

GRAND FORKS SCHOOL BOARD
GRAND FORKS PUBLIC SCHOOL DISTRICT #1
REGULAR MEETING MINUTES
September 22, 2025

The School Board of Grand Forks Public School District No. 1 held a regular meeting on Monday, September 22, 2025, at the Mark Sanford Education Center, with President Dave Berger presiding.

Board Members Present: Josh Anderson, Dave Berger, Amber Flynn, Dr. Sherry Houdek, Jay Kleven, Joel Larson, Eric Lunn, Jeff Manley, and Bill Palmiscno. **Absent:** None.

Student Board Members Present: None. **Absent:** McKayla Sagini and Adrianna Tande.

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

Call to Order and Voluntary Recitation of the 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 meeting norms.

Approval of Agenda.

It was moved by Palmiscno and seconded by Larson to approve the agenda as written. Upon roll call vote, the motion carried unanimously. Aye: Manley, Lunn, Larson, Palmiscno, Houdek, Kleven, Flynn, Anderson, and Berger. Nay: None. Absent: None.

Public Comments.

None.

Finance Committee Report.

Palmiscno reported on the September 15, 2025, meeting of the Finance Committee and its decision to approve Change Order CTG16 for Valley Middle School with a total cost of \$54,275.

School Board Self-Assessment Committee Report.

Kleven reported on the September 11, 2025, meeting of the Self-Assessment Committee and its decision to continue using last year's

assessment tool, with the addition of the school board meeting norms on the first page of the tool.

A discussion was held regarding whether to increase the frequency of the assessment, which is currently conducted annually under policy. Board members expressed no substantial interest in increasing the frequency. The board requested a review of the previous year's assessment to help determine whether progress has been made in areas previously identified for improvement when evaluating the current year's assessment results.

Consideration of Building Fund Use for Repair and Improvement Expenses.

Baumbach reported on the administration's recommendation to pay certain repair or improvement expenses out of the Building Fund. The expenses are:

Dakota Mud Jack	\$3,700.00
Environmental Abatement Svcs	\$28,500.00
Johnson Controls	\$57,449.19
OPP Construction	\$14,540.00
Red River Glazing Inc	\$47,775.00
Structures Inc.	<u>\$27,900.00</u>
Total	\$179,864.19

It was moved by Lunn and seconded by Houdek to approve expensing the \$179,864.19 repair and

improvement expenditures against the building fund as presented. Upon roll call vote, the motion carried unanimously. Aye: Palmiscno, Anderson, Lunn, Flynn, Larson, Manley, Kleven, Houdek, and Berger. Nay: None. Absent: None.

Consent Agenda.

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

- September 8, 2025, school board meeting minutes as written;
- Student Transportation Bus Drivers and Equipment as presented;
- 2025-2026 Annual Compliance Report;
- School-Sponsored Fundraising Reports for Red River High School Cheer and Volleyball;
- 2025-2026 Cooperative Agreement between Grand Forks Special Education Unit and Thompson Public School District; and
- Research Request from Talia Vazquez.

Upon roll call vote, the motion carried unanimously. Aye: Larson, Palmiscno, Kleven, Lunn, Manley, Anderson, Houdek, Flynn, and Berger. Nay: None. Absent: None.

Contracted Staff Resignation and Release from Contract (Anna Engstrom).

It was moved by Manley and seconded by Larson to grant Anna Engstrom release from her 2025-2026 teaching contract, effective September 30, 2025, with the enforcement of liquidated damages as outlined in Policy DKBB. Upon roll call vote, the motion carried unanimously. Aye: Houdek, Larson, Manley, Kleven, Anderson, Flynn, Palmiscno, Lunn, and Berger. Nay: None. Absent: None.

Consideration of Proposals for District-wide Snow Removal.

Baumbach reported on the two proposals received from PRO Land | Snow and Fert-L-Lawn, as well as the administrative recommendation.

It was moved by Kleven and seconded by Anderson to approve PRO Land | Snow as the snow removal vendor for the 2025-2026 school year. Upon roll call vote, the motion carried unanimously. Aye: Kleven, Manley, Houdek,

Anderson, Flynn, Larson, Lunn, Palmiscno, and Berger. Nay: None. Absent: None.

General Fund Financial Statement.

