

**NOTICE OF REGULAR MEETING OF THE SCHOOL BOARD  
GRAND FORKS PUBLIC SCHOOL DISTRICT #1  
Monday, August 7, 2023**

**Mark Sanford Education Center (Enter at West Door #3)  
2400 47th Avenue South, Grand Forks, ND**

The meeting will be broadcast live and archived at <https://www.youtube.com/c/GFSchools>.

**AGENDA**

*Please note the stated times per topic are approximate and intended only as a guide. Upon convening the meeting, agenda topics may begin earlier or later than their stated approximate time.*

- 6:00 pm **1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**  
A. Reading of School Board Meeting Norms
- 6:01 pm **2. APPROVAL OF AGENDA**
- 3. APPOINTMENT OF STUDENT BOARD MEMBER AND OATH OF OFFICE**
- 6:02 pm **4. APPROVAL OF MINUTES**  
A. July 10, 2023  
B. July 24, 2023  
C. July 31, 2023
- 6:03 pm **5. PUBLIC COMMENTS**  
*Individuals wishing to address the school board are asked to complete a Public Comment Card, submit it to the school board secretary before the start of the meeting, and wait to be invited to speak. Each person may speak for up to three (3) minutes. No individual may speak on the same topic more than once. The chairperson reserves the right to limit the comments and the number of speakers. School Board members shall not engage in a response or enter into a debate about any issue(s) brought before the board during this portion of the meeting. Public comments and concerns will be directed to the Superintendent of Schools, who will deal with them according to policies adopted by the Board.*
- 6. SUPERINTENDENT'S RECOMMENDATIONS FOR DISCUSSION**
- 6:09 pm A. Recruitment and Hiring Update (Strategic Plan Area 3)
- 6:19 pm B. Summer Projects Update (Strategic Plan Area 3)
- 7. SUPERINTENDENT'S RECOMMENDATIONS FOR ACTION**
- 6:34 pm A. Finance Committee Report: (Strategic Plan Area 3)  
1. Consideration of Career Impact Academy Guaranteed Maximum Price  
2. Consideration of Land Swap Adjacent to Career Impact Academy Site  
3. Consideration of Preliminary Budget and Tax Levy for FY24
- 7:00 pm B. General Fund Financial Statement (Strategic Plan Area 3)
- 7:10 pm C. Consent Agenda:  
1. Appointments  
2. 2023-2024 In-Person Instruction Plan  
3. Amended Designation of Authorized Representatives for Title Programs & Grants for 2023-2024  
4. Grand Forks Central and Red River High Schools Speech, Debate, and Student Congress Cooperative Agreements
- 7:11 pm D. Third-Party Individual/Entity Request for Student Information - Edgenuity (Imagine Learning), Finalsite, Peachjar, and UND College of Education & Human Development
- 7:12 pm E. Request for Reconsideration of Instructional Resources
- 7:57 pm **8. OTHER**  
A. Announcements  
B. Board Requests for Future Consideration (There should be no discussion concerning any item that is requested for future consideration. The Board President and Superintendent will determine the best method of response to board requests for future consideration.)  
C. School Board Norms - How did we do?
- 8:05 pm **9. ADJOURNMENT**

*Persons with disabilities who may need assistance to access the meeting should call the superintendent's office at 787-4880 at least 24 hours prior to this meeting.*

Grand Forks Public School District #1

## School Board Meeting Norms

*The purpose of establishing school board norms is to ensure that all individuals have the opportunity to contribute in the meeting; to increase productivity and effectiveness; and to facilitate the achievement of its goals.*

### NORMS

- 1) Be prepared
- 2) Be on time
- 3) Value and respect each other
- 4) Exercise thoughtful deliberation and conversation
- 5) Be professional at the Board table and when visiting with the general public
- 6) Speak up when the norms are not being followed
- 7) Advocate on behalf of students and keep the community in mind

### GOVERNANCE

- 1) Lead by policy
- 2) Serve as advocates for K-12 public education
- 3) Entrust the day-to-day operations to the professionals; Let the administrators do their work
- 4) Assist community members and stakeholders in following the chain of command

### OTHER

- 1) Consider staff and District capacity in resources
- 2) Balance the meeting agendas so one meeting isn't heavier than the other

**GRAND FORKS SCHOOL BOARD  
GRAND FORKS PUBLIC SCHOOL DISTRICT #1  
ANNUAL MEETING MINUTES  
July 10, 2023**

The School Board of Grand Forks Public School District No. 1 held its annual meeting on Monday, July 10, 2023, at the Mark Sanford Education Center with President pro tem Dr. Terry Brenner and President Amber Flynn presiding.

**Board Members Present:** Josh Anderson, Dave Berger, Amber Flynn, Monte Gaukler, Eric Lunn, Jeff Manley, Bill Palmiscno, and Cynthia Shabb. **Absent:** Joel Larson.

**Student Board Members Present:** Maggie Barker. **Absent:** Ryaan Alshami.

**Others Present:** Dr. Terry Brenner, Superintendent of Schools; Brandon Baumbach, Business Manager; Catherine Gillach, Associate 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 by President pro tem Brenner at 6:00 p.m. and the Pledge of Allegiance was recited.

**Reading of School Board Meeting Norms.** Dr. Brenner read aloud the school board meeting norms.

**Approval of Agenda.** Dr. Brenner announced items 3 and 4 will be presented in reverse order.

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

**Declaration of 2023-2024 School Board.** Baumbach declared membership of the Grand Forks Public School District No. 1 School Board as follows:

<u>Board Member</u>	<u>Term Expires</u>
1. Josh Anderson	June 2026
2. Dave Berger	June 2026
3. Amber Flynn	June 2024
4. Monte Gaukler	June 2026
5. Joel Larson	June 2026
6. Eric R. Lunn	June 2024
7. Jeff Manley	June 2024
8. Bill Palmiscno	June 2026
9. Cynthia H. Shabb	June 2024

**Appointment of Student Board Members.** Dr. Brenner announced Maggie Barker, a senior at Red River High School, and Ryaan Alshami, a senior at Grand Forks Central High School, are interested in reappointment as student school board members for

2023-2024. Both students' parents approve of their reappointment.

Due to Alshami's absence, his reappointment will be considered at a future meeting.

Barker took the Oath of Office and reappointment was approved by unanimous consensus.

**Election of President of the School Board.** Brenner called for nominations for president of the school board. Gaukler nominated Amber Flynn. After calling for nominations three additional times, no other nominations were made and nominations were closed. Upon voice vote with all members present voting aye, Flynn was declared the president of the 2023-2024 Grand Forks School Board.

The meeting continued with President Flynn as the presiding officer.

**Election of Vice President of the School Board.** Flynn called for nominations for vice president of the school board. Lunn nominated Dave Berger. After calling for nominations three additional times, no other nominations were made and nominations were closed. Upon voice vote with all members present voting aye, Berger was declared the vice president of the 2023-2024 Grand Forks School Board.

**Approval of Minutes.** It was moved by Palmiscno and seconded by Gaukler to approve the minutes of June 12, 2023, as written. Motion carried unanimously. Absent: Larson.

It was moved by Lunn and seconded by Manley to approve the minutes of June 26, 2023, as written. Absent: Larson.

**Public Comments.** None.

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

- ◆ Appointments effective August 22, 2023, of Ashlyn Hanson, Behavior Interventionist, salary \$46,977; Lexi Irving, Counselor, salary \$46,977; Jacob Siedschlag, first-grade teacher, salary \$46,977; Ashley Blake, sixth grade ELA, salary \$46,977; Sara Yurosko, fourth-grade teacher, salary \$50,967; Stephanie Britton, special education teacher, salary \$51,765; Lisa Enerson, K-2 social studies and interventionist 50/50; salary \$58,946; and Jennifer Jones, English teacher, salary \$62,082;
  - ◆ Student Travel Request for approximately 20 students from RRHS Fine Arts and advisor/instructor Jeff Seabloom to London, United Kingdom March 9, 2024, to March 26, 2024; and
  - ◆ Resignations effective June 2, 2023, of Amy Luckow, Jessica Grove, and Miranda Suchor.
- Motion carried unanimously. Absent: Larson.

**Waivers of Years of Experience and Appointments of Juliet Lopez and Karlynn Von Rueden.** Dr. Brenner reported the school board, per the teacher negotiated agreement, may allow more years of experience to be brought into the district with an external applicant for hard-to-fill positions and presented the four requests for waiver of years of experience and appointment as hard-to-fill positions as follows:

1. Juliet Lopez has been offered the position of Special Education Teacher at Schroeder Middle School effective August 22, 2023. Given the aforementioned, the administrative recommendation is to allow twenty-one (21) years of experience to be brought into the district by Juliet Lopez and to approve her teacher appointment. She would be placed at \$76,322 (MA+45, Step 22), and
2. Karlynn Von Rueden has been offered the position of World Languages Teacher at South Middle School effective August 22, 2023. Given the aforementioned, the administrative recommendation is to allow twenty-four (24) years of experience to be brought into the district by Karlynn Von Rueden and to approve her teacher appointment. She would be placed at \$81,428 (MA/MS, Step 25).

It was moved by Shabb and seconded by Berger to approve the waivers of years of experience and to approve the teacher appointments for Juliet Lopez and Karlynn Von Rueden as presented. Motion carried unanimously. Absent: Larson.

**Designation of Official Newspaper of the School District.** It was moved by Manley and seconded by Gaukler to designate the *Grand Forks Herald* as the official newspaper of the school district. Motion carried unanimously. Absent: Larson.

**Designation of Authorized Representatives for Title Programs & Grants, 2023-2024.** Dr. Brenner reported that because the assistant superintendent of elementary education's position was not yet filled, he will serve as the interim authorized representative for the federal grants and programs previously managed by that position.

It was moved by Lunn and seconded by Anderson to approve the authorization of designated individuals as the authorized representatives for federal programs and competitive grants for the 2023-2024 fiscal year as follows:

1. Title I – Disadvantaged Children Meet High Standards - Dr. Terry Brenner (interim)
  2. Title II, Part A – Teacher and Principal Quality Training and Recruiting - Dr. Terry Brenner (interim)
  3. Title III – English Language Acquisition/Enhancement - Dr. Terry Brenner (interim)
  4. Title IV, Part A – Student Support and Academic Enrichment Grants - Dr. Terry Brenner (interim)
  5. Title VI-B (IDEA) – Individuals with Disabilities Education Act - Dr. Terry Brenner (interim)
  6. Title VII – Indian Education - Dr. Terry Brenner (interim)
  7. Title VIII – Impact Aid - Dr. Terry Brenner and Brandon Baumbach
  8. Title IX of the Equal Employment Opportunity Commission – Griffin Gillespie
  9. Indian Education Formula Grant - Dr. Terry Brenner (interim)
  10. Johnson O'Malley Act (Indian Education) - Dr. Terry Brenner (interim)
  11. Head Start - Dr. Terry Brenner (interim)
  12. 21<sup>st</sup> Century Community Learning - Dr. Terry Brenner (interim)
  13. District Homeless Liaison - Sara Munson
  14. CLSD Grant - Amy Bartsch
  15. School Food Service - Wendy Mankie
- Motion carried unanimously. Absent: Larson.

**School Board Regular Meeting Schedule for 2023-2024.** Board members reviewed the proposed school board regular meeting schedule which was prepared based on current practice. The meetings begin at 6:00 p.m. and are held at the Mark Sanford Education Center, 2400 47<sup>th</sup> Avenue South, Grand Forks, ND unless otherwise noticed. Possible deviations on August 7, 2023, August 21, 2023, October 9, 2023, March 4, 2024, and May 28, 2024, were noted for the board's consideration. Special meetings may be called at any time.

It was moved by Palmiscno and seconded by Manley to approve the school board's regular meeting schedule for 2023-2024 as follows:

- Monday, August 7, 2023
- Monday, August 21, 2023
- Monday, September 11, 2023
- Monday, September 25, 2023
- Monday, October 9, 2023 – begins at 5:00 p.m.
- Monday, October 23, 2023
- Monday, November 13, 2023
- Monday, November 27, 2023
- Monday, December 11, 2023
- Monday, January 8, 2024
- Monday, January 22, 2024
- Monday, February 12, 2024
- Monday, February 26, 2024
- Monday, March 4, 2024
- Monday, March 25, 2024
- Monday, April 8, 2024
- Monday, April 22, 2024
- Monday, May 13, 2024
- Tuesday, May 28, 2024
- Monday, June 10, 2024

Motion carried unanimously. Absent: Larson.

In addition, Dr. Brenner announced a special meeting is scheduled for Monday, July 24, 2024.

In response to inquiries from board members, Dr. Brenner said time will be dedicated to education, learning, outcomes, and goals, and the public form required to be held between January 1 and June 30 of every even-numbered year is tentatively scheduled for March 25, 2024.

Palmiscno suggested the Board consider switching the Finance Committee to a committee of the whole.

**Substitute Teacher Pay Rate for 2023-2025.** Dr. Brenner reported on the recommendation to increase substitute teacher pay rate with a differentiated pay structure as follows:

- Substitute Teachers with an interim substitute teaching license: \$139.93/day, 56% of BA/BS, Step 1 Daily Rate
- Substitute Teachers with a regular teaching license: \$149.93/day, 60% of BA/BS, Step 1 Daily Rate
- Substitute Teachers who are retired teachers: \$174.92/day, 70% of BA/BS, Step 1 Daily Rate

It was felt this tiered approach will align the base pay more competitively in the market as well as help to recruit, retain, and recognize experienced teachers. Also, by tying the tiers to BA/BS, Step 1 of the teachers' salary schedule, the rates will adjust annually to ensure we maintain competitive substitute teacher pay. The cost to implement this tiered approach is approximately \$290,000 over last year's expenditure. This change amounts to a 9.32% increase in substitute teacher pay.

It was moved by Lunn and seconded by Shabb to approve the increased pay rate and tiered structure for substitute teachers as outlined. Motion carried unanimously. Absent: Larson.

**Consideration of Request for Qualification for Design Services Related to Grand Forks Central High School Swimming Pool.** Baumbach explained the administrative recommendation to request qualifications for architectural and engineering services to support a potential project to recommission the Grand Forks Central High School pool and all related structural and mechanical repairs or upgrades. He said doing so is not precisely a commitment to repair the pool, rather, it is a commitment to gathering information that will be brought to the board for consideration.

It was moved by Lunn and seconded by Anderson to approve the Request for Qualifications for architectural and engineering services related to the Grand Forks Central High School swimming pool. Motion carried unanimously. Absent: Larson.

**Consideration of Request for Qualifications for Design Services Related to District-wide Safety and Security.** Baumbach explained the administrative recommendation to request qualifications for architectural and engineering services for safety and security upgrades for all schools in the district.

It was moved by Berger and seconded by Shabb to approve the Request for Qualifications for architectural and engineering services related to safety and security upgrades for all schools in the

district, focusing on secure entrances and perimeter controls. Motion carried unanimously. Absent: Larson.

**Consideration of HVAC Filter Services Bids.**

Baumbach reported the administrative recommendation to initiate a procurement process for HVAC filter services to sites in Grand Forks and at the Grand Forks Air Force Base. He said this is an annual maintenance contract that exceeds \$50,000.

It was moved by Shabb and seconded by Gaukler to authorize the administration to initiate a procurement process and post the legal notice for HVAC filter services. Motion carried unanimously. Absent: Larson.

**Third-Party Individual/Entity Request for Student Information – Valley Bus Grand Forks, LLC.**

It was moved by Palmiscno and seconded by Manley to approve Valley Bus Grand Forks, LLC to receive student information such as the names, addresses, and contact information of district students to whom they provide school bus transportation as requested and as allowed by policy and/or law. Motion carried unanimously. Absent: Larson.

**Announcements.** Dr. Brenner announced the Summer Performing Arts (SPA) productions were underway. *The Little Mermaid* starts this week and *Mamma Mia* next week.

**Board Requests for Future Consideration.** Requests were made as follows:

- Update on the hiring of international teachers—how it went last year and moving forward.
- Update on how the district is doing in filling its vacancies.
- Direction on the next steps regarding the review of the novels. Lunn clarified board members were asked to complete their readings by the end of June and suggested consideration be moved to August, but that will be up to the new board president.
- Consideration of the current structure of the finance committee.

**School Board Norms - How Did We Do?** Gaukler said the board did really well in following its norms.

**Adjournment.** There being no further business, the meeting adjourned at 6:42 p.m.

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

\_\_\_\_\_  
Amber Flynn, President

\_\_\_\_\_  
Brandon Baumbach, Business Manager

**GRAND FORKS SCHOOL BOARD  
GRAND FORKS PUBLIC SCHOOL DISTRICT #1  
SPECIAL MEETING MINUTES  
July 24, 2023**

The School Board of Grand Forks Public School District No. 1 held a special meeting on Monday, July 24, 2023, at the Mark Sanford Education Center with President Amber Flynn presiding.

**Board Members Present:** Josh Anderson, Dave Berger, Amber Flynn, Joel Larson via phone, Jeff Manley, Bill Palmiscno, and Cynthia Shabb. **Absent:** Monte Gaukler and Eric Lunn.

**Student Board Members Present:** None. **Absent:** Ryaan Alshami and Maggie Barker.

**Others Present:** Dr. Terry Brenner, Superintendent of Schools; Brandon Baumbach, Business Manager; Catherine Gillach, Associate Superintendent of Secondary Education; and Cindy Johnson, Executive Secretary.

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

**Consent Agenda.** President Flynn pulled from the consent agenda the resignation of David Tack. It will be considered as a separate agenda item.

It was moved by Shabb and seconded by Palmiscno to approve the consent agenda as amended as follows:

- ◆ Appointments effective August 22, 2023, of Sarah Hart, Speech Language Pathologist, salary \$56,154; and Jamie Voeller, 50/50 Social Studies and Interventionist, salary \$46,977; and
- ◆ Resignations effective June 2, 2023, of Amy Robinson, Ashley Bisbee, Blake Boen, Jennifer Varriano, and Nichole Stroh.

Motion carried unanimously. Absent: Gaukler and Lunn.

**Resignation of David Tack.** David Tack submitted his resignation effective August 1, 2023, after having signed his contract for the 2023-2024 school year. In his resignation letter, he requested the board waive the 5% release fee that is provided for in policy DKBB, Contracted Staff Resignations and Request for Release from Contract.

A discussion was held about the request being the first litmus test of the policy, when contracts were distributed, the effective date of the policy, when the resignation was submitted, and the precedence that would be set should the board deviate from its policy.

Following discussion, it was moved by Manley and

seconded by Anderson to approve the resignation without a waiver of the 5% release fee. Motion carried on roll call vote as follows: Aye: Larson, Manley, Palmiscno, Flynn, Anderson, and Berger. Nay: Shabb. Absent: Gaukler and Lunn.

**Approval of Valley Middle School, Central Kitchen, and Safety & Security Construction Manager at Risk.**

Jonathan Ellwein, Director of Buildings and Grounds, reported that in accordance with North Dakota Century Code Section 48-01.2-20, a selection committee completed the Construction Manager at Risk (CMaR) review process for the new Valley Middle School, Central Kitchen, and Safety & Security projects. Interviews of the two firms that submitted proposals were conducted and Construction Engineers was recommended.

It was moved by Palmiscno and seconded by Shabb to approve Construction Engineers as the CMaR for the construction of the new Valley Middle School, central kitchen, and safety and security projects. Motion carried unanimously. Absent: Gaukler and Lunn.

**Cabinet-Level Administrative Salary Recommendations.**

Dr. Brenner reported on his salary recommendations for the chief academic officer, business manager, and associate superintendent of secondary education. The recommendation is to receive the same percentage increase as averaged between and among all other negotiating groups of 8% in year one and 5% in year two plus the appropriate education factor where applicable. It was noted the associate

superintendent's education factor may change in year two upon completion of the doctorate. The recommendation follows:

Chief Academic Officer:

Year One: Base Salary: \$137,234  
Education Factor: \$1,500  
Total Salary: \$138,734  
Year Two: Base Salary: \$144,096  
Education Factor: \$1,500  
Total Salary: \$145,596

Business Manager:

Year One: Base Salary: \$140,400  
Year Two: Base Salary: \$147,420

Associate Superintendent of Secondary Education:

Year One: Base Salary: \$171,192  
Education Factor: \$2,900  
Total Salary: \$174,092  
Year Two: Base Salary: \$179,752  
Education Factor: \$2,900\*  
\*subject to change if doctorate completed)  
Total Salary: \$182,652

It was moved by Berger and seconded by Shabb to approve the salary increases as presented for the chief academic officer, business manager, and associate superintendent of secondary education effective July 1, 2023. Motion carried unanimously. Absent: Gaukler and Lunn.

**Consideration of School Board Committee and Community Liaison Appointments for 2023-2024.**

It was moved by Manley and seconded by Palmiscno to approve the school board committee and community liaison appointments for 2023-2024 as recommended by the school board president and superintendent. Motion carried unanimously. Absent: Gaukler and Lunn.

**Consolidated Grant Application for 2023-2024**

**Federal Title Funding.** Dr. Brenner gave an overview of the federal formula funding for 2023-2024. Estimated allocations in the consolidated grant application include Title I - \$3,159,255.00; Title II - \$724,967.00; Title III - \$23,541.20; and Title IV - \$372,557.00.

It was moved by Shabb and seconded by Palmiscno to approve the consolidated grant application for 2023-2024 federal title funding as presented. Motion carried unanimously. Absent: Gaukler and Lunn.

**Adjournment.** There being no further business, the meeting adjourned at 6:38 p.m.

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

\_\_\_\_\_  
Amber Flynn, President

\_\_\_\_\_  
Brandon Baumbach, Business Manager

**GRAND FORKS SCHOOL BOARD  
GRAND FORKS PUBLIC SCHOOL DISTRICT #1  
SPECIAL MEETING MINUTES  
July 31, 2023**

The School Board of Grand Forks Public School District No. 1 held a special meeting on Monday, July 31, 2023, via Zoom with President Amber Flynn presiding.

**Board Members Present:** Josh Anderson, Dave Berger, Amber Flynn, Monte Gaukler, Jeff Manley, Bill Palmiscno, and Cynthia Shabb. **Absent:** Joel Larson and Eric Lunn.

**Student Board Members Present:** None. **Absent:** Ryaan Alshami and Maggie Barker.

**Others Present:** Dr. Terry Brenner, Superintendent of Schools; Brandon Baumbach, Business Manager; and Cindy Johnson, Executive Secretary.

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**Call to Order and Pledge of Allegiance.** The meeting was called to order at 7:30 a.m.

**Appointment of Assistant Superintendent of Elementary Education.** Dr. Brenner reported on the application and interview process for the position of assistant superintendent of elementary education and the interview team's recommendation to hire Mr. Matthew (Matt) Bakke.

Following discussion, it was moved by Palmiscno and seconded by Anderson to appoint Matt Bakke as the assistant superintendent of elementary education at a salary of \$173,900 which includes a MA+45 education factor of \$2,900 for the 2023-2024 school year minus one month of salary due to his arrival on July 31, 2023. Motion carried unanimously. Absent: Larson and Lunn.

**Adjournment.** There being no further business, the meeting adjourned at 7:39 a.m.

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

\_\_\_\_\_  
Amber Flynn, President

\_\_\_\_\_  
Brandon Baumbach, Business Manager

**Griffin Gillespie, SHRM-CP**  
Director of Human Resources

Department Phone: 701.787.4878  
Direct Phone: 701.746.2205, Ext. 7112  
Fax: 701.787.4350  
ggillespie080@mygfschools.org

## MEMORANDUM

TO: Dr. Terry Brenner, Superintendent  
FROM: Griffin Gillespie, Human Resources Director  
SUBJECT: Recruitment and Hiring Update  
DATE: August 7, 2023

GG

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As requested, I will be presenting a recruitment and hiring update to the school board at the August 7<sup>th</sup>, 2023 meeting.

