

NOTICE OF REGULAR MEETING OF THE SCHOOL BOARD
GRAND FORKS PUBLIC SCHOOL DISTRICT #1
Monday, January 22, 2024 – 6:00 PM
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**
- 6:02 pm **3. APPROVAL OF MINUTES**
 A. January 8, 2024
- 6:03 pm **4. 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 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.
- 5. SUPERINTENDENT'S RECOMMENDATIONS FOR DISCUSSION**
- 6. SUPERINTENDENT'S RECOMMENDATIONS FOR ACTION**
- 6:06 pm A. Consent Agenda:
 1. Open Enrollment Application
 2. Resignation
 3. Third-Party Request for Student Information – homestyler.com
- 6:07 pm B. Contracted Staff Resignation and Request for Release from Contract – Ryne Dolleslager
- 6:09 pm C. Contracted Staff Resignation and Request for Release from Contract – Samantha Casserly
- 6:11 pm D. Consideration of Resolution Relating to the Issuance of Bonds and the Reimbursement of Certain Expenditures (Strategic Plan Area 3)
- 6:16 pm E. Finance Committee Report: (Strategic Plan Area 3)
 1. Consideration of Bid Award for Child Nutrition Central Kitchen Project
 2. Change Order Update - Career Impact Academy to Include Issues for Construction Plan Updates and Accepted Value Engineering Efforts
- 6:31 pm F. General Fund Financial Statement (Strategic Plan Area 3)
- 6:36 pm **7. 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.
 C. School Board Meeting Norms – How did we do?
- 6:40 pm **8. ADJOURNMENT**

Persons with disabilities who may need assistance to access the meeting should call the superintendent's office at 701-787-4880 at least 24 hours prior to this meeting.

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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
REGULAR MEETING MINUTES
January 8, 2024

The School Board of Grand Forks Public School District No. 1 met in regular session on Monday, January 8, 2024, at the Mark Sanford Education Center with President Amber Flynn presiding.

Board Members Present: Josh Anderson, Dave Berger, Amber Flynn, Monte Gaukler, Joel Larson via phone, Eric Lunn, Jeff Manley, Bill Palmiscno, and Cynthia Shabb. **Absent:** None.

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

Others Present: Dr. Terry Brenner, Superintendent of Schools; Brandon Baumbach, Business Manager; Catherine Gillach, Associate Superintendent of Secondary Education; Matt Bakke, Assistant Superintendent of Elementary Education; Melissa Buchhop, President, Grand Forks Education Association; and Cindy Johnson, Executive Secretary.

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

Reading of School Board Meeting Norms. Anderson read aloud the school board norms.

Approval of Agenda. It was moved by Palmiscno and seconded by Gaukler to approve the agenda as written. Motion carried unanimously. Absent: Shabb.

Celebrating Success – Viking Elementary School. Principal Jolyn Bergstrom shared the school's goals for this school year.

Shabb joined the meeting at 6:03 p.m.

Bergstrom reported on assessment data which indicated increased proficiency in several areas.

Alshami joined the meeting at 6:13 p.m.

Bergstrom continued her presentation with highlights of several opportunities for students and the school community. Teachers Joan Huus and Lisa Spicer participated in the presentation.

Approval of Minutes. It was moved by Lunn and seconded by Manley to approve the minutes of December 11, 2023, as written. Motion carried unanimously.

Public Comments (non-agenda items). None.

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

- ◆ Appointment of Katelyn Johnson, First-grade Teacher, salary \$25,737 (103 days), effective January 2, 2024;
- ◆ Resignation of Tracy Lawler, School Counselor, effective May 31, 2024; and
- ◆ Third-Party Request for Student Information for Western Kentucky University College of Health & Human Services (includes South Central Area Health Education Center) student teachers.

Motion carried unanimously.

Contracted Staff Resignation and Request for Release from Contract – Amber Haskell. Dr. Brenner reported Ms. Haskell is resigning effective January 12, 2024, to take a position as the North Dakota United Northeast Field Consultant.

It was moved by Lunn and seconded by Berger to approve Ms. Haskell's resignation effective January 12, 2024, with the 5% liquidated damages under Policy DKBB. Motion carried unanimously.

Seventh and Eighth Grades English Language Arts Adoption. Chief Academic Officer Amy Bartsch and Instructional Coach Carla Haaven reported on the recommendation to adopt Wit and Wisdom for the seventh and eighth grades. The discussion included the adoption process, piloting the curriculum, testimonies about the curriculum, and its alignment with standards, and costs. The adoption costs include \$184,966.89 for the seventh grade, \$163,236.26 for

the eighth grade, and up to \$50,000 for professional learning over the course of the nine-year adoption, for a total of \$398,203.15.

Following discussion, it was moved by Lunn and seconded by Shabb to approve the seventh and eighth grades English Language Arts adoption of Wit and Wisdom as recommended.

Alshami left the meeting at 6:50 p.m.

Following additional discussion, the motion carried unanimously.

Consideration of Snow Removal Contractor for Remainder of 2023-2024 School Year. Baumbach reported on the administrative recommendation to approve M & W Services, Inc., d/b/a Fert-L-Lawn Lawn Care as the snow removal vendor for the remainder of the 2023-2024 school year.

Baumbach said the District has determined R&R Sand and Gravel is unable to meet the snow removal needs of the district and that both parties have mutually agreed to terminate the contract. Other parties that submitted bids were contacted and a positive response was received from Fert-L-Lawn. Fert-L-Lawn has provided interim service for snow removal and has performed admirably.

It was moved by Manley and seconded by Palmiscno to approve M & W Services, Inc., d/b/a Fert-L-Lawn Lawn Care as the snow removal vendor for the remainder of the 2023-2024 school year. Motion carried unanimously.

Finance Committee Report. Palmiscno and Baumbach reported on the January 3, 2024, meeting of the Finance Committee. Discussion topics and topics for consideration are detailed below.

- **Career Impact Academy New Market Tax Credit Update.** A relationship with Urban Research Park CDE, LLC, out of Maryland has the administration expecting to secure \$20 million in tax credit allocation. This would draw in a net project investment of \$3.164 million to the project. This reduces the anticipated project gap to \$2,293,356.

In preparation for a closing date of March 21, 2024, the administration has been working with Kutak Rock, LLP (legal), Novogradac & Company

LLP (finance), and S.B. Clark Companies Inc. (finance). All fees are paid on the date of closing and are factored into the net proceeds' calculation.

- **Consideration of Increasing Guaranteed Maximum Price for Career Impact Academy.** The anticipated sales tax assumed by the contractors was not included when the school board approved a construction budget of \$24,983,859 with an owner's contingency of \$1,249,193 for a total of \$26,233,052. To correct this, the administration is asking to increase the Guaranteed Maximum Price (GMP) by \$670,000 which brings the construction budget to \$25,653,859 with an owner's contingency of \$1,282,693 for a total of \$26,936,552.

