

**GRAND FORKS SCHOOL BOARD
GRAND FORKS PUBLIC SCHOOL DISTRICT #1
REGULAR MEETING MINUTES
August 6, 2018**

The school board of Grand Forks Public School District #1 held a regular meeting on Monday, August 6, 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 (via phone), 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, GFAPB School Board Liaison Branden Shepperd, and Executive Secretary Cindy Johnson.

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

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

Approval of Minutes. It was moved by Spivey and seconded by Douthit to approve the minutes of July 16, 2018, as written. Motion carried unanimously.

Citizen Comments (non-agenda items). Katie Ayers, 2100 36th Avenue South, Grand Forks, ND, addressed the board about cyber bullying. She proposed the following healthcare policy: To implement an annual review delivered by the school nurse in the middle and high schools that would consist of a presentation about cyber bullying, the dangers and consequences, and identify resources and individuals from whom students can seek guidance.

Book Study. Dr. Brenner explained the book study process and requested Board members read the Introduction and Chapter 1 of *High Reliability Schools* in preparation for conversation in a work session format at the August 20 meeting.

Bus Transportation Contract Update. As a follow-up to discussion of the transportation contract at the June 11, 2018 school board meeting, Gerhardt reported that some route scheduling was still pending and provided responses to the following topics:

- installing cameras on all buses in the future,
- the length of time a student may spend on the bus when considering route changes,
- the added expense families with multiple students would incur with the increase of 15 cents per ticket (assuming certain ridership),
- making information available on the website about sources for free or reduced bus tickets,
- training for bus drivers, and
- the process for handling complaints from bus riders.

During discussion, Board members requested additional information and/or offered suggestions on the following:

- emphasize donation opportunities to the community,
- the number of buses needed to supply the current routes,
- whether discounts for quantity purchases were available,
- whether the bus company received an insurance discount for installing recording devices on the buses,
- whether there was a route for the middle and high schools from Riverside Park area,
- providing enrollment projections to Dietrich for use in their route planning,
- whether zero hour bus routes at the middle and high schools were possible,
- the discontinuation of Head Start busing,
- training for bus drivers on special education needs and bullying,
- the cost difference if the district were to provide transportation versus it being provided through a vendor,
- doing an open records analysis on the video recordings that would be the result of putting video cameras on the busses, who retains ownership of those recordings especially since the district is paying for half of them, and what the records retention of the video recordings is.
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- accountability of bus drivers for keeping riders safe while on the bus, and

- adding instructions to access the text-a-tip line to the buses.

School Building Liaison Responsibilities. Dr. Brenner reviewed responsibilities of the school board liaison to the schools and the building principals as developed following a meeting with district administration and principals last year. It was emphasized that no board authority is delegated to the school board liaison and that board members have authority only when acting as a board legally in session.

Substitute Teacher Pay. Comparative information from school districts in the area and the larger school districts in the state regarding substitute teacher pay was provided for the board's review. This topic will be brought back to the board on August 20 with a recommendation for action.

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

- Teacher Appointments effective August 20, 2018, as follows: Ryan Larson (salary \$45,844), Holly Lathrop (salary \$42,970), Benjamin Lindstrom (salary \$40,000), Nicole Novak (salary \$41,964), Alisha Spilde (salary \$40,000), Tyler Theil (salary \$41,200), and Samantha Tighe (salary \$46,554); and
- Resignations of Jaclyn Fossum, Laura Knox, and Brenda Stang, effective June 1, 2018.

Motion carried unanimously.

Preliminary Budget and Tax Levy. Gerhardt explained the process that school districts must follow to prepare their annual budget and tax levy. The preliminary budget and tax levy, which calls for a total levy of 101 mills, was reviewed. The levy includes 70 mills for the general fund, 12 mills for miscellaneous, 4 mills for tuition, 3 mills for a special reserve fund, 10 mills for the building fund, and 2 mills for special assessments. The levy for the special reserve fund is a new levy and intended to provide a source of funds in the event of an emergency. The proposed levy was reviewed by the Finance Committee in May and given preliminary approval.

Palmiscno requested more conversation in Finance Committee about earmarking the emergency fund for a specific purpose.

Carpenter agreed it should be narrow in its scope and stated that he would like to see it restricted to only facility needs.

Lunn also agreed that it should be designated for a specific purpose rather than the broad purpose as allowed by law.

It was moved by Carpenter and seconded by Spivey to approve the preliminary budget and tax levy of 101 mills as presented. Motion carried unanimously.

Consolidated Grant Application for Federal Title Funding. Thompson provided an overview of the federal Title programs and their financial impact on activities in the district.

It was moved by Flynn and seconded by Douthit to approve the 2018-2019 Consolidated Grant Application in the amount of \$4,146,100.51. Motion carried unanimously.