Baumbach reported that from July 1, 2025, through August 31, 2025, total general fund revenues were \$8,124,485, and total general fund expenditures were \$6,097,177, resulting in revenue over expenses of \$2,027,308.

It was moved by Palmiscno and seconded by Larson to approve the General Fund Financial Statement for the period from July 1, 2025, through August 31, 2025. Upon roll call vote as follows, the motion carried unanimously. Aye: Lunn, Flynn, Palmiscno, Larson, Kleven, Houdek, Anderson, Manley, and Berger. Nay: None. Absent: None.

Consideration of FY26 District Budget and Tax Levy – Certificate of Tax Levy.

Baumbach gave a detailed presentation on the final budget and tax levy for fiscal year 2025-2026. He reported that due to the North Dakota Legislature's three percent cap on the annual growth of property tax revenue that can be collected, the mill levy was reduced from 130.68 to 129.85. With the reduced mill levy, along with a decline in federal revenues and a decrease in student enrollment, he projected that the general fund balance would be down to \$3,214,751, which is significantly less than the 15% goal. As a result, the district administration and the board will engage in a district-wide budget realignment process throughout the year.

It was moved by Houdek and seconded by Kleven to approve the budget with a property tax levy of 69.83 mills for the general fund, 12 mills for miscellaneous, 4 mills for tuition, 3 mills for a special reserve fund, 19.33 mills for the building fund, 1 mill for special assessments, and 20.68 mills for sinking and interest related to the public referendum passed on May 16, 2023, for a total levy of 129.84 mills. Upon roll call vote, the motion carried unanimously. Aye: Anderson, Houdek, Flynn, Manley, Lunn, Palmiscno, Larson, Kleven, and Berger. Nay: None. Absent: None.

Designation of NDSBA Convention Delegates.

Dr. Brenner reported that the North Dakota School Board Association (NDSBA) convention delegates and alternates must be registered by September 30 to vote in the Delegate Assembly. The district is authorized to have up to five delegates. To date, no board members have indicated that they plan to attend the annual convention; however, should any decide to attend, the designation is necessary.

It was moved by Kleven and seconded by Anderson to authorize the superintendent to designate up to five members as delegates to the 2025 NDSBA Annual Convention. Upon roll call vote, the motion carried unanimously. Aye: Flynn, Kleven, Anderson, Houdek, Palmiscno, Lunn, Manley, Larson, and Berger. Nay: None. Absent: None.

Policy Review.

Dr. Houdek reported on the September 11, 2025, meeting of the Policy Review Committee and the recommendations for various policies.

- BDD, Compensation and Expenses for Board Members. In addition to nonsubstantive amendments, three substantive amendments to this policy were proposed. The substantive amendments are:
 - Beginning July 1, 2025, annual compensation for the vice president is increased from \$5,000 to \$6,000, making it the same as the president's annual compensation.
 - Beginning July 1, 2026, annual compensation for board members is increased from \$5,000 to \$5,500, and annual compensation for the president and vice president is increased from \$6,000 to \$6,500.
 - A schedule to review compensation is established as follows: Compensation for school board members shall be reviewed by February 1 of the next scheduled election year, and any potential changes to compensation will take effect the following fiscal year.

There was discussion that, although the

proposed amendments were nominal, some board members disagreed with the increase based on the state of the budget.

It was moved by Houdek and seconded by Lunn to complete the first reading of BDD, Compensation and Expenses for Board Members, as amended. Upon roll call vote, the motion carried. Aye: Anderson, Flynn, Houdek, Larson, Lunn, and Berger. Nay: Kleven, Manley, and Palmiscno. Absent: None.

It was moved by Palmiscno and seconded by Kleven to complete the first reading of the following policies as amended:

- ABAA, School District Organization Plan,
- FAB, School Assignment,
- ABBDA, Political Activities,
- ABCB, Sportsmanship,
- ABCA, Copyrighted Material and Intellectual Property,
- ABBF, Ticket Sales for Accessible Seating,
- DGGA, Professional Development Plan,
- FBA, Student Fees,
- HBAA, Federal Fiscal Compliance,
- HEAC, Management of Student Activities Funds,
- ICCB, Disposal of School Equipment and Supplies, and
- FGCB, Searches of Students and Students' Personal Possessions.