It was moved by Berger and seconded by Shabb to approve a construction guaranteed maximum price for the Career Impact Academy of \$25,653,859 and a 5% contingency of \$1,282,693. Motion carried unanimously.

- **Consideration of Career Impact Academy Expenses to be paid from the Building Fund.** To align with the intention of North Dakota Century Code 57-15-17.1(b) and for accounting purposes, the administration is seeking approval to construct the Career Impact Academy with sources from the building fund. Doing so has no impact on sources and uses.

It was moved by Palmiscno and seconded by Manley to approve total project expenses of \$26,936,552 for the construction of the Career Impact Academy to be paid from the building fund. Motion carried unanimously.

- **Consideration of Initial Resolution for General Obligation Building Fund Bonds for Career Impact Academy.** To close the final portion of the project expense gap, the administration is proposing this initial resolution for general obligation building fund bonds. If adopted, a 60-day protest period from the public begins. If no protest is received during this window, then the board has the choice to sell bonds at market rates or to apply for the state's School Construction Loan program administered by the Bank of North Dakota. The rate of interest on these loans is set at 2%. The amount on the initial resolution is higher than the anticipated total project gap due to timing and

cash flow issues. This is primarily due to the nature of the donations being made over 5-10 years.

It was moved by Gaukler and seconded by Berger to adopt the Initial Resolution for General Obligation Building Fund Bonds for Career Impact Academy. Motion carried unanimously.

- Consideration of Change Order Process for Projects. The Career Impact Academy is the first of many anticipated major projects within the school district in the coming years. Others include a new Valley Middle School, a new Child Nutrition Central Kitchen, and a major investment in district-wide safety and security improvements. Change orders can be expected and when a change order is requested, time is of the essence.

Policy BBBB provides that the Board may delegate by a 2/3rds majority vote of the Board prior authority to a committee to act upon an issue. The finance committee and administration are recommending the following guidelines:

- The finance committee be designated as a committee for the review of change orders.
- Assuming a sufficient balance in the owner contingency, any change order more than \$50,000 must be approved by the finance committee.
- Assuming a sufficient balance in the owner contingency, any change order less than \$50,000 can be approved by the administration, and
- Any increase in the guaranteed maximum price must be approved by the school board.

It was discussed and understood that anything that may be semi-controversial would still be brought to the board.

It was moved by Lunn and seconded by Shabb to approve the recommendation for the change order process for the Career Impact Academy, new Valley Middle School, new Child Nutrition Central Kitchen, and district-wide safety and security improvements. Motion carried unanimously.

Consideration of Resolution Authorizing School Construction Loan Applications. Baumbach reported that once initial resolutions are passed by the school

board, the school district is eligible to apply to the state's School Construction Loan program made available through the Bank of North Dakota. This program provides 2% interest rate loans which are less costly than the alternative option of selling bonds at market rates.

The administration is recommending the adoption of the Resolution Authorizing School Construction Loan Applications for the district's Guaranteed Energy Savings Program project and the Career Impact Academy building. Their initial resolutions were adopted by the board on June 26, 2023, and earlier in this agenda, respectively.

It was moved by Shabb and seconded by Lunn to adopt the Resolution Authorizing School Construction Loan Applications. Motion carried unanimously.

Consideration of Joint Powers Agreement with Grand Forks County for Election Services. Baumbach reported on the administrative recommendation for approval. The proposed agreement provides for election services by Grand Forks County and automatically renews for an annual term commencing on the first day of January and ending on the 31st day of December unless any of the parties notify the other parties in writing of its intention to withdraw, modify or amend this agreement.

It was moved by Gaukler and seconded by Manley to approve the Joint Powers Agreement with Grand Forks County for the School District's elections. Motion carried unanimously.

Announcements. Dr. Brenner announced that January is National School Board Members Month and thanked Board members for the investment of time and service and dedication to students.

Buchhop also thanked Board members for their school stops and announced that teachers notice and appreciate them.

Board Requests for Future Consideration. Shabb requested information about the therapeutic learning center and a multi-lingual update.

School Board Norms – How Did We Do? Anderson reported the board did very well in following its meeting norms.

Executive Session (closed meeting). It was moved

by Manley and seconded by Anderson to convene into an executive session as allowed by North Dakota Century Code Section 15.1-15-10 to discuss the suspension of Nneka Nwaokeafor while discharge for cause is pursued. Motion carried unanimously.

Board members moved to the superintendent's office and convened the executive session at 7:15 p.m. Following the executive session at 7:23 p.m., Board members returned to the meeting room and reconvened the open meeting.

Adjournment. The meeting adjourned at 7:24 p.m.

APPROVED _____
(Date)

Amber Flynn, President

Brandon Baumbach, Business Manager

MEMORANDUM

TO: Grand Forks School Board
FROM: Dr. Terry Brenner, Superintendent of Schools
SUBJECT: Consent Agenda
DATE: January 24, 2024



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:

Open Enrollment Application

Resignation


Third-Party Student Information Request – homestyler.com. This is an online software used to design floor plans for architecture unit that will require the student's individual login including their email address and name. Homestyler.com has been vetted through the Curriculum, Instruction, and Technology Department and approved by the Chief Academic Officer and Executive Director of Career and Technical Education and Technology. A school official exemption would apply. Reference Policy FGA.

The administrative recommendation is for approval.

cj
Attachments – Open Enrollment Application and Resignation



MEMORANDUM

DATE: January 22, 2024
TO: Dr. Terry Brenner, Superintendent
FROM: Mr. Matt Bakke, Assistant Superintendent of Elementary Education 
RE: Open Enrollment Application

Pursuant to North Dakota Century Code and School Board Policy, the administrative recommendation is to approve the following open enrollment application(s) for the 2023-2024 school year:

Name	Grade Level	App. Type	Co. No.	Dist. No.	District Name
W.G.	4	Individual	18	061	Thompson

MB/lis



Mark Sanford Education Center
2400 47th Ave. S
Grand Forks, ND 58201-3405



PO Box 6000
Grand Forks, ND 58206-6000



www.gfschools.org

Equal opportunity employer

Grand Forks School District prohibits discrimination and harassment based on race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, ancestry, disability, age, or other status protected by law. The District also provides equal access to the Boy Scouts and other designated youth groups, as required by federal law.

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: Teacher Resignations & Release of contract
DATE: January 22, 2024

GG

North Dakota Century Code 15.1-09-33 provides authority for the School Board to act on employment contracts for school district personnel.

