

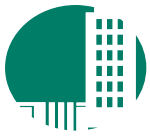
# bulletin



JUNE 2021

*Excellence in North Dakota public education through local school board governance* ■ VOL XLVI ISSUE 6

## NDSBA and NDDPI to Host Board Member Bootcamp



On July 19, 2021, the North Dakota School Boards Association and North Dakota Department of Public Instruction will

once again team up to host a one-day school board member training. The training will be an opportunity for board members to gain information and updates pertaining to current educational topics. New and veteran board members are encouraged to take part in the workshop.

The training will take place at the state capitol in Bismarck from 9:00 a.m. to 4:00 p.m. CT. Registration for the FREE training can be found at <https://www.ndsba.laventurellc.com/boardmemberbootcamp/>. **This training does not meet the new board member training required by law.**

For more information on the training,



please contact Alexis Baxley at (800)932-8791. If you have special needs that require an accommodation

while attending, please contact Patty Carmichael at (701) 328-3264.

## Governor's Summit on Innovative Education Held

The fifth annual Governor's Summit on Innovative Education was held on June 7, highlighting recently passed legislation that paves the way for personalized learning and thanking educators for their work through the pandemic.

Among the legislation highlighted by Burgum:

- Senate Bill 2196, the "Pathways to Graduation" bill gives students additional flexibility in meeting

graduation requirements by reducing the hours they are required to spend in a classroom. This will allow for more personalized education and let students work on other academic goals and learning methods after they demonstrate mastery of a subject.

- House Bill 1388 authorizes K-12 schools to develop virtual learning

academies to personalize education and add flexibility to models of learning for students.

- HB 1478, dubbed the "learn everywhere" bill, allows graduation credits to be fulfilled through internships, apprenticeships, extracurriculars, clubs and other educational opportunities by

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### NOTICE: NDSBA Mailing Address Change

North Dakota School Boards Association will no longer be using *PO Box 7128, Bismarck, ND 58507-7128*.

Please use the address **1224 West Owens Avenue, Bismarck, ND 58501** for any mail sent to NDSBA. Thank you!

## Congratulations, Linnae!

Linnae Brew, NDSBA Administrative Assistant, will retire on June 30, 2021. Linnae has been with NDSBA for 41 years, serving under all four of the organization's executive directors from 1979-2021. On behalf of the staff, membership, and board of directors, we would like to thank Linnae for her work and dedication! Best wishes on your retirement and congratulations!





# Legal Spotlight Annual Meeting Requirements

by Amy De Kok, NDSBA Legal Counsel

By now, most school districts have held their annual election. So, now what? Following the declaration and certification of the election winners and the administration of the affirmation or oath of office, a school board must hold its annual meeting in the month of July. NDCC § 15.1-09-30(1) requires the president of the board to select a meeting date that is convenient to the other board members and must provide board members with written notice of the meeting. A number of important items are accomplished at the annual meeting. The following is a brief summary of each of these items.

First and foremost, NDCC § 15.1-09-02 provides that the term of office for a school board member begins at the annual meeting held in July following the member's election and continues until a successor is elected and qualified. This also means that the term of any board member who is transitioning off the board (either because the board member has chosen not to run again or because the board

member was not re-elected to the board) ends as of the annual meeting. The term of each elected member of a school board is three (3) years, except when the member is completing the unexpired term of another or the school board has by resolution changed the terms of office for its members from three to four years. NDSBA has a recommended procedure (BCAB-BR) for seating new board members at the annual meeting. This procedure directs that the annual meeting be called to order by either the most senior board member remaining on the board or the superintendent. This individual will serve as chair pro-tem until a new president is elected. The chair pro-tem will then acknowledge all new board members who will be seated after the call to order. The chair pro-tem will then follow the order of business delineated in the agenda. Election of officers should be considered a special order and acted upon before addressing unfinished business and new business.