Upon roll call vote, the motion carried unanimously. Aye: Palmiscno, Manley, Lunn, Larson, Kleven, Houdek, Flynn, Anderson, and Berger. Nay: None. Absent: None.

It was moved by Lunn and seconded by Anderson to complete the reading of the following board regulations:

- ABAA-BR, Guidelines for Determining School Building Size (as written, this is a new regulation)
- FAB-BR, Guidelines for Determining Class Size (as amended)

Upon roll call vote, the motion carried unanimously. Aye: Anderson, Berger, Flynn, Houdek, Kleven, Larson, Lunn, Manley, and Palmiscno. Nay: None. Absent: None.

Brady Olson left the meeting at 7:18 p.m.

School District Boundary Line Adjustments.

Dr. Brenner reviewed the process for evaluating and adjusting school boundary lines in preparation for the 2026-2027 school year, which took place over the past year and involved a wide range of stakeholders, including the Demographic Task Force, district administrators, school board members, and the broader community. Detailed maps of the proposed elementary, middle, and high school boundaries, along with implementation considerations, are included in these minutes.

It was moved by Kleven and seconded by Manley to approve the elementary, middle, and high school boundary line adjustments as outlined, effective July 1, 2026. Upon roll call vote, the motion carried unanimously. Aye: Manley, Anderson, Houdek, Kleven, Larson, Palmiscno, Flynn, Lunn, and Berger. Nay: None. Absent: None.

Announcements.

- Board members were invited to attend the welcome ceremony for a delegation from Kanuma, Japan, at the Japanese Garden in Sertoma Park on October 2, 2025, at 4:00 p.m.
- It was announced that UND's Dr. Donna Pearson and several Fulbright scholars were in the audience.
- Recognition was given to Discovery Elementary School for its recent student birthday party.

Board Requests for Future Consideration.

None.

School Board Meeting Norms—How Did We Do?

Anderson reported that the board did very well in following its meeting norms.

Adjournment.

There being no further business, the meeting adjourned at 7:23 p.m.

APPROVED: _____
(Date)

Dave Berger, President

Brandon Baumbach, Business Manager

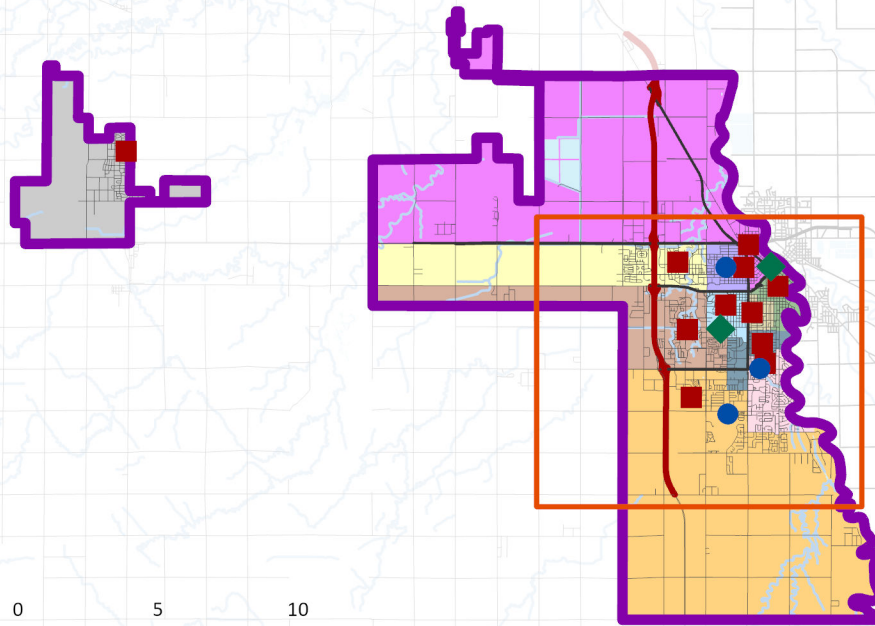
REVISED PLAN MARCH 2025
ELEMENTARY PHASE 1 BOUNDARY MAP (DRAFT)