Attachment

GG



# 2023-2024 GFPS Recruitment Update

## Openings

- ▶ Certified Teachers- 7
- ▶ Special Education- 2
- ▶ SLP- 4
- ▶ Psych- 6
- ▶ Custodians- 10
- ▶ Cooks- 9
- ▶ Special Ed Paras- 150
- ▶ Encore- 23
- ▶ Other Paras- 8
- ▶ Other Classified- 2

## New Hires

- ▶ Certified- 95
- ▶ Classified- 45
- ▶ International- 22

# 2023-2024 GFPS Recruitment Update

## ▶ Jobs HQ

- ▶ 526,185 Impressions
- ▶ 50,438 Video Completions
- ▶ Job Boards
- ▶ Geofencing
- ▶ CTV/OTT
- ▶ YouTube
- ▶ Increase in # of Applications
  - ▶ Total- ↑ 36%
  - ▶ Certified- ↑ 72%
  - ▶ Classified- ↑ 45%

## ▶ Future Sourcing Initiatives

- ▶ Off the Wall Advertising
- ▶ River Cinema
- ▶ Social Media
- ▶ Employment Branding
  - ▶ Enhanced “Careers” page
  - ▶ Employee Testimonials
  - ▶ Updated Recruitment Videos

**Jonathan Ellwein**  
Director of Buildings and Grounds

Office Phone: 701.746.2220  
jellwein180@mygfschools.org

## MEMORANDUM

TO: Brandon Baumbach, Business Manager  
FROM: Jonathan Ellwein, Director of Buildings and Grounds *JE*  
SUBJECT: Summer Projects Update  
DATE: August 8, 2023

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I will be in attendance at the school board meeting and present a high-level overview of the projects the district has been working on over the summer.

cj



**Brandon Baumbach**  
Business Manager

Department Phone: 701.787.4885  
Direct Phone: 701.746.2205, Ext. 7126  
Fax: 701.772.7739  
bbaumbach020@mygfschools.org

## MEMORANDUM

TO: Grand Forks School Board  
FROM: Brandon Baumbach, Business Manager  
SUBJECT: Finance Committee Report  
DATE: August 7, 2023



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The Finance Committee met on August 2 and discussed the following topics:

- 1) Consideration of Career Impact Academy Guaranteed Maximum Price  
The committee recommended to the board acceptance of the guaranteed maximum price for construction services for the base bid plus two alternates: the inclusion of the Common Space and the inclusion of the Welding Lab.
- 2) Consideration of Land Swap Adjacent to Career Impact Academy Site  
The committee recommended to the board a continued discussion.
- 3) Consideration of Preliminary Budget and Tax Levy for FY24  
The committee recommended approval of the preliminary budget and certificate of levy as presented and to set the public hearing date for the preliminary budget and certificate of levy for September 25 at 6:00 p.m. at Mark Sanford Education Center.

Attachments:

Grand Forks Career Impact Academy Guaranteed Maximum Price Package  
Career Impact Academy Guaranteed Maximum Price Summary Sheet  
Possible Building Fund Impact Summary  
SFN 9149 – Public School District Budget and Tax Levy – Certificate of Levy





# CAREER IMPACT ACADEMY

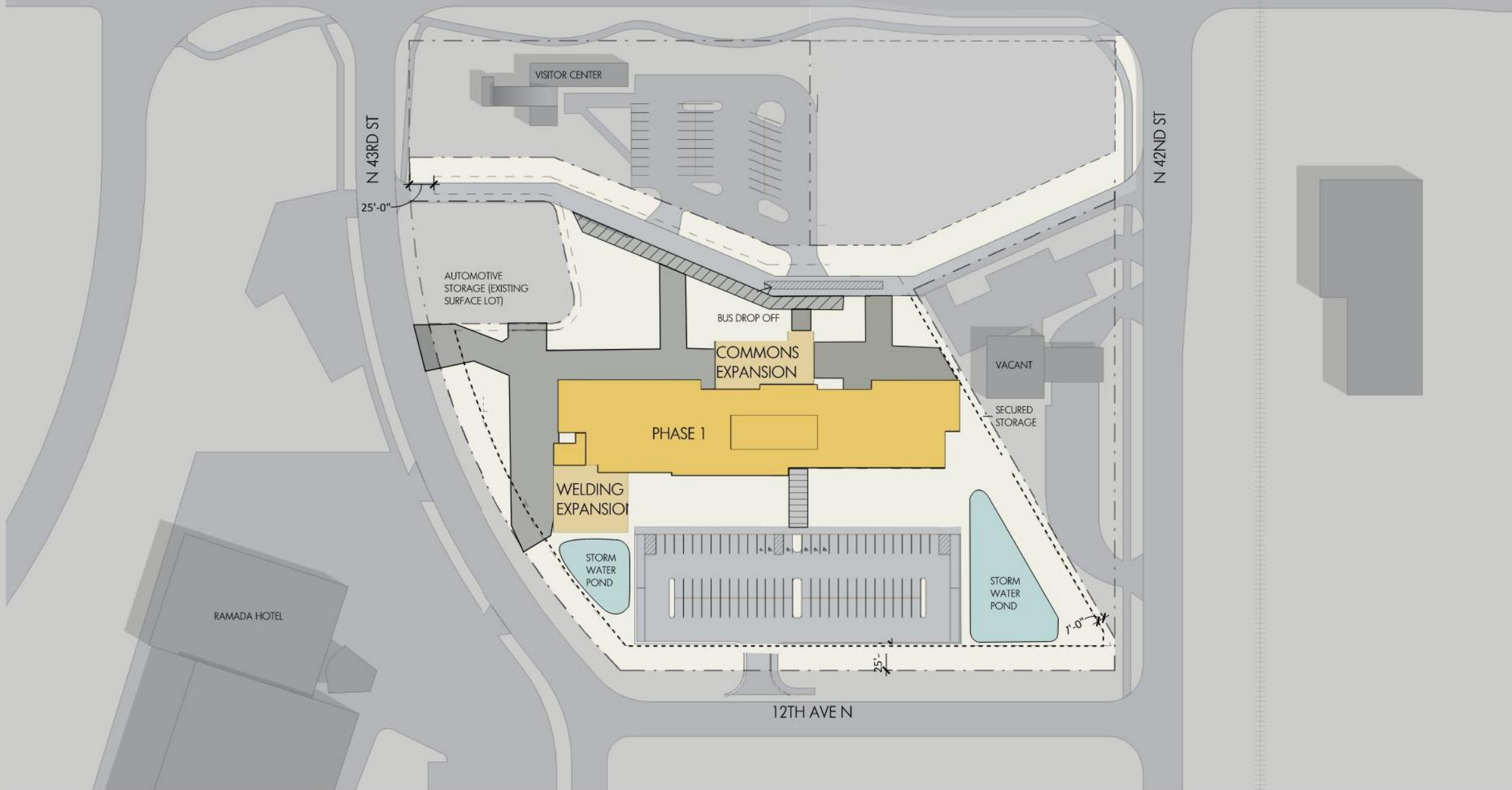
AUGUST 7, 2023 | PROJECT UPDATE

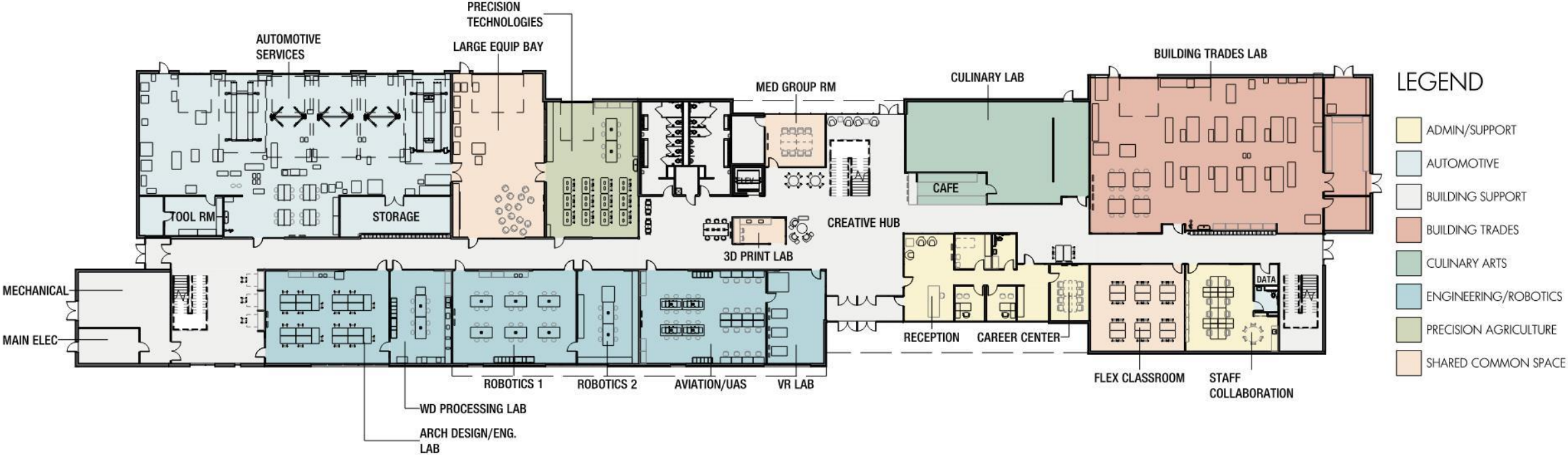


+ **BNDRY**  
STUDIO



**GRAND FORKS  
PUBLIC SCHOOLS**

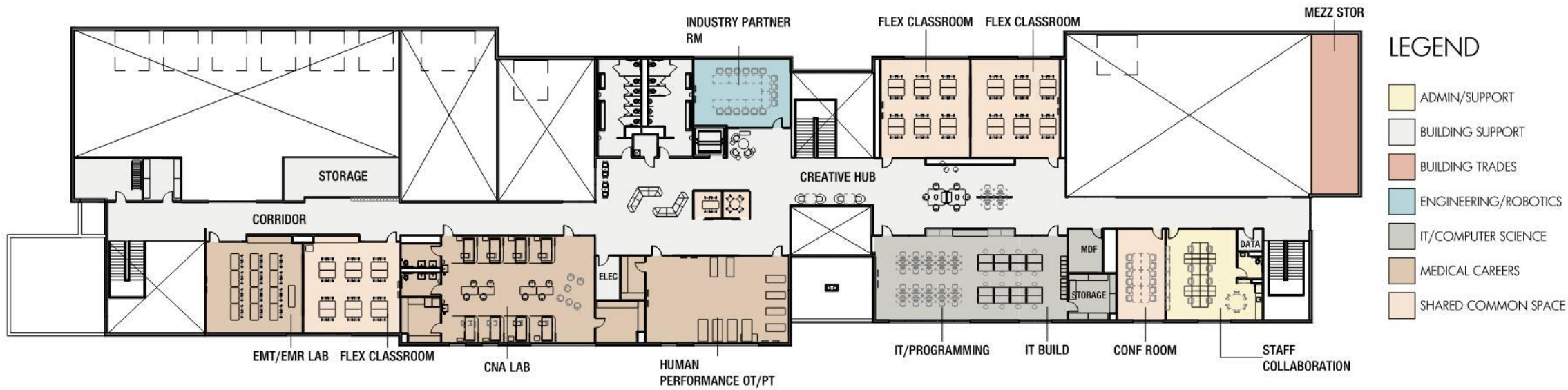




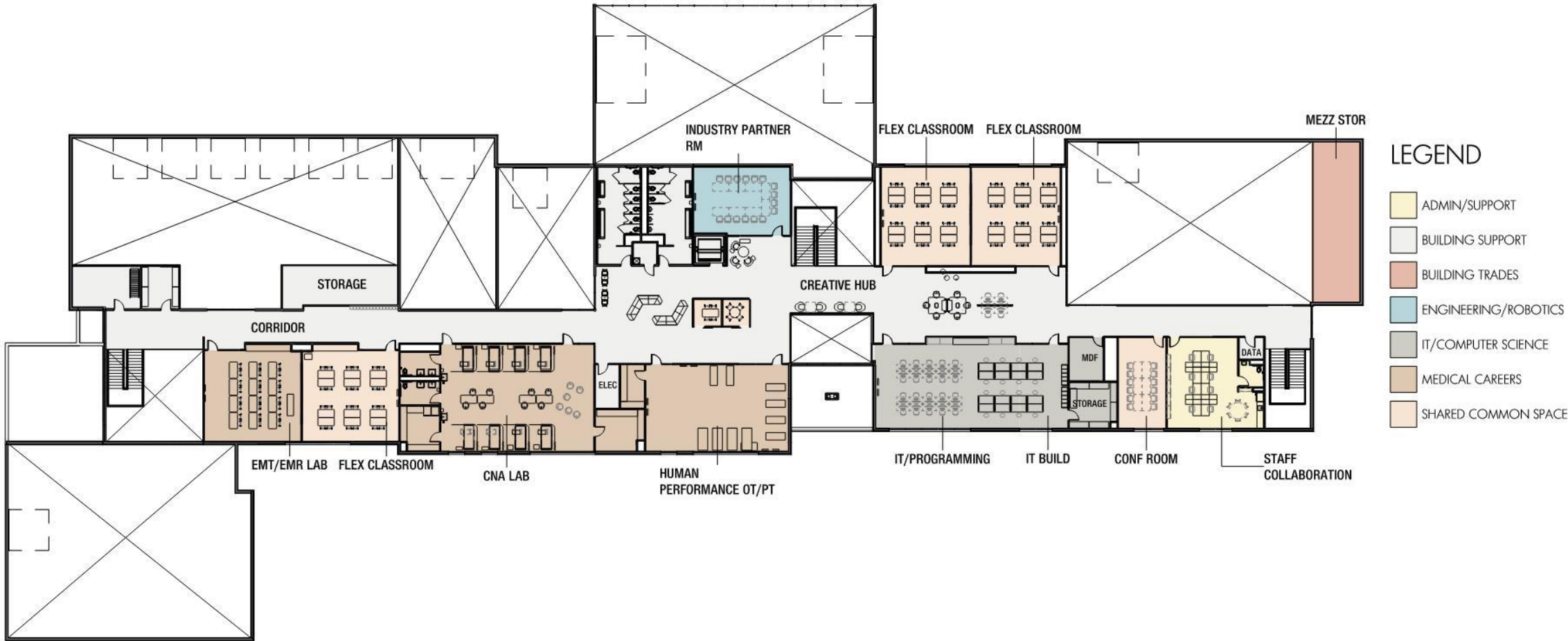
# FIRST FLOOR PLAN



FIRST FLOOR PLAN - ALTERNATES



# SECOND FLOOR PLAN



# SECOND FLOOR PLAN - ALTERNATES



**SOUTH SIDE**

CAREER IMPACT ACADEMY

**JLG** + **BNDRY**  
architects STUDIO



MAIN ENTRY – SOUTH





COMMONS ENTRY

CAREER IMPACT ACADEMY

JLG + BNDRY  
architects STUDIO







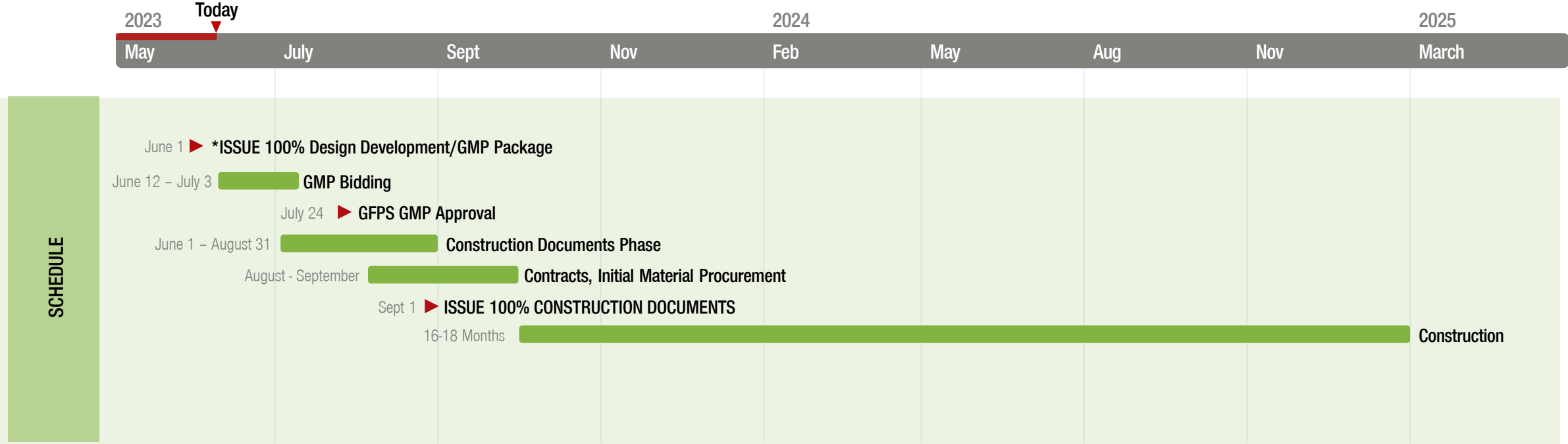




# COMMONS ALTERNATE

CAREER IMPACT ACADEMY

JLG + BNDRY  
architects STUDIO





*QUESTIONS?*

# GRAND FORKS CAREER IMPACT ACADEMY

## GUARANTEED MAXIMUM PRICE

AUGUST 1, 2023

## TABLE OF CONTENTS

- 1. COVER LETTER**
- 2. BASIS OF THE GUARANTEED MAXIMUM PRICE (GMP)**
- 3. GMP SUMMARY ESTIMATE**
- 4. APPENDIX:**
  - A. Variance Log Report**
  - B. Construction Documents Log**
  - C. Construction Schedule**
  - D. Responsibility Matrix**

August 1, 2023

Mr. Brandon Baumbach  
**Grand Forks Public Schools**  
2400 47<sup>th</sup> Ave S.  
Grand Forks, ND 58201

**Re: Career Impact Academy  
Guaranteed Maximum Price**

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Dear Brandon:

PCL/Community, A Joint Venture is pleased to submit our Guaranteed Maximum Price for the Career Impact Academy project in the amount of **\$24,983,859**. This Guaranteed Maximum Price (GMP) is based on the documents listed and as further clarified in the attached package.

<b>Grand Forks Career Impact Academy GMP</b>	<b>\$ 24,983,859</b>
<b>Alternate 01: Commons Expansion</b>	<b>\$ 1,660,920</b>
<b>Alternate 02: Welding Expansion</b>	<b>\$ 2,028,388</b>
<b>Alternate 03: Finned Tube Radiation (FTR)</b>	<b>\$ 278,629</b>
<b>Alternate 04: Folding Glass Walls (FGW-1)</b>	<b>\$ 216,000</b>

We look forward to moving further with this exciting project.

If you have any additional questions, please don't hesitate to contact me anytime. (Cell phone: 612.718.4871 or via e-mail: [bjcummings@pcl.com](mailto:bjcummings@pcl.com)).

Yours truly,

**PCL Construction Services, Inc.**



Brett Cummings  
Project Manager

CC: Sean Scott, Torre Smith, Ruann Deschene



Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
**Guaranteed Maximum Price (GMP)**

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## **BASIS OF THE GUARANTEED MAXIMUM PRICE (GMP)**



## BASIS OF THE GUARANTEED MAXIMUM PRICE (GMP):

### 1. THIS GMP IS BASED ON:

- A. The AIA A133 Construction Agreement between Owner and Construction Manager as Constructor where basis of payment is the Cost of Work plus a fee with a Guaranteed Maximum Price dated August 3, 2022 and associated AIA A201-2007 General Conditions of the Contract for Construction.
- B. Project Manual Grand Forks Public Schools Career Impact Academy GMP Set prepared by JLG Architects and their consultants published May 30, 2023 (Refer to Appendix B).
- C. GMP Drawings prepared by JLG Architects and their consultants published May 30, 2023 (Refer to Appendix B).
- D. Addendums 1 through 4 as issued by PCL/CC.
- E. Career Impact Academy GMP Schedule dated May 31, 2023 (Refer to Appendix C).
- F. Construction Responsibility Matrix dated August 1, 2023 (Refer to Appendix D).
- G. Our budget is based on PCL's interpretation of the above documents and created description of work, quantity of work and cost of work as detailed within this GMP. All clarifications, quantities and comments identified in the estimate, including this basis narrative, are part of our qualifications.

### 2. GENERAL CLARIFICATIONS:

- A. This GMP does not include any potential escalation in the prices of any materials, equipment, or services used in the performance of the Work caused directly or indirectly by the imposition of Canadian, US, Chinese, or other tariffs.
- B. The is GMP is subject to change based on updates to scope and documents.
- C. Allowances described in the GMP for items that are not yet fully developed are inclusive of all costs of delivery, handling, installation, labor, material, and equipment unless noted otherwise.

### 3. SCHEDULE MILESTONES:

- A. This GMP is based on the following schedule milestone dates:
  - a. Establish GMP/Notice to Proceed..... August 11, 2023
  - b. Start of Construction.....September 8, 2023
  - c. Construction Substantially Complete.....April 18, 2025

### 4. PROJECT CLARIFICATIONS

- A. Costs are based on a 40-hour work week and all work is to occur during normal business working hours, Monday through Friday with the exception of recognized holidays.



- B. Temporary electrical, water, and natural gas consumption and utility service costs will be paid for the owner during the entire construction phase.
- C. Domestic water consumption for PCL and its subcontractors will be provided by Owner at no cost.
- D. PCL may self-perform the concrete, rough carpentry, finish carpentry and general conditions scopes of work.
- E. We have not included any escalation costs beyond the Construction Schedule provided.
- F. We have not included providing or installing owner furnished FF&E.
- G. We have not included providing or installing Foodservice Equipment.
- H. Davis Bacon Prevailing Wages have been included utilizing General Decision Number ND20230014 dated 07/07/2023 for construction type "Building".

**5. THE GMP SPECIFICALLY INCLUDES:**

The following list of inclusions is an attempt to clarify assumption for areas that remain unclear with the current Contract Documents.

**A. General Requirements:**

- 1. Includes costs for labor, materials and equipment required for the project including but not limited to those items necessary for hoisting/unloading, expendables, consumables, equipment rentals, on-site storage, temporary sanitary facilities, temporary signage, street sweeping, temporary protection, medical and safety, temporary handrails, temporary stairs and ladders, progress cleaning and dumpsters.

**B. Temporary Fencing and Barricades:**

- 1. Includes costs for a temporary fence around the project site. Fence is included as 6'-0" high post driven with top and bottom tension wire. (4) 20'-0" drive gates and (4) 4'-0" personnel gates are included.

**C. Earthwork**

- 1. Includes removals as shown.
- 2. Includes soils corrections per Geotechnical report.
- 3. Includes structural excavation and backfill.
- 4. Includes vapor barrier and sand base for slab-on-grade.
- 5. Includes final grading of site and import of paving base courses.
- 6. Includes import of 5" of local native topsoil material at all planting areas.
- 7. Includes construction of the infiltration basins. A \$100/CY material allowance is included for the biofiltration soils (no specifications provided) with an approximate quantity of 1,000 CY.

**D. Site Utilities**

1. Includes sanitary sewerage piping, structures, and connection to the existing sanitary sewer piping.
2. Includes storm drainage piping, structures, and connections to existing storm sewer piping.
3. Includes watermain piping, valves, structures, and connection to existing watermain piping.
4. All other utilities are excluded (gas, cable tv, etc.).

**E. Cast-in-Place Concrete**

1. Includes footings, foundation walls, elevator pit walls, stoops, piers, slab on grade, raised slab on grade/stairs at center stair, slab on metal deck, pan stair fill and concrete specialties as shown on the structural drawings.
2. Thickened slabs are included at load bearing stud wall locations.
3. No underslab insulation has been included.
4. Slab on grade construction joints include smooth dowels per the drawings and not plate dowels per the specifications.

**F. Structural Steel and Miscellaneous Metals**

1. Includes supply & installation of all structural steel beams, columns, joists, bracing, etc. as required for a complete steel structure.
2. Includes supply & installation of all steel floor and roof decking, inclusive of acoustical decking at locations shown.
3. Includes supply & installation of miscellaneous metals – including elevator pit ladder, guardrails, pipe bollards, roof access ladders, service yard enclosure, ships ladders and sign framing.
4. Includes supply & installation of concrete filled pan stairs inclusive of required handrails/guardrails.

**G. Cold Formed Steel Trusses**

1. Includes supply & installation of the pre-engineered cold-formed steel trusses.

**H. Cold-Formed Framing and Gypsum Board Assemblies**

1. Include interior and exterior cold-formed stud framing. Interior load bearing framing is included where required.
2. No sheathing is included for the exterior walls per the sections provided.
3. Include sheathing at interior walls per the sections provided and level of finishes as noted in the specifications and on the elevations.
4. Includes insulation (batt and foamed in place) within assemblies as noted.



I. **Rough Carpentry**

1. Includes supply and installation of wood blocking and backing for the following:
  1. Food Service Equipment
  2. Glazing head/jamb/sills
  3. Specialties
  4. Millwork

J. **Waterproofing**

1. Includes waterproofing for the elevator pit per G102.

K. **Roofing Systems**

1. Includes membrane roof system consisting of roof sheathing air barrier, insulation, cover board and fully adhere roof membrane where shown.
2. Air barrier only included at locations where acoustical deck is required.,
3. Includes parapet cap flashings as required.
4. Includes all wood blocking/backing/insulation required at parapet walls, high/low wall interfaces, curbs, etc.

L. **Metal Wall Panels**

1. Includes exterior metal panels as shown.
2. Includes interior metal panels as shown.
3. Includes exterior metal panel soffits as shown.
4. Includes metal panel roofing at North Entry structure.
5. 18 GA is not offered by manufacturer for MTL PNL-20, 22 GA panels included.
6. 22 GA is not offered by manufacturer for MTL PNL-31A exterior faces, 24 GA panels included.
7. 22 GA is not offered by manufacturer for MTL PNL-31B exterior faces, 24 GA panels included.
8. MTL PNL-24 figured at 0.032 ALUM per supplier's restrictions.
9. MTL PNL-21 figured as 22 GA.