Please find attached letter of resignation from the following:

Melanie Craig	Band Teacher	Discovery/Twining
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Administrative recommendation is to approve the resignations effective May 31, 2024.

Attachments
GG



Melanie J. Craig

[REDACTED]

[REDACTED]

mcraig290@mygfschools.org

[REDACTED]

January 16, 2024

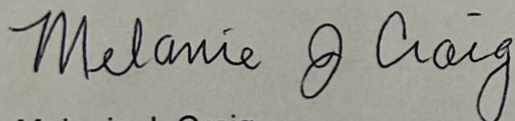
Dr. Terry Brenner
Superintendent, Grand Forks Public Schools
2400 47th Ave. S
Grand Forks, ND 58201

Dear Dr. Brenner,

Please accept my resignation from my position as a Band Teacher in the Grand Forks Public Schools effective 31 May 2024.

Thank-you for allowing me to be a part of the GFPS family.


Sincerely Yours,



Melanie J. Craig

Cc: Ali Parkinson, Chad Kurtyka, Griffin Gillespie

MEMORANDUM

TO: Grand Forks School Board
FROM: Dr. Terry Brenner, Superintendent of Schools 
SUBJECT: Contracted Staff Resignation and Request for Release from Contract – Ryne Dolleslager
DATE: January 22, 2024

Attached you will find a letter of resignation from Ryne Dolleslager, history teacher at Grand Forks Central High School. Mr. Dolleslager is resigning effective January 8, 2024, for personal reasons.

Attached please find Policy DKBB and DKBB-BR which the school board adopted, in part, due to contracted teachers resigning during the school year and thus breaking their contract and creating a burden on the district, most notably on the teaching and learning process, in the present workforce shortage environment. The policy was instituted to minimize, if not eliminate, requests from teachers to be released from their contracts.

In Policy DKBB-BR, the Board may grant a release from contract for the following reasons:

1. Reasons of personal health where a physician's statement supports the request.
2. Serious illness or death in the immediate family that requires the contracted staff member's absence for an extended period of time.
3. The Board may, in its sole discretion, grant release from contract for other reasons.

The administrative recommendation is to approve Ryne Dolleslager's resignation effective January 8, 2024, with the 5% liquidated damages under Policy DKBB.

Attachments: Ryne Dolleslager Resignation Letter
Policies DKBB and DKBB-BR

Ryne Dolleslager
1/8/2024

To whom it may concern,

I am writing this letter to formally submit my resignation as a history teacher at Grand Forks Central, effective immediately as of this date, January 8th, 2024. This decision has not been easy for me, but after careful consideration, working with experienced mental health professionals, and personal reflection, I believe this decision is in the best interest of both myself and my family.

It is with a heavy heart that I express my intention to resign as I have developed health issues, both physical and mental, due to my job as a high school teacher. Due to the health issues which have been caused by my job, I would also formally request that the 5% penalty to break my contract be waived.

Over the course of my five years at Central, I have had the privilege of working with dedicated colleagues and wonderful students. The experience has been invaluable, and I am proud of the progress we have made together. Even though the colleagues at Grand Forks Central have been incredibly supportive of me through my mental health battles, I have gotten to a point where, in order to be healthy, I need to step away from the teaching profession.

Thank you for understanding my decision, and I wish Grand Forks Central and the Grand Forks Public School district continued success in its mission to provide quality education.

Sincerely,
Ryne Dolleslager

A handwritten signature in black ink, appearing to read 'Ryne Dolleslager', with a large, sweeping flourish at the end.

CONTRACTED STAFF RESIGNATIONS AND REQUEST FOR RELEASE FROM CONTRACT

All staff under contract with the District are expected to fulfill the entire term of the contract.

Request for Release from Contract

When a member of the staff requests a release from contract, the Board may exercise one of three options:

1. Grant an unconditional release from contract.
2. Deny temporarily or table the request with the understanding that the administration will be directed to facilitate the granting of the request by seeking an adequately qualified replacement.
3. Deny the request.

The Board shall develop regulations containing conditions under which it may grant a release from contract for staff.

No release from contract shall be deemed granted until the Board has unconditionally approved it.

Liquidated Damages and Breaches

Any release from contract or breach of contract is subject to a payment of liquidated damages in the amount of five percent (5%) of the contract to the District unless waived by the Board.

Any teacher or administrator who has not been granted a release by the Board and who fails to fulfill a teaching or administrative contract with the District will be reported to the Education Standards and Practices Board.

Resignation

Contracted staff members who decide to leave the employment of the District at the end of their current contract are requested to submit a written resignation to the Superintendent immediately upon making the decision. The resignation shall indicate clearly the date upon which it is intended to be effective. No resignation shall be deemed effective until the Board has approved it except as follows. District staff subject to continuing contract law who fail to return their contracts within the statutory timeframe shall be deemed to have resigned. Board approval of such resignations is unnecessary.

While this policy requests that contracted personnel submit notice of resignation, it in no way requires the Board to renew contracts for positions not covered by continuing contract law (e.g., coaching).

Complementing NDSBA Templates (may contain items not adopted by the Board)

- [DKBB-BR](#), Granting a Release from Contract

End of Grand Forks Public School District Policy DKBB Adopted: 2/27/2023*

REC 01/2015

*Note: This policy is effective July 1, 2023

GRANTING A RELEASE FROM CONTRACT


The Board may grant a release from contract for the following reasons:

1. Reasons of personal health where a physician's statement supports the request.
2. Serious illness or death in the immediate family that requires the contracted staff member's absence for an extended period of time.
3. The Board may, in its sole discretion, grant release from contract for other reasons.

End of Grand Forks Public School District Board Regulation DKBB-BR.....Adopted: 2/27/2023

BDREG 04/2015

MEMORANDUM

TO: Grand Forks School Board
FROM: Dr. Terry Brenner, Superintendent of Schools 
SUBJECT: Contracted Staff Resignation and Request for Release from Contract – Samantha Casserly
DATE: January 22, 2024

Attached you will find a letter of resignation from Samantha Casserly, English teacher at Valley Middle School. Ms. Casserly is resigning effective January 2, 2024, for personal reasons.

Attached please find Policy DKBB and DKBB-BR which the school board adopted, in part, due to contracted teachers resigning during the school year and thus breaking their contract and creating a burden on the district, most notably on the teaching and learning process, in the present workforce shortage environment. The policy was instituted to minimize, if not eliminate, requests from teachers to be released from their contracts.

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3. The Board may, in its sole discretion, grant release from contract for other reasons.

The administrative recommendation is to approve Samantha Casserly's resignation effective January 2, 2024, with the 5% liquidated damages under Policy DKBB.