- School List:
- 1. Ben Franklin Elementary
 - 2. Century Elementary
 - 3. Discovery Elementary
 - 4. J Nelson Kelly Elementary
 - 5. Lake Agassiz Elementary
 - 6. Lewis and Clark Elementary
 - 7. Nathan Twining Elem-Middle
 - 8. Phoenix Elementary
 - 9. Viking Elementary
 - 10. Wilder Elementary
 - 11. Winship Elementary
 - 12. Schroeder Middle School
 - 13. South Middle School
 - 14. Valley Middle School
 - 15. Central High School
 - 16. Red River High School
 - 17. Community High School

- Legend
- District Boundary
 - Current ES Boundary
 - University of North Dakota
- Schools
- Elementary Schools
 - Middle School
 - High School
 - Alt High School

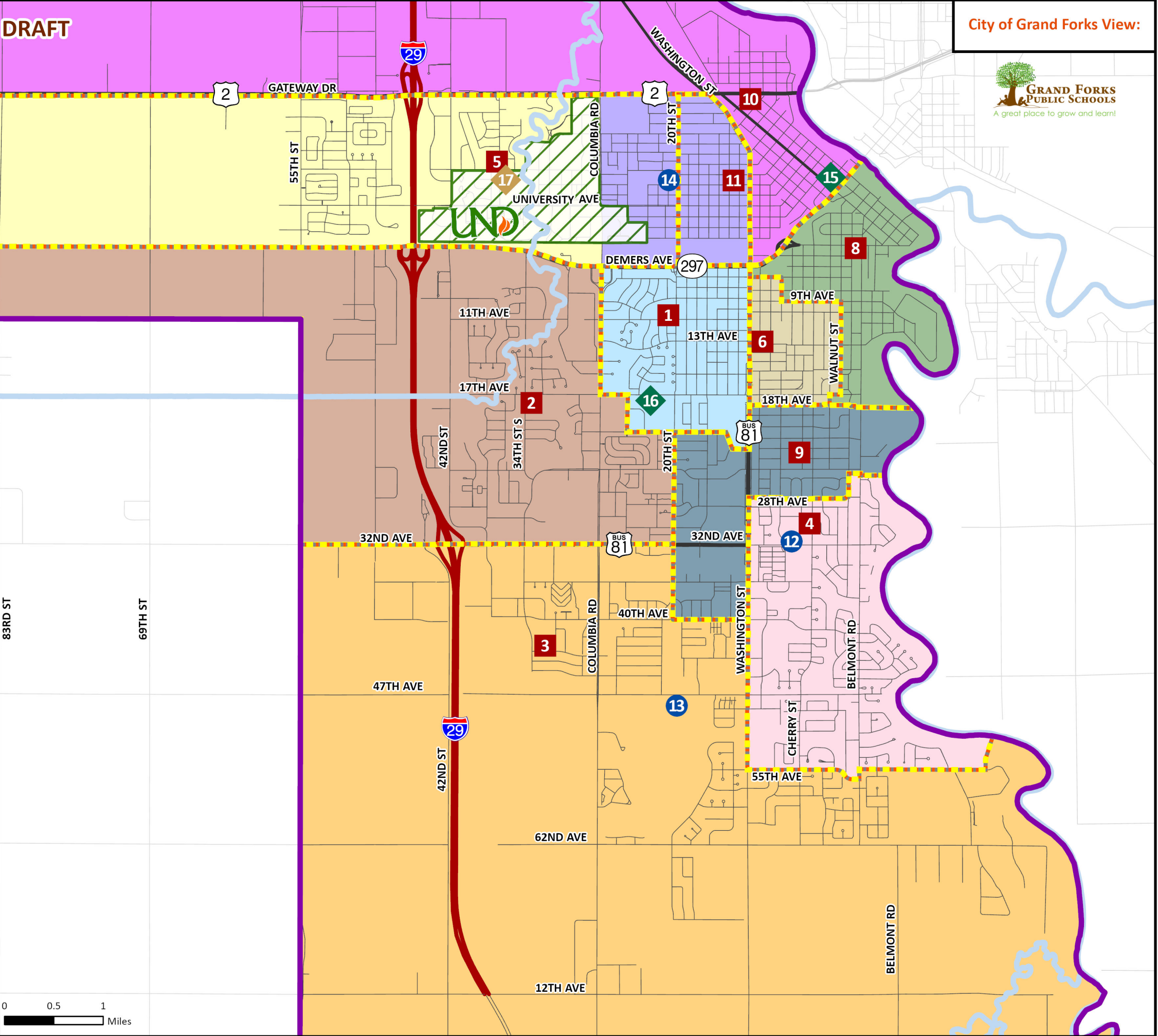
Map data provided by Grand Forks Public Schools, City of Grand Forks, Grand Forks County, North Dakota, GIS Hub, The University of North Dakota & ESRI. Map created March 2025 by RSP & Associates.

