

Meeting Minutes: Governance Committee

Date/Time: January 27, 2022/7:30 a.m.

Location: Board Room in District Office

Start: 7:30 a.m.

End: 8:42 a.m.

Committee Members Present: Nikkie Gullickson, Seth Holden (via phone), Jim Johnson, Rebecca Knutson, Robin Nelson (via phone)

Committee Members Absent: none

Non-Committee Members Present (via phone): Jennifer Benson

Staff Members Present: Doug Andring, Tara Brandner, Missy Eidsness, Rupak Gandhi, Robert Grosz, Bill Westrick

Recorder: AnnMarie Campbell

Agenda Item	Discussion – Conclusion	Recommendations/Actions
Approval of December 22 Minutes	The Committee reviewed the minutes of the December 22 committee meeting. AnnMarie Campbell noted an inaccuracy in the minutes under the section of agenda planning. She recommended changing “to be included at the December meeting” to “to be included at the January meetings” for accuracy. The minutes as modified were approved.	The minutes as modified will be posted on the Board’s section of the public website.
Agenda Planning for February Meetings	<p><i>Refer to Agenda planner for First Quarter 2022</i></p> <p>Discussion occurred on the topics needed to be included at the February meetings. The agenda topics were set as follows:</p> <p><u>February 8</u></p> <ul style="list-style-type: none">• Reports: FEA Report; Superintendent Report; R/SI-2: STEAM Monitoring (CTE Month); Recess Commission Report• Consent: Pledge of Assets; EL-12 and 13 Monitoring• Business: 2021 Audit Report; AP 5220 Procedure for Resolution of Employee Complaints, Level 4; 2022-23 School Year Calendar• Board Reports: none <p><u>February 8 Work Session</u> (following meeting) GP-12</p> <p><u>February 22</u></p> <ul style="list-style-type: none">• Reports: FEA Report; Superintendent Report; IT Report; R/SI-1: Academic Performance – Graduation Rate Data• Consent: January Financial Reports, B/SR-1-5; Award of Proposal – E-Rate; Award of Bid – Trollwood Storage Unit• Business: none at this time• Board Reports: none <p>Discussion occurred on the status of the COVID-19 Update under the Business section of the agenda and the need for it moving forward. Consensus was reached that information from administration on COVID-19 can be shared with the Board from Dr. Gandhi through the Superintendent’s Report. Administration will continue to take guidance from Fargo Cass Public Health, per the Board’s prior direction, which will be communicated to the community as soon as the guidance is received.</p>	Consensus was reached that if a COVID-19 update was needed to the Board that it would occur during the Superintendent’s Report item on the agenda.

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	<p>Discussion occurred on the Long Range Facility Plan and Long Range Financial Plan and when they should be reviewed and updated. The Planning Committee is currently discussing when these should be developed. The District is also in the process of receiving bids for two large projects, which will impact the Long Range Financial Plan and Blake Mikesell is auditing our operational maintenance needs for each building to create a new 10-year operational maintenance plan. Consensus was reached to hold on these plan updates until direction is provided by the Planning Committee.</p>	<p>Consensus was reached to hold on the updates of the long range plans until direction is provided by the Planning Committee.</p>
<p>AP 5220 Procedures for Resolution of Employee Complaints, Level 4</p>	<p>At the January 11 Board meeting, FEA President Kim Belgarde submitted a Level 4 complaint to Board President Rebecca Knutson per AP 5220 Procedures for Resolution of Employee Complaints. The committee reviewed the complaint. Dr. Gandhi shared that the merits of the investigation completed by administration are being disputed in the complaint. Discussion occurred. The Board has a 30-day timeframe to respond to the complaint per AP 5220. Consensus was reached to add the topic to the February 8 meeting agenda.</p>	<p>Consensus was reached to have the topic of AP 5220 Procedures for Resolution of Employee Complaints, Level 4, on the February 8 Board meeting agenda. The Board will need to render a decision on if the process was appropriately followed per policy.</p>
<p>2022-23 School Calendar</p>	<p>Dr. Gandhi shared that administration follows a process delineated in policy to develop each school year calendar. Policy is silent on a process to use when updates are needed to be made to a school year calendar. The 2022-23 school year calendar has already been approved by the Board and has been published to our community. Administration has developed a proposal to update the published calendar for the 2022-23 school year due to the circumstances of the 2021-22 school year and what has been experienced throughout the COVID-19 pandemic. The proposed calendar would not highly impact families, but includes changes that would have an impact to staff work and vacation days. Dr. Gandhi asked for direction on a process on how to change the calendar, which has not occurred in this nature in the past. The calendar was originally created by the Calendar Committee. The committee will now be meeting to develop the 2023-24 calendar. Discussion occurred. The proposed calendar would include moving professional development days throughout the school year to before the school year starting, early out days for students to allow for professional development for staff during the regular work day, and days off during the school year for staff instead of professional development. Administration has discussed the proposed calendar with FEA leadership. Consensus was reached to add the calendar review and potential approval to the February 8 meeting agenda.</p>	<p>Consensus was reached to bring an updated 2022-23 school year calendar to the Board for review and potential approval at the February 8 Board meeting.</p>
<p>Virtual School Days</p>	<p>Board members have received inquiries as to why FPS does not move to virtual learning on inclement weather days. In February 2021, the Board discussed EL-14 and the school calendar at a work session and decided to update EL-14 with direction on the calendar. At the time, the Board was not receptive to online learning. Discussion occurred. Currently, there is not an Executive Limitation that would prohibit the superintendent to move a classroom or more in a school to virtual learning if there would be a COVID-19 need. Per the operational plan, administration is reviewing the option to establish a permanent virtual school for the district for consideration. Dr. Gandhi shared his plans to continue to follow the direction in EL-14 on the number of contact days required in a calendar and how to use</p>	