M. **Joint Sealants**

1. Includes interior and exterior caulking as required.

N. **Casework and Countertops**

1. Includes solid surface countertops, vanities, and windowsills.
2. Includes base, upper, and full height cabinets.
3. Includes entry displays Type A & Type B complete.
4. Includes WDP-1 Wood Bench

5. Includes WDP-1 Wood Wall Paneling
6. Includes WDP-1 – Wood Ceilings.
7. Includes 12", 18" and 24" deep shelving.
- O. **Doors, Framed and Hardware**
  1. Includes hollow metal door frames, hollow metal doors, laminate doors and hardware required.
- P. **Sectional Doors**
  1. Includes supply and installation of (10) aluminum overhead doors and (1) steel overhead door.
- Q. **Interior and Exterior Glazing**
  1. Includes exterior glazed aluminum framed window and entries.
  2. Includes (4) ea. Auto Door Operators per Hardware Groups 258,269, 358 & 368.
  3. Includes glazing of interior hollow metal frames.
  4. Includes interior glazed aluminum framed entries.
- R. **Resilient and Tile Carpet Flooring**
  1. Includes walk-off carpet, carpet tile, rubber flooring and resilient flooring.
- S. **Acoustical Ceilings and Sound Panels**
  1. Includes acoustical ceiling tile ceilings (ACT-1,2), sound absorbent panels (SAP-1) and metal ceilings (MCT-1).
- T. **Paint and Wall Coverings**
  1. Includes painting of walls, ceilings, stairs, exposed steel columns and all other items scheduled to receive paint.
  2. Includes wall coverings as scheduled.
  3. Includes \$20,000 Allowance for intumescent painting.
- U. **Tile**
  1. Includes floor tile per the finish plans.
  2. Wall tile at individual restrooms (T1, T2, T5, T8, T9) is included at wet wall and adjacent wall only. Tile is included to 6'-0" AFF.
  3. Wall tile at restrooms T3, T4, T6 & T7 is included at walls shown in elevations on enlarged plans and elevations sheets. Tile is included to 6'-0" AFF.
  4. Includes tile backsplash at Wellness (RM 105) and Work Room (RM 103).
  5. Includes wall tile at the Café Knee wall.
  6. Includes wall tile at the drinking fountain per the elevations.
- V. **Fluid Applied Flooring**
  1. Includes fluid applied flooring at locations noted HPF-1 on finish plans.

**W. Polished Concrete**

1. Includes polished concrete and stained polished concrete as shown on the finish plans.

**X. Specialties**

1. Includes installation only of the following owner supplied specialties:

- a. (24) Paper Towel Dispensers
- b. (18) Soap Dispensers
- c. (21) Toilet Paper Dispensers

2. Includes supply and installation of the following specialties:

- a. (28) Markerboards
- b. (16) Toilet Compartments and (2) Urinal Screens
- c. (8) Cubicle Curtain and Track
- d. (13) Corner Guards and Wall Protection
- e. Toilet Accessories
  - a. (43) Grab Bars
  - b. (26) 24" x 36" Angle Framed Mirrors
  - c. (2) Utility Shelf and Mop Holders
  - d. (15) Sanitary Napkin Disposals
- f. (2) AED & Semi-Recessed Cabinets
- g. (20) Fire Extinguishers and Cabinets
- h. (1) Fire Department Access Box
- i. (58) Lockers
- j. (1) Flammable Cabinets
- k. (4) Goggle Cabinets

**Y. Signage**

1. Includes supply and installation of the following signage:

- a. (1) ea. Building Dedication Plaque – 18" x 24"
- b. (66) ea. Sign Type 1 – Room ID
- c. (5) ea. Sign Type 2A – Non-Gendered Restroom
- d. (4) ea. Sign Type 2B – Gendered Restroom
- e. (11) ea. Sign Type 3A – Maximum Occupancy
- f. (2) ea. Sign Type 3B – Elevator
- g. (12) ea. Sign Type 4A – Vinyl 6" Letters – Exterior Entrance ID



Z. **Folding Panel Partitions**

1. Folding panel partitions are excluded – See Alternates.

AA. **Flagpoles**

1. Includes supply and installation of (1) 30'-0" flagpole.

BB. **Window Shades**

1. Includes Mecho Manual Roller Shades (WT-1) per the finish plans.

CC. **Food Service Equipment**

1. Supply and installation of the Food Service Equipment listed on the FS series drawings is **EXCLUDED**. We have only included the blocking/backing shown as well as mechanical and electrical rough-in for required connections to this equipment.

DD. **Hydraulic Elevators**

1. Includes (1) new 2-stop hydraulic elevator.
  - a. 3500# Capacity
  - b. 100 feet per minute
  - c. (2) stops total
  - d. (2) front openings and no rear openings.
  - e. Standard manufacturers interior and hoistway entrance finishes.

EE. **Fire Protection**

1. Includes design, supply, and installation of a water-based wet-type fire protection system.
2. We have not included a fire pump or fire water storage system

FF. **Plumbing**

1. Includes domestic water system complete.
2. Includes sanitary waste piping system complete.
3. Includes roof drainage piping system complete.
4. Includes compressed air system complete. **EXCLUDES** air reels located after the quick disconnects.

GG. **HVAC**

1. Includes natural gas piping system to boilers, water heaters, infrared heaters, make up air units, and cooking equipment. Piping starts at meter supplied and set by utility provided.
2. Includes natural gas boilers and heating water distribution pumps and piping to variable air valves, roof-top units, bare element finned tube radiation and unit heaters.
3. Includes hot water/DX rooftop units, gas fired make-up air units and air distribution ductwork.
4. Includes exhaust systems and reels.



5. Includes dust collectors.
6. Includes gas fire tube infrared heaters.
7. Includes mini-split systems located in Electrical/MDF/Data Rooms.
8. Includes automatic temperature controls system complete.
9. Radiant Ceiling Panels are provided under Alternate 03.

**HH. Electrical, Low Voltage and Communications Systems**

1. Includes site lighting.
2. Includes power and distribution system complete.
3. Includes interior and exterior building lighting and lighting controls complete.
4. Includes structured cabling, data racks, patch panels central paging/intercom system and audio video systems complete.
5. Includes conduit/rough-in for network electronic, access control, and intercom.
6. Includes conduit/rough-in and cabling/conductors for IP video surveillance.
7. Includes clock system.
8. Includes fire alarm and detection system complete.

**II. Surveying**

1. Includes establishing initial control (vertical and horizontal), staking initial building layout and providing site paving layout. Subtrades will be responsible for all other surveying required.

**JJ. Landscaping**

1. Includes \$200,000 Allowance for Landscaping.

**KK. Site Concrete**

1. Includes the following:
  - a. Curb & Gutter – 2,500 LF
  - b. 5" Thick Light Duty Concrete Paving – 31,500 SF
  - c. 7" Thick Heavy Duty Concrete Paving – 25,500 SF
  - d. 6" Thick Sidewalk – 6,500 SF
  - e. Decorative Sidewalk – Stamped Colored Concrete – 2,800 SF
  - f. Street Patching for Utilities – 400 SF
  - g. Parking Lot Striping (South Lot Only) and ADA Signage.
  - h. Work shown at the bus drop location note 'By Others' is excluded.

**LL. Asphalt Paving**

1. Asphalt Paving is excluded – See Alternates.



## 6. CONSTRUCTION CONTINGENCY:

We have included a 2.5% construction contingency based on the overall project construction costs in our GMP. It is not intended to cover costs due to design definition or design creep.

We have not included any additional contingency to correspond with the level of design being further developed. We recommend that the Owner carry design contingency within the overall project budget.

### A. Current contingency values included in this GMP:

1. 2.5% Construction Contingency:.....\$ 624,596

## 7. CASH ALLOWANCES:

We have included the following allowances in the GMP for items that are not yet clearly identified. These allowances are inclusive of all costs of delivery, handling, installation, labor, material, and equipment unless noted otherwise.

- A. Biofiltration Soil Pending Specification:.....\$ 100,000
- B. Winter Conditions for 2024/2025 Season:.....\$ 75,000
- C. Intumescent Painting (COAT-1 & COAT-2):.....\$ 20,000
- D. Steel Modifications for Mechanical Clearances:.....\$ 25,000
- E. Finishes Modifications at Café':.....\$ 30,000
- F. Landscaping:.....\$ 200,000

## 8. ALTERNATES:

We have NOT included the following alternates in the GMP. These alternates are inclusive of costs of delivery, handling, installation, labor, material, and equipment unless noted otherwise.

- A. Alternate No. 01: Building Commons:.....\$ 1,660,920
  1. Alternate includes additional costs to include the Building Commons Addition.
- B. Alternate No. 02: Welding:.....\$ 2,028,388
  1. Alternate includes additional costs to include the Welding Addition.
- C. Alternate No. 03: FTR:.....\$ 278,629
  1. Alternate includes additional costs to include perimeter radiant ceiling panels and finned tube radiation with associated hydronic piping and automatic controls.
- D. Alternate No. 04: FGW-1:.....\$ 216,000
  1. Alternate includes additional costs to furnish and install 10'-0" high folding glass partitions FGW-1 as shown in lieu of Wall Type A4.



## 9. POTENTIAL GMP REDUCTION CONCEPTS:

We have **NOT** included the following Potential Budget Reduction Concepts in the GMP. These items are provided as high-level concepts for reduction of the overall budget.

- A. SWF Contract Manual Roller Shades in lieu of Mecho Shades ..... Approx. (\$ 17,000)
- B. Provide 26 GA interior faces in lieu of 22 GA for MTL PNL 31A & B and wider..... Approx. (\$ 18,000)
- C. Switch (10) EA Aluminum Overhead doors to Steel..... Approx. (\$ 11,000)
- D. Light-Duty and Heavy-Duty Asphalt in Lieu of Concrete Paving ..... Approx. (\$ 16,500)
- E. Alternate Light Fixture Selections ..... Approx. (\$ 25,000)
- F. Non-Simplex Based Fire Alarm System..... Approx. (\$ 75,000)
- G. Explore alternative metal panel products..... Approx. (\$ 25,000-\$75,000)

## 10. THE GMP SPECIFICALLY EXCLUDES:

- A. Unforeseen existing conditions
- B. Bid bonds
- C. 3<sup>rd</sup> party construction testing and inspections
- D. Environmental testing & permits
- E. Pest control or remediation
- F. Contaminated soils and hazardous materials
- G. Previously agreed upon preconstruction costs (\$30,000).
- H. Service provider utility relocations, modifications and/or additions including all power, water, sanitary, storm, voice, fiber, and cabling that are not shown in the contract documents.
- I. Utility Company service charges of any type for all temporary or permanent services, including electric, gas, telephone, fiber, and cable systems.
- J. Design fees unless specifically included.
- K. Overtime labor unless noted otherwise
- L. Supply and Installation of Owner's FF&E items unless noted otherwise
- M. Operating Supplies & Equipment (OS&E)
- N. Lightning protection system.
- O. Commissioning
- P. Artwork/Sculptures
- Q. Spray applied fireproofing
- R. All-Risk Insurance
- S. Taxes



Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
**Guaranteed Maximum Price (GMP)**

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## **GUARANTEED MAXIMUM PRICE:**

### **ESTIMATE SUMMARY REPORT**



**PCL / Community. a Joint Venture**  
**North Dakota Office**  
**GMP Summary**

Summary Page 1 of 2

Jul 31, 2023

3:33:23 PM

BE Number **BE220006**  
Opportunity No **51.271.GOV.22.113352**  
Owner File No  
Project **Grand Forks Region Career Impact Academy**  
Location **Grand Forks, MN, USA**  
Owner **Grand Forks Public Schools**  
Designer **JLG Architects**

**Torre Smith**  
**Sep 08, 2023**  
**Mar 14, 2025**  
Project Start  
Completion  
Functional Units  
Area **55,333 SF**

Summary Item Description	Quantity	UOM	% Total Cost	Item Cost /Bldg. Area	Unit Cost	Total Cost
<b>DIRECT COSTS</b>						
General Requirements	55,333	GSF	4.07	17.98	17.98	994,810
BC-01-01 - Temporary Fencing and Barricades	1	LS	0.44	1.96	---	108,348
BC-01-02 - Earthwork	1	LS	3.04	13.45	---	744,000
BC-01-03 - Site Utilities	1	LS	1.39	6.14	---	340,000
BC-01-04 - Cast-in-Place Concrete	1	LS	5.45	24.05	---	1,330,520
BC-01-05 - Structural Steel and Misc. Metal (Supply)	1	LS	4.39	19.39	---	1,072,860
BC-01-06 - Cold-Formed Steel Trusses (Supply)	1	LS	0.77	3.40	---	187,910
BC-01-07 - Structural Steel, Misc. Metals, & Cold-Formed Steel Trusses (Install)	1	LS	2.50	11.03	---	610,255
BC-01-08 - Cold-Formed Framing & Gypsum Board Assemblies	1	LS	6.34	28.01	---	1,550,000
BC-01-09 - Rough Carpentry	1	LS	0.40	1.75	---	96,612
BC-01-10 - Waterproofing	1	LS	0.06	0.26	---	14,540
BC-01-11 - Roofing Systems	1	LS	4.09	18.07	---	999,782
BC-01-12 - Metal Wall Panels	1	LS	9.93	43.86	---	2,427,000
BC-01-13 - Joint Sealants	1	LS	0.18	0.78	---	43,430
BC-01-14 - Casework and Countertops	1	LS	1.46	6.46	---	357,627
BC-01-15 - Doors, Frames and Hardware (Supply)	1	LS	0.63	2.80	---	154,900
BC-01-16 - Doors, Frames and Hardware (Install)	1	LS	0.14	0.63	---	34,725
BC-01-17 - Sectional Doors	1	LS	0.50	2.22	---	122,707
BC-01-18 - Glazing	1	LS	3.35	14.79	---	818,361
BC-01-19 - Resilient and Tile Carpet Flooring	1	LS	0.76	3.37	---	186,495
BC-01-20 - Acoustical Ceilings & Sound Panels	1	LS	0.81	3.59	---	198,378
BC-01-21 - Paint and Wall Coverings	1	LS	0.84	3.72	---	205,625
BC-01-22 - Tiling	1	LS	0.66	2.90	---	160,695
BC-01-23 - Fluid Applied Flooring	1	LS	0.09	0.39	---	21,500
BC-01-24 - Polished Concrete	1	LS	0.17	0.76	---	41,875
BC-01-25 - Specialties	1	LS	1.06	4.67	---	258,231



**PCL / Community. a Joint Venture**  
**North Dakota Office**  
**GMP Summary**

Summary Page 2 of 2

Jul 31, 2023

3:33:23 PM

BE Number **BE220006**  
Opportunity No **51.271.GOV.22.113352**  
Owner File No  
Project **Grand Forks Region Career Impact Academy**  
Location **Grand Forks, MN, USA**  
Owner **Grand Forks Public Schools**  
Designer **JLG Architects**

**Torre Smith**  
**Sep 08, 2023**  
**Mar 14, 2025**  
Project Start  
Completion  
Functional Units  
Area **55,333 SF**

Summary Item Description	Quantity	UOM	% Total Cost	Item Cost /Bldg. Area	Unit Cost	Total Cost
BC-01-26 - Signage	1	LS	0.05	0.21	---	11,391
BC-01-27 - Folding Panel Partitions	1	LS	---	---	---	---
BC-01-28 - Flagpoles	1	LS	0.04	0.17	---	9,250
BC-01-29 - Window Shades	1	LS	0.20	0.90	---	49,535
BC-01-30 - Foodservice Equipment (BY OWNER)	1	LS	---	---	---	---
BC-01-31 - Hydraulic Elevators	1	LS	0.58	2.56	---	141,600
BC-01-32 - Fire Protection (w/HVAC)	1	LS	---	---	---	---
BC-01-33 - Plumbing (w/HVAC)	1	LS	---	---	---	---
BC-01-34 - Heating, Ventilation, and Air Conditioning (HVAC) & Automatic Temperature Controls	1	LS	19.98	88.25	---	4,882,964
BC-01-35 - Electrical, Low Voltage, and Communications Systems	1	LS	9.54	42.11	---	2,330,250
BC-01-36 - Surveying	1	LS	0.06	0.26	---	14,600
BC-01-37 - Landscaping	1	LS	0.82	3.61	---	200,000
BC-01-38 - Site Concrete	1	LS	2.48	10.94	---	605,295
BC-01-39 - Asphalt Paving	1	LS	---	---	---	---
Contractors Contingency	1	LS	2.56	11.29	---	624,596
Subcontract Default Insurance	1	LS	1.02	4.48	---	248,019
<b>DIRECT COSTS</b>			<b>90.85</b>	<b>401.18</b>	<b>---</b>	<b>22,198,687</b>
<b>GENERAL EXPENSE COSTS</b>						
General Conditions	1	LS	9.15	40.40	---	2,235,405
<b>GENERAL EXPENSE COSTS</b>			<b>9.15</b>	<b>40.40</b>	<b>---</b>	<b>2,235,405</b>
<b>TOTAL COST</b>			<b>100.00</b>	<b>441.58</b>	<b>---</b>	<b>24,434,092</b>
<b>CMAR Fee</b>			<b>2.25</b>	<b>9.94</b>		<b>549,767</b>
<b>TOTAL ESTIMATE</b>			<b>102.25</b>	<b>451.52</b>	<b>---</b>	<b>24,983,859</b>



## **APPENDIX A:**

# **VARIANCE LOG**



Career Impact Academy  
Grand Forks Public Schools  
Grand Forks, ND

## VARIANCE REPORT - GMP 8/1/2023

Bid Category	Description	SD Budget 9/8/22	GMP 8/1/23	Cost Change	Comments
	Project Size	52,500 SF	55,333 SF		Increased Size by 2,833 SF or 5.3%
	Construction Duration	15 MO	18 MO		Project schedule to include 2 winters
00	General Requirements	\$ 918,432	\$ 994,810	\$ 76,378	
01	Temporary Fencing & Barricades	\$ 63,515	\$ 108,348	\$ 44,833	
02	Earthwork	\$ 355,596	\$ 744,000	\$ 388,404	Soil correction needed per Geotech
03	Site Utilities	\$ 204,302	\$ 340,000	\$ 135,698	
04	Cast-in-Place Concrete	\$ 1,049,768	\$ 1,330,520	\$ 280,752	Increased CY of concrete
05	Structural Steel and Misc. Metals (Supply)	\$ 1,285,973	\$ 1,072,860	\$ (213,113)	
06	Cold-Formed Steel Trusses (Supply)	\$ 408,928	\$ 187,910	\$ (221,018)	
07	Structural Steel, Misc. Metal, & Cold- Formed Steel Trusses (Install)	\$ 1,169,195	\$ 610,255	\$ (558,940)	
08	Cold-Formed Framing & Gypsum Board Assemblies	\$ 1,818,920	\$ 1,550,000	\$ (268,920)	Increased use of interior metal panels
09	Rough Carpentry	\$ 80,000	\$ 96,612	\$ 16,612	
10	Waterproofing	\$ -	\$ 14,540	\$ 14,540	
11	Roofing Systems	\$ 564,656	\$ 999,782	\$ 435,126	Change to roofing type
12	Metal Wall Panels	\$ 1,353,451	\$ 2,427,000	\$ 1,073,549	Cost/SF increases and more on interior
13	Joint Sealants	\$ -	\$ 43,430	\$ 43,430	
14	Casework & Countertops	\$ 132,734	\$ 357,627	\$ 224,893	Clarifications between FFE & Millwork
15	Doors, Frames, and Hardware (Supply)	\$ 122,573	\$ 154,900	\$ 32,327	
16	Doors, Frames, and Hardware (Install)	\$ 22,050	\$ 34,725	\$ 12,675	
17	Sectional Doors	\$ 160,459	\$ 122,707	\$ (37,752)	
18	Glazing	\$ 1,138,911	\$ 818,361	\$ (320,550)	
19	Resilient and Tile Carpet Flooring	\$ 205,249	\$ 186,495	\$ (18,754)	
20	Acoustial Ceilings & Sound Panels	\$ 261,940	\$ 198,378	\$ (63,562)	
21	Paint and Wall Coverings	\$ 138,591	\$ 205,625	\$ 67,034	
22	Tiling	\$ 174,712	\$ 160,695	\$ (14,017)	
23	Fluid Applied Flooring	\$ -	\$ 21,500	\$ 21,500	
24	Polished Concrete	\$ 33,267	\$ 41,875	\$ 8,608	
25	Specialties	\$ 153,835	\$ 258,231	\$ 104,396	
26	Signage	\$ 10,130	\$ 11,391	\$ 1,261	
28	Flagpoles	\$ -	\$ 9,250	\$ 9,250	
29	Window Shades	\$ -	\$ 49,535	\$ 49,535	Changed to by contractor
31	Hydraulic Elevators	\$ 202,321	\$ 141,600	\$ (60,721)	
32	Fire Protection	\$ 239,321	\$ -	\$ -	
33	Plumbing	\$ 1,329,563	\$ -	\$ -	
34	HVAC & Temperature Controls	\$ 3,022,951	\$ 4,882,964	\$ (291,129)	Competitive bidding
35	Electrical	\$ 2,069,141	\$ 2,330,250	\$ 261,109	Competitive bidding
36	Surveying	\$ 28,567	\$ 14,600	\$ (13,967)	
37	Landscaping	\$ 194,973	\$ 200,000	\$ 5,027	
38	Site Concrete	\$ 1,172,070	\$ 605,295	\$ (566,775)	Competitive bidding
SDI	Subcontractor Default Insurance	Incl Above	\$ 248,019	\$ 248,019	
CONT	Contractor Contingency	\$ 574,872	\$ 624,596	\$ 49,724	Overall function of subcontractor cost
	<b>SUBTOTAL</b>	<b>\$ 20,660,967</b>	<b>\$ 22,198,686</b>	<b>\$ 1,537,719</b>	
	General Conditions and Fee	\$ 2,333,917	\$ 2,785,173	\$ 451,256	Overall function of cost
					Fee, Insurances and Schedule updates
	<b>SUBTOTAL</b>	<b>\$ 2,333,917</b>	<b>\$ 2,785,173</b>	<b>\$ 451,256</b>	
	<b>TOTAL</b>	<b>\$ 22,994,884</b>	<b>\$ 24,983,859</b>	<b>\$ 1,988,975</b>	



Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)

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## APPENDIX B:

### CONSTRUCTION DOCUMENTS LOG



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

## LIST OF DRAWINGS

Drawing No.	Drawing Name	Date Issued	Issued For
<b>GENERAL</b>			
G101	Title Sheet	6/7/23	GMP Drawings
G102	Typical Assemblies	6/7/23	GMP Drawings
G110	Code Review	6/7/23	GMP Drawings
G111	Life Safety Plans	6/7/23	GMP Drawings
G120	Mounting Heights	6/7/23	GMP Drawings
<b>CIVIL</b>			
C001	Civil Drafting Conventions	6/30/23	GMP Drawings
C002	Civil Legend	6/30/23	GMP Drawings
C003	Civil Notes	6/30/23	GMP Drawings
C100	Building Site Prep	6/30/23	GMP Drawings
C101	Existing Topography and Demolition Plan	6/30/23	GMP Drawings
C102	Civil Site Plan	6/30/23	GMP Drawings
C102A	Civil Site Plan – Bid Alternate #1	6/30/23	GMP Drawings
C102B	Civil Site Plan – Bid Alternate #2	6/30/23	GMP Drawings
C103	Civil Utility Plan	6/30/23	GMP Drawings
C104	Civil Grading Plan	6/30/23	GMP Drawings
C105	Erosion Control Plan	6/30/23	GMP Drawings
C501	Civil Details	6/30/23	GMP Drawings
C502	Civil Details	6/30/23	GMP Drawings
C503	Civil Details	6/30/23	GMP Drawings
<b>STRUCTURAL</b>			
S001	General Notes	5/30/23	GMP Drawings
S101	Overall – FNDN Plan	6/7/23	GMP Drawings
S102	Foundation Plan – West	6/7/23	GMP Drawings
S103	Foundation Plan – East	6/7/23	GMP Drawings
S201	Overall – Second FLR FRMG Plan	6/7/23	GMP Drawings
S202	Second FLR FRMG Plan – West	6/7/23	GMP Drawings
S203	Second FLR FRMG Plan – East	6/7/23	GMP Drawings
S204	Overall – Roof Plan	6/7/23	GMP Drawings
S205	Roof Framing Plan – West	6/7/23	GMP Drawings
S206	Roof Framing Plan – East	6/7/23	GMP Drawings
S207	Commons – Alternate #1	6/7/23	GMP Drawings
S208	Welding – Alternate #2	6/7/23	GMP Drawings
S501	Foundation Details	6/7/23	GMP Drawings
S502	Sign Foundation Details	6/7/23	GMP Drawings
S503	Second FLR FRG Details	6/7/23	GMP Drawings