District Boundary View:



0 5 10 Miles

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0 0.5 1 Miles

City of Grand Forks View:



REVISED PLAN MARCH 2025
MIDDLE SCHOOL BOUNDARY MAP (DRAFT)

School List:

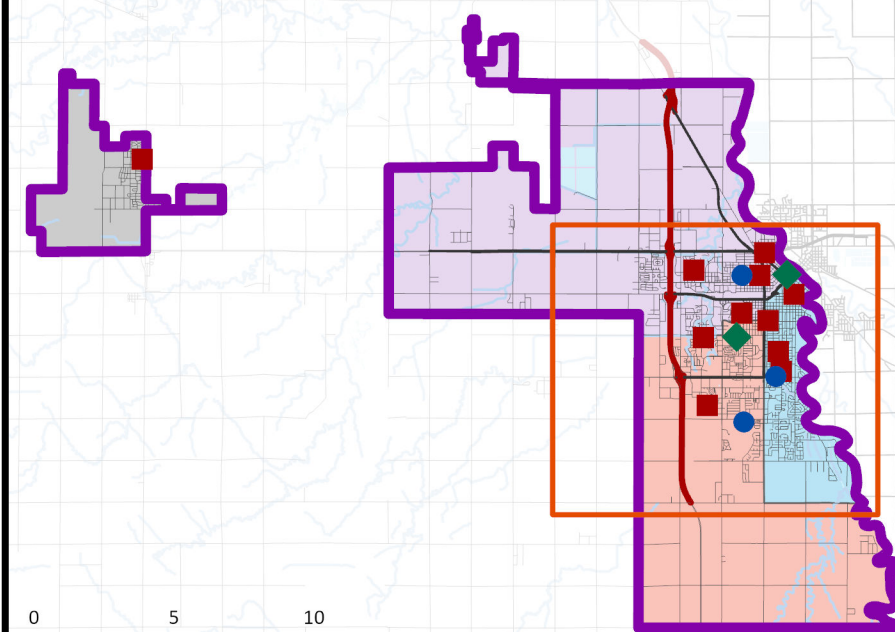
1. Ben Franklin Elementary
2. Century Elementary
3. Discovery Elementary
4. J Nelson Kelly Elementary
5. Lake Agassiz Elementary
6. Lewis and Clark Elementary
7. Nathan Twining Elem-Middle
8. Phoenix Elementary
9. Viking Elementary
10. Wilder Elementary
11. Winship Elementary
12. Schroeder Middle School
13. South Middle School
14. Valley Middle School
15. Central High School
16. Red River High School
17. Community High School

Legend

-  District Boundary
 -  Current MS Boundary
 -  University of North Dakota
- Schools
-  Elementary Schools
 -  Middle School
 -  High School
 -  Alt High School