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	school make up days and waiving days after two inclement weather days are used. If the need to waive more than three arises, he will come to the Board for direction.	
Purpose of “Committee, Liaison, and Correspondence Reports” Section of Agendas	Nikkie Gullickson requested for this item to be on the agenda. She asked the purpose for the Board meeting agenda item of “Committee, Liaison, and Correspondence Reports.” Per Ms. Gullickson, at times, the time has been used to chastise other Board members for actions or decisions. Discussion occurred. It was noted that this discussion comes up from time to time on the purpose of the item and at times that the time is being used to cover items other than committees, liaison assignments, and correspondence reports. Consensus was reached to work to tighten up the item of the agenda and focus the report time on work of a Board member, committees, and liaison assignments. It was noted that the President would be the one to stop a report that is not in line with the intention of the agenda item.	Consensus was reached to work to tighten up the item of the agenda and focus the report time on work of a Board member, committees, and liaison assignments.
Vaccination Clinics	David Paulson asked for this item to be on the agenda. Dr. Gandhi shared that vaccination clinics in schools have been used in the past for many years but is recently coming under scrutiny due to the COVID-19 vaccination. The clinics are occurring in the school, not in a mobile unit due to the winter weather. The state of ND has exclusionary practices for students who do not meet immunization requirements. Administration uses these opportunities to assist families to meet those requirements if needed. Discussion occurred. Consensus was reached that no Board action is needed on this topic.	Consensus was reached that no Board action is needed on this topic.
Committee Meeting Facilitation	Discussion occurred on committee meeting facilitation in the new Board Room and any standards to be set on the usage of technology during committee meetings. IT Director Bill Westrick shared that for a meeting that requires anything further than simply setting up the conference phone that microphones will need to be used and potential IT support needed. Microphones for the conference phone that would be placed on the dais could be purchased so that those who call in can have a better audio feed. Discussion occurred. Consensus was reached to add microphones to the phone but make no other changes to committee meeting set up or facilitation. Committee chairs will work to call on people who are phone to participate in the conversation.	Consensus was reached to add microphones to the phone but make no other changes to committee meeting set up or facilitation.
SRO Presence at Board Meetings	Fargo Police Department Sergeant and SRO Supervisor Cristie Jacobsen has typically been at in-person Board regular meetings during this school year. After the January 11 Board meeting, she assisted in getting a Board member to exit the building and to their vehicle safely. At this time, her presence at meetings has been made on a meeting-to-meeting basis. Discussion occurred on the need for the presence to continue. It was noted that other public bodies, other than the Park District, have an officer at their meetings. Consensus was reached to continue to have an officer at regular meetings consistently. AnnMarie Campbell will communicate with Sergeant Jacobsen accordingly.	Consensus was reached to continue to have an officer at regular meetings consistently. AnnMarie Campbell will communicate with Sergeant Jacobsen accordingly.
Policies A. EL-15 Monitoring	EL-15 was monitored for compliance at the January 11 meeting. Discussion occurred on the monitoring report.	

The next meeting will be held February 24 at 7:30 a.m.