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

S504	Roof Framing Details	6/7/23	GMP Drawings
S511	Brace Frame Elevations	6/7/23	GMP Drawings
S512	Brace Frame Elevations	6/7/23	GMP Drawings
S513	Brace Frame Elevations	6/7/23	GMP Drawings
S514	Brace Frame Elevations	6/7/23	GMP Drawings
S515	Brace Frame Elevations	6/7/23	GMP Drawings
S516	Brace Frame Elevations	6/7/23	GMP Drawings
S517	Brace Frame Elevations	6/7/23	GMP Drawings
S701	Typical Details	6/7/23	GMP Drawings
<b>ARCHITECTURAL</b>			
A201	Overall Floor Plans	6/7/23	GMP Drawings
A202	First Floor Plan West	6/7/23	GMP Drawings
A203	First Floor Plan East	6/7/23	GMP Drawings
A204	Second Floor Plan West	6/7/23	GMP Drawings
A205	Second Floor Plan East	6/7/23	GMP Drawings
A206	Roof Plan West	6/7/23	GMP Drawings
A207	Roof Plan East	6/7/23	GMP Drawings
A210	Enlarged Plans and Elevations	6/7/23	GMP Drawings
A211	Enlarged Plans and Elevations	6/7/23	GMP Drawings
A220	Door Schedule	6/7/23	GMP Drawings
A230	Signage Details	6/7/23	GMP Drawings
A301	Exterior Elevations	6/7/23	GMP Drawings
A302	Exterior Elevations	6/7/23	GMP Drawings
A310	Interior Glazing Elevations	6/7/23	GMP Drawings
A311	Exterior Glazing Elevations	6/7/23	GMP Drawings
A312	Exterior Glazing Elevations	6/7/23	GMP Drawings
A313	Glazing Details	6/7/23	GMP Drawings
A401	Building Sections	6/7/23	GMP Drawings
A402	Building Sections	6/7/23	GMP Drawings
A403	Building Sections	6/7/23	GMP Drawings
A420	Vertical Circulation	6/7/23	GMP Drawings
A421	Vertical Circulation	6/7/23	GMP Drawings
A422	Vertical Circulation	6/7/23	GMP Drawings
A423	Vertical Circulation	6/7/23	GMP Drawings
A501	Wall Sections	6/7/23	GMP Drawings
A502	Wall Sections	6/7/23	GMP Drawings
A503	Wall Sections	6/7/23	GMP Drawings
A504	Wall Sections	6/7/23	GMP Drawings
A505	Wall Sections at Creative Hub	6/7/23	GMP Drawings
A510	Exterior Details	6/7/23	GMP Drawings
A511	Exterior Details	6/7/23	GMP Drawings
A512	Roof Details	6/7/23	GMP Drawings



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

A600	Color and Finish Schedule	6/7/23	GMP Drawings
A601	First Floor Finish Plan West	6/7/23	GMP Drawings
A602	First Floor Finish Plan East	6/7/23	GMP Drawings
A603	Second Floor Finish Plan West	6/7/23	GMP Drawings
A604	Second Floor Finish Plan East	6/7/23	GMP Drawings
A611	Interior Elevations	6/7/23	GMP Drawings
A612	Interior Elevations	6/7/23	GMP Drawings
A613	Interior Elevations	6/7/23	GMP Drawings
A614	Interior Elevations	6/7/23	GMP Drawings
A615	Interior Elevations	6/7/23	GMP Drawings
A616	Interior Elevations	6/7/23	GMP Drawings
A617	Interior Elevations	6/7/23	GMP Drawings
A618	Interior Details	6/7/23	GMP Drawings
A620	Casework Schedule	6/7/23	GMP Drawings
A621	Casework Schedule	6/7/23	GMP Drawings
A701	First Floor RCP West	6/7/23	GMP Drawings
A702	First Floor RCP East	6/7/23	GMP Drawings
A703	Second Floor RCP West	6/7/23	GMP Drawings
A704	Second Floor RCP East	6/7/23	GMP Drawings
A801	FFE – Automotive & Precision Technologies	6/7/23	GMP Drawings
A802	FFE – Design/Engineering & Robotics	6/7/23	GMP Drawings
A803	FFE – Aviation/UAS	6/7/23	GMP Drawings
A804	FFE – Building Trades Lab	6/7/23	GMP Drawings
A805	FFE – Welding & Fabrications Lab	6/7/23	GMP Drawings
A806	FFE – Medical Careers	6/7/23	GMP Drawings
A807	FFE – Information Technology Lab	6/7/23	GMP Drawings
A820	FFE – Student Commons	6/7/23	GMP Drawings
A825	FFE – Culinary Lab	6/7/23	GMP Drawings
A826	FFE – Administration/Career Center	6/7/23	GMP Drawings
A828	FFE – Flex Classroom/Staff Collaboration	6/7/23	GMP Drawings
A910	Alt #1 – Commons Addition – Floor/Roof Plans	6/7/23	GMP Drawings
A911	Alt #1 – Commons Addition – Ext. Elevations & Bldg Sections	6/7/23	GMP Drawings
A912	Alt #1 – Commons Addition – Doors & Glazing	6/7/23	GMP Drawings
A913	Alt #1 – Commons Addition – Wall Sections & Details	6/7/23	GMP Drawings
A914	Alt #1 – Commons Addition – Interior Elevations	6/7/23	GMP Drawings
A915	Alt #1 – Commons Addition – RCPS & Finish Plan	6/7/23	GMP Drawings
A920	Alt #2 – Welding Addition – Floor/Roof Plans	6/7/23	GMP Drawings
A921	Alt #2 – Welding Addition – Ext. Elev. & Sections	6/7/23	GMP Drawings
A922	Alt #2 – Welding Addition – Doors and Glazing	6/7/23	GMP Drawings
<b>PLUMBING</b>			
M300A	Foundation Plan West – Plumbing	5/30/23	GMP Drawings
M300B	Foundation Plan East – Plumbing	5/30/23	GMP Drawings



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

M301A	First Floor Plan West – Plumbing	6/7/23	GMP Drawings
M301B	First Floor Plan East – Plumbing	6/7/23	GMP Drawings
M302A	Second Floor Plan West – Plumbing	6/7/23	GMP Drawings
M302B	Second Floor Plan East – Plumbing	6/7/23	GMP Drawings
M303	Large Scale Culinary Plans – Plumbing	5/30/23	GMP Drawings
M304	Alternate Foundation Plans – Plumbing	5/30/23	GMP Drawings
M305	Alternate Floor Plans – Plumbing	5/30/23	GMP Drawings
<b>MECHANICAL</b>			
M000	Mechanical Title Sheet	5/30/23	GMP Drawings
M401A	First Floor Plan West – Mechanical Piping	6/7/23	GMP Drawings
M401B	First Floor Plan East – Mechanical Piping	6/7/23	GMP Drawings
M402A	Second Floor Plan West – Mechanical Piping	6/7/23	GMP Drawings
M402B	Second Floor Plan East – Mechanical Piping	6/7/23	GMP Drawings
M403	Large Scale Culinary Plan – Mechanical Piping	5/30/23	GMP Drawings
M404	Alternate Floor Plans – Mechanical Piping	5/30/23	GMP Drawings
M501A	First Floor Plan West – HVAC	6/7/23	GMP Drawings
M501B	First Floor Plan East – HVAC	5/30/23	GMP Drawings
M502A	Second Floor Plan West – HVAC	6/7/23	GMP Drawings
M502B	Second Floor Plan East – HVAC	5/30/23	GMP Drawings
M503	Large Scale Culinary Plan – HVAC	6/7/23	GMP Drawings
M504	Alternate Floor Plans – HVAC	5/30/23	GMP Drawings
M601A	Roof Plan West – Mechanical	6/7/23	GMP Drawings
M601B	Roof Plan East – Mechanical	6/7/23	GMP Drawings
M602	Alternate Roof Plan – Mechanical	5/30/23	GMP Drawings
M700	Mechanical Controls	5/30/23	GMP Drawings
M800	Mechanical Details	5/30/23	GMP Drawings
M801	Mechanical Details	5/30/23	GMP Drawings
M900	Mechanical Schedules	6/7/23	GMP Drawings
M901	Mechanical Schedules	6/7/23	GMP Drawings
<b>FIRE PROTECTION</b>			
M201A	First Floor Plan West – Fire Protection	5/30/23	GMP Drawings
M201B	First Floor Plan East – Fire Protection	5/30/23	GMP Drawings
M202A	Second Floor Plan West – Fire Protection	5/30/23	GMP Drawings
M202B	Second Floor Plan East – Fire Protection	5/30/23	GMP Drawings
M203	Alternate Floor Plans – Fire Protection	5/30/23	GMP Drawings
<b>ELECTRICAL</b>			
E000	Electrical Title Sheet	6/7/23	GMP Drawings
E002	Site Plan – Electrical	6/7/23	GMP Drawings
E201A	First Floor Plan West – Lighting	6/7/23	GMP Drawings
E201B	First Floor Plan East – Lighting	6/7/23	GMP Drawings
E202A	Second Floor Plan West – Lighting	6/7/23	GMP Drawings
E202B	Second Floor Plan East – Lighting	6/7/23	GMP Drawings



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

E301A	First Floor Plan West – Power	6/7/23	GMP Drawings
E301B	First Floor Plan East – Power	6/7/23	GMP Drawings
E302A	Second Floor Plan West – Power	6/7/23	GMP Drawings
E302B	Second Floor Plan East – Power	6/7/23	GMP Drawings
E303A	Roof Plan West – Electrical	6/7/23	GMP Drawings
E303B	Roof Plan East – Electrical	6/7/23	GMP Drawings
E501A	First Floor Plan West – Electronic Safety & Security	6/7/23	GMP Drawings
E501B	First Floor Plan East – Electronic Safety & Security	6/7/23	GMP Drawings
E502A	Second Floor Plan West – Electronic Safety & Security	6/7/23	GMP Drawings
E502B	Second Floor Plan East – Electronic Safety & Security	6/7/23	GMP Drawings
E601	Alternate #1,2 – Commons & Welding Lab	6/7/23	GMP Drawings
E602	Enlarged Food Service – Electrical	6/7/23	GMP Drawings
E720	Lighting details	6/7/23	GMP Drawings
E730	Power Details	6/7/23	GMP Drawings
E740	Systems Details	6/7/23	GMP Drawings
E820	Lighting Schedules	6/7/23	GMP Drawings
E830	Power Schedules	6/7/23	GMP Drawings
E831	Power Schedules	6/7/23	GMP Drawings
E832	Power Schedules	6/7/23	GMP Drawings
E833	Power Schedules	6/7/23	GMP Drawings
<b>TECHNOLOGY</b>			
T001	Technology Legend, Schedule, & Notes	5/30/23	GMP Drawings
T201A	First Floor Plan West – Technology	5/30/23	GMP Drawings
T201B	First Floor Plan East – Technology	5/30/23	GMP Drawings
T202A	Second Floor Plan West – Technology	5/30/23	GMP Drawings
T202B	Second Floor Plan East – Technology	5/30/23	GMP Drawings
T301	Alternate #1,2 – Commons & Welding Lab	5/30/23	GMP Drawings
T500	Technology Communications Details	5/30/23	GMP Drawings
T501	Technology Communications Details	5/30/23	GMP Drawings
T502	Technology Communications Details	5/30/23	GMP Drawings
T600	Technology Audio Video Details	5/30/23	GMP Drawings
T601	Technology Audio Video Details	5/30/23	GMP Drawings
T602	Technology Audio Video Details	5/30/23	GMP Drawings
T603	Technology Audio Video Details	5/30/23	GMP Drawings
<b>FOOD SERVICE (FOR INFORMATION ONLY)</b>			
FS100	Foodservice Equipment Overall Plan	5/30/23	GMP Drawings
FS101	Foodservice Equipment Plan and Schedule	5/30/23	GMP Drawings
FS200	Foodservice Equipment Elevations and Sections	5/30/23	GMP Drawings
FS201	Foodservice Equipment Elevations and Sections	5/30/23	GMP Drawings
FS202	Foodservice Equipment Elevations and Sections	5/30/23	GMP Drawings
FS300	Foodservice Equipment Special Conditions Details	5/30/23	GMP Drawings
FS301	Foodservice Equipment Special Conditions Plan	5/30/23	GMP Drawings



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

FS400	Foodservice Equipment Standard Details	5/30/23	GMP Drawings
FSE100	Foodservice EQP Electrical Schedule and Details	5/30/23	GMP Drawings
FSE101	Foodservice Equipment Electrical Plan	5/30/23	GMP Drawings
FSM100	Foodservice Equipment Mechanical Schedule	5/30/23	GMP Drawings
FSM101	Foodservice Equipment Mechanical Plan	5/30/23	GMP Drawings

**LIST OF SPECIFICATIONS:**

<b>Spec No.</b>	<b>Specification Name</b>	<b>Date Issued</b>	<b>Issued For</b>
<b>PROCUREMENT AND CONTRACTING REQUIREMENTS</b>			
00 0101	Project Title Page	5/30/23	GMP Set
00 0101	Project Title Page	5/30/23	GMP Set
00 0105	Certifications Page	5/30/23	GMP Set
00 0110	Table of Contents	5/30/23	GMP Set
00 1113	Advertisement for Bids (by CM)	5/30/23	GMP Set
00 2113	Instructions to Bidders (by CM)	5/30/23	GMP Set
00 2600	Procurement Substitution Procedures	5/30/23	GMP Set
00 3100	Available Project Information	5/30/23	GMP Set
00 4100	Bid Form (by CM)	5/30/23	GMP Set
00 5000	Contracting Forms and Supplements	5/30/23	GMP Set
<b>GENERAL REQUIREMENTS</b>			
01 2000	Price and Payment Procedures (by CM)	5/30/23	GMP Set
01 2300	Alternates	5/30/23	GMP Set
01 2500	Substitution Procedures	5/30/23	GMP Set
01 3000	Administrative Requirements	5/30/23	GMP Set
01 4000	Quality Requirements	5/30/23	GMP Set
01 4533	Code-Required Special Inspections	5/30/23	GMP Set
01 5000	Temporary Facilities and Controls (by CM)	5/30/23	GMP Set
01 5813	Temporary Project Signage (by CM)	5/30/23	GMP Set
01 6000	Product Requirements	5/30/23	GMP Set
01 6116	Volatile Organic Compound (VOC) Content Restrictions	5/30/23	GMP Set
01 7000	Execution and Closeout Requirements (by CM)	5/30/23	GMP Set
01 7419	Construction Waste Management and Disposal (by CM)	5/30/23	GMP Set
01 7800	Closeout Submittals (by CM)	5/30/23	GMP Set
<b>EXISTING CONDITIONS (NOT USED)</b>			
<b>CONCRETE</b>			
03 1000	Concrete Forming and Accessories	5/30/23	GMP Set
03 2000	Concrete Reinforcing	5/30/23	GMP Set
03 3000	Cast-in-Place Concrete	5/30/23	GMP Set
03 3511	Concrete Floor Finishes	5/30/23	GMP Set
<b>MASONRY (NOT USED)</b>			



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

<b>METALS</b>			
05 1200	Structural Steel Framing	5/30/23	GMP Set
05 2100	Steel Joist Framing	5/30/23	GMP Set
05 3100	Steel Decking	5/30/23	GMP Set
05 4000	Cold-Formed Metal Framing	5/30/23	GMP Set
05 4400	Cold-Formed Steel Trusses	5/30/23	GMP Set
05 5000	Metal Fabrications	5/30/23	GMP Set
05 5100	Metal Stairs	5/30/23	GMP Set
05 5133	Metal Ladders	5/30/23	GMP Set
05 7000	Decorative Metal	5/30/23	GMP Set
<b>WOODS, PLASTICS AND COMPOSITES</b>			
06 1000	Rough Carpentry	5/30/23	GMP Set
06 4100	Architectural Wood Casework	5/30/23	GMP Set
06 4200	Wood Paneling	5/30/23	GMP Set
06 8316	Fiberglass Reinforced Paneling	5/30/23	GMP Set
<b>THERMAL AND MOISTURE PROTECTION</b>			
07 1300	Sheet Waterproofing	5/30/23	GMP Set
07 2100	Thermal Insulation	5/30/23	GMP Set
07 2119	Foamed-In-Place Insulation	5/30/23	GMP Set
07 4213	Metal Wall Panels	5/30/23	GMP Set
07 42513.19	Insulated Metal Wall Panels	5/30/23	GMP Set
07 5300	Elastomeric Membrane Roofing	5/30/23	GMP Set
07 6200	Sheet Metal Flashing and Trim	5/30/23	GMP Set
07 7200	Roof Accessories	5/30/23	GMP Set
07 8123	Intumescent Fire Protection	5/30/23	GMP Set
07 8400	Firestopping	5/30/23	GMP Set
07 9200	Joint Sealants	5/30/23	GMP Set
<b>OPENINGS</b>			
08 11 3	Hollow Metal Doors & Frames	5/30/23	GMP Set
08 1213	Hollow Metal Frames	5/30/23	GMP Set
08 1416	Flush Wood Doors	5/30/23	GMP Set
08 3100	Access Doors and Panels	5/30/23	GMP Set
08 3223	Sliding and Folding Glazed Walls and Doors	5/30/23	GMP Set
08 3613	Sectional Doors	5/30/23	GMP Set
08 4313	Aluminum-Framed Storefronts	5/30/23	GMP Set
08 7100	Door Hardware	5/30/23	GMP Set
08 7113	Power Door Operators	5/30/23	GMP Set
08 8000	Glazing	5/30/23	GMP Set
<b>FINISHES</b>			
09 2116	Gypsum Board Assemblies	5/30/23	GMP Set
09 3000	Tiling	5/30/23	GMP Set
09 5100	Acoustical Ceilings	5/30/23	GMP Set



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

09 6500	Resilient Flooring	5/30/23	GMP Set
09 6700	Fluid Applied Flooring	5/30/23	GMP Set
09 6813	Tile Carpeting	5/30/23	GMP Set
09 7200	Wall Coverings	5/30/23	GMP Set
09 8430	Sound-Absorbing Wall and Ceiling Units	5/30/23	GMP Set
09 9123	Interior Painting	5/30/23	GMP Set
09 9600	High-Performance Coatings	5/30/23	GMP Set
<b>SPECIALTIES</b>			
10 1100	Visual Display Units	5/30/23	GMP Set
10 1423	Panel Signage	5/30/23	GMP Set
10 2113.19	Plastic Toilet Compartments	5/30/23	GMP Set
10 2123	Cubicle Curtains and Track	5/30/23	GMP Set
10 2239	Folding Panel Partitions	5/30/23	GMP Set
10 2600	Wall and Door Protection	5/30/23	GMP Set
10 2800	Toilet, Bath, and Laundry Accessories	5/30/23	GMP Set
10 4300	Emergency Aid Specialties	5/30/23	GMP Set
10 4400	Fire Protection Specialties	5/30/23	GMP Set
10 5113	Metal Lockers	5/30/23	GMP Set
10 7500	Flagpoles	5/30/23	GMP Set
<b>EQUIPMENT</b>			
11 4000	Food Service Equipment	5/30/23	GMP Set
<b>FURNISHINGS</b>			
12 2400	Window Shades	5/30/23	GMP Set
12 3553.13	Metal Laboratory Casework	5/30/23	GMP Set
12 3600	Countertops	5/30/23	GMP Set
<b>SPECIAL CONSTRUCTION (NOT USED)</b>			
<b>CONVEYING EQUIPMENT</b>			
14 2400	Hydraulic Elevators	5/30/23	GMP Set
<b>FIRE SUPPRESSION</b>			
21 0100	Fire Protection General Requirements	5/30/23	GMP Set
21 0150	Fire Protection Materials and Methods	5/30/23	GMP Set
21 0500	Common Work Results for Fire Suppression		
21 0523	General-Duty Valves for Water Based Fire-Suppression Piping	5/30/23	GMP Set
21 0553	Identification for Fire Suppression Piping and Equipment	5/30/23	GMP Set
21 1300	Fire Suppression Sprinkler Systems	5/30/23	GMP Set
<b>PLUMBING</b>			
22 0100	Plumbing General Requirements	5/30/23	GMP Set
22 0150	Plumbing and Piping Materials and Methods	5/30/23	GMP Set
22 0513	Common Motor Requirements for Plumbing Equipment	5/30/23	GMP Set
22 0517	Sleeves and Sleeve Seals for Plumbing Piping	5/30/23	GMP Set
22 0519	Meters and Gauges for Plumbing Piping	5/30/23	GMP Set
22 0523	General-Duty Valves for Plumbing Piping	5/30/23	GMP Set



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

22 0553	Identification for Plumbing Piping and Equipment	5/30/23	GMP Set
22 0719	Plumbing Piping Insulation	5/30/23	GMP Set
22 1005	Plumbing Piping	5/30/23	GMP Set
22 1006	Plumbing Piping Specialties	5/30/23	GMP Set
22 1500	General-Service Compressed-Air Systems	5/30/23	GMP Set
22 3000	Plumbing Equipment	5/30/23	GMP Set
22 4000	Plumbing Fixtures	5/30/23	GMP Set
<b>HVAC</b>			
23 0100	Mechanical General Requirements	5/30/23	GMP Set
23 0150	Mechanical Materials and Methods	5/30/23	GMP Set
23 0513	Common Motor Requirements for HVAC Equipment	5/30/23	GMP Set
23 0519	Meters and Gauges for HVAC Piping	5/30/23	GMP Set
23 0523	General-Duty Valves for HVAC Piping	5/30/23	GMP Set
23 0553	Identification for HVAC Piping and Equipment	5/30/23	GMP Set
23 0593	Testing, Adjusting, and Balancing for HVAC	5/30/23	GMP Set
23 0713	Duct Insulation	5/30/23	GMP Set
23 0719	HVAC Piping Insulation	5/30/23	GMP Set
23 0913	Instrumentation and Control Elements	5/30/23	GMP Set
23 0923	Direct-Digital Control System for HVAC	5/30/23	GMP Set
23 1123	Facility Natural-Gas Piping	5/30/23	GMP Set
23 2113	Hydronic Piping	5/30/23	GMP Set
23 2114	Hydronic Specialties	5/30/23	GMP Set
23 2123	Hydronic Pumps	5/30/23	GMP Set
23 2300	Refrigerant Piping	5/30/23	GMP Set
23 2500	HVAC Water Treatment	5/30/23	GMP Set
23 3100	HVAC Ducts and Casings	5/30/23	GMP Set
23 3300	Air Duct Accessories	5/30/23	GMP Set
23 3423	HVAC Power Ventilators and Exhaust Systems	5/30/23	GMP Set
23 3513	Dust Collection Systems	5/30/23	GMP Set
23 3516	Engine Exhaust Systems	5/30/23	GMP Set
23 3600	Air Terminal Units	5/30/23	GMP Set
23 3700	Air Outlets and Inlets	5/30/23	GMP Set
23 3813	Commercial-Kitchen Hoods	5/30/23	GMP Set
23 5216	Condensing Boilers	5/30/23	GMP Set
23 5533	Fuel-Fired Unit Heaters	5/30/23	GMP Set
23 7413	Packaged Outdoor Central-Station Air-Handling Units	5/30/23	GMP Set
23 7433	Dedicated Outdoor Air Units	5/30/23	GMP Set
23 8126.13	Small-Capacity Split-System Air Conditioners	5/30/23	GMP Set
23 8200	Convection Heating and Cooling Units	5/30/23	GMP Set
<b>INTEGRATED AUTOMATION (NOT USED)</b>			
<b>ELECTRICAL</b>			
26 0000	Electrical General Requirements	5/30/23	GMP Set



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

26 0011	Basic Materials and Methods	5/30/23	GMP Set
26 0100	Electrical Systems Close Out Documentation	5/30/23	GMP Set
26 0500	Common Work Results for Electrical	5/30/23	GMP Set
26 0519	Low-Voltage Electrical Power Conductors and Cables	5/30/23	GMP Set
26 0526	Grounding and Bonding for Electrical Systems	5/30/23	GMP Set
26 0529	Hangers and Supports for Electrical Systems	5/30/23	GMP Set
26 0533.13	Conduit for Electrical Systems	5/30/23	GMP Set
26 0533.16	Boxes for Electrical Systems	5/30/23	GMP Set
26 0553	Identification for Electrical Systems	5/30/23	GMP Set
26 0573	Power Systems Studies	5/30/23	GMP Set
26 0813	Testing of Electrical Systems	5/30/23	GMP Set
26 0923	Lighting Controls	5/30/23	GMP Set
26 2100	Low-Voltage Electrical Service Entrance	5/30/23	GMP Set
26 2200	Low-Voltage Transformers	5/30/23	GMP Set
26 2413	Switchboards	5/30/23	GMP Set
26 2416	Panelboards	5/30/23	GMP Set
26 2726	Wiring Devices	5/30/23	GMP Set
26 2816.16	Enclosed Switches	5/30/23	GMP Set
26 5100	Interior Lighting	5/30/23	GMP Set
26 5600	Exterior Lighting	5/30/23	GMP Set
<b>COMMUNICATIONS</b>			
27 0010	Supplemental Requirements for Communications	5/30/23	GMP Set
27 0526	Grounding and Bonding for Communications Systems	5/30/23	GMP Set
27 0528	Pathways for Communications Systems	5/30/23	GMP Set
27 0536	Cable Trays for Communications Systems	5/30/23	GMP Set
27 0553	Identification for Communications Systems	5/30/23	GMP Set
27 1100	Communications Equipment Room Fittings	5/30/23	GMP Set
27 1300	Communications Backbone Cabling	5/30/23	GMP Set
27 1500	Communications Horizontal Cabling	5/30/23	GMP Set
27 4100	Audio Video Systems	5/30/23	GMP Set
27 5313	Intercommunications, Paging and Clock System	5/30/23	GMP Set
<b>ELECTRONIC SAFETY AND SECURITY</b>			
28 0000	Electronic Safety and Security General Requirements	5/30/23	GMP Set
28 3113	Fire Alarm and Detection Systems	5/30/23	GMP Set
<b>EARTHWORK</b>			
31 1000	Sitework Demolition and Removal	5/30/23	GMP Set
31 1100	Site Clearing	5/30/23	GMP Set
31 2200	Site Grading	5/30/23	GMP Set
31 2223	Landscape Grading	5/30/23	GMP Set
31 2250	Temporary Erosion and Sediment Control	5/30/23	GMP Set
31 2310	Subgrade Preparation	5/30/23	GMP Set
31 2316	Excavating	5/30/23	GMP Set