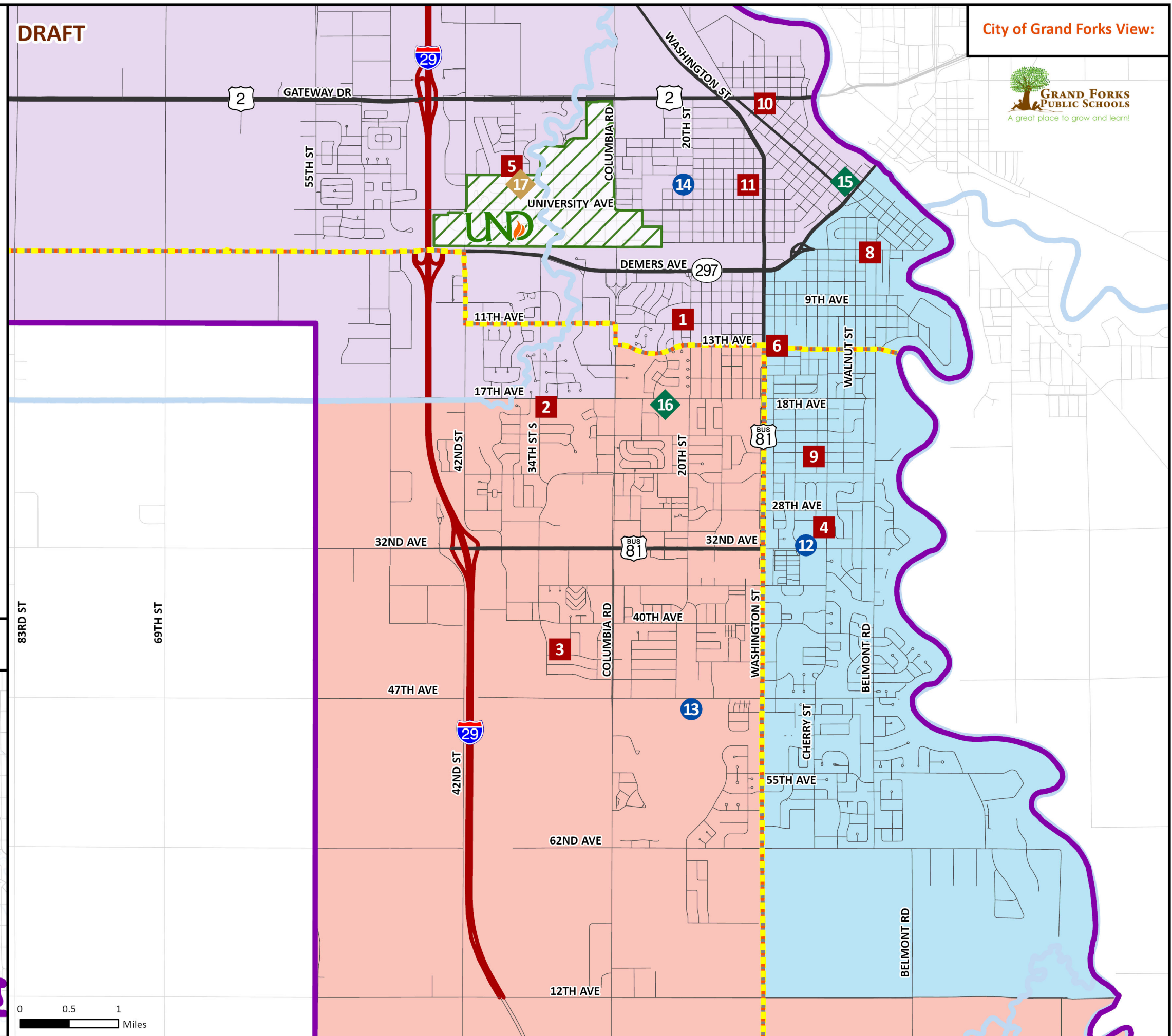
Map data provided by Grand Forks Public Schools, City of Grand Forks, Grand Forks County, North Dakota, GIS Hub, The University of North Dakota & ESRI. Map created March 2025 by RSP & Associates.

District Boundary View:



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City of Grand Forks View:



REVISED PLAN APRIL 2025
HIGH SCHOOL BOUNDARY MAP (DRAFT)

- School List:
- 1. Ben Franklin Elementary
 - 2. Century Elementary
 - 3. Discovery Elementary
 - 4. J Nelson Kelly Elementary
 - 5. Lake Agassiz Elementary
 - 6. Lewis and Clark Elementary
 - 7. Nathan Twining Elem-Middle
 - 8. Phoenix Elementary
 - 9. Viking Elementary
 - 10. Wilder Elementary
 - 11. Winship Elementary
 - 12. Schroeder Middle School
 - 13. South Middle School
 - 14. Valley Middle School
 - 15. Central High School
 - 16. Red River High School
 - 17. Community High School