Attachments: Samantha Casserly Resignation Letter
Policies DKBB and DKBB-BR

To Whom It May Concern,

I appreciate the opportunity to work with Grand Forks Public Schools, the atmosphere and culture of the schools is supportive and knowledge building. I am unable to continue employment due to my mental and physical health issues. I am resigning from my position at Valley Middle School effective 01/02/2024. If necessary, I can provide a letter of support from my doctor. Please let me know if there is anything else required of me at this time.

Regards,

Samantha Casserly

A handwritten signature in black ink, appearing to read 'Samantha Casserly', with a long horizontal flourish extending to the right.

CONTRACTED STAFF RESIGNATIONS AND REQUEST FOR RELEASE FROM CONTRACT

All staff under contract with the District are expected to fulfill the entire term of the contract.

Request for Release from Contract

When a member of the staff requests a release from contract, the Board may exercise one of three options:

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End of Grand Forks Public School District Board Regulation DKBB-BR.....Adopted: 2/27/2023


BDREG 04/2015

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: Consideration of Resolution Relating to the Issuance of Bonds and the Reimbursement of Certain Expenditures
DATE: January 22, 2024



The School District intends to undertake certain improvements including (i) to construct and equip a new Valley Middle School; demolish the existing Valley Middle School; construct and modernize the child nutrition facility; construct and equip safety and security facilities (\$49,000,000); (ii) to construct, install and equip certain air quality and HVAC improvements in school buildings throughout the School District, to improve energy efficiency in school buildings throughout the School District (\$3,800,000); and (iii) to construction and equip a career and technical education facility (\$6,500,000) (together, the "Projects").

The School District desires to comply with the Regulations in order to preserve the option for the School District to be reimbursed for certain expenditures from the proceeds of tax-exempt bonds. The total cost of the Projects, to be paid by the School District, is estimated to be approximately \$59,000,000. The School District currently expects to pay a portion of the cost from funds on hand until the School District can be reimbursed for such expenditures from the proceeds of bonds.

Administrative recommendation is to approve the Resolution Relating to the Issuance of Bonds and the Reimbursement of Certain Expenditures.

Attachment: Resolution Relating to the Issuance of Bonds and the Reimbursement of Certain Expenditures



GRAND FORKS PUBLIC SCHOOL DISTRICT NO. 1

**RESOLUTION RELATING TO THE ISSUANCE OF BONDS
AND THE REIMBURSEMENT OF CERTAIN EXPENDITURES**

BE IT RESOLVED by the School Board of Grand Forks Public School District No. 1 of Grand Forks County, North Dakota (the “School District”), as follows:

SECTION 1. RECITALS.

A. Treasury Regulation Section 1.150-2 (the “Regulations”) restricts the use of tax-exempt bond proceeds to reimburse the School District for project expenditures made by the School District prior to the date of issuance of such bonds.

B. The Regulations generally require that (i) a school district declare its official intent to reimburse itself for prior expenditures from the proceeds of a subsequent issue of tax-exempt bonds no later than 60 days after making such expenditures, (ii) the bonds be issued within 18 months after making an expenditure or within 18 months after the project is placed in service, but in no event more than three years after the date the original expenditure was made, and (iii) the expenditure be either a capital expenditure or a cost of issuance of the bonds.

C. The School District intends to undertake certain improvements including (i) to construct and equip a new Valley Middle School; demolish the existing Valley Middle School; construct and modernize the child nutrition facility; construct and equip safety and security facilities (\$49,000,000); (ii) to construct, install and equip certain air quality and HVAC improvements in school buildings throughout the School District, to improve energy efficiency in school buildings throughout the School District (\$3,800,000); and (iii) to construction and equip a career and technical education facility (\$6,500,000) (together, the “Projects”). The School District desires to comply with the Regulations in order to preserve the option for the School District to be reimbursed for certain expenditures from the proceeds of tax-exempt bonds. The total cost of the Projects, to be paid by the School District, is estimated to be approximately \$59,000,000. The School District currently expects to pay a portion of the cost from funds on hand until the School District can be reimbursed for such expenditures from the proceeds of bonds.

SECTION 2. OFFICIAL INTENT DECLARATION. The School District reasonably expects to be reimbursed for all or part of the expenditures made for the construction of the Projects from the proceeds of general obligation bonds and building fund bonds to be issued in multiple series by the School District. The maximum principal amount of such bonds or other obligations expected to be issued for such purposes is approximately \$59,000,000.

Dated: February __, 2024.

President of the School Board

ATTEST:

Business Manager

The motion for the adoption of the foregoing resolution was duly made by Member _____, seconded by Member _____, and upon vote being taken thereon, the following voted in favor: _____

the following voted against the same: _____

and the following were absent: _____

whereupon the resolution was declared duly passed and adopted and was signed by the President and attested by the Business Manager.

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: January 22, 2024



The Finance Committee will meet before the school board meeting on January 22, 2024, to discuss the following topics:

1. Consideration of Bid Award for Child Nutrition Central Kitchen Project

The bid process received 90 bids for 34 scopes of work. This includes the base bid and four alternates: The inclusion of the garage addition, warehouse office demolition, stair demolition, and chain-link trash enclosure. With the strong response, the project is able to accept the base bid and all four bids within the original budget of \$6,000,000.

The committee will consider acceptance of the guaranteed maximum price for construction services, and associated owners' contingency of 1.5%, for the base bid plus four alternates: The inclusion of the garage addition, warehouse office demolition, stair demolition, and chain-link trash enclosure.

It is anticipated the committee will bring forward a recommendation to the board at the meeting.

2. Consideration of Change Order to Career Impact Academy to Include Issued for Construction Plan Updates and Accepted Value Engineering Efforts

The committee will consider change orders related to civil, structural, architectural, mechanical, and electrical items for the project.

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: January 22, 2024



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, 2023 through December 31, 2023.

For the first six months of fiscal year 2023-2024, total general fund revenues were \$56,116,008 and total general fund expenditures were \$55,402,518, resulting in revenues over expenses of \$713,489.

Administrative recommendation is to approve the General Fund Financial Statement for the period of July 1, 2023 through December 31, 2023 as presented.



