

**GRAND FORKS SCHOOL BOARD  
GRAND FORKS PUBLIC SCHOOL DISTRICT #1  
REGULAR MEETING MINUTES  
October 8, 2018**

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.

**Approval of Agenda.** Palmiscno reported that Board action on the Shared Parks and Facilities Use Agreement is postponed due to pending rewording.

Shabb suggested the Finance Committee Report - Consideration of JR Simplot New and Expanding Business Property Tax Exemption be moved up on the agenda so that the audience members could speak earlier in the meeting. Palmiscno instructed the item be moved up to VII.D.

It was moved by Lunn and seconded by Flynn to approve the agenda as amended. Motion carried unanimously.

**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.

**FY2018-2019 District Budget & Tax Levy-Certificate of Levy.**

Gerhardt reviewed preliminary proposed budgets for fiscal year 2018-2019 for the General Fund, Building Fund, and Special Assessments Fund and the property tax levy for each fund. The levy must be certified to the County Auditor by October 10.

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 Assessment 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. The project will triple Simplot's capacity and make the Grand Forks operation one of three logistical centers in North America that will serve Grand Forks and the greater region.

Feland reported the application has been unanimously approved by the Local Government Advisory Committee, Grand Forks County Commission, Grand Forks City Council (preliminarily), the Grand Forks Park District, and recommended for approval by the Grand Forks School Board Finance Committee.

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 21<sup>st</sup> 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.

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

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Bill Palmiscno, President

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Edwin J. Gerhardt, Business Manager