Legend

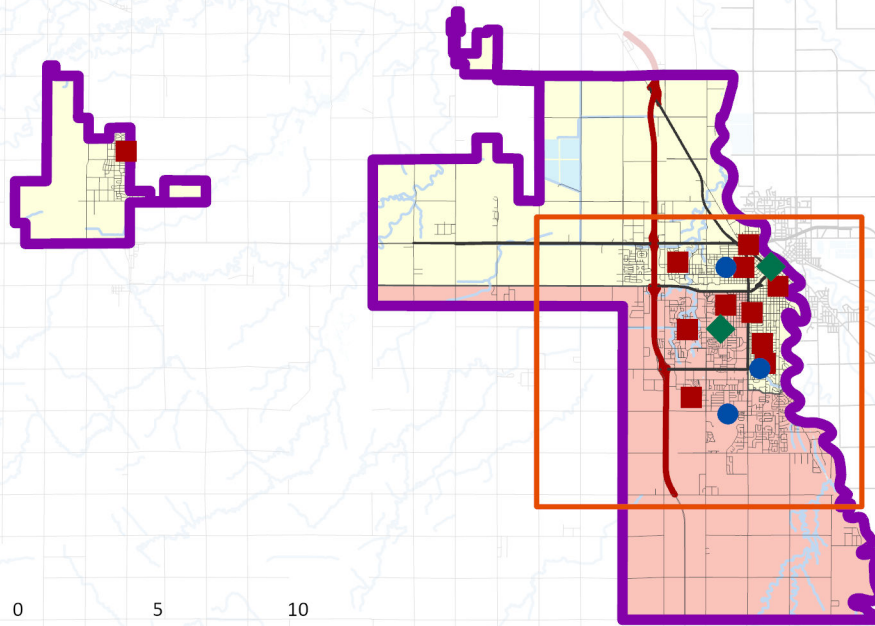
- District Boundary
- Current HS Boundary
- University of North Dakota

Schools

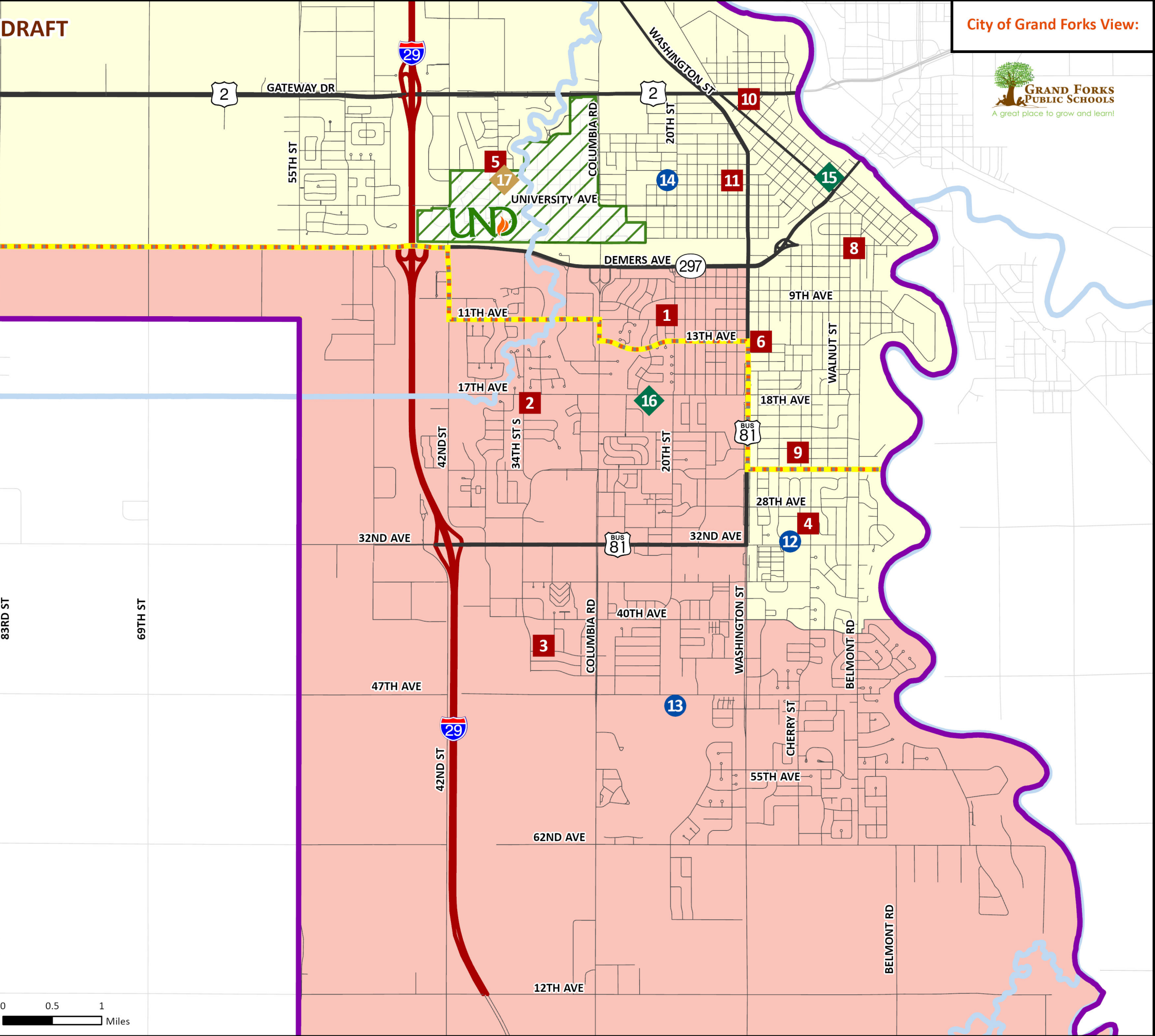
- Elementary Schools
- Middle School
- High School
- Alt High School