GRAND FORKS PUBLIC SCHOOLS
GENERAL FUND FINANCIAL STATEMENT
As of December 31, 2023

	2023-2024 <u>BUDGET</u>	2023-2024 <u>ACTUAL</u>	<u>%</u>	<u>BUDGET BALANCE</u>
<u>REVENUES</u>				
A. Local Sources	\$ 31,188,496	\$ 1,566,514	5.0%	\$ 29,621,982
B. State Sources	74,047,209	48,709,814	65.8%	25,337,395
C. Federal Sources	21,820,019	5,697,121	26.1%	16,122,898
D. Revenue from Other Sources	<u>1,137,027</u>	<u>142,559</u>	12.5%	<u>-300.00%</u>
TOTAL REVENUES	<u>\$ 128,192,751</u>	<u>\$ 56,116,008</u>	<u>43.8%</u>	<u>\$ 71,082,272</u>
<u>EXPENDITURES</u>				
A. Salaries	\$ 82,672,504	\$ 31,359,880	37.9%	\$ 51,312,624
B. Fringe Benefits	22,447,195	8,724,353	38.9%	13,722,842
C. Other Expenses	23,044,779	14,678,590	63.7%	8,366,189
D. Utilities	<u>1,854,806</u>	<u>639,695</u>	<u>34.5%</u>	<u>1,215,112</u>
TOTAL EXPENDITURES	<u>\$ 130,019,284</u>	<u>\$ 55,402,518</u>	<u>42.6%</u>	<u>\$ 74,616,767</u>
REVENUES OVER/(UNDER) EXPENSES	<u>\$ (1,826,533)</u>	<u>\$ 713,490</u>		

A. LOCAL SOURCES

Property Taxes	\$ 23,926,869	\$ 755,058	3.2%	\$ 23,171,811
Revenue in Lieu of Taxes	785,349	-	0.0%	785,349
Impact Aid	3,000,000	-	0.0%	3,000,000
Tuition	1,226,122	11,088	0.9%	1,215,034
Drivers Education	77,971	(900)	-1.2%	78,871
Interest Income	630,016	425,660	67.6%	204,356
ENCORE Fees	344,196	142,391	41.4%	201,806
SPA Activities	126,931	38,341	30.2%	88,590
Summer School Activities	6,000	-	0.0%	6,000
Rental Income	60,750	49,608	81.7%	11,142
Contributions / Donations	10,000	5,000	50.0%	5,000
Other Local	<u>994,291</u>	<u>\$ 140,268</u>	<u>14.1%</u>	<u>854,023</u>
TOTAL LOCAL REVENUE	<u>\$ 31,188,496</u>	<u>\$ 1,566,514</u>	<u>5.0%</u>	<u>\$ 29,621,982</u>

GRAND FORKS PUBLIC SCHOOLS
GENERAL FUND FINANCIAL STATEMENT
As of December 31, 2023

	2023-2024 <u>BUDGET</u>	2023-2024 <u>ACTUAL</u>	<u>%</u>	<u>BUDGET BALANCE</u>
B. STATE SOURCES				
State Aid Formula Payment	\$ 71,968,460	\$ 47,790,378	66.4%	\$ 24,178,082
Transportation	328,169	187,938	57.3%	140,231
Special Education	385,689	12,660	3.3%	373,029
Career & Technical Education	396,752	447,815	112.9%	(51,063)
Adult Education	217,000	31,911	14.7%	185,089
Restricted State Aid - Other	<u>751,140</u>	<u>239,113</u>	<u>31.8%</u>	<u>512,028</u>
TOTAL STATE REVENUE	\$ 74,047,209	\$ 48,709,814	65.8%	\$ 25,337,395
C. FEDERAL SOURCES				
Title I, Part A	\$ 3,684,732	\$ 291,741	7.9%	\$ 3,392,992
Title II, Part A	734,546	103,464	14.1%	631,081
Title III, Part A	28,347	7,157	25.2%	21,190
Title IV, Part A	1,206,469	45,109	3.7%	1,161,360
ENCORE (21st Century CCLC)	550,000	113,767	20.7%	436,233
Head Start	2,886,427	649,027	22.5%	2,237,400
IDEA B - Special Education	2,735,085	395,527	14.5%	2,339,558
Preschool Program	80,629	7,109	8.8%	73,520
Indian Education Programs	84,986	19,318	22.7%	65,668
Carl Perkins	211,620	-	0.0%	211,620
Adult Education	105,784	-	0.0%	105,784
CARES Act/ESSER	8,576,377	3,869,487	45.1%	4,706,891
Restricted Federal - Other	<u>935,015</u>	<u>195,415</u>	<u>20.9%</u>	<u>739,600</u>
TOTAL FEDERAL REVENUE	\$ 21,820,019	\$ 5,697,121	26.1%	\$ 16,122,898
D. REVENUE FROM OTHER SOURCES				
Sale of Real Property	523,769	23,632	(400,000)	-176.37%
Services Provided Another LEA	375,000	-	400,000	6.67%
Refund from Prior Year Expenses (E-Rate)	238,258	\$ 118,926.3	-	-100.00%
TOTAL OTHER REVENUE	\$ 1,137,027	\$ 142,559	12.5%	-300.00%
TOTAL GENERAL FUND REVENUE	\$ 128,192,751	\$ 56,116,008	43.8%	\$ 71,082,272
A. SALARIES				
Professional Staff	\$ 61,287,963	\$ 21,792,618	35.6%	\$ 39,495,345
Paras / Classified Staff	19,792,968	9,122,979	46.1%	10,669,989
Subs / Other	<u>1,591,573</u>	<u>444,284</u>	<u>27.9%</u>	<u>1,147,289</u>
TOTAL SALARIES	\$ 82,672,504	\$ 31,359,880	37.9%	\$ 51,312,624
B. FRINGE BENEFITS				
Health Insurance	8,782,081	\$ 3,277,018	37.3%	\$ 5,505,063
TFFR (Employer Share)	7,015,567	2,677,265	38.2%	4,338,302
FICA (Employer Share)	5,805,763	2,298,080	39.6%	3,507,683
IRA/403B (Employer Share)	412,185	204,593	49.6%	207,592
Disability Insurance	248,000	99,106	40.0%	148,893
Workers Comp	148,039	151,694	102.5%	(3,655)
Unemployment Comp	2,725	820	30.1%	1,905