**Grand Forks Public Schools  
Career Impact Academy  
Grand Forks, ND  
Guaranteed Maximum Price (GMP)**

31 2323	Backfilling	5/30/23	GMP Set
31 2324	Soil Materials	5/30/23	GMP Set
31 2326	Aggregate Materials	5/30/23	GMP Set
31 2330	Trenching	5/30/23	GMP Set
31 3419	Geotextile Fabric	5/30/23	GMP Set
<b>EXTERIOR IMPROVEMENTS</b>			
32 0550	Restoration of Disturbed Areas	5/30/23	GMP Set
32 1123	Aggregate Base Course	5/30/23	GMP Set
32 1216	Bituminous Pavement	5/30/23	GMP Set
32 1313	Concrete Pavement	5/30/23	GMP Set
32 1315	Detectable Warning Surface Tile	5/30/23	GMP Set
32 9219	Seeding	5/30/23	GMP Set
<b>UTILITIES</b>			
33 0513	Manholes and Covers	5/30/23	GMP Set
33 1116	Site Water Lines	5/30/23	GMP Set
33 1300	Disinfection of Water System	5/30/23	GMP Set
33 3111	Sanitary Sewerage Collect System	5/30/23	GMP Set
33 4100	Subdrainage	5/30/23	GMP Set
33 4111	Storm Sewer	5/30/23	GMP Set



## **APPENDIX C:**

### **CONSTRUCTION SCHEDULE (FOR REFERENCE)**




























# Career Impact Academy

## Full Project Layout

Data Date: 31-May-23  
 Print Date: 06-Jun-23  
 Page 13 of 18

Actual Work



Remaining Work

Critical Remaining Work

Remaining Level of Effort

Actual Level of Effort

◆
Milestone









[illegible]



## **APPENDIX D:**

# **RESPONSIBILITY MATRIX**

**Grand Forks Career Impact Academy  
Responsibility Matrix 08-01-2023**

		Supplied by		Installed by		Notes
		Owner	Contractor	Owner	Contractor	
SITE & BUILDING EXTERIOR						
1	Parking Lot Handicap & Other Signage		X		X	
2	Landscape & Irrigation		X		X	Included as allowance pending additional design.
3	Monument Sign	X		X	X*	*Electirical run to sign location, foundation concrete, & Misc steel by contractor.
3.a	Building Monument Sign	X		X	X*	*Electirical run to sign locations by contractor.
4	Building Exterior Signage	X		X	X*	*Electirical run to sign locations by contractor.
5	Permits and Fees		X		X	
6	Temporary Fence		X		X	
7	Telephone Service to Building	X		X		
SYSTEMS & EQUIPMENT						
8	Telecommunications Equipment	X		X		
9	Internet Equipment	X		X		
10	Telephone, Data, and Wiring to Device		X		X	Terminations at devices by Owner
11	Telephone, Data, and Wiring to Patch Panel in Equipment Room		X		X	Terminations at devices by Owner
12	Plywood Backboards		X		X	
13	Wireless Internet Devices	X		X		
14	Security Cameras and System	X		X		
15	Intercom System		X		X	
16	Building Fire Safety/Fire Suppression System		X		X	
17	Building Fire Safety/Fire Alarm System		X		X	
18	Water Heating and Softening System		X		X	
19	Property Based Computer System Power		X		X	
20	Property Based Computer Equipment	X		X		
COMMON AREAS AND CLASSROOMS						
21	General Millwork/Casework (Built In)		X		X	Includes millwork detailed in JLG drawings
22	Freestanding Casework (Not Built In)	X		X		Desks, filing cabinets, display cases, etc.
23	Common Area Furnishings (Not Built In)	X		X		Sofas, Chairs, etc.
24	Lockers		X		X	
25	Floor Coverings		X		X	
26	Loose Rugs/Floor Treatments	X		X		
27	Interior Signage		X		X	
28	Restroom Accessories	X*	X		X	*Note on the drawings that some are going to be provided by owner (TP, PTD, wall mounted soap dispensers) and installed by contractor.
29	Card Readers and Access Control Devices	X		X	X*	*All low voltage cabling to be run to remote card reader locations
30	Intercom and Buzzer to Front Desk		X		X	*Pathway to be provided for intercom system
31	Window Shades		X		X	
32	Cornerguards		X		X	
33	Fire Extinguishers and Cabinets		X		X	
34	Projection Screens		X		X	Includes (1) ea projector screen noted in Alternate #1 Commons.
35	Projectors	X		X		
36	TV's and Display Monitors	X		X		
37	Elevator Phone		X		X	
38	Elevator Floorcoverings		X		X	
39	Food Service Equipment and Casework in Culinary Lab	X		X		
40	Food Service Equipment and Casework in Café	X		X		Service counter is provided and installed by Contractor. Coordinate with FS
41	Hood System	X			X	Install included in mechanical scope.
42	Equipment in academic labs	X		X		Includes automotive, building trades, welding, robotics, etc.
43	Computers and technology equipment in classrooms	X		X		
44	Storage & Linen Rooms Shelving		X		X	
45	Wire Racks & Closet Shelving		X		X	
46	Artwork	X		X		

Base Bid	SD Budget	GMP Estimate
Construction	\$26,094,882	\$24,983,859
Owner's Contingency (5%)	\$1,207,000	\$1,249,193
<b>Base Bid Construction Cost</b>	<b>\$27,301,882</b>	<b>\$26,233,052</b>

<b>Total Construction Costs (Plus Alternates 1 &amp; 2)</b>	<b>\$30,106,825</b>
---	---------------------

Professional Fees	\$1,497,680.00	\$1,686,609
Furniture (Non CTE Equipment)	\$1,000,000.00	\$750,000
Technology, Security Equipment	\$1,100,000.00	\$141,000
CTE Equipment	\$1,308,125.00	\$1,641,695
Geotechnical, Special Inspections, Misc.	\$75,000	\$75,000
<b>Total Soft Costs</b>	<b>\$6,187,805</b>	<b>\$4,294,304</b>

<b>Total Project Cost Subtotal</b>	<b>\$33,489,687</b>	<b>\$30,527,356</b>
------------------------------------	---------------------	---------------------

<b>Known GAP</b>	<b>-\$6,327,356</b>	<b>20.7%</b>
<b>Known GAP with Speculative Sources</b>	<b>-\$377,356</b>	<b>1.24%</b>

Funding (Secured)	
State Match (initial)	\$10,000,000
State Match (additional)	\$3,000,000
Team GF Funding	\$8,800,000
Equipment Grants	\$900,000
Special Assessment Fund	\$1,500,000
	<u>\$24,200,000</u>

Alternate 1 - Commons	GMP Estimate
Construction	\$1,660,920
Owner's Contingency (5%)	\$83,046
<b>Alternate 1 Construction Cost</b>	<b>\$1,743,966</b>

Professional Design Fees (CD)	\$0
Furniture (3%)	\$52,319
Technology, Security (2%)	\$34,879
CTE Equipment	\$0
Geotechnical, Special Inspections, Misc.	\$0
<b>Total Alternate 1 Soft Costs</b>	<b>\$87,198</b>

<b>Alternate 1 Cost Subtotal</b>	<b>\$1,831,164</b>
----------------------------------	--------------------

<b>Other (Speculative)</b>	<b>-\$8,158,520</b>	<b>25.2%</b>
<b>Other (Speculative)</b>	<b>-\$2,208,520</b>	<b>6.83%</b>

Other (Speculative)	
New Market Tax Credits	\$5,000,000
Additional State Funding	\$950,000
	<u>\$5,950,000</u>

Alternate 2 - Welding	GMP Estimate
Construction	\$2,028,388
Owner's Contingency (5%)	\$101,419
<b>Alternate 2 Construction Cost</b>	<b>\$2,129,807</b>

Professional Design Fees (CD)	\$0
Furniture (1.5%)	\$31,947
Technology, Security (2%)	\$42,596
CTE Equipment	\$445,100
Geotechnical, Special Inspections, Misc.	\$0
<b>Total Alternate 2 Soft Costs</b>	<b>\$519,643</b>

<b>Alternate 2 Cost Subtotal</b>	<b>\$3,169,094</b>
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<b>Other (Speculative)</b>	<b>-\$11,327,614</b>	<b>31.9%</b>
<b>Other (Speculative)</b>	<b>-\$5,377,614</b>	<b>15.1%</b>

Possible Impact on Building Fund

Total Project Cost Subtotal	Base Bid	\$30,527,356		Alternate 1 Cost	\$32,358,520		Alternate 1&2 Cost	\$33,696,450	
Known GAP	Known GAP	-\$6,327,356	20.7%		-\$8,158,520	25.2%		-\$11,327,614	31.9%
Known GAP with Speculative Sources	Known GAP with Speculative Sources	-\$377,356	1.24%		-\$2,208,520	6.83%		-\$5,377,614	15.1%
Possible Building Fund Annual Impact	Possible Impact on Building Fund								
Known GAP	Known GAP	-\$426,000			-\$572,000			-\$822,000	
Known GAP with Speculative Sources	Known GAP with Speculative Sources	\$0			-\$125,000			-\$381,000	

Debt Service

July 18<sup>th</sup>, 2023

1215 N 42<sup>nd</sup> St/TBD Gateway Dr.

Grand Forks, ND 58203

**TBD Gateway Dr**

The lot up for discussion needs to be parceled out of the Convention and Visitors Bureau. Approximate lot size would be 1.15 acres, depicted here:



Given this parcel's direct visibility to traffic along the Gateway Dr corridor a conservative estimate of land value would be \$8.00/sf or approximately \$400,752. Access to this lot for ingress/egress would come from the south along the frontage road.

**1215 N 42<sup>nd</sup> St**

This parcel consists of 1.057 acres. Access points for ingress/egress are along N 42<sup>nd</sup> St as well as the frontage road to the north. Improvements to the site consist of a 2,856sf one-story building which previously operated as a bank. Improvements also include approximately 22,300sf of concrete parking and drive thru surface.

The value for this land if it were bare would be \$6-7.00/sf (\$276,132 - \$322,154), if the intent was to bring it back to greenspace and the cost became the responsibility of the new owner the value would be on the lower end of the range.

The building as is, in addition to the land, would be conservatively worth \$80/sf or \$228,400



**BUSINESS. SPACE. GROWTH.**

### **Narrative**

At the present time, evaluating the value of these parcels is quite difficult. The effect that the Career Impact Academy will have to these values could be significant. The frontage road which controls ingress and egress to both of these sites could prove to be quite valuable. The lot adjacent to the CVB does have better visibility to Gateway but that is diminished by access, which the lot that the former bank lies on has access to, so in a sense the accessibility is very similar for each parcel.

Ultimately the value of the bank site could range depending on its next use, whether it returns to green space as you enter the Career Impact Academy from 42<sup>nd</sup>, a 3<sup>rd</sup> party vendor such as a franchise QSR looks to expand there, or replace the Student Build Area as outlined for the lot adjacent to the CVB.

Overall, given these variables I think what is most important is how the projected use for either of these sites plays into the overall plan and benefit to GFPS. Both of these sites have attributes which add value, but maybe not enough to distinguish that one is worth significantly more. It may be a matter of which site accomplishes the goal better and more efficiently.

If there are any questions, please contact me using any of the methods below.

Thank you,

A handwritten signature in blue ink, appearing to read "Ryan Bohn", with a long horizontal flourish extending to the right.

Ryan Bohn

C: 218-791-5184

ryanbohn@SquareFootCommercial.com

4551 S Washington St, Ste. G

Grand Forks, ND 58201

**Brandon Baumbach**  
Business Manager

Department Phone: 701.787.4885  
Direct Phone: 701.746.2205, Ext. 7126  
Fax: 701.772.7739  
bbaumbach020@mygfschools.org

## MEMORANDUM

TO: Finance Committee  
FROM: Brandon Baumbach, Business Manager  
SUBJECT: Consideration of Preliminary Budget and Tax Levy for FY24  
DATE: August 7, 2023



North Dakota Century Code 57-15-13 states: "School district taxes must be levied by the governing body of each school district on or before the tenth day of August of each year. The governing body of the school district may increase or decrease its tax levy and budget for the current fiscal year on or before the tenth day of October of each year...."

NDCC 57-15-02.2 goes on to state: "On or before August tenth of each year the governing body of a taxing district shall provide to the county auditor ... a preliminary budget statement and the date, time, and location of the taxing district's public hearing on its property tax levy, which may be no earlier than September seventh."

Attached is a copy of SFN 9149 "Public School District Budget and Tax Levy – Certificate of Levy" which is the form that must be provided to the county auditor.

Administrative recommendation is that the board review the attached preliminary budget and tax levy which calls for a total levy of 131.68 mills. As shown on the attached breakdown, this levy includes 70 mills for the general fund, 12 mills for miscellaneous, 4 mills for tuition, 3 mills for a special reserve fund, 20 mills for the building fund, 2 mills for special assessments, and 20.68 mills for sinking & interest related to the public referendum passed on May 16, 2023.

Once the Board has approved the preliminary budget and tax levy, I will file the form with the county auditor along with a statement that the Grand Forks School Board will conduct a public hearing on the 2024 property tax levy during its meeting on Monday, September 25, 2023, beginning at 6:00 p.m. in the Mark Sanford Education Center.

Attachment: SFN 9149 – Public School District Budget and Tax Levy – Certificate of Levy



PUBLIC SCHOOL DISTRICT BUDGET AND TAX LEVY - CERTIFICATE OF LEVY  
NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION  
OFFICE OF SCHOOL FINANCE  
SFN 9149 (05-2022)

August 7, 2023  
Page 89 of 133

To the County Auditor of \_\_\_\_\_ County, \_\_\_\_\_ North Dakota.  
You are hereby notified that the School Board of \_\_\_\_\_ Public School District No. \_\_\_\_\_  
has levied the following amount for:

		Amount of Tax Levied
Fund Group 1 - General Fund		
General Fund Property Tax Levy	70.00 Mills up to	20,455,161.16
Tuition Fund Levy	4.00 Mills up to	1,168,866.35
Miscellaneous Fund Levy	12.00 Mills up to	3,506,599.06
Safety Fund Levy		
Fund Group 2 - Special Reserve		
Special Reserve Levy	3.00 Mills up to	876,649.76
Fund Group 3 - Capital Projects		
Building Fund Levy	20.00 Mills up to	5,844,331.76
Special Assessments Fund Levy	2.00 Mills up to	584,433.18
Fund Group 4 - Debt Service		
Sinking & Interest Fund Levy*	20.68 Mills up to	6,043,039.04
Judgment Bonding Levy		
Total Amount Of Levies	131.68 Mills	38,479,080.31

\*Includes mills necessary to pay principal and interest on any bonded debt incurred under NDCC 57-15-17.1 before July 1, 2013.

You will duly enter and extend such tax upon the tax list for the current year against all taxable property in said school district. You will also enter and extend taxes previously levied, if any, by resolution of the school board of this district to pay interest on bonds outstanding and to pay the principal thereof at maturity.

Dated at \_\_\_\_\_, North Dakota, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Business Manager: \_\_\_\_\_

Filed: \_\_\_\_\_  
Filed: \_\_\_\_\_  
Filed: \_\_\_\_\_

County Auditor: \_\_\_\_\_  
County Superintendent: \_\_\_\_\_  
Business Manager: \_\_\_\_\_

Send the original and one copy to the County Superintendent of Schools or designee assigned by the county commissioners, and retain one copy in the school district files.

Fund Group 1  
Annual Budget for the Year  
Ending June 30, 2024

## Appropriations

### Section 1 Regular Programs

110-1000 Kindergarten Instruction  
110-2100 Kindergarten Support Service  
110-2410 Kindergarten Principal  
120-1000 Elementary Instruction  
120-2100 Elementary Support Service  
120-2410 Elementary Principal  
130-1000 Junior High Instruction  
130-2100 Junior High Support Service  
130-2410 Junior High Principal  
140-1000 Senior High Instruction  
140-2100 Senior High Support Service  
140-2410 Senior High Principal

Estimated or Actual 2022-2023	Appropriation Requested 2023-2024	Final Appropriation 2023-2024
2,413,278.96	2,615,650.26	
18,504,732.07	20,017,436.92	
2,761,670.87	2,970,081.44	
2,774,707.81	3,006,101.65	
10,383,342.55	11,241,773.14	
787,806.68	849,803.35	
1,333,211.85	1,444,156.01	
11,137,567.67	12,054,461.80	
1,579,347.22	1,706,652.27	
1,728,458.08	1,870,678.50	

### Section 1 Federal Programs

261-1000 Title I Programs  
266-1000 Nutrition Education & Training Program  
270-1000 Title III English Language Acquisition  
275-1000 Comprehensive Literacy  
285-1000 Student Support and Academic Enrichment  
290-1000 Title II Professional Development Programs  
295-1000 Indian Education Programs  
296-1000 Title IV School and Community Programs  
298-1000 Other Federal Programs

2,654,606.24	3,159,255.00	
34,623.25	25,729.00	
714,715.13	683,419.00	
525,444.14	550,000.00	
663,686.61	726,189.00	
84,340.60	84,309.00	
675,050.73	373,201.00	
3,713,311.15	1,000,000.00	

### Section 1 Undistributed Expenditures

000-2210 Improvement of Instruction Service  
000-2220 Instructional Media Service  
000-2290 Other Instructional Support Service  
000-2310 School Board Services  
000-2320 Executive Administration - Superintendent  
000-2330 Special Area Administrative Service  
000-2500 Support Service - Business  
000-2600 Operation & Maintenance of Plant  
000-2800 Support Service - Central  
000-2900 Other Support Service

2,399,041.89	2,556,002.44	
1,956,525.82	2,111,541.42	
21,675.05	23,492.82	
232,452.91	240,685.50	
979,244.58	1,058,268.45	
2,133,388.00	2,237,297.86	
10,018,502.99	10,218,538.85	
2,643,187.54	2,747,710.94	
63,493.42	65,034.98	

## Section II Other Programs & Services

Estimated or Actual 2022-2023	Appropriation Requested 2023-2024	Final Appropriation 2023-2024
456,160.99	649,054.58	
(15,005.27)		
2,176,559.10	4,800,000.00	
8,651.55	12,309.97	
2,349,225.92	2,530,564.67	
8,723.08	9,425.53	
2,974,937.31	3,179,715.60	
369,386.42	397,517.78	
47,698.59	48,949.17	

110-1999 Kindergarten Tuition  
120-1999 Elementary Tuition (1-6)  
130-1999 Junior High Tuition  
140-1999 Senior High Tuition  
200-1999 Special Education Tuition/Assessments  
200-2799 Student Transportation Service - Special Ed.  
205-1999 Preschool Special Education Tuition  
300-1999 Career & Technical Education Tuition/Assessments  
300-2799 Student Transportation - Career & Technical Ed.  
000-1999 Regional Ed. Assoc. Tuition/Assessments

19,056.84	19,298.86	
51,997.60	52,657.97	
53,035.86	53,709.42	
616,377.61	624,205.61	

000-6100 Debt Service  
000-6400 Other Use  
000-6320 Transfer to Special Reserve  
000-6330 Transfer to Capital Project  
000-6340 Transfer to Sinking and Interest  
000-6350 Transfer to Food Service  
000-6360 Transfer to Student Activities  
000-6370 Transfer to Trust and Agency

[illegible]

Fund Group 1  
Annual Budget for the Year  
Ending June 30, 2024

**Appropriations**

**Section V Special Education**

200-1000 Special Education Instruction  
200-2000 Special Education Support Service  
200-2700 Special Education Transportation  
200-2950 Boarding Care

Estimated or Actual 2022-2023	Appropriation Requested 2023-2024	Final Appropriation 2023-2024
-------------------------------------	---	-------------------------------------

17,965,708.94	19,269,363.30	-
2,860,578.56	3,062,584.01	-
886,377.52	1,261,193.75	-

**Section VI Career and Technical Education**

300-1000 Career and Technical Education Instruction  
300-2000 Career and Technical Education Support Service  
300-2700 Career and Technical Education Transportation  
300-3300 Adult Education

4,752,547.05	5,059,219.26	-
450,553.71	479,977.18	-
47,101.30	67,018.70	-

Total Operating Budget

118,997,086.49	127,214,235.97	-
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Fund Groups 2 - 7  
Annual Budget for the Year  
Ending June 30, 2024

**Appropriations**

**Fund Groups 2 – 7**

Fund Group 2 – Special Reserve Fund  
Fund Group 3 – Capital Projects Fund  
Fund Group 4 – Debt Service Fund  
Fund Group 5 – Food Service Fund  
Fund Group 6 – Student Activities Fund  
Fund Group 7 – Trust & Agency/Consortium Fund

524,602.30	500,000.00	
12,215,663.94	14,238,114.00	
	4,900,000.00	

The appropriations for Fund Groups 2 through 4 are used to support the mill levy requests on page 1.

Fund Group 1  
Annual Budget for the Year  
Ending June 30, 2024

Revenue

Actual or Estimated 2022-2023	Revenue Estimated 2023-2024
-------------------------------------	-----------------------------------

**1000 Revenue from Local Sources**

1100 Taxes

1110 General Fund Property Tax Levy

1131 Tuition Fund Levy

1138 Miscellaneous Fund Levy

1139 Safety Fund Levy

1190 Other Tax Revenue

1200 Revenue In-Lieu of District Property Taxes

1210 Electric Generation, Distribution and Transmission

1220 Telecommunications

1230 Property Tax Credits Reimbursed by the State

1240 Property Owned by State or Nonprofit Agencies

1250 Mobile Home Tax

1290 Other Revenue In-Lieu of Property Taxes

**Total Tax Revenue**

17,979,593.70	20,455,161.16
1,026,767.74	1,168,866.35
3,082,770.61	3,506,599.06

734,451.58	785,349.07
22,823,583.63	25,915,975.64

1300 Tuition

1310 Regular Programs

1320 Handicapped Programs

1330 Career and Technical Education Programs

1340 Summer School

1350 Adult Education

1360 Driver Education

1380 Residential Treatment Program

**Total Tuition**

3,408,846.41	3,511,111.80
694,184.78	715,010.32
93,868.80	96,684.86
75,700.00	77,971.00
4,272,599.99	4,400,777.99

1400 Transportation Fees

1410 Regular Programs

1420 Handicapped Programs

1430 Career and Technical Education Programs

**Total Transportation Fees**

(2,860.00)	-
(2,860.00)	-

1500 Interest Earned

1600 Food Service Revenue

1700 Student Activities Revenue

1800 Community Service Activities Revenue

1900 Other Revenue From Local Sources

630,015.79	630,015.79
35,190.83	36,246.55
1,034,353.97	1,055,041.05

**Total Local Revenue**

28,792,884.21	32,038,057.03
---------------	---------------

Fund Group 1  
Annual Budget for the Year  
Ending June 30, 2024

**Revenue**

**2000 Revenue from County Sources**

2200 Mineral Resources  
2210 Oil & Gas Production  
2220 Coal Production  
2230 Coal Conversion  
2900 Other County Revenue

Actual or Estimated 2022-2023	Revenue Estimated 2023-2024
-------------------------------------	-----------------------------------


**Total County Revenue**

-	-
---	---

**3000 Revenue from State Sources**

3100 Unrestricted State Revenue  
3110 State School Aid  
3130 Transportation  
3140 State Child Placement  
3190 Other Unrestricted State Revenue  
Total Unrestricted State Revenue

66,615,705.19	69,280,333.00
733,028.13	742,364.65
360,691.99	364,298.91
67,709,425.31	70,386,996.56

3200 Handicapped Program Aid  
3300 Career and Technical Education Program Aid  
3410 Special Education Joint Agreements  
3420 Career and Technical Education Joint Agreements  
3430 Regional Education Assoc. Joint Agreements  
3900 Other Restricted State Revenue  
Total Restricted State Revenue

376,060.76	379,821.37
482,517.29	396,752.19
349,476.93	352,971.70
43,742.75	44,180.18
914,811.89	923,960.01
2,166,609.62	2,097,685.44

**Total State Revenue**

69,876,034.93	72,484,682.00
---------------	---------------

Fund Group 1  
Annual Budget for the Year  
Ending June 30, 2024

**Revenue**

Actual or Estimated 2022-2023	Revenue Estimated 2023-2024
-------------------------------------	-----------------------------------

**4000 Revenue from Federal Sources**

4100 Unrestricted Federal Received Direct

4110 P.L. 81-874 Impact Aid

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4200 Unrestricted Federal Through State or County Agency

4210 Taylor Grazing

4220 Flood Control

4225 U.S. Fish And Wildlife

4230 Mineral Leases

4240 Bankhead Jones

4260 Johnson O'Malley

4270 PL 96-638 Funds

4290 Other Restricted Federal Aid


4400 Restricted Federal Received Direct

4410 P.L. 81-815 Construction Aid

4420 ESAA - Emergency School Assistance Aid

4440 Indian Education Program

4450 Impact Aid (P.L. 874) Low Income Housing

4460 Headstart

4490 Other Restricted Federal Aid

84,309.00	85,152.09
3,403,267.22	3,437,299.89
	-

4500 Restricted Federal Received Through State Agency

4510 Title I Programs

4517 Title II Professional Development Programs

4520 Title III English Language Acquisition

4525 Title IV Student Support and Academic Enrichment

4531 Title IDEA-B Special Education

4532 Preschool Program

4535 Comprehensive Literacy

4545 Carl Perkins Grant

4549 Other Career and Technical Education Programs

4550 Child Nutrition Programs

4559 Nutrition Education & Training Programs

4560 Adult Education Programs

4575 Title IV School and Community Programs

4579 Other Community Education Programs

4580 Career Education

4590 Other Restricted Federal Revenue

4595 Other Federal Aid for Special Education

2,714,199.28	3,159,255.00
699,521.04	726,189.00
34,623.25	25,729.00
535,829.57	550,000.00
2,357,519.47	2,449,651.00
78,336.06	80,629.34
716,872.52	683,419.31
209,525.00	211,620.25
4,275.36	4,318.11
157,241.51	158,813.93
675,293.61	373,201.00
	-
8,083,056.91	9,669,054.33

4700 Federal Revenue Through an Intermediate Agency

4710 Workforce Investment Act (WIA Classroom)

4790 Other Federal Revenue

5,149.60	5,149.60

4800 Federal Revenue in Lieu of Taxes

4900 Federal Revenue for/on Behalf of LEA

4910 Special Education Joint Agreements

4920 Career and Technical Education Joint Agreements


**Total Federal Revenue**

19,759,019.40	21,619,481.85
---------------	---------------

Fund Group 1  
Annual Budget for the Year  
Ending June 30, 2024

Revenue

Actual or Estimated 2022-2023	Revenue Estimated 2023-2024
-------------------------------------	-----------------------------------

5000 Revenue From Other Sources

5100 Sale of Bonds  
5200 Interfund Transfers  
5300 Sale/Compensation for Loss of Fixed Assets  
5400 Refund of Prior Year Expenditures  
5500 Services Provided for Another LEA  
5700 Revenue to Offset Lease Purchase  
5900 Other Revenue

523,768.97	523,768.97
235,899.03	238,258.02
419,352.00	375,000.00

Total Other Revenue

1,179,020.00	1,137,026.99
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Total Local, County, State, Federal, & Other Revenue

119,606,958.54	127,279,247.87
----------------	----------------

Fund Group 1 Recap

Beginning Balance on July 1, 2023

12,379,619.00

Total Revenue From Local Sources  
Total Revenue From County Sources  
Total Revenue From State Sources  
Total Revenue From Federal Sources  
Total Revenue From Other Sources

32,038,057.03  
-  
72,484,682.00  
21,619,481.85  
1,137,026.99

Total Revenue - Fund Group 1

127,279,247.87

Total Beginning Balance And Revenue

139,658,866.87

Total Expenditures - Fund Group 1

127,214,235.97

Estimated Ending Balance on June 30, 2024

12,444,630.90

# Maximum School District General Fund Levy Worksheet

Complete section A, B, or C below as applicable.

