

**GRAND FORKS SCHOOL BOARD
GRAND FORKS PUBLIC SCHOOL DISTRICT #1
ANNUAL MEETING MINUTES
July 13, 2020**

The annual meeting of the Grand Forks School Board was held on Monday, July 13, 2020, with Dr. Terry Brenner and Amber Flynn presiding. As a precautionary measure against the transmission of COVID-19, the meeting was held via Zoom.

Board Members Present: Doug Carpenter, Chris Douthit, Amber Flynn, Jacqueline Hoffarth, Eric Lunn, Jeff Manley, Shannon Mikula, Bill Palmiscno, and Cynthia Shabb. **Absent:** None.

Student Board Members Present: None.

Others Present: Dr. Terry Brenner, Superintendent of Schools; Scott J. Berge, Business Manager; Jody Thompson, Associate Superintendent of Elementary Education; Catherine Gillach, Assistant Superintendent of Secondary Education; Melissa Buchhop, President, Grand Forks Education Association; and Cindy Johnson, Executive Secretary.

Call to Order and Pledge of Allegiance. The meeting was called to order at 6:01 p.m.

Declaration of 2020-2021 School Board. President pro tem Brenner declared membership of the Grand Forks Public School District No. 1 School Board as follows:

<u>Board Member</u>	<u>Term Expires</u>
Douglas C. Carpenter	June 2022
Christopher Douthit	June 2022
Amber Flynn	June 2024
Jacqueline Hoffarth	June 2022
Eric R. Lunn	June 2024
Jeff Manley	June 2024
Shannon Mikula	June 2022
Bill Palmiscno	June 2022
Cynthia H. Shabb	June 2024

Election of President of the School Board. President pro tem Brenner called for nominations for president of the school board. Palmiscno nominated Amber Flynn. No other nominations were made and Amber Flynn was declared the president of the 2020-2021 school board.

Election of Vice President of the School Board. President Flynn called for nominations for vice president of the school board. Carpenter nominated Eric Lunn. No other nominations

were made and Eric Lunn was declared the vice president of the 2020-2021 school board.

Approval of Agenda. Flynn requested a discussion about the Policy Committee considering the possible addition of a policy to mandate facemasks in the school buildings to be added to the agenda. It was moved by Carpenter and seconded by Palmiscno to approve the agenda as amended. Motion carried unanimously.

Approval of Minutes. It was moved by Shabb and seconded by Hoffarth to approve the minutes of June 8, 2020, as written. Motion carried unanimously.

Citizen Comments (non-agenda items). None.

Review School Board Norms. Palmiscno read aloud the school board norms.

School Reopening Plans. Brenner, Gillach, and Thompson gave an overview of the district's smart restart plans. The planning process for reopening began the beginning of June with a core team of 16 district-level administrators who have been meeting on an ongoing basis. Forty teachers were invited to review the draft planning documents to ensure new safety protocols and procedures are acceptable and doable. The smart restart will focus on two

models—1) face-to-face for all students will a variety of safety structures in place with some alternative spaces for special circumstances, and 2) all remote learning. Priority areas that will be focused on are 1) social and emotional learning, 2) building digital competency, and 3) academic priority standards. Data gleaned from staff and family surveys were used in reopening planning. Families and staff with health concerns or other reservations about returning to a traditional school setting will be contacted. Guidelines provided by the state and public health department will be followed but reopening plans are ultimately local control. The district is waiting for guidance concerning grades 7-12 athletics from the North Dakota High Schools Activities Association and the national choral association regarding music instruction. Classrooms and lunchrooms have been rearranged to ensure six-foot distancing is maintained. Facemasks will be required when moving about the building and classrooms and on buses. Hand sanitizers will be available throughout the buildings. Visitors to the schools, hallway traffic, and bus ridership will be limited. Entrance and exit areas in all buildings will be designated. The sharing of snacks and school supplies will not be allowed. A FAQ will be developed for parents and staff that will cover a wide variety of the restart plans and other questions.

Citizens comments were provided by Jennifer Kolodka, 1310 Kuster Ct., Grand Forks; Evan Welsh, 2303 Belmont Rd., Grand Forks; Tanja Kapinos, 1708 22nd Avenue South, Grand Forks; Maura and John Ferguson, 1220 Cherry St., Grand Forks; Brooke VanLooy, and Arlene O'Halloran, 1504 Cherry St., Grand Forks.

Diversity, Equity, & Inclusivity Committee Update. Brenner reported the committee is comprised of approximately 25 people. They met last week and will be meeting through September. The committee will work on setting community expectations and norms and should be ready to present something to the school board on October 12. Brenner said a cultural piece will also be added to the strategic plan.

Policy Committee Consideration of Facemask Mandate. Flynn reported there have been questions about if and how the district can require masks to be worn in buildings by staff

when it isn't written in board policy. She reminded everyone that the board gave authority to the superintendent to make those decisions during the pandemic and said she thought it could be referred to the policy committee. Mikula said if the board was going to reconvene in-person meetings, she would insist that everyone wear a mask. Brenner reported the current requirement is that everyone in the district's buildings is required to wear a facemask when moving throughout the building and when six-foot distancing cannot be maintained. Lunn said he thought it was appropriate to send it to policy review and that he expected the administration would formulate a policy that likely also has to have a legal review. Mikula requested that at the next meeting related to restart planning a high-level overview of potential liabilities from the employer/employee workplace safety and the public at large perspectives be given.