GRAND FORKS PUBLIC SCHOOLS
GENERAL FUND FINANCIAL STATEMENT
As of December 31, 2023

	2023-2024 <u>BUDGET</u>	2023-2024 <u>ACTUAL</u>	<u>%</u>	<u>BUDGET BALANCE</u>
Life Insurance	32,835	15,776	48.0%	17,058
TOTAL FRINGE BENEFITS	\$ 22,447,195	\$ 8,724,353	38.9%	\$ 13,722,842
C. <u>OTHER EXPENSES</u>				
Supplies	\$ 2,073,584	\$ 1,005,677	48.5%	\$ 1,067,907
Equipment & Furniture	778,703	551,251	70.8%	227,452
Textbooks / Curriculum Adoption	1,661,080	1,390,526	83.7%	270,554
Library Books & Materials	72,608	58,015	79.9%	14,593
Purchased Services	6,302,625	2,421,940	38.4%	3,880,685
Legal Services	231,211	229,716	99.4%	1,495
Student Transportation	1,851,828	680,958	36.8%	1,170,870
Field Trips	72,372	14,625	20.2%	57,747
Tuition	770,587	135,805	17.6%	634,781
Telephones	234,879	116,596	49.6%	118,282
Postage	39,943	3,720	9.3%	36,223
Printing	155,342	40,082	25.8%	115,260
Insurance	508,978	498,094	97.9%	10,884
Rent	748,229	312,032	41.7%	436,197
Service Agreements	716,300	554,853	77.5%	161,447
Construction Services	3,631,293	5,683,039	156.5%	(2,051,746)
Travel	494,696	105,782	21.4%	388,914
Car Allowances	146,931	46,309	31.5%	100,622
Gas & Oil	49,881	17,860	35.8%	32,021
Supervisor Meals	21,542	15,629	72.6%	5,913
Dues / Fees	1,614,334	796,079	49.3%	818,255
Service Awards / Employee Recognition	17,833	-	0.0%	17,833
Transfer to Fund #61	850,000	-	0.0%	850,000
TOTAL OTHER EXPENSES	\$ 23,044,779	\$ 14,678,590	63.7%	\$ 8,366,189
D. <u>UTILITIES</u>				
Water & Sewage	156,454	\$ 81,293	52.0%	\$ 75,161
Natural Gas	623,369	47,151	7.6%	576,218
Electricity	1,074,984	511,251	47.6%	563,733
TOTAL UTILITIES	\$ 1,854,806	\$ 639,695	34.5%	\$ 1,215,112
TOTAL GENERAL FUND EXPENDITURES	\$ 130,019,284	\$ 55,402,518	42.6%	\$ 74,616,767

GRAND FORKS PUBLIC SCHOOLS
GENERAL FUND FINANCIAL STATEMENT (YEAR-OVER-YEAR COMPARISON)
As of December 31, 2023

	2023-2024 <u>ACTUAL</u>	2022-2023 <u>ACTUAL</u>	<u>YTD Change</u>	<u>% Change</u>
<u>REVENUES</u>				
A. Local Sources	\$ 1,566,514	\$ 1,685,415	\$ (118,901)	-7.1%
B. State Sources	48,709,814	46,174,009	2,535,806	5.5%
C. Federal Sources	5,697,121	4,553,702	1,143,419	25.1%
D. Revenue from Other Sources	<u>142,559</u>	<u>1,753</u>	<u>140,806</u>	<u>8032.3%</u>
TOTAL REVENUES	\$ 56,116,008	\$ 52,414,878	\$ 3,701,130	<u>7.1%</u>
<u>EXPENDITURES</u>				
A. Salaries	\$ 31,359,880	\$ 28,402,254	\$ 2,957,626	10.4%
B. Fringe Benefits	8,724,353	7,674,041	1,050,313	13.7%
C. Other Expenses	14,678,590	9,273,238	5,405,352	58.3%
D. Utilities	<u>639,695</u>	<u>835,287</u>	<u>(195,593)</u>	<u>-23.4%</u>
TOTAL EXPENDITURES	\$ 55,402,518	\$ 46,184,821	\$ 9,217,698	<u>20.0%</u>
REVENUES OVER/(UNDER) EXPENSES	\$ 713,489	\$ 6,230,058	\$ (5,516,568)	

COMMENTS:

- 1) Higher due to off-contract hourly wage increase in teacher negotiated agreement
- 2) Workmen's comp premiums have increased this year. Working with Safety and Security manager to reduce.
- 3) International teachers last year totaled 15; this year we have 25.
- 4) Timing issue: Construction expense incurred but awaiting reimbursement

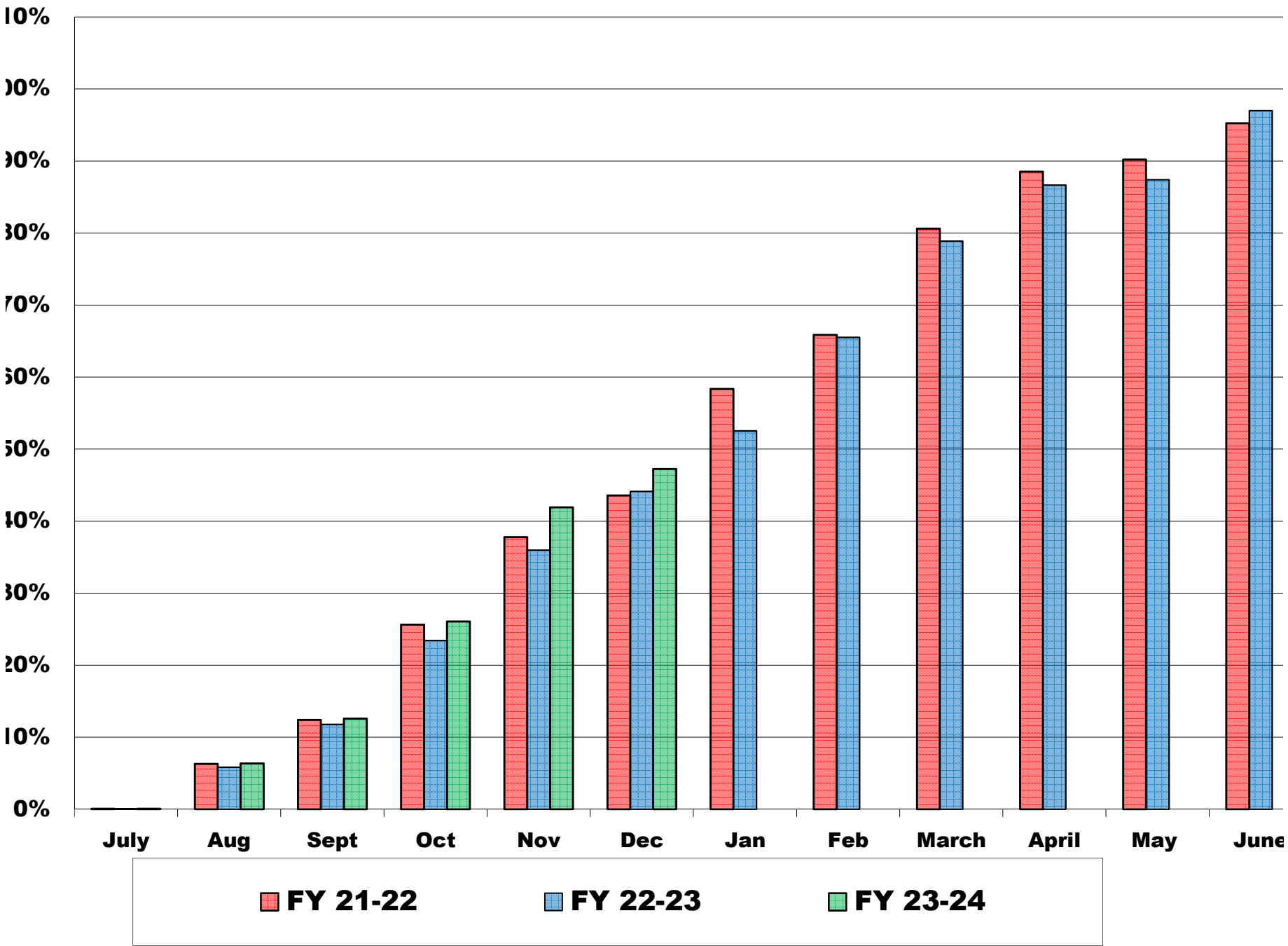
GRAND FORKS PUBLIC SCHOOLS
GENERAL FUND FINANCIAL STATEMENT (YEAR-OVER-YEAR COMPARISON)
As of December 31, 2023