Map data provided by Grand Forks Public Schools, City of Grand Forks, Grand Forks County, North Dakota, GIS Hub, The University of North Dakota & ESRI. Map created April 2025 by RSP & Associates.

District Boundary View:



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City of Grand Forks View:



Boundary Line Considerations for Each School Level-August, 2025

Boundary Line Considerations for Each School Level-August, 2025										
Elementary	Middle School	High School								
Implementation 2026	Implementation 2026	Implementation 2026-2030								
Consider new south end elementary school referendum which now must be held during Primary or General Election (June/November) and achieve 60% approval.	<p>Transition plan if students already in present middle school—give families the choice.</p> <p>NOTE: This could affect Title I funding for schools because it is based on CENSUS, not school population.</p>	<p>4-year transition</p> <p>Goal: Assumes a phase-in of boundaries over four years by staggering which grade levels attend the new boundaries</p> <table><tr><th>2026/27</th><th>2027/28</th><th>2028/29</th><th>2029/30</th></tr><tr><td><ul style="list-style-type: none">10-12th grade stay at current boundary9th grade attend new school per new boundary</td><td><ul style="list-style-type: none">11-12th grade stay at current boundary9-10th grade attend new school per new boundary</td><td><ul style="list-style-type: none">12th grade stay at current boundary9-11th grade attend new school per new boundary</td><td><ul style="list-style-type: none">All students attend new school per new boundary</td></tr></table>	2026/27	2027/28	2028/29	2029/30	<ul style="list-style-type: none">10-12th grade stay at current boundary9th grade attend new school per new boundary	<ul style="list-style-type: none">11-12th grade stay at current boundary9-10th grade attend new school per new boundary	<ul style="list-style-type: none">12th grade stay at current boundary9-11th grade attend new school per new boundary	<ul style="list-style-type: none">All students attend new school per new boundary
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Communicate when a school is below 150 student enrollment that it could trigger the repurposing of that school to address the expansion of Level D Special Education Programs. Important to note is the building will be used, not taken off line.	<p>Trailing siblings IF in the same building. If there is a gap in years, trailing sibling goes to new boundary line school.</p> <p>If a family MOVED out of the boundary area, student would go to the attendance area school.</p>	Trailing siblings have the option to attend the same school but it is not a requirement.								
ML programs continue as Magnet Program although it is acknowledged that many elementary schools have an ML program in place.	In-District Transfers- Case by case basis and based on building capacity. This will be re-evaluated in 2030.	In-District Transfers-Case by case basis and based on building capacity. This will be re-evaluated in 2030.								
	ML programs continue as Magnet Program.	<p>2030 Plan: Boundary line moves south to 47th Ave S. This also would be a 4-year stepped in plan. This line could move further south if the following information substantiates a move. Considerations would be:</p> <ul style="list-style-type: none">Enrollment decline at Central and school capacity concerns at Red RiverCourse offerings not available due to lack of student numbers to offer the classBalancing of student socio-economicsCo-& Extra Curricular Participation decline								