



bulletin



NDSBA
NORTH DAKOTA SCHOOL
BOARDS ASSOCIATION

MARCH 2022

Excellence in North Dakota public education through local school board governance ■ VOL XLVII ISSUE 3

Save the Date: Innovative Education Summit

Gov. Doug Burgum recently announced that registration is now open for the sixth annual Governor's Summit on Innovative Education on June 9 at Dickinson Middle School in Dickinson, ND. You can register at <https://2022innovativeeds Summit.eventbrite.com/>.

The summit brings together local and national leaders in education to share best practices and engage with educators, administrators, parents and students. It is free and open to the public.

The event will continue to focus on innovative instructional best practices to personalize learning, as well as other community-derived solutions to best prepare young people for the 21st century economy and citizenship.



Stakeholder voices from across the state will be sharing stories from their communities targeted at better supporting student learning. Additional details regarding the agenda and information for professional learning hours will be available soon. School board members are encouraged to attend the Summit to learn more about the future of education in North Dakota.

#InnovativeND Awards

Governor Burgum is also seeking nominations for the #InnovativeND education awards, which recognize the great work being done by educators to prepare students for success in a rapidly changing world. By recognizing innovation and best practices, North Dakota can celebrate the work happening in its schools to transform learning for every student. Excellence will be recognized at the student, classroom, building and district levels. Recipients will be announced and recognized during the Summit. #InnovativeND award nominations may be submitted at <https://forms.office.com/g/VYGgGx9jBw>.

Baesler Seeks Grant Applications for Community Learning

On Tuesday, March 1, 2022, State School Superintendent Kirsten Baesler announced the start of the 21st Century Community Learning Centers grants competition for the 2022-23 school year. NDDPI began accepting grant applications from school districts, regional education associations, consortiums, nonprofits, city or county government agencies, faith-based organizations, institutions of higher education, and for-profit corporations that do not have a 21st CCLC grant at present on Tuesday, March 8.

The 21st Century CCLCs provide opportunities, outside of regular school hours, for student learning and literacy improvements in reading, mathematics, and other core subjects, as well as programs that complement traditional academic offerings, said Joe Kolosky,

director of school approval and opportunity for the North Dakota Department of Public Instruction. Grants of more than \$50,000 annually for three years may be available, depending on whether federal funds are provided. The grants may be used to establish new centers or expand existing ones.

An application form and instructions are posted on the agency's WebGrants site. Applicants should have a WebGrants account and post applications and documents to that site. The deadline for applications is 3 p.m. CT on Wednesday, May 25. Eligible agencies and organizations must provide at least seven hours of programming each week on average. They must collaborate with schools that have a large percentage of students from low-income families. Center

services may be provided during the summer.

The NDDPI will host a bidders' workshop at 11 a.m. CT on Wednesday, March 16, to take questions and provide information on 21st Century CCLC programs and the grant application process. A recording of the workshop will be posted on the NDDPI website.

Please direct questions to Arlene Wolf, 21st CCLC program administrator, at 701-328-2295, or by email at dpischoolapproval@nd.gov.



NORTH DAKOTA DEPARTMENT OF
PUBLIC INSTRUCTION



NDSBA Requesting Clinic Proposals

NDSBA is now accepting proposals for the 2022 NDSBA Annual Convention clinic sessions. The proposal submission form is included as an insert in the Bulletin and can be found at www.ndsba.org under QUICK CLICKS.

Consider sharing unique or successful things happening in your district or suggesting a speaker or topic you would like to see.

Submissions are due by May 18, 2022.



Legal Spotlight

Practice Pointers on Teacher Resignation

by Amy De Kok, NDSBA Legal Counsel

Recently, there has been chatter in national and local news regarding teachers leaving the profession. Some are warning that the “Great Resignation” is coming; however, there is no evidence that teachers are quitting in record numbers, at least not in North Dakota as of yet. While this is good news for the time being, it does bring the issue of teacher resignation to the front of the mind, so a refresher seems warranted.