	2023-2024 <u>ACTUAL</u>	2022-2023 <u>ACTUAL</u>	<u>YTD Change</u>	<u>% Change</u>
A. LOCAL SOURCES				
Property Taxes	\$ 755,058	\$ 896,947	\$ (141,890)	-15.8%
Revenue in Lieu of Taxes	\$ -	\$ -	-	0.0%
Impact Aid	\$ -	\$ -	-	0.0%
Tuition	\$ 11,088	\$ 48,084	(36,996)	-76.9%
Drivers Education	\$ (900)	\$ 400	(1,300)	-325.0%
Interest Income	\$ 425,660	\$ 111,864	313,796	280.5%
ENCORE Fees	\$ 142,391	\$ 136,877	5,514	4.0%
SPA Activities	\$ 38,341	\$ 29,993	8,349	27.8%
Summer School Activities	\$ -	\$ -	-	0.0%
Rental Income	\$ 49,608	\$ 500	49,108	9821.6%
Contributions / Donations	\$ 5,000	\$ 12,519	(7,519)	-60.1%
Other Local	\$ 140,268	\$ 448,231	(307,963)	-68.7%
TOTAL LOCAL REVENUE	\$ 1,566,514	\$ 1,685,415	\$ (118,901)	-7.1%
B. STATE SOURCES				
State Aid Formula Payment	\$ 47,790,378	\$ 45,401,907	\$ 2,388,471	5.3%
Transportation	\$ 187,938	\$ 493,770	(305,832)	-61.9%
Special Education	\$ 12,660	\$ 34,122	(21,462)	-62.9%
Career & Technical Education	\$ 447,815	\$ 15,553	432,262	2779.3%
Adult Education	\$ 31,911	\$ 48,414	(16,503)	-34.1%
Restricted State Aid - Other	\$ 239,113	\$ 180,242	58,870	32.7%
TOTAL STATE REVENUE	\$ 48,709,814	\$ 46,174,009	\$ 2,535,806	5.5%
C. FEDERAL SOURCES				
Title I, Part A	\$ 291,741	\$ 724,384	\$ (432,644)	-59.7%
Title II, Part A	\$ 103,464	\$ 185,105	(81,640)	-44.1%
Title III, Part A	\$ 7,157	\$ -	7,157	0.0%
Title IV, Part A	\$ 45,109	\$ -	45,109	0.0%
ENCORE (21st Century CCLC)	\$ 113,767	\$ -	113,767	0.0%
Head Start	\$ 649,027	\$ 885,439	(236,412)	-26.7%
IDEA B - Special Education	\$ 395,527	\$ 114,248	281,279	246.2%
Preschool Program	\$ 7,109	\$ -	7,109	0.0%
Indian Education Programs	\$ 19,318	\$ 23,753	(4,435)	-18.7%
Carl Perkins	\$ -	\$ -	-	0.0%
Adult Education	\$ -	\$ 39,925	(39,925)	-100.0%
CARES Act/ESSER	\$ 3,869,487	\$ 2,452,198	1,417,288	57.8%
Restricted Federal - Other	\$ 195,415	\$ 128,651	66,764	51.9%
TOTAL FEDERAL REVENUE	\$ 5,697,121	\$ 4,553,702	\$ 1,143,419	25.1%
D. REVENUE FROM OTHER SOURCES				
Sale of Real Property	\$ 23,632	\$ 1,753	\$ 21,879	1248.0%
Services Provided Another LEA	\$ -	\$ -	-	0.0%
Refund from Prior Year Expenses (E-Rate)	\$ 118,926	\$ -	118,926	0.0%
TOTAL OTHER REVENUE	\$ 142,559	\$ 1,753	\$ 140,806	8032.3%
TOTAL GENERAL FUND REVENUE	\$ 56,116,008	\$ 52,414,878	\$ 3,701,130	7.1%