2022 Taxable Valuation

292,216,588

## A. General fund levy authority under 57-15-14.2

1. Maximum general fund levy amount (70 mills times taxable valuation)
2. Prior year general fund levy amount
3. Percentage increase limitation (prior year general fund levy amount times 1.12 + DPI adjustment)
4. Maximum general fund levy amount (lesser of line 1 or line 3)

Levy Amount

20,455,161.16

18,863,331.48

21,126,931.26

20,455,161.16

## B. Alternative levy authority under 57-15-01.1 (if applicable)

5. The amount allowed in dollars under 57-15-01.1

Levy Amount

(Note: This authority is seldom used. Contact your County Auditor for assistance)

## C. NDCC 57-15-14 Voter approval of excess levies in school districts (if applicable)

6. Specified mill rate approved for a period including taxable years 2009 through 2012
7. Required mill rate reduction
8. Adjusted specified levy (line 9 minus line 10)

Mill Rate

Levy Amount

-

40.00

-

-

Mill Rate

Levy Amount

-

9. Specified mill rate approved after taxable year 2012

Expiration date of specified levy authority

- D. Maximum general fund levy authority (greater of lines 4, 5, 8, 9,)

20,455,161.16

**Brandon Baumbach**  
Business Manager

Department Phone: 701.787.4885  
Direct Phone: 701.746.2205, Ext. 7126  
Fax: 701.772.7739  
bbaumbach020@mygfschools.org

## MEMORANDUM

TO: Grand Forks School Board  
FROM: Brandon Baumbach, Business Manager  
SUBJECT: General Fund Financial Statement  
DATE: August 7, 2023



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Pursuant to the North Dakota Century Code and School District Policy, attached is the General Fund Financial Statement for Grand Forks Public School District #1 for the period of July 1, 2022 through June 30, 2023.

For the first twelve months of fiscal year 2022-2023, total general fund revenues were \$115,200,654 and total general fund expenditures were \$118,814,613, resulting in expenses over revenues of \$3,613,959.

Administrative recommendation is to approve the General Fund Financial Statement for the period of July 1, 2022 through June 30, 2023 as presented.



**GRAND FORKS PUBLIC SCHOOLS**  
**GENERAL FUND FINANCIAL STATEMENT**  
**As of June 30, 2023**

	2022-2023 <u>BUDGET</u>	2022-2023 <u>ACTUAL</u>	<u>%</u>	<u>BUDGET BALANCE</u>
<u>REVENUES</u>				
A. Local Sources	\$ 28,268,404	\$ 28,067,159	99.3%	\$ 201,245
B. State Sources	69,272,268	69,462,178	100.3%	(189,909)
C. Federal Sources	20,505,843	16,493,497	80.4%	4,012,346
D. Revenue from Other Sources	<u>661,673</u>	<u>1,177,820</u>	178.0%	<u>#DIV/0!</u>
TOTAL REVENUES	<u>\$ 118,708,188</u>	<u>\$ 115,200,654</u>	<u>97.0%</u>	<u>#DIV/0!</u>
<u>EXPENDITURES</u>				
A. Salaries	\$ 73,886,653	\$ 75,016,599	101.5%	\$ (1,129,946)
B. Fringe Benefits	21,432,088	20,698,863	96.6%	733,224
C. Other Expenses	20,522,576	20,726,624	101.0%	(204,048)
D. Utilities	<u>2,600,816</u>	<u>2,372,527</u>	<u>91.2%</u>	<u>228,289</u>
TOTAL EXPENDITURES	<u>\$ 118,442,133</u>	<u>\$ 118,814,613</u>	<u>100.3%</u>	<u>\$ (372,481)</u>
REVENUES OVER/(UNDER) EXPENSES	<u>\$ 266,055</u>	<u>\$ (3,613,959)</u>		

**A. LOCAL SOURCES**

Property Taxes	\$ 22,250,647	\$ 22,089,133	99.3%	\$ 161,514
Revenue in Lieu of Taxes	219,834	734,452	334.1%	(514,618)
Impact Aid	3,000,000	3,000,000	100.0%	-
Tuition	1,252,061	770,008	61.5%	482,052
Drivers Education	55,749	75,700	135.8%	(19,951)
Interest Income	30,000	630,016	2100.1%	(600,016)
Bus Tickets	-	(2,860)	#DIV/0!	2,860
ENCORE Fees	300,000	337,448	112.5%	(37,448)
SPA Activities	80,000	123,040	153.8%	(43,040)
Summer School Activities	6,000	6,020	100.3%	(20)
Rental Income	5,000	2,710	54.2%	2,290
Contributions / Donations	25,796	12,519	48.5%	13,277
Other Local	<u>1,043,317</u>	<u>\$ 288,975</u>	<u>27.7%</u>	<u>754,342</u>
TOTAL LOCAL REVENUE	<u>\$ 28,268,404</u>	<u>\$ 28,067,159</u>	<u>99.3%</u>	<u>\$ 201,245</u>

**GRAND FORKS PUBLIC SCHOOLS**  
**GENERAL FUND FINANCIAL STATEMENT**  
**As of June 30, 2023**

	2022-2023 <u>BUDGET</u>	2022-2023 <u>ACTUAL</u>	<u>%</u>	<u>BUDGET BALANCE</u>
<b>B. STATE SOURCES</b>				
State Aid Formula Payment	\$ 66,701,901	\$ 66,615,705	99.9%	\$ 86,196
Transportation	742,365	733,028	98.7%	9,337
Special Education	803,093	736,753	91.7%	66,340
Career & Technical Education	390,000	482,517	123.7%	(92,517)
Adult Education	217,000	217,000	100.0%	-
Restricted State Aid - Other	<u>417,909</u>	<u>677,174</u>	<u>162.0%</u>	<u>(259,265)</u>
<b>TOTAL STATE REVENUE</b>	<b>\$ 69,272,268</b>	<b>\$ 69,462,178</b>	<b>100.3%</b>	<b>\$ (189,909)</b>
<b>C. FEDERAL SOURCES</b>				
Title I, Part A	\$ 2,723,992	\$ 2,714,199	99.6%	\$ 9,793
Title II, Part A	635,696	699,521	110.0%	(63,825)
Title III, Part A	39,400	22,226	56.4%	17,174
Title IV, Part A	384,460	512,886	133.4%	(128,426)
ENCORE (21st Century CCLC)	540,000	460,570	85.3%	79,430
Head Start	3,008,995	2,965,713	98.6%	43,282
IDEA B - Special Education	2,272,927	2,357,519	103.7%	(84,592)
Preschool Program	78,336	78,336	100.0%	(0)
Indian Education Programs	84,309	80,330	95.3%	3,979
Carl Perkins	200,969	-	0.0%	200,969
Adult Education	157,242	157,242	100.0%	-
Indirect Costs	-	-	#DIV/0!	-
CARES Act/ESSER	9,953,116	5,441,289	54.7%	4,511,827
Restricted Federal - Other	<u>426,401</u>	<u>1,003,665</u>	<u>235.4%</u>	<u>(577,264)</u>
<b>TOTAL FEDERAL REVENUE</b>	<b>\$ 20,505,843</b>	<b>\$ 16,493,497</b>	<b>80.4%</b>	<b>\$ 4,012,346</b>
<b>D. REVENUE FROM OTHER SOURCES</b>				
Sale of Real Property	261,673	522,569	(400,001)	-252.86%
Services Provided Another LEA	400,000	419,352	400,000	0.00%
Refund from Prior Year Expenses (E-Rate)	-	\$ 235,899.0	-	#DIV/0!
<b>TOTAL OTHER REVENUE</b>	<b>\$ 661,673</b>	<b>\$ 1,177,820</b>	<b>178.0%</b>	<b>#DIV/0!</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$ 118,708,188</b>	<b>\$ 115,200,654</b>	<b>97.0%</b>	<b>#DIV/0!</b>
<b>A. SALARIES</b>				
Professional Staff	\$ 54,999,186	\$ 54,880,982	99.8%	\$ 118,204
Paras / Classified Staff	17,197,867	16,838,035	97.9%	359,832
Subs / Other	<u>1,689,600</u>	<u>3,297,581</u>	<u>195.2%</u>	<u>(1,607,981)</u>
<b>TOTAL SALARIES</b>	<b>\$ 73,886,653</b>	<b>\$ 75,016,599</b>	<b>101.5%</b>	<b>\$ (1,129,946)</b>
<b>B. FRINGE BENEFITS</b>				
Health Insurance	8,516,023	\$ 7,803,864	91.6%	\$ 712,160
TFFR (Employer Share)	6,666,013	6,615,989	99.2%	50,023
FICA (Employer Share)	5,349,254	5,504,034	102.9%	(154,780)
IRA/403B (Employer Share)	464,147	425,977	91.8%	38,171
Disability Insurance	240,631	233,512	97.0%	7,119
Workers Comp	148,480	79,765	53.7%	68,715

**GRAND FORKS PUBLIC SCHOOLS**  
**GENERAL FUND FINANCIAL STATEMENT**  
**As of June 30, 2023**

	2022-2023 <u>BUDGET</u>	2022-2023 <u>ACTUAL</u>	<u>%</u>	<u>BUDGET BALANCE</u>
Unemployment Comp	10,240	1,343	13.1%	8,897
Life Insurance	37,299	34,379	92.2%	2,920
<b>TOTAL FRINGE BENEFITS</b>	<b>\$ 21,432,088</b>	<b>\$ 20,698,863</b>	<b>96.6%</b>	<b>\$ 733,224</b>
<b>C. <u>OTHER EXPENSES</u></b>				
Supplies	\$ 2,211,649	\$ 2,353,826	106.4%	\$ (142,177)
Equipment & Furniture	2,413,496	2,338,640	96.9%	74,856
Textbooks / Curriculum Adoption	1,136,152	1,474,349	129.8%	(338,197)
Library Books & Materials	77,273	77,666	100.5%	(393)
Purchased Services	3,377,464	5,755,292	170.4%	(2,377,828)
Legal Services	100,000	179,346	179.3%	(79,346)
Student Transportation	1,491,834	1,323,348	88.7%	168,486
Field Trips	43,762	57,815	132.1%	(14,052)
Tuition	260,000	751,862	289.2%	(491,862)
Telephones	270,532	263,703	97.5%	6,829
Postage	40,060	46,403	115.8%	(6,343)
Printing	116,143	124,670	107.3%	(8,527)
Insurance	492,273	486,032	98.7%	6,241
Rent	648,469	739,644	114.1%	(91,175)
Service Agreements	681,053	650,607	95.5%	30,446
Construction Services	5,174,490	1,276,905	24.7%	3,897,585
Travel	285,148	422,183	148.1%	(137,035)
Car Allowances	146,316	143,941	98.4%	2,374
Gas & Oil	55,740	51,155	91.8%	4,586
Supervisor Meals	25,329	26,266	103.7%	(937)
Dues / Fees	1,057,350	1,534,325	145.1%	(476,975)
Service Awards / Employee Recognition	13,044	17,609	135.0%	(4,566)
Transfer to Fund #61	405,000	631,038	155.8%	(226,038)
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 20,522,576</b>	<b>\$ 20,726,624</b>	<b>101.0%</b>	<b>\$ (204,048)</b>
<b>D. <u>UTILITIES</u></b>				
Water & Sewage	315,034	\$ 179,481	57.0%	\$ 135,553
Natural Gas	888,002	804,003	90.5%	83,999
Electricity	1,397,780	1,389,043	99.4%	8,737
<b>TOTAL UTILITIES</b>	<b>\$ 2,600,816</b>	<b>\$ 2,372,527</b>	<b>91.2%</b>	<b>\$ 228,289</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 118,442,133</b>	<b>\$ 118,814,613</b>	<b>100.3%</b>	<b>\$ (372,481)</b>

**GRAND FORKS PUBLIC SCHOOLS**  
**GENERAL FUND FINANCIAL STATEMENT (YEAR-OVER-YEAR COMPARISON)**  
**As of June 30, 2023**

	2022-2023 <u>ACTUAL</u>	2021-2022 <u>ACTUAL</u>	<u>YTD Change</u>	<u>% Change</u>
<b><u>REVENUES</u></b>				
A. Local Sources	\$ 28,067,159	\$ 26,748,030	\$ 1,319,129	4.9%
B. State Sources	69,462,178	68,739,777	722,400	1.1%
C. Federal Sources	16,493,497	19,424,366	(2,930,869)	-15.1%
D. Revenue from Other Sources	<u>1,177,820</u>	<u>1,022,550</u>	<u>155,270</u>	<u>15.2%</u>
TOTAL REVENUES	<u>\$ 115,200,654</u>	<u>\$ 115,934,723</u>	<u>\$ (734,069)</u>	<u>-0.6%</u>
<b><u>EXPENDITURES</u></b>				
A. Salaries	\$ 75,016,599	\$ 73,194,154	\$ 1,822,444	2.5%
B. Fringe Benefits	20,698,863	20,645,223	53,640	0.3%
C. Other Expenses	20,726,624	19,571,829	1,154,795	5.9%
D. Utilities	<u>2,372,527</u>	<u>2,488,029</u>	<u>(115,501)</u>	<u>-4.6%</u>
TOTAL EXPENDITURES	<u>\$ 118,814,614</u>	<u>\$ 115,899,235</u>	<u>\$ 2,915,378</u>	<u>2.5%</u>
REVENUES OVER/(UNDER) EXPENSES	<u>\$ (3,613,960)</u>	<u>\$ 35,488</u>	<u>\$ (3,649,448)</u>	

**COMMENTS:**

- 1) Beginning this year, we are reporting E-rate separately under 'Revenue from other sources'
- 2) Substitute teacher hiring has increased significantly this year in number and length.
- 3) ESSER expenses related to Learning Loss
- 4) Includes Headstart ARP expenses, CIA expenses incurred for design, camera installation project, ESSER and SRO annual bil
- 5) Legal services are greater this year due to H1B candidate requirements

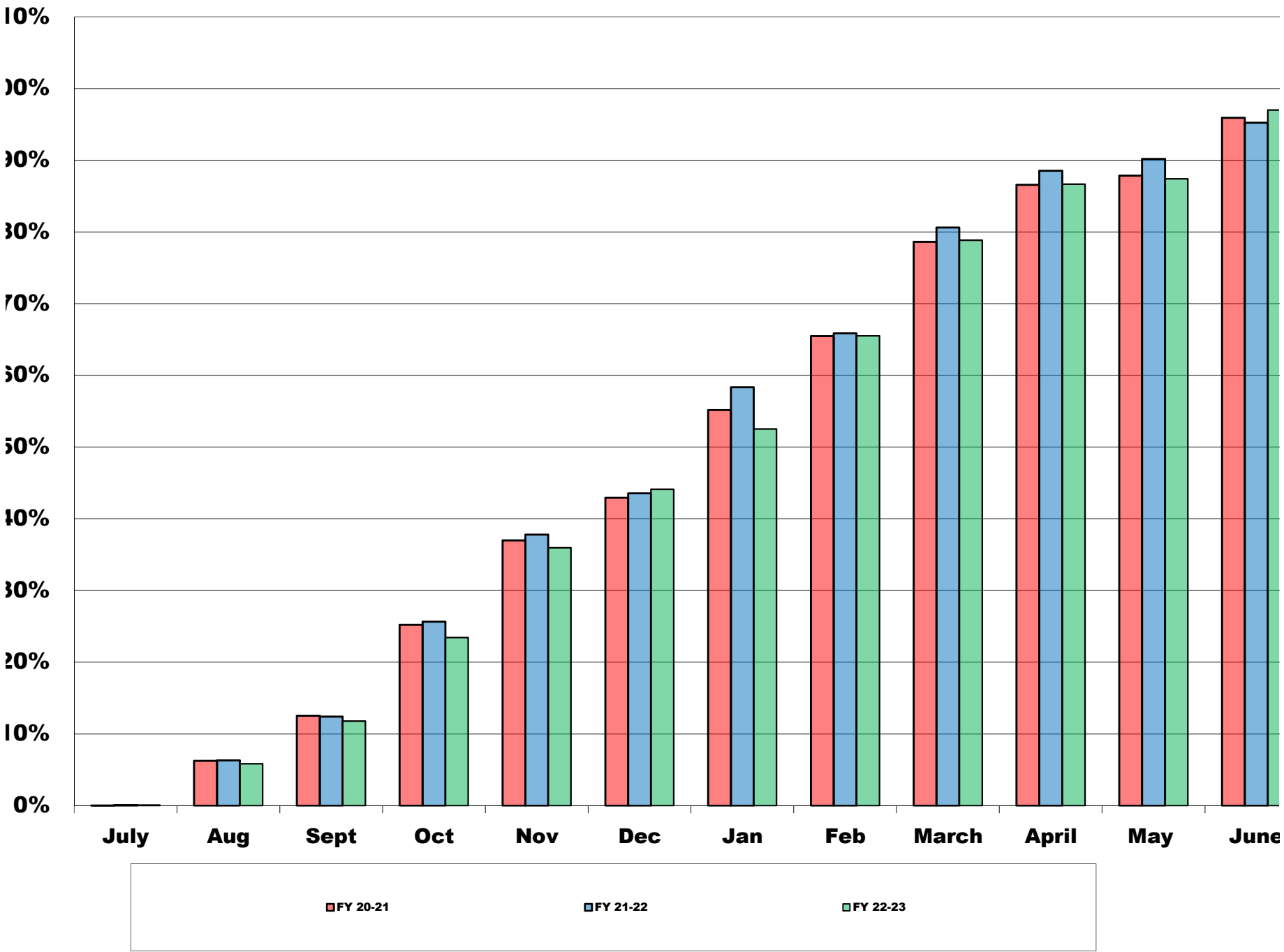
**GRAND FORKS PUBLIC SCHOOLS**  
**GENERAL FUND FINANCIAL STATEMENT (YEAR-OVER-YEAR COMPARISON)**  
**As of June 30, 2023**

	2022-2023 <u>ACTUAL</u>	2021-2022 <u>ACTUAL</u>	<u>YTD Change</u>	<u>% Change</u>
<b>A. LOCAL SOURCES</b>				
Property Taxes	\$ 22,089,133	\$ 21,038,862	\$ 1,050,270	5.0%
Revenue in Lieu of Taxes	\$ 734,452	\$ 703,770	30,682	4.4%
Impact Aid	\$ 3,000,000	\$ 3,000,000	-	0.0%
Tuition	\$ 770,008	\$ 1,139,710	(369,702)	-32.4%
Drivers Education	\$ 75,700	\$ 56,925	18,775	33.0%
Interest Income	\$ 630,016	\$ (39,076)	669,091	0.0%
Bus Tickets	\$ (2,860)	\$ 3,200	(6,060)	-189.4%
ENCORE Fees	\$ 337,448	\$ 273,806	63,642	23.2%
SPA Activities	\$ 123,040	\$ 104,375	18,664	17.9%
Summer School Activities	\$ 6,020	\$ 5,250	770	14.7%
Rental Income	\$ 2,710	\$ 3,275	(565)	-17.3%
Contributions / Donations	\$ 12,519	\$ 39,810	(27,291)	-68.6%
1) Other Local	\$ 288,975	\$ 418,122	(129,147)	-30.9%
<b>TOTAL LOCAL REVENUE</b>	<b>\$ 28,067,159</b>	<b>\$ 26,748,030</b>	<b>\$ 1,319,129</b>	<b>4.9%</b>
<b>B. STATE SOURCES</b>				
State Aid Formula Payment	\$ 66,615,705	\$ 65,925,201	\$ 690,504	1.0%
Transportation	\$ 733,028	\$ 735,603	(2,575)	-0.4%
Special Education	\$ 736,753	\$ 847,440	(110,687)	-13.1%
Career & Technical Education	\$ 482,517	\$ 427,150	55,367	13.0%
Adult Education	\$ 217,000	\$ 211,052	5,948	2.8%
Restricted State Aid - Other	\$ 677,174	\$ 593,332	83,843	14.1%
<b>TOTAL STATE REVENUE</b>	<b>\$ 69,462,178</b>	<b>\$ 68,739,777</b>	<b>\$ 722,400</b>	<b>1.1%</b>
<b>C. FEDERAL SOURCES</b>				
Title I, Part A	\$ 2,714,199	\$ 2,813,074	\$ (98,875)	-3.5%
Title II, Part A	\$ 699,521	\$ 736,910	(37,389)	-5.1%
Title III, Part A	\$ 22,226	\$ 18,747	3,479	18.6%
Title IV, Part A	\$ 512,886	\$ 262,107	250,780	95.7%
ENCORE (21st Century CCLC)	\$ 460,570	\$ 624,266	(163,696)	-26.2%
Head Start	\$ 2,965,713	\$ 2,895,492	70,221	2.4%
IDEA B - Special Education	\$ 2,357,519	\$ 2,159,356	198,163	9.2%
Preschool Program	\$ 78,336	\$ 78,750	(414)	-0.5%
Indian Education Programs	\$ 80,330	\$ 81,159	(829)	-1.0%
Carl Perkins	\$ -	\$ 210,837	(210,837)	-100.0%
Adult Education	\$ 157,242	\$ 65,075	92,166	141.6%
Indirect Costs	\$ -	\$ -	-	-
CARES Act/ESSER	\$ 5,441,289	\$ 8,011,129	(2,569,840)	-32.1%
Restricted Federal - Other	\$ 1,003,665	\$ 1,467,464	(463,798)	-31.6%
<b>TOTAL FEDERAL REVENUE</b>	<b>\$ 16,493,497</b>	<b>\$ 19,424,366</b>	<b>\$ (2,930,869)</b>	<b>-15.1%</b>
<b>D. REVENUE FROM OTHER SOURCES</b>				
Sale of Real Property	\$ 522,569	\$ 611,673	\$ (89,104)	-14.6%
Services Provided Another LEA	\$ 419,352	\$ 410,877.0	8,475	2.1%
Refund from Prior Year Expenses (E-Rate)	\$ 235,899	\$ -	235,899	0.0%
<b>TOTAL OTHER REVENUE</b>	<b>\$ 1,177,820</b>	<b>\$ 1,022,550</b>	<b>\$ 155,270</b>	<b>15.2%</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$ 115,200,654</b>	<b>\$ 115,934,723</b>	<b>\$ (734,069)</b>	<b>-0.6%</b>