Consent Agenda. It was moved by Shabb and seconded by Carpenter to approve the consent agenda as follows: Teacher Appointments effective August 18, 2020, of Kelsey Abel (salary \$42,445), Heidi Anderson (salary \$53,520), Alexander Barta (salary \$42,445), Shelby Curtis (salary \$42,445), Emily English (salary \$42,445), Samantha Finger (salary \$42,445), Alissa Glines (salary \$42,445), Autumn Hanson (salary \$42,445), Stephanie Hauschulz (salary \$44,810), Liesel Hauge (salary \$42,445), Jaci Helgeson (salary \$43,232), Grant Larson (salary \$42,445), Sara McNally (salary \$55,899), Jill Miller (salary \$42,445), Blake Neubauer (salary \$44,697), Ellen Potter (salary \$42,445), Brooke Ramio (salary \$42,445), Alexa Spotts (salary \$42,445), Katie Svendsen (salary \$44,022), and Emily White (salary \$43,232); and Resignations effective May 29, 2020, of Steve Johnson, Joani Kilber, Michael Redlin, and Leah Ritland. Motion carried unanimously.

Designation of Official Newspaper of the School District. It was moved by Carpenter and seconded by Douthit 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 2020-2021.

Thompson explained school districts that receive funds from federal programs and competitive grants are required to appoint an individual or individuals as the authorized representative(s) for the program or grant and that the assignments must be documented in the school board meeting minutes. The 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 Scott J. Berge
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
CLSD Grant	Jody Thompson

It was moved by Lunn and seconded by Palmiscno to appoint the above-named individuals as the authorized representative(s) for the above-named federal program or competitive grant as designated for 2020-2021. Motion carried unanimously.

Authorization for Sale of Building Trades Project House. It was moved by Carpenter and

seconded by Shabb to authorize the school board president or designee and business manager to sign the required closing documents for the sale of the 3247 44th Avenue South residential property. Motion carried unanimously.

Finance Committee Report – Classified Employee Pay Study Recommendation.

Berge reported on the July 6, 2020, Finance Committee meeting at which the classified staff pay study recap and 2020-2021 pay recommendation was discussed. He reviewed the process that led to the hiring of Public Sector Personnel Consultants to develop a new compensation structure and classifications for classified employees. The new plan provides an overall increase of 3.9%. Depending upon the specific job duties and experience, increases could range from 2.5% to over 10% in a handful of cases and 31 positions will have their pay frozen for the upcoming fiscal year because their current pay exceeds market conditions. The new structure allows the administration to more accurately pinpoint and place employees on the pay schedule. It also allows for differentiating based on job responsibilities.

It was moved by Lunn and seconded by Palmiscno to approve the new compensation structure for classified staff as presented. Motion carried unanimously.

Resolution to Transfer 50% of Special Reserve Fund Balance to General Fund.

Berge reported that the district met the requirements of North Dakota state law to allow for the withdrawal of 50% of the special reserve fund balance. He requested authorization to transfer \$327,912.80 from the special reserve fund to the general fund to take the pressure off the general fund mainly due to construction expenses.

It was moved by Mikula and seconded by Carpenter to approve the RESOLUTION TO TRANSFER BETWEEN FUNDS of \$327,912.80 from the special reserve fund to the general fund effective July 1, 2020. Motion carried unanimously.

General Fund Financial Statement. Berge explained that for the period of July 1, 2019, through May 31, 2020, total general fund

revenues were \$94,217,042 and total general fund expenditures were \$103,753,541 resulting in an excess of expenses over revenues of \$9,536,499.

It was moved by Manley and seconded by Carpenter to approve the General Fund Financial Statement for the period July 1, 2019, through May 31, 2020. Motion carried unanimously.

Second Reading & Rescindment of Policies. Shabb reported the policies that are presented for their second reading or rescindment.

It was moved by Lunn and seconded by Palmiscno to complete the second reading as written and adoption as the official policy of the district of Policy FFA – Student Alcohol & Other Drug Use/Abuse, Policy FGA – Student Education Records and Privacy, Policy FGDD – Student Publications & Freedom of Expression, Policy GABDB – Title Programs Dispute Resolution Procedure, and Policy IB – Food Services Program. Motion carried unanimously.

It was moved by Carpenter and seconded by Hoffarth to rescind Policy 5206 – Student Education Records and Privacy, Policy 5207 – Student Publications and Freedom of Expression, and Policy 3440 – Food Service: Purposes and Facilities. Motion carried unanimously.

School Board Regular Meeting Schedule for 2020-2021. Brenner explained the draft regular meeting schedule and legal reason for the location change of the joint meeting with the Grand Forks Air Force Base School Board in November. He said a school board retreat will be scheduled in the fall. Special meetings and work sessions may be called if needed at any time.

Hoffarth pointed out that school board meetings were held on the same day as city council meetings which makes it difficult for the public to attend both meetings. She asked if there had ever been a discussion of alternating the school board meeting schedule. Flynn said this could be added as a future board request for discussion.

It was moved by Carpenter and seconded by Shabb to adopt the school board regular meeting schedule for 2020-2021 as presented. Motion carried unanimously.

Announcements. Flynn made the following announcements:

- Reminder to board members to complete the committee appointments and liaison assignments survey.
- The ND Dept. of Health and Governor’s Office press conference is tomorrow at 3:30 p.m.

Brenner reminded the board that the Building Authority meeting immediately follows this meeting.

Board Requests for Future Consideration. The following requests were made:

- Mikula asked if the board can have expectations for face-to-face meetings for board members and citizens who may want to attend.
- Shabb requested a discussion about sending the meeting agenda packet out a little later to provide more time for support documents to be prepared and included in the packet.
- Shabb requested to look again at having an easier way on the district website for the public to contact board members.

School Board Norms - How Did We Do? Palmiscno reported that board members did fine in following its norms.

Adjournment. There being no further business, the meeting adjourned at 9:41 p.m.

APPROVED _____
(Date)

Amber Flynn, President

Scott J. Berge, Business Manager