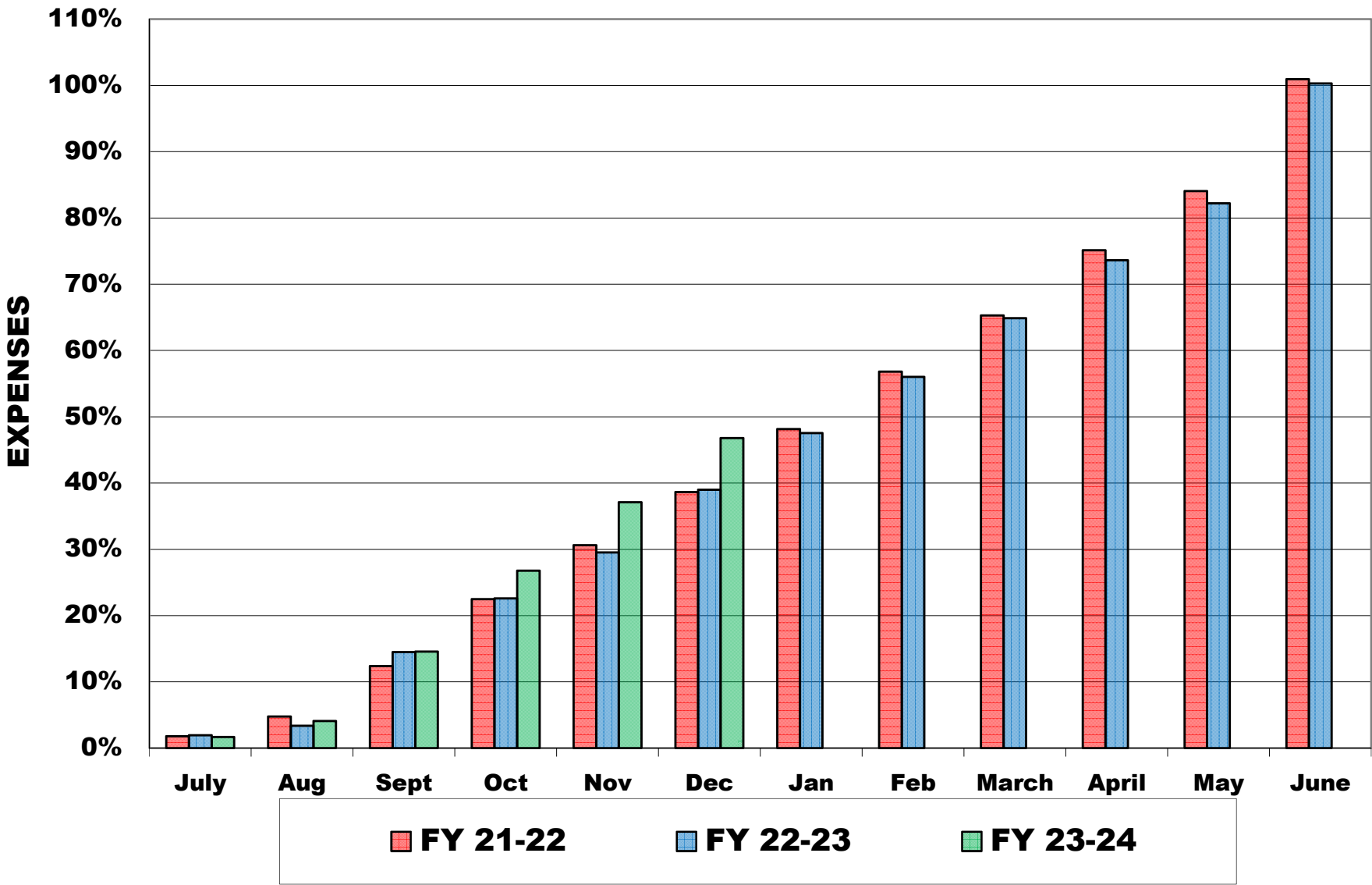
GRAND FORKS PUBLIC SCHOOLS
GENERAL FUND FINANCIAL STATEMENT (YEAR-OVER-YEAR COMPARISON)
As of December 31, 2023

	2023-2024 <u>ACTUAL</u>	2022-2023 <u>ACTUAL</u>	<u>YTD Change</u>	<u>% Change</u>
	-			
A. SALARIES	-			
1) Professional Staff	\$ 21,792,618	\$ 19,763,374	\$ 2,029,244	10.3%
Paras / Classified Staff	\$ 9,122,979	\$ 7,623,555	1,499,423	19.7%
Subs / Other	\$ 444,284	\$ 1,015,325	(571,041)	-56.2%
TOTAL SALARIES	\$ 31,359,880	\$ 28,402,254	\$ 2,957,626	10.4%
B. FRINGE BENEFITS				
Health Insurance	\$ 3,277,018	\$ 2,840,644	\$ 436,374	15.4%
TFFR (Employer Share)	\$ 2,677,265	\$ 2,384,560	292,705	12.3%
FICA (Employer Share)	\$ 2,298,080	\$ 2,087,799	210,281	10.1%
IRA/403B (Employer Share)	\$ 204,593	\$ 180,895	23,699	13.1%
Disability Insurance	\$ 99,106	\$ 88,562	10,544	11.9%
2) Workers Comp	\$ 151,694	\$ 76,672	75,022	97.8%
Unemployment Comp	\$ 820	\$ -	820	0.0%
Life Insurance	\$ 15,776	\$ 14,909	867	5.8%
TOTAL FRINGE BENEFITS	\$ 8,724,353	\$ 7,674,041	\$ 1,050,313	13.7%
C. OTHER EXPENSES				
Supplies	\$ 1,005,677	\$ 1,205,020	\$ (199,343)	-16.5%
Equipment & Furniture	\$ 551,251	\$ 850,765	(299,514)	-35.2%
Textbooks / Curriculum Adoption	\$ 1,390,526	\$ 1,387,794	2,732	0.2%
Library Books & Materials	\$ 58,015	\$ 61,878	(3,862)	-6.2%
Purchased Services	\$ 2,421,940	\$ 1,954,158	467,782	23.9%
3) Legal Services	\$ 229,716	\$ 111,882	117,834	105.3%
Student Transportation	\$ 680,958	\$ 397,329	283,630	71.4%
Field Trips	\$ 14,625	\$ 9,689	4,937	51.0%
Tuition	\$ 135,805	\$ 144,995	(9,190)	-6.3%
Telephones	\$ 116,596	\$ 106,003	10,593	10.0%
Postage	\$ 3,720	\$ 20,892	(17,172)	-82.2%
Printing	\$ 40,082	\$ 32,263	7,819	24.2%
Insurance	\$ 498,094	\$ 487,813	10,281	2.1%
Rent	\$ 312,032	\$ 354,777	(42,745)	-12.0%
Service Agreements	\$ 554,853	\$ 314,969	239,884	76.2%
4) Construction Services	\$ 5,683,039	\$ 783,345	4,899,694	625.5%
Travel	\$ 105,782	\$ 140,310	(34,527)	-24.6%
Car Allowances	\$ 46,309	\$ 50,761	(4,453)	-8.8%
Gas & Oil	\$ 17,860	\$ 26,487	(8,627)	-32.6%
Supervisor Meals	\$ 15,629	\$ 23,269	(7,639)	-32.8%
Dues / Fees	\$ 796,079	\$ 808,445	(12,366)	-1.5%
Service Awards / Employee Recognition	\$ -	\$ 393	(393)	-100.0%
Transfer to Fund #61	\$ -	\$ -	-	0.0%
TOTAL OTHER EXPENSES	\$ 14,678,590	\$ 9,273,238	\$ 5,405,352	58.3%
D. UTILITIES	-			
Water & Sewage	\$ 81,293	\$ 103,233	\$ (21,940)	-21.3%
Natural Gas	\$ 47,151	\$ 95,607	(48,456)	-50.7%
Electricity	\$ 511,251	\$ 636,447	(125,196)	-19.7%
TOTAL UTILITIES	\$ 639,695	\$ 835,287	\$ (195,593)	-23.4%
TOTAL GENERAL FUND EXPENDITURES	\$ 55,402,518	\$ 46,184,821	\$ 9,217,698	20.0%

GRAND FORKS PUBLIC SCHOOLS
General Fund Revenues



GRAND FORKS PUBLIC SCHOOLS
General Fund Expenses



GRAND FORKS PUBLIC SCHOOLS
General Fund Balances