Request to Change Meeting Dates. Dr. Brenner explained the request to change the September 2018 and January 2019 meeting dates due to administrative conflicts.

It was moved by Carpenter and seconded by Lunn to cancel the September 17, 2018 meeting and to move the January 14 and 28, 2019 meeting dates to January 7 and 21, 2019. Motion carried unanimously.

NDSBA Template Policy Manual Service Agreement. Dr. Brenner explained that the district had enrolled in the North Dakota School Boards Association Template Policy Manual Service. This is a more robust level of membership service, which would significantly benefit the school district, especially knowing the pending policy work for this school year. A formality to this service is the approval of an agreement for services, which was provided to the board in the meeting agenda packet.

It was moved by Shabb and seconded by Hoffarth to approve NDSBA Template Policy Manual Service Agreement. Motion carried unanimously.

Approval of School Board Committee Appointments. Appointments for school board standing and temporary committees for the 2018-2019 school year were presented as follows:

- Agreement Between Districts Committee - Amber Flynn and Bill Palmiscno.
- Classified Employees Meet & Confer Committee - Chris Douthit, Cynthia Shabb, and Matt Spivey.
- Directors Contract Bargaining Committee - Jacqueline Hoffarth, Eric Lunn, and Matt Spivey.
- Facilities Committee - Chris Douthit, Eric Lunn, Shannon Mikula, and Cynthia Shabb.

- Finance Committee - Doug Carpenter, Amber Flynn, Bill Palmiscno, and Matt Spivey.
- Health Insurance Committee - Matt Spivey.
- Policy Review Committees:
 - 1000 Series - Community - Jacqueline Hoffarth and Cynthia Shabb.
 - 2000 Series - Administration - Chris Douthit and Shannon Mikula.
 - 3000 Series - Business - Doug Carpenter and Bill Palmiscno.
 - 4000 Series - Personnel - Chris Douthit and Cynthia Shabb.
 - 5000 Series - Students - Chris Douthit and Jacqueline Hoffarth.
 - 6000 Series - Instruction - Chris Douthit and Shannon Mikula.
 - 7000 Series - Facilities - Eric Lunn and Shannon Mikula.
 - 8000 Series - Internal Board Operations - Amber Flynn and Eric Lunn.
- Principals Contract Bargaining Committee - Doug Carpenter, Jacqueline Hoffarth, and Eric Lunn.
- Self-Assessment Committee - Amber Flynn, Shannon Mikula, and Bill Palmiscno.
- Superintendent's Evaluation Committee - Jacqueline Hoffarth, Bill Palmiscno, Cynthia Shabb, and Matt Spivey.
- Teachers Contract Bargaining Committee - Doug Carpenter, Amber Flynn, Jacqueline Hoffarth, and Shannon Mikula.
- Teacher Contract Bargaining Benefits & Leave Package Committee - Doug Carpenter, Amber Flynn, and Shannon Mikula.
- CNP Lunch Account Procedure Committee - Jacqueline Hoffarth, Eric Lunn, and Cynthia Shabb.

It was moved by Spivey and seconded by Douthit to approve the school board committee appointments for the 2018-2019 school year. Motion carried unanimously.

Committee Reports. Carpenter reported on a meeting of the Local Government Advisory Committee that he and Palmiscno attended. The meeting consisted of an explanation of why the committee existed and discussion of a request for tax exemption for the Hugos downtown project. The LGAC voted to move forward the exemption at 80% for 15 years. Carpenter explained that the school district can elect not to participate, or to participate at the full or at a reduced level, in the tax exemption. The intent is to discuss it at the Finance Committee meeting

this Thursday and then report a recommendation to the school board.

Mikula expressed concern that the tax exemption was mainly for the low-income units associated with the project. She said it was a hard pill to swallow to ask for an increased mill levy and then waive taxes for one entity.

Flynn asked if there was any data justifying the need for low-income property. Carpenter reported that the entity believes there is a strong need and demand for it.

Palmiscno reported that board members would have an opportunity to ask questions of the project representatives at the next meeting when the presentation is made.

Announcements. None.

Board Requests for Future Consideration. Hoffarth recommended the board upgrade its discrimination policy to include protections for students and staff for sexual orientation and gender identity and expression.

Shabb requested that consideration be given to the order of the next meeting in order to accommodate the book study work session so that people who are watching will know when to re-join the meeting.

Douthit requested Item #3 on the Future Requests Matrix be deleted.

Flynn commended Dr. Brenner and the new administration on the level of communication regarding follow-up and progress as to the happenings in his workday and in the district.

Adjournment. There being no further business, the meeting adjourned at 7:34 p.m.

APPROVED _____
(Date)

Bill Palmiscno, President

Edwin J. Gerhardt, Business Manager