There is a common misunderstanding that a newly-elected board member's term begins once the election returns are certified by the school board following the annual election. This is inaccurate; North Dakota law is clear that the **terms of newly-elected members begin as of the annual meeting in July**. A school board may continue to hold meetings, conduct business, and take action between the annual election and the annual meeting in July. However, upon the commencement of the annual July meeting, the "old" board has

no authority to conduct any further business and the "new" board is now seated.

The next task at the annual meeting is for the school board to elect its officers to serve over the next year. North Dakota law requires, at a minimum, all boards to elect from among themselves a president to serve for one year. The president presides at all meetings of the board, appoints all committees subject to approval by the board, provides authorization for the issuance of negotiable instruments, and performs all other acts required by law. The president also typically has several additional responsibilities as set forth in board policy (e.g., policy BBBA). These duties and responsibilities should be considered by the board in choosing the individual to serve as its president. Nothing in law prevents the president from making a motion, seconding a motion, or voting on a motion (other than possibly in the case of a conflict of interest under NDCC §§ 15.1-07-17 or 44-04-22). However, board policy may limit the president's ability to make or second a motion. The board may also elect a vice president at the annual meeting to serve in the absence of the president at any meeting.

In addition to the foregoing, standing committee assignments are often determined at the annual meeting. As indicated above, the president is responsible for making assignments to committees subject to the approval of the board. NDSBA has a recommended template policy for school board committees (BBBB)

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**NDSBA DUES STATEMENTS** have been sent to district business managers. School districts in North Dakota have long benefited from the support, training, information, and legislative advocacy provided by the North Dakota School Boards Association. When public school boards join together, they make a difference in their own effectiveness and overall support for public education.

**POLICY SERVICES RENEWAL INVOICES**, along with an explanation of the different types of services available, will be mailed to each district's Policy Services contact on July 1. Districts will also receive an email requesting their school's contact information and the individuals they would like to receive future Policy Services correspondence. Your Policy Services membership will ensure that you have the latest policy updates.

**Keep your school district up to date by submitting payments promptly.**

## ■ Governor's Summit

demonstrating competencies in course standards.

- SB 2289 creates a scholarship around the Choice-Ready Framework, which emphasizes the importance of career, college and military readiness.

In support of the Pathways to Graduation bill, Burgum also unveiled the "Portrait of a Graduate," a framework that began with the Innovative Education Task Force and supports personalized learning. The portrait serves as a guide and focuses on seven attributes critical to ensuring graduates are prepared for career, college and community: critical thinking, communication, empathy, collaboration, learner's mindset, adaptability and

## ESSER Timeline Reminders

### June 24, 2021

The ARP Act requires school districts to develop in-person instruction and continuity of service plans. Plans must be publicly available on the district website within 30 days of receiving the funds (June 24, 2021).

### June 30, 2021

NDDPI has extended the submission deadline for ESSER II applications to June 30, 2021. This extension will allow districts more time to gather stakeholder input. Submit applications to:  
[dpiassistsupt@nd.gov](mailto:dpiassistsupt@nd.gov).

### August 17, 2021

The deadline to submit the supplemental ESSER III application is Tuesday, August 17, 2021. NDDPI is working to create the supplemental application that will be distributed to school personnel in the coming weeks.

Currently, districts are encouraged to complete the ESSER III Phase I process by completing the following steps:

1. Complete the ESSER III Initial Application and submit to:  
[dpiassistsupt@nd.gov](mailto:dpiassistsupt@nd.gov).
2. All ESSER III grant awards are signed and available to school districts within WebGrants. The authorized representative should

*Continued from page 1*

perseverance.

Additionally, the #InnovativeND Awards were presented to the following individuals:

- **Frontline Innovation Award:** Camarilla Cummings, teacher, New Town School District
- **Collaborative Culture:** Robin David, Mentor Center director, Grand Forks Public Schools
- **System Transformation:** Dickinson State University President Steve Easton and Dickinson High School Principal Kevin Hoherz
- **Student Leadership:** Alyssa Traylor, West Fargo student at Sheyenne High School

log into WebGrants and sign the contract.