Voluntary resignation is one of the limited ways to terminate the continuing contract rights of teachers or administrators in North Dakota. A resignation will often come from a teacher or administrator who wishes to separate from the district. In this instance, the resignation is akin to a request to be released from their contract or in other words, a request to the board to mutually agree to terminate the contract. A resignation can only be approved or accepted by the school board and thus, the board must act on the resignation request at a properly

noticed meeting accessible to the public.

Voluntary resignation is often an option that is considered prior to pursuing nonrenewal or discharge for cause. Frequently, the subject of resignation comes up during a discussion between the teacher and administration. Generally, it is appropriate to discuss the option of resignation with the employee when addressing performance concerns or misconduct that could support nonrenewal or discharge; however, it is important that the teacher or administrator understands that resignation must be voluntary and freely given. A resignation given under duress or threat may be susceptible to challenge or found not to be truly voluntary. In that case, the continuing contract rights may not be severed. As a rule of thumb, these discussions must be handled carefully to ensure that a resignation is voluntarily and freely given by the individual and promptly accepted by the board. It may be appropriate in some cases to have a special meeting to address the request. Remember - a resignation request can be withdrawn at any time prior to it

being acted upon by the board.

NDSBA generally recommends that any resignation be in writing and include a waiver of all hearing and notice rights provided under NDCC chapter 15.1-15. NDSBA has recommended language and sample forms that may be provided to the teacher or administrator when a resignation is desired. In addition, any conditions included within the resignation by the employee should be carefully considered before the board accepts or approves the resignation. It is common for a teacher to condition their resignation on the board’s agreement not to report any misconduct or potential breach of contract to the Education Standards and Practices Board (ESPB). The board may agree to such a condition; however, the board may also wish to preserve the ability to make such a report in a given situation. NDSBA recommends consulting with legal counsel regarding any questions or concerns surrounding a teacher resignation and any conditions attached thereto.

Please contact NDSBA or your district legal counsel for additional information regarding teacher resignation.

The *Bulletin* is the official newsletter of the North Dakota School Boards Association. It is published twelve times each year and is mailed as third class mail from New Salem, North Dakota.

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Business Manager Certification Program Accepting Applications

The North Dakota School Business Manager Certification Program (NDSBMCP) is now accepting applications for new students to begin courses later this summer. This certification program is a two-year, 61 credit professional development program geared towards new and long-standing business managers. Business managers are provided practical education and training to help them successfully perform their duties and meet statutory and regulatory responsibilities. Students are instructed on twenty foundational courses that are pertinent to their role as a business manager. Instruction topics include: Introduction to School Finance, Open Meeting and Records, School Law for Business Managers, and School Elections. Courses are taught by

superintendents, business managers, school district personnel, and state officials with expertise in specific areas. Course delivery is a mixture of face-to-face, virtual, and online, self-paced. The NDSBMCP application form can be accessed online at <http://ndsbmcp.org/index.php/handbooks-and-forms/>. Fifteen applicants are needed to start a class so prompt registration is appreciated! Students are encouraged to submit the completed application by July 1, 2022. Even though courses are not scheduled until later this year, students may begin working on their affiliate credit requirements upon application approval. Prospective students can visit the NDSBMCP website at <http://ndsbmcp.org/> or contact rebecca.duben@ndsba.org for more information on the program.



