized Representative
Title I – Disadvantaged Children Meet High Standards	Jody Thompson
Title II Part A – Teacher and Principal Quality Training and Recruiting	Jody Thompson
Title III – English Language Acquisition/Enhancement	Jody Thompson
Title IV, Part A - Student Support and Academic Enrichment Grants	Jody Thompson
Title VI-B (IDEA) – Individuals with Disabilities Education Act	Jody Thompson

Title VII – Indian Education	Jody Thompson
Title VIII – Impact Aid	Dr. Terry Brenner and Ed Gerhardt
Title IX of the Equal Employment Opportunity Commission	Tracy Abentroth
Indian Education Formula Grant	Jody Thompson
Johnson O'Malley Act (Indian Education)	Jody Thompson
Head Start	Jody Thompson
21 st Century Community Learning	Jody Thompson
District Homeless Liaison	Jennifer Modeen

It was moved by Douthit and seconded by Lunn to appoint the above-named individuals as the authorized representative(s) for the above-named federal program or competitive grant as designated for 2018-2019. Motion carried unanimously.

School Board Regular Meeting Schedule for 2018-2019. Board members were provided four schedule options that were based on current and past practice. Some board members expressed their preferences regarding the frequency and length of meetings, as well as their desire to receive the meeting agenda packets earlier. It was pointed out that a meeting could be cancelled or a special meeting called, if needed.

Dr. Brenner commented that the board had much work to do this year and meeting more frequently, and perhaps not just at the MSEC, would be important to get the focus back to teaching and learning.

It was moved by Spivey and seconded by Hoffarth to adopt Option 3 as the school board regular meeting schedule for 2018-2019 as follows:

<u>Day</u>	<u>Date</u>
Monday	July 16, 2018
Monday	August 6, 2018
Monday	August 20, 2018
Monday	September 10, 2018
Monday	September 17, 2018
Monday	October 8, 2018
Monday	October 22, 2018
Tuesday	November 13, 2018
Monday	November 26, 2018 (at GFAFB)
Monday	December 10, 2018
Monday	January 14, 2018
Monday	January 28, 2018
Monday	February 11, 2018
Monday	February 25, 2018
Monday	March 11, 2018
Monday	March 25, 2018

Monday April 8, 2018
 Tuesday April 23, 2018
 Monday May 13, 2018
 Tuesday May 28, 2018
 Monday June 10, 2018
 2019-2020 Annual Meeting:
 Monday July 15, 2018

Motion carried unanimously.

General Fund Financial Statement.

Gerhardt reported the Business Office is still in the process of finalizing revenues and expenditures for FY2017-2018. Thus far, for the period of July 1, 2017 through June 30, 2018, actual revenues are \$99,252,667 and expenditures are \$100,890,255 resulting in an excess of expenditures over revenues of \$1,637,588.

It was moved by Carpenter and seconded by Spivey to approve the General Fund Financial Statement for the period July 1, 2017, through June 30, 2018. Motion carried unanimously.

Primary Food Distributor Food Award.

Emily Karel, director of the Child Nutrition Program, explained the bid process and criteria for the primary food distributor food award. Administrative recommendation is to approve Sysco North Dakota as the primary food distributor for the 2018-2019 school year. The agreement may be extended by one year for a total not to exceed five years.

It was moved by Lunn and seconded by Spivey to approve Sysco of North Dakota as the primary food distributor for the 2018-2019 school year at a total price as bid with incentive of \$882,180.19. Motion carried unanimously.

Produce Distributor Food Award.

Emily Karel, director of the Child Nutrition Program, explained the bid process and criteria for the produce distributor food award. Administrative recommendation is to approve Sysco North Dakota as the produce distributor for the 2018-2019 school year. The agreement may be extended by one year for a total not to exceed five years.

It was moved by Spivey and seconded by Lunn to approve Sysco of North Dakota as the produce distributor for the 2018-2019 school year at a total price as bid with incentive of \$115,164.77. Motion carried unanimously.

Appointment of Representatives to Local Government Advisory Committee.

Gerhardt reported the City of Grand Forks established a Local Government Advisory

Committee (LGAC) to facilitate intergovernmental collaboration for matters related to Tax Increment Financing (TIF). The committee includes two members of the Grand Forks School District. Administrative recommendation is to appoint one school board member and one administrator to the committee.

It was moved by Lunn and seconded by Spivey to appoint Doug Carpenter and Ed Gerhardt to the Local Government Advisory Committee. Motion carried unanimously.

Approval of Teacher Negotiated Agreement for July 1, 2018 to June 30, 2019.

It was moved by Carpenter and seconded by Shabb to approve the Teacher Negotiated Agreement for the period July 1, 2018 to June 30, 2019 as presented. Motion carried unanimously.

Announcements. Dr. Brenner reminded board members of the Building Authority meeting which will be held immediately following the school board meeting.

Board Requests for Future Consideration.

Flynn requested consideration be given to redistricting the area between 32nd Avenue South, Washington Street, 40th Avenue South, and South 20th Street from Viking Elementary School to Discovery Elementary School to alleviate some of the pressure on Viking. Thompson suggested this be referred to the Facilities Committee.

Flynn requested the Policy Review Committee review the policy that puts a cap on the number of times a board member may attend conferences that are paid for by the district.

Douthit announced that he is unavailable to attend the new school board member training and asked if the district could request the state to hold the training more than one time per year.

Mikula requested a refresher for board members regarding open meetings and open records law. Lunn agreed and requested discussion on what is the function of a board.

Shabb requested future follow-up discussion on the Middle School special topics courses.

Mikula requested discussion on having a primary spokesperson for the board.

Hoffarth requested follow-up discussion on suggestions made at the last meeting during discussion of the transportation contract, i.e., the length of time students are on a bus, costs, cameras, etc.

Adjournment. There being no further business, the meeting adjourned at 7:59 p.m.

APPROVED _____
(Date)

Bill Palmiscno, President

Edwin J. Gerhardt, Business Manager