Once these two steps have been completed, districts will receive an approval memo. Then districts may submit ESSER III reimbursement claims in WebGrants. Additionally, NDDPI will process the ESSER III capital Expense Requests.

A list of districts still needing to complete the ESSER III Phase I process can be accessed at <https://files.constantcontact.com/91d3d908701/7db82340-2474-45ed-ba0f-a103c31b790c.pdf>.

## ■ Legal Spotlight

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that includes directives regarding committee membership. Generally, NDSBA recommends that less than a quorum of the board be assigned to serve on any one committee in order to avoid committee meetings being deemed meetings of the full board. Non-board members may serve on board committees; however, NDSBA cautions boards to be careful when assigning non-board members to board committees and recommends that such assignments only be done when the individuals have particular expertise necessary or valuable to the task of the committee. The general purpose of board committees is to gather information and make recommendations to the board for action. The board should generally not delegate any final decision-making authority to a board committee. **Remember: Committee meetings are subject to open meetings requirements, including notice and public access.**

Finally, if it has not already done so, the board should at its annual meeting set a schedule of its regular monthly meetings for the upcoming year as required by NDCC § 15.1-09-30(2). The schedule of these meetings must be filed annually with the county auditor or posted on your district website.

Please feel free to contact NDSBA for further information in advance of your annual meeting.



## HR Collaborative Upcoming Events

The HR Collaborative has moved the State-wide Conference to **April 20-21, 2022**, so make sure to mark your calendar to join us. If you paid a registration fee, you are able to carry that registration forward to next year's statewide conference. You can also request a refund by contacting Genny Dienstmann at [genny.dienstmann@ndaco.org](mailto:genny.dienstmann@ndaco.org).

In place of the conference this year, the HR Collaborative is offering six virtual HR Hot Topics starting June 10 and going through August 26. The virtual trainings will be held the second and fourth Thursdays of the month from 10–11:15 a.m. CT. The price for

all six sessions is \$50. Some of the topics presented include: Emerging HR Issues, Open Records and Open Meetings, and Public Employee Payroll and Recording. Sessions will be recorded and made available to all registrants. All sessions are CLE approved. Also, professional development credits will be provided through ILG, NDLOC, NDSBMCP and NDRPA. Please contact your member association for details. Registration and additional information for these virtual trainings can be found on the HR Collaborative website at [www.hrndgov.org](http://www.hrndgov.org).

We apologize for any confusion and hope you can join us for the virtual sessions this summer!





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### Kenmare School District

Full-time Superintendent Position

Contact: Alexis Baxley

Website: <https://www.ndsba.org/wp/>

Phone: 701-255-4127

Email: [alexis.baxley@ndsba.org](mailto:alexis.baxley@ndsba.org)

Deadline: June 25, 2021

Position begins: July 1, 2021 or as soon as filled



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and Facebook!**



Follow us at

**@ndschoolorboards** (Twitter) and  
**North Dakota School Boards  
Association** (Facebook) for event,  
policy and other education-related  
updates.



### North Dakota Indian Education Summit

July 15-16, 2021

State Capitol, Bismarck

### Board Member Bootcamp

July 19, 2021

State Capitol, Bismarck

### ND Rural School Summit

October 27, 2021

State Capitol, Bismarck

### 2021 NDSBA Annual Convention

October 28-29, 2021

Ramkota Hotel, Bismarck

### 2022 Negotiations Seminar

February 3-4, 2022

BSC National Energy Center of  
Excellence, Bismarck

### 2022 NSBA Annual Conference & Exposition

April 2-4, 2022

San Diego, CA

### Human Resource Collaborative Conference

April 20-21, 2022

Ramkota Hotel, Bismarck

### 2022 NDSBA Annual Convention

October 27-28, 2022

Ramkota Hotel, Bismarck