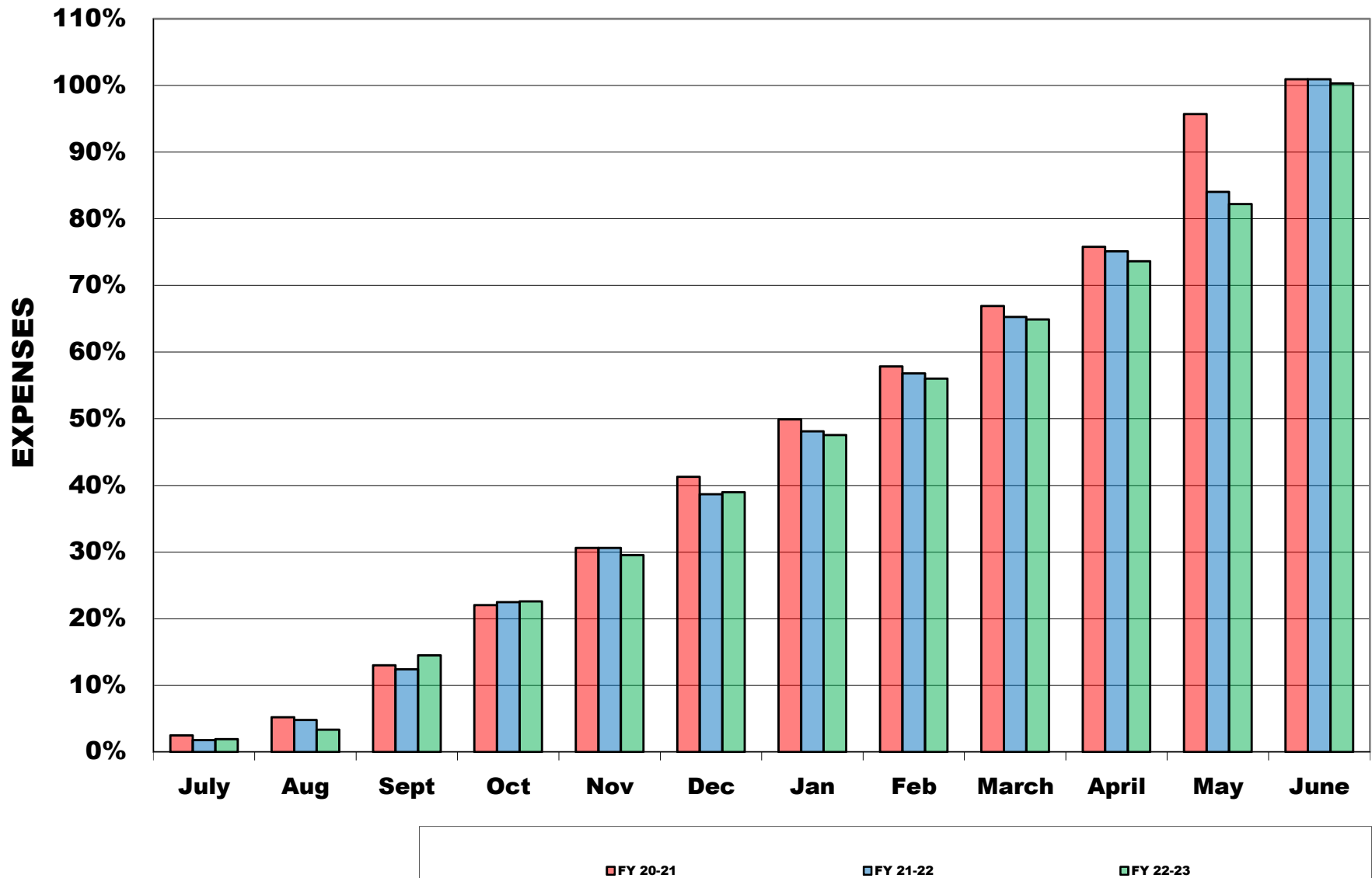
**GRAND FORKS PUBLIC SCHOOLS**  
**GENERAL FUND FINANCIAL STATEMENT (YEAR-OVER-YEAR COMPARISON)**  
**As of June 30, 2023**

	2022-2023 <u>ACTUAL</u>	2021-2022 <u>ACTUAL</u>	<u>YTD Change</u>	<u>% Change</u>
<b>A. SALARIES</b>	-	-		
Professional Staff	\$ 54,880,982	\$ 53,940,473	\$ 940,510	1.7%
Paras / Classified Staff	\$ 16,838,035	\$ 17,044,267	(206,232)	-1.2%
2) Subs / Other	\$ 3,297,581	\$ 2,209,414	1,088,167	49.3%
<b>TOTAL SALARIES</b>	<b>\$ 75,016,599</b>	<b>\$ 73,194,154</b>	<b>\$ 1,822,444</b>	<b>2.5%</b>
<b>B. FRINGE BENEFITS</b>				
Health Insurance	\$ 7,803,864	\$ 8,185,853	\$ (381,989)	-4.7%
TFFR (Employer Share)	\$ 6,615,989	\$ 6,427,587	188,403	2.9%
FICA (Employer Share)	\$ 5,504,034	\$ 5,218,941	285,093	5.5%
IRA/403B (Employer Share)	\$ 425,977	\$ 432,230	(6,254)	-1.4%
Disability Insurance	\$ 233,512	\$ 228,558	4,954	2.2%
Workers Comp	\$ 79,765	\$ 111,367	(31,602)	-28.4%
Unemployment Comp	\$ 1,343	\$ 5,863	(4,520)	-77.1%
Life Insurance	\$ 34,379	\$ 34,824	(445)	-1.3%
<b>TOTAL FRINGE BENEFITS</b>	<b>\$ 20,698,863</b>	<b>\$ 20,645,223</b>	<b>\$ 53,640</b>	<b>0.3%</b>
<b>C. OTHER EXPENSES</b>				
Supplies	\$ 2,353,826	\$ 2,154,285	\$ 199,541	9.3%
Other COVID-related expenses	\$ -	\$ 651,816		
Equipment & Furniture	\$ 2,338,640	\$ 2,451,015	(112,375)	-4.6%
3) Textbooks / Curriculum Adoption	\$ 1,474,349	\$ 1,326,876	147,474	11.1%
Library Books & Materials	\$ 77,666	\$ 85,051	(7,385)	-8.7%
4) Purchased Services	\$ 5,755,292	\$ 3,154,732	2,600,560	82.4%
5) Legal Services	\$ 179,346	\$ 75,650	103,696	137.1%
Student Transportation	\$ 1,323,348	\$ 1,559,154	(235,806)	-15.1%
Field Trips	\$ 57,815	\$ 53,490	4,325	8.1%
Tuition	\$ 751,862	\$ 1,089,842	(337,980)	-31.0%
Telephones	\$ 263,703	\$ 264,909	(1,206)	-0.5%
Postage	\$ 46,403	\$ 41,864	4,539	10.8%
Printing	\$ 124,670	\$ 102,415	22,255	21.7%
Insurance	\$ 486,032	\$ 428,677	57,355	13.4%
Rent	\$ 739,644	\$ 667,404	72,240	10.8%
Service Agreements	\$ 650,607	\$ 661,225	(10,618)	-1.6%
Construction Services	\$ 1,276,905	\$ 2,766,849	(1,489,944)	-53.8%
Travel	\$ 422,183	\$ 244,637	177,546	72.6%
Car Allowances	\$ 143,941	\$ 138,991	4,950	3.6%
Gas & Oil	\$ 51,155	\$ 52,057	(902)	-1.7%
Supervisor Meals	\$ 26,266	\$ 23,795	2,471	10.4%
Dues / Fees	\$ 1,534,325	\$ 1,160,424	373,900	32.2%
Service Awards / Employee Recognition	\$ 17,609	\$ 12,225	5,384	44.0%
Transfer to Fund #61	\$ 631,038	\$ 404,448	226,590	56.0%
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 20,726,624</b>	<b>\$ 19,571,829</b>	<b>\$ 1,154,795</b>	<b>5.9%</b>
<b>D. UTILITIES</b>				
Water & Sewage	\$ 179,481	\$ 196,353	\$ (16,872)	-8.6%
Natural Gas	\$ 804,003	\$ 897,467	(93,464)	-10.4%
Electricity	\$ 1,389,043	\$ 1,394,209	(5,165)	-0.4%
<b>TOTAL UTILITIES</b>	<b>\$ 2,372,527</b>	<b>\$ 2,488,029</b>	<b>\$ (115,501)</b>	<b>-4.6%</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 118,814,614</b>	<b>\$ 115,899,235</b>	<b>\$ 2,915,378</b>	<b>2.5%</b>

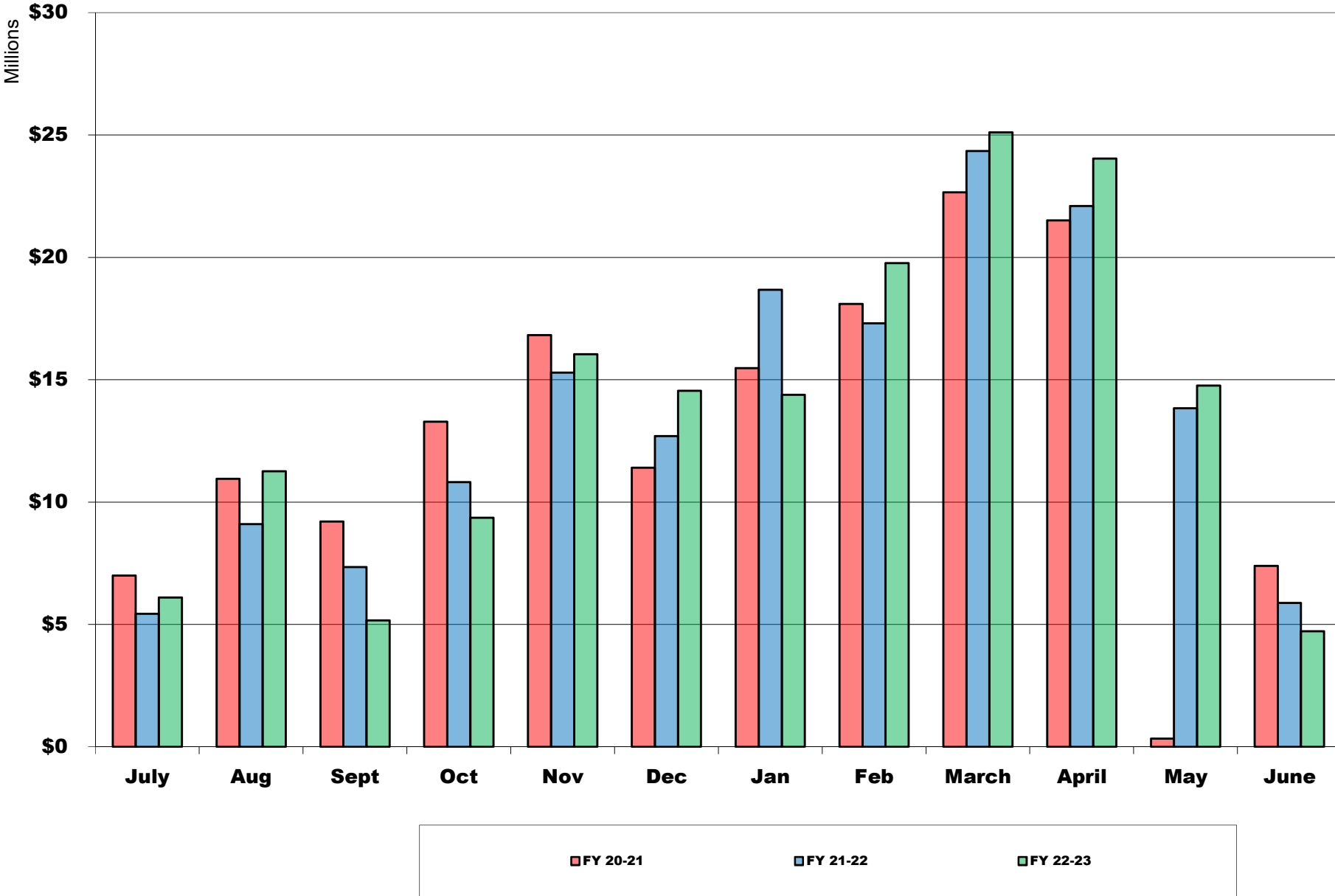
**GRAND FORKS PUBLIC SCHOOLS**  
**General Fund Revenues**



## GRAND FORKS PUBLIC SCHOOLS General Fund Expenses



**GRAND FORKS PUBLIC SCHOOLS**  
**General Fund Balances**



**Dr. Terry Brenner**  
Superintendent of Schools

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tbrenner270@mygfschools.org

## MEMORANDUM

TO: Grand Forks School Board  
FROM: Dr. Terry Brenner, Superintendent of Schools  
SUBJECT: Consent Agenda  
DATE: August 7, 2023



Many items of a routine nature can be handled as one item rather than spending additional time on each item. Therefore, the Consent Agenda has been developed for the school board's use to speed up the process of conducting its meetings. Items that may be listed on the Consent Agenda include:

Appointments (excludes administrative appointments)  
Waivers of Years of Experience and Appointments  
Leave Requests (excludes requests for extension)  
Open Enrollment Applications  
Resignations  
Student Placements  
Student Travel Requests  
Other routine items may be included at the discretion of the board president or superintendent

There should be no discussion concerning an individual item on the Consent Agenda. However, during the approval of the school board meeting agenda, any board member may request an item be removed from the Consent Agenda for further discussion. Once the school board meeting agenda has been approved, all items listed on the Consent Agenda are handled as one item.

**Items appearing on the Consent Agenda at the time of the publishing of this agenda packet with their requested considerations are:**

- **Appointments (excludes administrative appointments)**
- **2023-2024 In-Person Instruction Plan**
- **Amended Designation of Authorized Representatives for Title Programs and Grants for 2023-2024**
- **Grand Forks Central and Red River High Schools Speech, Debate, and Student Congress**
- **Cooperative Agreements**

**The administrative recommendation is for approval.**

cj  
Attachments



**Griffin Gillespie, SHRM-CP**  
Director of Human Resources

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Direct Phone: 701.746.2205, Ext. 7112  
Fax: 701.787.4350  
ggillespie080@mygfschools.org

## MEMORANDUM

TO: Dr. Terry Brenner, Superintendent  
FROM: Griffin Gillespie, Human Resources Director  
SUBJECT: Teacher Appointments  
DATE: August 7, 2023

GG

Pursuant to North Dakota Century Code 15.1-09-33 the School Board approves the issuance of contracts to school district personnel.

Appointments appearing on this list at the time of the publishing of the agenda packet follow. There may be additional appointments presented for consideration at the meeting.

Administrative recommendation is to approve the appointments. Effective dates are listed for each employee.

Attachment

GG



Name: Priscilla Mathsen  
Degree: BA +45  
Yrs of Exp: 14  
Salary: \$60,771.00 (188 days)  
Position: Replacement  
Effective: August 22, 2023

Major: Math  
Assignment: ND Studies & Special Topics  
Location: South Middle School

.....

Name: Sierra McCall  
Degree: BA  
Yrs of Exp: 0  
Salary: \$46,977 (188 days)  
Position: Replacement  
Effective: August 22, 2023

Major: Education  
Assignment: SAIL Teacher  
Location: MSEC

.....

Name: Christina Ibrahim  
Degree: BA  
Yrs of Exp: 0  
Salary: \$46,977.00 (188 days)  
Position: Replacement  
Effective: August 22, 2023

Major: Social Work  
Assignment: Social Work  
Location: Schroeder Middle School

.....

Name: Mallory Rudningen  
Degree: BA  
Yrs of Exp: 0  
Salary: \$46,977 (188 days)  
Position: Replacement  
Effective: August 22, 2023

Major: Education  
Assignment: 1<sup>st</sup> Grade Teacher  
Location: Ben Franklin

.....

Name: Hannah Freese  
Degree: BS  
Yrs of Exp: 1  
Salary: \$47,774 (188 days)  
Position: Replacement  
Effective: August 22, 2023

Major: Social Studies Education  
Assignment: Marketing Teacher  
Location: Central High School

**Catherine Gillach**  
Associate Superintendent of Secondary Education

Department Phone: 701.787.4882  
cgillach210@mygfschools.org

## MEMORANDUM

DATE: August 7, 2023  
TO: Dr. Terry Brenner, Superintendent  
FROM: Catherine Gillach, Associate Superintendent of Secondary Education ✓  
RE: 2023-2024 In-Person Instruction Plan

---

For the past three years school districts across the state have been required to craft and share strategic plans that ensure students receive high-quality education regardless of the Covid-19 pandemic and its continued impact. Tonight, I will provide an overview of the “Return to Learn” plan that was updated in 2022-2023 to reflect districtwide post-pandemic operations. This plan illustrates our commitment to ensuring student and employee physical, academic, mental, and social-emotional well-being remain front and center regardless of circumstances that come our way.

As a reminder, Elementary and Secondary School Emergency Relief (ESSER) Fund expenditures have been largely aligned with the priorities cited in this plan, affording us educational and facilities-based enhancements that otherwise would not have been possible. Both ESSER funding and this aligned instructional plan will sunset after this school year and administration has been planning accordingly.

The administrative recommendation is to approve the 2023-2024 In-Person Instruction Plan.

CG:ls  
Enclosure





## ***Grand Forks Public Schools***

### ***2023-2024 In-Person Instruction Plan***

*Note: this plan will be updated as necessary in response to evolving data and dynamics from the COVID-19 pandemic.*



## Table of Contents

<a href="#"><u>About Grand Forks Public Schools</u></a>	<a href="#"><u>Page 3</u></a>
<a href="#"><u>History</u></a>	<a href="#"><u>Pages 3-4</u></a>
<a href="#"><u>Health and Safety Guidelines and Points of Consideration</u></a>	<a href="#"><u>Pages 4-5</u></a>
<a href="#"><u>Continuity of Services</u></a>	<a href="#"><u>Pages 6-7</u></a>
<a href="#"><u>Public Commentary</u></a>	<a href="#"><u>Page 7</u></a>
<a href="#"><u>Additional Resources</u></a>	<a href="#"><u>Page 7</u></a>



## About Grand Forks Public Schools

**Mission:** Growing together to enrich the world.

**Vision:** We provide diverse and meaningful experiences for all learners in a safe and supportive environment by fostering curiosity, inquiry, and innovation. We grow and learn together by embracing change and taking risks.

**Values:** We believe strong relationships in our schools and community will result in developing connected, innovative learners, grounded by strong character. We value innovation, character, community of learners, and innovation.



## History

The 2020-2021 school year was unlike any other, as the COVID-19 pandemic forced Grand Forks Public Schools (GFPS) to restructure every facet of its operations in order to safely and effectively educate our students. We are proud of the measures we took to ensure pre-K-12th grade students had access to high-quality teaching and learning instruction and social-emotional support, whether they participated in face-to-face learning with additional safety and mitigation protocols, full-time distance learning, or the hybrid model. This was accomplished through community and business collaboration, paired with hard work, creativity, and commitment from teachers, administrators, support staff, and the entire school system team.

During the 2021-2022 school year, we continued to institute many COVID-19 prevention protocols due to high risk levels while welcoming students back to campus. Mandatory face coverings, social student pods as feasible, family notification regarding exposures, and increased sanitizing protocols remained in place through the first half of our school year until the vaccination became available for more students and local risk levels normalized. The second part of the school year afforded us the opportunity to allow students and employees choice regarding mask wearing, and the majority of “typical” school operations to occur.

Since then, the CDC and other healthcare entities have classified COVID-19 as an endemic vs. pandemic. Therefore, this document will provide our district with an outline of COVID-19 mitigation efforts, classroom and building protocols, teaching and learning practices, distance learning programming, staff development and support systems, and operational guidelines that will allow students and staff to engage in face-to-face

instruction even when community risk levels elevate. We will implement necessary measures and consider advice from public health to keep our schools open and constituents safe from here forward.

Below is an outline of the Return to Learn plan we originally committed to in 2022-2023, and will continue using for the foreseeable future. We remain committed to ensuring student and employee physical, academic, mental, and social-emotional wellbeing remains front and center regardless of circumstances that come our way. An ongoing commitment has been made to address academic learning and social-emotional learning gaps propelled by the pandemic. Highly effective educational practices discovered during the pandemic have been incorporated into well-established programs and classroom practices. We are poised to be nimble in our programming, intervention, and overall educational services.



## Health and Safety Guidelines and Points of Consideration

Grand Forks Public Schools will create an environment that balances a variety of personal interests and desires with continued commitment to the health and safety of our staff, students and community.

### Priorities

- ☐ GFPS will continue to provide for the safety and wellbeing of our employees and students.
- ☐ Implement reasonable accommodations to reduce school system-wide and community spread of COVID-19.

### School System-wide Practices

- ☐ GFPS will continue reviewing regional COVID-19-related data provided by Grand Forks Public Health and may modify mitigation strategies accordingly at any time.
  - ☐ We will rely on information gleaned from the weekly *Grand Forks Health Officer's Dashboard Update* to make programming decisions. Weekly updates to review are provided from Public Health. Note: These updates have been modified to include additional relevant public health infectious disease information that may affect our operations, such as influenza and RSV community infection rates.
- ☐ High community transmission risk levels for any infectious disease may result in additional layered mitigation measures.
- ☐ Campus-based transmission and absence levels may result in additional layered mitigation measures including classroom or building closures.
- ☐ GFPS will follow guidelines established by the North Dakota Department of Health *Child Care and School Infectious Disease Exclusion Guidance* (LINK: [\[Link\]](#))

<https://drive.google.com/file/d/1IPX3f3rgWqs5nGoQQUCe-uPTYRccp0X-/view>) regarding protocols surrounding infectious disease response and mitigation.

- ☐ Overall health and safety mitigation strategies that can help prevent the spread of any illness will remain in place, including:
  - ☐ Handwashing / Hand sanitation taught and encouraged frequently.
  - ☐ Hand sanitizer is available throughout every building.
  - ☐ Teaching students to cover nose and mouth when coughing or sneezing,.
  - ☐ Buildings and drinking fountains cleaned and disinfected daily.
  - ☐ Electrostatic machines can be used for high-touch areas periodically and when risk levels rise.
  - ☐ Outdoor activities encouraged.
  - ☐ At-home COVID-19 test kits are available at each school and provided to families upon request.
  - ☐ Vaccination efforts continued in conjunction with local health providers and public health. At this time COVID-19 vaccinations are not mandatory.
- ☐ **Students and staff should remain at home when they have signs of any infectious illness and should seek guidance and testing from their healthcare provider.**
  - ☐ For guidance on COVID-19 and other potential infectious diseases, please visit LINK: [CDC Covid Protocols](#)
  - ☐ Students and staff who test positive for COVID-19:
    - ☐ Confirmed positive student cases should be reported to the main office at the student's school.
    - ☐ The individual should isolate for the duration of their infectious period.
  - ☐ Individuals considered close contacts should monitor for symptoms and follow CDC guidelines.
- ☐ Travel requests may be modified according to regional and destination transmission levels.
- ☐ School events, assemblies, and gatherings may be modified depending on community risk levels and transmission rates.
- ☐ Visitor requests may be modified depending on community risk levels and transmission rates.
- ☐ Face coverings for guests and visitors will be determined by community risk levels and transmission rates.
- ☐ Guidance and directives from the North Dakota High School Activities Association (NDHSAA) and other governing boards will be used to guide competitive athletics and activities.



## Continuity of Services

Elementary and Secondary School Emergency Relief (ESSER) learning loss investments are focused on the following broad priority areas determined by student data alongside staff observations and feedback. A community survey helped influence initial COVID-19-related expenditures.

- ☐ Providing additional direct academic support for school dependent, underrepresented, and disadvantaged students.
  - ☐ This includes investment in additional teaching and support staff; classroom materials and resources; extended learning opportunities; professional development around priority standards, proficiency scales, assessment strategies, and literacy across the curriculum; specific individualized learning plans and supports; credit recovery pathway expansion; targeted skills tutoring; and more. Individual buildings invested appropriated dollars in accordance with specific building-level data and track the impact on student learning.
- ☐ Providing additional direct social-emotional and mental health support for all students and employees.
  - ☐ This includes investment in additional mental health and social-emotional support staff; materials and programming around student and employee mental, emotional, and physical wellbeing; extended day mentoring and mental health support services; enhanced data collection platforms to help identify and respond to individual and aggregate social-emotional needs identified by constituents; partnering with local healthcare providers to open a K-8 therapeutic learning center (Fall 2023) and more.
- ☐ Executing a comprehensive literacy plan that explicitly reaches all students and propels skill development at all levels including early literacy (Pre-K-3rd grade).
  - ☐ This includes additional professional development around cross-curricular literacy strategies and the science of reading; investment in additional multi-level reading and literacy resources and materials at both the classroom and school level; additional employees dedicated to supporting struggling readers and helping them accelerate learning; schedule adjustments to ensure additional time and resources are provided to targeted populations during the school day; focused direct instruction; online asynchronous skill building platforms; and more.
- ☐ Creating additional support systems and pathways in which high school students can recover credits and develop college, career, and military readiness skills that may have regressed as a result of alternative instructional models.
  - ☐ This includes investment in additional academic and social-emotional support staff; online courses geared toward credit recovery and various individualized learning needs; additional

learning opportunities; additional staff dedicated to academic interventions for targeted populations; bolstered transitional programming; expanded pathways towards graduation; schools-within a school; bolstered MTSS / RTI programming; opening the Mentor Center for after school academic and social-emotional support; expanding credit recovery opportunities; adding academic support staff at satellite facilities; breaking down transportation barriers via school provided shuttle services; and more.

- ☐ Additional student supports
  - ☐ 1:1 technology for students in Kindergarten-12th grades. Students in Kindergarten-2nd grade receive iPads and students in 3rd-12th grades receive Chromebooks.
  - ☐ All employees and constituents of GFPS are prepared to flexibly and fluidly navigate between face-to-face and distance learning, if necessary.



## Public Commentary

An electronic survey regarding use of ESSER II and III dollars for student learning was created in 2020-2021 to garner broad-based feedback. The survey was sent to all Grand Forks Public Schools employees, parents/guardians, students in 6th-11th grades, and community members. Data supported the interventions listed above. Since the original survey, our plan has been posted online and made accessible to internal and external constituents. The Grand Forks School Board and Grand Forks Air Force Base School Boards are apprised of significant updates. Feedback from broader constituencies may be brought forth to administration or Board members at any time including during School Board meetings.



## Additional Resources

- ☐ LINK to guidance from the CDC: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- ☐ LINK to guidance from the North Dakota Department of Health: <https://www.health.nd.gov/diseases-conditions/coronavirus>

## MEMORANDUM

TO: Grand Forks School Board Members  
FROM: Dr. Terry Brenner, Superintendent of Schools  
SUBJECT: Amended Designation of Authorized Representatives for Title Programs & Grants for 2023-2024  
DATE: August 7, 2023

TB

At the July 10, 2023, meeting, the school board approved the designation of individuals as the authorized representatives for the below federal programs and competitive grants for the 2023-2024 fiscal year with the superintendent's authorization designated as interim pending the appointment of a new assistant superintendent of elementary education. Matt Bakke was appointed the new assistant superintendent on July 31, 2023, and as a result, you will find below an amended list of competitive grants and their recommended representative.

School districts that receive funds from federal programs and competitive grants are required to appoint an individual as the authorized representative for the programs and grants. These assignments must be documented in the school board meeting minutes.

Listed below are the federal programs and competitive grants and their recommended representative:

1. Title I – Disadvantaged Children Meet High Standards ..... Matt Bakke
2. Title II, Part A – Teacher and Principal Quality Training and Recruiting ..... Matt Bakke
3. Title III – English Language Acquisition/Enhancement ..... Matt Bakke
4. Title IV, Part A – Student Support and Academic Enrichment Grants ..... Matt Bakke
5. Title VI-B (IDEA) – Individuals with Disabilities Education Act ..... Matt Bakke
6. Title VII – Indian Education ..... Matt Bakke
7. Title VIII – Impact Aid ..... Dr. Terry Brenner, Brandon Baumbach
8. Title IX of the Equal Employment Opportunity Commission ..... Griffin Gillespie
9. Indian Education Formula Grant ..... Matt Bakke
10. Johnson O'Malley Act (Indian Education) ..... Matt Bakke
11. Head Start ..... Matt Bakke
12. 21<sup>st</sup> Century Community Learning ..... Matt Bakke
13. District Homeless Liaison ..... Sara Munson
14. CLSD Grant ..... Amy Bartsch
15. School Food Service ..... Wendy Mankie


The administrative recommendation is to approve the authorization of the above-designated individuals as the authorized representatives for the above federal programs and competitive grants for the 2023-2024 fiscal year.

cj

**Mr. Michael Biermaier**  
Activities Director

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mbiermaier170@mygfschools.org

## MEMORANDUM

TO: Catherine Gillach, Associate Superintendent of Secondary Education   
FROM: Mike Biermaier, District Activities Director  
SUBJECT: Grand Forks Central and Red River High Schools Speech, Debate, and Student Congress  
Cooperative Agreements  
DATE: August 7, 2023

---

The Grand Forks Public Schools have many cooperative agreements with surrounding schools and we also have many cooperative agreements between Grand Forks Central High School (GFC) and Red River High School (RR). Those agreements are girls' hockey, boys' swimming, girls' wrestling, and gymnastics.

I would like to create cooperative agreements between Grand Forks Central and Grand Forks Red River in speech, debate, and student congress. Currently, our participation level is low and therefore cooping in these activities would provide a more stable program fiscally and provide an opportunity to compete as one Grand Forks team. I believe this is the first step to improving our programs.

Our administration and building-level athletic directors at both GFC and RR feel this is an agreement that should be approved.

Administrative recommendation is to approve cooperative agreements in speech, debate, and student congress with Grand Forks Central High School and Red River High School beginning in the 2023-2024 season as it falls into our cooperative agreement philosophy. The agreements will remain in place for a minimum of three years, after which they will be reconsidered.

## **NDHSAA Coop Application**

**Please review coop guidelines prior to beginning the application process.**

This single form is to be used by all schools involved in this cooperative sponsorship application. This application will be accepted and presented to the NDHSAA Board of Directors only upon all schools entering the required information. Each school must provide an official signature. Separate applications must be used for gender specific athletics. Fine arts are not gender specific.

If approved, this coop would begin in school year: 2023-24

Grades involved with this application: Please check one. (7-8) \_\_\_\_ (7-12) X (9-12) \_\_\_\_

Name of schools involved in this application: Host school must be listed first.

### Enrollments for grades involved

- |    |   |     |            |      |             |      |             |
|----|---|-----|------------|------|-------------|------|-------------|
| 1. | <u>GF Central-Twining-ValleyMS-1/2Schroeder</u> | 7-8 | <u>880</u> | 7-12 | <u>1909</u> | 9-12 | <u>1029</u> |
| 2. | <u>GF Red River-South-1/2Schroeder</u>          | 7-8 | <u>845</u> | 7-12 | <u>2036</u> | 9-12 | <u>1191</u> |
| 3. | _____   | 7-8 | _____      | 7-12 | _____       | 9-12 | _____       |
| 4. | _____   | 7-8 | _____      | 7-12 | _____       | 9-12 | _____       |
| 5. | _____   | 7-8 | _____      | 7-12 | _____       | 9-12 | _____       |

Activity covered by this application: SPEECH (ex: girls' basketball, speech etc.)

List official coop name: GRAND FORKS Mascot or nickname: KNIGHT RIDERS  
(Coop name and mascot must be the same as other coops if the same schools are involved.)

Fill in the current participation numbers for each grade for each school involved: Indicate if you did not sponsor (DNS) this activity the previous year. Boys and girls enrollments are combined only for fine arts.

- |            |       |           |        |           |        |          |     |       |
|------------|-------|-----------|--------|-----------|--------|----------|-----|-------|
| School #1: | (7-8) | <u>0</u>  | (7-12) | <u>7</u>  | (9-12) | <u>7</u> | DNS | _____ |
| School #2: | (7-8) | <u>10</u> | (7-12) | <u>16</u> | (9-12) | <u>6</u> | DNS | _____ |
| School #3: | (7-8) | _____     | (7-12) | _____     | (9-12) | _____    | DNS | _____ |
| School #4: | (7-8) | _____     | (7-12) | _____     | (9-12) | _____    | DNS | _____ |
| School #5: | (7-8) | _____     | (7-12) | _____     | (9-12) | _____    | DNS | _____ |

Fill in next year's projected participation numbers for each grade for each school involved: Boys and girls enrollments may be combined for fine arts only.

- |            |       |          |        |           |        |          |
|------------|-------|----------|--------|-----------|--------|----------|
| School #1: | (7-8) | <u>0</u> | (7-12) | <u>5</u>  | (9-12) | <u>5</u> |
| School #2: | (7-8) | <u>5</u> | (7-12) | <u>10</u> | (9-12) | <u>5</u> |
| School #3: | (7-8) | _____    | (7-12) | _____     | (9-12) | _____    |
| School #4: | (7-8) | _____    | (7-12) | _____     | (9-12) | _____    |
| School #5: | (7-8) | _____    | (7-12) | _____     | (9-12) | _____    |

In the space provided, please list the reasons for requesting this coop application:

**For financial reasons we are not able to sustain 2 separate programs with the limited number of participants .**

If approved, will this coop affect other schools: please circle: (Yes) **(No)** If yes, how? \_\_\_\_\_

Is this the nearest opportunity for schools to coop? please circle: **(Yes)** (No)  
If No, Please indicate why closer school(s) are not included in this application.

Has displacement of student been considered by each school? **(Yes)** (No)

Is the reason for this application to improve competition levels or make participation available. Explain:

**This is to be able to sustain a program and build from within.**

Other information that be useful for the NDHSAA Board of Directors in reaching a decision:

Required Signatures:

School #1: \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #2: \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #3: \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #4 \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #5 \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

NDHSAA Board Action: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## **NDHSAA Coop Application**

**Please review coop guidelines prior to beginning the application process.**

This single form is to be used by all schools involved in this cooperative sponsorship application. This application will be accepted and presented to the NDHSAA Board of Directors only upon all schools entering the required information. Each school must provide an official signature. Separate applications must be used for gender specific athletics. Fine arts are not gender specific.

If approved, this coop would begin in school year: 2023-24

Grades involved with this application: Please check one. (7-8) \_\_\_\_ (7-12) X (9-12) \_\_\_\_

Name of schools involved in this application: Host school must be listed first.

### Enrollments for grades involved

- |    |   |     |            |      |             |      |             |
|----|---|-----|------------|------|-------------|------|-------------|
| 1. | <u>GF Central-Twining-ValleyMS-1/2Schroeder</u> | 7-8 | <u>880</u> | 7-12 | <u>1909</u> | 9-12 | <u>1029</u> |
| 2. | <u>GF Red River-South-1/2Schroeder</u>          | 7-8 | <u>845</u> | 7-12 | <u>2036</u> | 9-12 | <u>1191</u> |
| 3. | _____   | 7-8 | _____      | 7-12 | _____       | 9-12 | _____       |
| 4. | _____   | 7-8 | _____      | 7-12 | _____       | 9-12 | _____       |
| 5. | _____   | 7-8 | _____      | 7-12 | _____       | 9-12 | _____       |

Activity covered by this application: DEBATE (ex: girls' basketball, speech etc.)

List official coop name: GRAND FORKS Mascot or nickname: KNIGHT RIDERS  
(Coop name and mascot must be the same as other coops if the same schools are involved.)

Fill in the current participation numbers for each grade for each school involved: Indicate if you did not sponsor (DNS) this activity the previous year. Boys and girls enrollments are combined only for fine arts.

School #1:	(7-8)	<u>0</u>	(7-12)	<u>8</u>	(9-12)	<u>8</u>	DNS	_____
School #2:	(7-8)	<u>8</u>	(7-12)	<u>11</u>	(9-12)	<u>3</u>	DNS	_____
School #3:	(7-8)	_____	(7-12)	_____	(9-12)	_____	DNS	_____
School #4:	(7-8)	_____	(7-12)	_____	(9-12)	_____	DNS	_____
School #5:	(7-8)	_____	(7-12)	_____	(9-12)	_____	DNS	_____

Fill in next year's projected participation numbers for each grade for each school involved: Boys and girls enrollments may be combined for fine arts only.

School #1:	(7-8)	<u>0</u>	(7-12)	<u>5</u>	(9-12)	<u>5</u>
School #2:	(7-8)	<u>5</u>	(7-12)	<u>8</u>	(9-12)	<u>3</u>
School #3:	(7-8)	_____	(7-12)	_____	(9-12)	_____
School #4:	(7-8)	_____	(7-12)	_____	(9-12)	_____
School #5:	(7-8)	_____	(7-12)	_____	(9-12)	_____

In the space provided, please list the reasons for requesting this coop application:

**For financial reasons we are not able to sustain 2 separate programs with the limited number of participants .**

If approved, will this coop affect other schools: please circle: (Yes) **(No)** If yes, how? \_\_\_\_\_

Is this the nearest opportunity for schools to coop? please circle: **(Yes)** (No)  
If No, Please indicate why closer school(s) are not included in this application.

Has displacement of student been considered by each school? **(Yes)** (No)

Is the reason for this application to improve competition levels or make participation available. Explain:

**This is to be able to sustain a program and build from within.**

Other information that be useful for the NDHSAA Board of Directors in reaching a decision:

Required Signatures:

School #1: \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #2: \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #3: \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #4 \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #5 \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

NDHSAA Board Action: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## **NDHSAA Coop Application**

**Please review coop guidelines prior to beginning the application process.**

This single form is to be used by all schools involved in this cooperative sponsorship application. This application will be accepted and presented to the NDHSAA Board of Directors only upon all schools entering the required information. Each school must provide an official signature. Separate applications must be used for gender specific athletics. Fine arts are not gender specific.

If approved, this coop would begin in school year: **2023-24**

Grades involved with this application: Please check one. (7-8) \_\_\_\_ (7-12) **X** (9-12) \_\_\_\_

Name of schools involved in this application: Host school must be listed first.

### Enrollments for grades involved

- |    |  |     |                   |      |                    |      |                    |
|----|--|-----|-------------------|------|--------------------|------|--------------------|
| 1. | <u><b>GF Central-Twining-ValleyMS-1/2Schroeder</b></u> | 7-8 | <u><b>880</b></u> | 7-12 | <u><b>1909</b></u> | 9-12 | <u><b>1029</b></u> |
| 2. | <u><b>GF Red River-South-1/2Schroeder</b></u>          | 7-8 | <u><b>845</b></u> | 7-12 | <u><b>2036</b></u> | 9-12 | <u><b>1191</b></u> |
| 3. | _____  | 7-8 | _____             | 7-12 | _____              | 9-12 | _____              |
| 4. | _____  | 7-8 | _____             | 7-12 | _____              | 9-12 | _____              |
| 5. | _____  | 7-8 | _____             | 7-12 | _____              | 9-12 | _____              |

Activity covered by this application: **STUDENT CONGRESS** (ex: girls' basketball, speech etc.)

List official coop name: **GRAND FORKS** Mascot or nickname: **KNIGHT RIDERS**  
(Coop name and mascot must be the same as other coops if the same schools are involved.)

Fill in the current participation numbers for each grade for each school involved: Indicate if you did not sponsor (DNS) this activity the previous year. Boys and girls enrollments are combined only for fine arts.

School #1:	(7-8)	<u><b>0</b></u>	(7-12)	<u><b>6</b></u>	(9-12)	<u><b>6</b></u>	DNS	_____
School #2:	(7-8)	<u><b>0</b></u>	(7-12)	<u><b>3</b></u>	(9-12)	<u><b>3</b></u>	DNS	_____
School #3:	(7-8)	_____	(7-12)	_____	(9-12)	_____	DNS	_____
School #4:	(7-8)	_____	(7-12)	_____	(9-12)	_____	DNS	_____
School #5:	(7-8)	_____	(7-12)	_____	(9-12)	_____	DNS	_____

Fill in next year's projected participation numbers for each grade for each school involved: Boys and girls enrollments may be combined for fine arts only.

School #1:	(7-8)	<u><b>0</b></u>	(7-12)	<u><b>5</b></u>	(9-12)	<u><b>5</b></u>
School #2:	(7-8)	<u><b>0</b></u>	(7-12)	<u><b>2</b></u>	(9-12)	<u><b>2</b></u>
School #3:	(7-8)	_____	(7-12)	_____	(9-12)	_____
School #4:	(7-8)	_____	(7-12)	_____	(9-12)	_____
School #5:	(7-8)	_____	(7-12)	_____	(9-12)	_____

In the space provided, please list the reasons for requesting this coop application:

**For financial reasons we are not able to sustain 2 separate programs with the limited number of participants .**

If approved, will this coop affect other schools: please circle: (Yes) **(No)** If yes, how? \_\_\_\_\_

Is this the nearest opportunity for schools to coop? please circle: **(Yes)** (No)  
If No, Please indicate why closer school(s) are not included in this application.

Has displacement of student been considered by each school? **(Yes)** (No)

Is the reason for this application to improve competition levels or make participation available. Explain:

**This is to be able to sustain a program and build from within.**

Other information that be useful for the NDHSAA Board of Directors in reaching a decision:

Required Signatures:

School #1: \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #2: \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #3: \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #4 \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

School #5 \_\_\_\_\_ Superintendent. Date: \_\_\_\_\_

NDHSAA Board Action: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## MEMORANDUM

TO: Grand Forks School Board  
FROM: Dr. Terry Brenner, Superintendent of Schools  
SUBJECT: Third-Party Individual/Entity Requests for Student Information – Edgenuity (Imagine Learning), Active Internet Technologies, dba Finalsite, Peachjar, and UND College of Education & Human Development  
DATE: August 7, 2023

Policy [FGA](#), Student Education Records and Privacy, requires Board approval of student information sharing requests from third-party individuals/entities other than parties to which the District reports student information under the law. The policy also requires the superintendent to maintain a master list of all individuals and entities having access to student information, including school district personnel by title.

The Board's consideration of the following individuals/entities is requested:

- Edgenuity (Imagine Learning) – Imagine Learning will provide secondary students with a web-based courseware option through its Edgenuity platform. The platform will be primarily used by high school students and a handful of middle school students in need of credit recovery, alternative learning pathways, or acceleration options. Edgenuity will replace Edmentum as the district's online courseware provider as it offers a more robust and interactive asynchronous learning experience. School official exception applies so parental consent is not required to release applicable student information.
- Active Internet Technologies, dba Finalsite – This is a school system-wide notification system that will be used to communicate vital information to families and employees quickly through multiple channels. Their master terms and conditions are on file which coincides with the language in the policy. School official exception applies so parental consent is not required to release applicable student information.
- Peachjar – This platform will be used to create the *Kids Connection* publication. A FERPA compliance overview is on file which coincides with the language in the policy. School official exception applies so parental consent is not required to release applicable student information.
- UND College of Education & Human Development Student Teachers – Through placement at participating schools across the district as part of their professional training and education, student teachers will be exposed to and have access to student information. The affiliation agreement which includes provisions to inform students of the confidential nature of all school records is on file. School official exception applies so parental consent is not required to release applicable student information.

Administrative recommendation is for approval of Edgenuity, Active Internet Technologies, dba Finalsite, Peachjar, and UND College of Education & Human Development Student Teachers, to receive student information as requested and as allowed by policy and/or the law.

cj

Attachment – Student Information Sharing Request Form – UND CEHD



## STUDENT INFORMATION SHARING REQUEST FORM

**If you are a district employee requesting to share student information with a third party, the third party must sign this form or you must print the third-party's terms of service and attach them to this document in lieu of signing below.**

**For Contractors, consultants, volunteers, service providers, or other parties with whom the District has outsourced institutional services or functions for which the District would otherwise use employees; the third-party's terms of service/use must be attached to this document in lieu of completing the form and signing below.**

Requestee's Name: \_\_\_\_\_

Organization (list school building if district employee): \_\_\_\_\_

Date of request: \_\_\_\_\_

1. Purpose of request:
  
  
  
  
  
2. Information requested (e.g., names, email addresses, de-identified test scores, etc.):
  
  
  
  
  
3. If request is for use of software, app, or an online tool, list name of tool, app, or software and manufacturer/developer:
  
  
  
  
  
4. Information will be collected from which grade levels and/or buildings (list)?
  
  
  
  
  
5. Will information be collected only from certain categories of students? If yes, list:
  
  
  
  
  
6. How long will the information be used (list dates)?
  
  
  
  
  
7. Who will have access to the information?
  
  
  
  
  
8. How will the information be collected (e.g., online survey, students complete online registration form, district prepares list)?

9. Describe methods that will be used to protect the information from unauthorized access.

10. Describe method for destroying information after no longer of use.

In order to receive approval, the requestor must agree to the following:

1. The information requested shall be used only as delineated in #1 for the dates specified in #6 after which time the information will be destroyed in accordance with #10 at the requestor's expense. If the requestor is a district employee requesting to share student information with a third party, the third party shall be responsible for destroying the information at its expense after the deadline for use.
2. Only individuals listed in #7 shall have access to the information.
3. The requestor shall comply with any applicable parental consent requirements and/or opt-out requests for directory information.
4. The requestor shall complete any additional information sharing agreements required by law.
5. The Superintendent will be notified as soon as possible if the requestor suspects or knows that the student information was accessed by an unauthorized user or otherwise breached.

I agree to comply with the above requirements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Organization

☐ Terms of service are attached in lieu of signature. Requestor is still responsible for compliance with any applicable parental consent requirements and notifying a privacy officer if terms of service are not followed by the third party. \_\_\_\_\_ (requestor's initials)

**For internal use only**

Request approved by board?

☐ Yes, date: \_\_\_\_\_

☐ Parental consent will be required before requestor can access requested information.

☐ Additional agreement required by law. These agreements are required when disclosure is to organizations conducting studies for or on behalf of the District or for purposes of a state or federal audit.

☐ No, date: \_\_\_\_\_

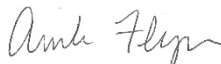
End of Grand Forks Public School District Exhibit FGA-E5 ..... Approved: 2/8/2023

EXH 11/2021

**Amber Flynn**  
President of the Grand Forks School Board  
**Dr. Terry Brenner**  
Superintendent of Schools

**Grand Forks Public School District #1**  
Phone: 701.787.4880  
Fax: 701.772.7739

## MEMORANDUM

TO: Grand Forks School Board Members  
FROM: Amber Flynn, President, Grand Forks School Board   
SUBJECT: Request for Reconsideration of Instructional Resources  
DATE: August 7, 2023

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At our school board meeting tonight, please be prepared to render your perspective about each of the challenged library books as per previous communications at the board table, most notably Past-President Dr. Eric Lunn's memo dated April 23, 2023 (see attached).

You have been provided a grid that allows you to comment on each challenged book and I would ask that you bring that information to our meeting. The plan is to:

- 1) Review one book at a time, solicit input from all board members, and then build consensus to a final recommendation. If there is full board (100%) agreement to a decision based on a vote, that will be the final decision. If there are differing views during the vote, I will call for a roll call. A simple majority will rule.
- 2) There may be variation in the conversations about where books were previously housed. For example, you may not censure a book in its entirety, however, you may consider whether a school level (i.e.: elementary, middle, or high school) is the appropriate placement for such a book.

There may be other nuances that you work through as well.

For your review and included in Dr. Lunn's April 23 memo, you will see that the District Committee commissioned to review the challenged material agreed that all materials should remain housed "as is". That said, it is our prerogative as a school board to make concluding decisions.

Enc: Dr. Eric Lunn April 24, 2023 Memo



## MEMORANDUM

TO: Grand Forks School Board Members  
FROM: Eric R. Lunn, President, Grand Forks School Board  
SUBJECT: Request for Reconsideration of Instructional Resources  
DATE: April 24, 2023



The school district was notified of a complaint on May 19, 2022, regarding six books that were housed in some of our middle schools and high schools. Due to the complaint, Policy GAAC (Procedure for Reviewing Complaints about Instructional/Resource Material), GAAC-E1 (Request for Reconsideration of Instructional Resources), GAAC-E2 (Library Bill of Rights), and GAAC-E3 (Access to Resources and Services in the School Library Media Program), were commissioned for the work to be done.

At the time of the complaint, the books were removed from libraries and continue to be held out of the circulation system. Dr. Brenner commissioned a review committee to follow the policies which read the books over the next several months. The committee concluded with the following recommendation:

The committee believes that because library book checkout is by choice, the following is the committee's unanimous recommendation for each of the books:

<u>Book</u>	<u>Recommendation</u>
<i>Nineteen Minutes</i>	Should remain in its respective libraries
<i>Beloved</i>	Should remain in its respective libraries
<i>The Bluest Eye</i>	Should remain in its respective libraries
<i>Extremely Loud and Incredibly Close</i>	Should remain in its respective libraries
<i>grl2grl</i>	Should remain in its respective libraries
<i>Dead Until Dark</i>	Should remain in its respective libraries

As per Policy GAAC, it is now incumbent upon school board members to read the six books in question and return to the board room at a later date with its recommendation.

Attached to this memo you will find the memorandum and accompanying documents shared at the board table on December 12, 2022, from Dr. Brenner. It is now the school board's charge to decide its course of action.

Under Policy GAAC-BR, item number 9 states:

- The Board shall read the challenged material before acting on the recommendations
- 

As School Board President, I am requesting that each board member read the challenged material within the book titles above and be prepared to render a recommendation, from each board member, at a future school board meeting.

Grand Forks School Board Members  
Request for Reconsideration of Instructional Resources  
April 24, 2023  
Page Two

Attached please find a matrix for your completion when perusing the books in question.

Other notable information for further context:

House Bill 1205, otherwise known as “public libraries prohibited from maintaining explicit sexual material” is enclosed with this memorandum. This is one version while the Senate is working on another. Either way, it’s likely that the district will be required to follow what will be enacted into law which will require district action by January 2024. This also is attached.

cj