Policy Manual Updates

by Rebecca Duben, Policy Services Director

Policy Services members are encouraged to check out the sixteen policy updates in the February edition of Policy Ponderings. Some changes to highlight in this month's policy news include:

1. The addition of three templates to NDSBA's policy manual. The new templates are exhibit GCC-E2, PPRA Model Notice and Consent/ Opt-Out for Specific Activities; administrative regulation HBAA-AR2, District Personnel Time and Effort; and exhibit HBAA-E, District Personnel Time and Effort Form. These resources were drafted to assist districts in adhering to federal and state processes. Administrators are encouraged to review and implement these templates if needed;
2. The upgrade of three NDSBA policies from recommended to required. This category upgrade affects policies ABAC, Virtual Learning Because of Weather or Other Conditions; ABAD, Virtual School; and HCAA, Purchasing, because law requires that school boards adopt a policy prior to the implementation of virtual instruction or the distribution of federal funds. The board is not required to take any action when changing just the policy category; however, if there are additional changes to the content, such as in policy HCAA, the board will want to follow their policy adoption processes when making these updates. As a reminder, virtual instruction is optional to a district; therefore, a policy would only be required when either temporary virtual learning or a permanent virtual school/ academy has been approved by the

board; and

3. The expansion of the federal fiscal compliance templates. Policy Services has collaborated with the Department of Public Instruction to revise existing NDSBA policies and develop new templates to ensure districts conform to applicable state and federal laws when making purchases with federal funds. Available templates include: policy HBAA, Federal Fiscal Compliance; administrative regulations HBAA-AR1, Federal Fund Expenditures & Inventory Requirements and HBAA-AR2, District Personnel Time and Effort; and exhibit HBAA-E, District Personnel Time and Effort Form.

Contact the Director of Policy Services at 1-800-932-8791 if you have questions on any of the changes referenced here or in Policy Ponderings divisions and businesses.



HR Today and Beyond!

The 6th Human Resource Conference for Local Government, HR Today and Beyond, has been rescheduled for April 20-21, 2022, at the Best Western Ramkota Hotel in Bismarck.

The keynote speaker, Stacey Breuer, will kick off the conference on Wednesday. Stacey is the Chief People Officer for the state of North Dakota. She will reflect on lessons learned over the last two years and how HR is now, more than ever, an essential strategic partner throughout local government. This session will invite participants to understand the emerging challenges we face today. Stacey has high energy and a deep understanding of HR in our state.

The second plenary session will focus on how to structure Human Resource management. This session will be a panel discussion with an elected official, an executive leader, an HR professional and an organizational resource. The group will discuss the unique challenges from very small units of government to the largest. Specifically, there will be discussion on roles and responsibilities and complex boundaries issues with time for questions and answers.

There will also be a new three-session track on HR Basics that will provide an overview for individuals new to Human Resources in local governments or for elected/appointed officials who want to see the full picture. Tanya Weiler and Chuck Horter will lead this track using the newly revised HR Reference Guide.

An additional 15 breakout sessions will be offered to address key emerging HR issues and sessions on improving workplace culture and leadership.

Finally, *The Keeping It Legal* presentation will be presented by a panel including Troy Siebel, Brian Schmidt and Amy De Kok discussing emerging issues and changes in laws related to Human Resources.

The conference agenda and registration information can be found on the HR Collaborative website at www.hrndgov.org. If you are interested in receiving regular HR updates and training opportunities, be sure to click on the "Join Now" button on the HR Collaborative home page.

NDSBMCP Graduation and Recertification Ceremony May 5 at BSC

The North Dakota School Business Manager Certification Program (NDSBMCP) graduation and recertification ceremony has been set for Thursday, May 5 at Bismarck State College. The ceremony will begin at 2 p.m. CT in the Bavendick Stateroom. Over twenty state business managers will be honored during this time. All are invited to attend and celebrate the student's hard work and dedication with us. Contact Rebecca Duben at 1-800-932-8791 for more information.



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Facebook!



Follow us at @ndschooboards (Twitter) and North Dakota School Boards Association (Facebook) for event, policy and other education-related updates.



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2022 NSBA Annual Conference & Exposition

April 2-4, 2022
San Diego, CA

Human Resource Collaborative Conference

April 20-21, 2022
Ramkota Hotel, Bismarck

Board Member Bootcamp

July 18, 2022
State Capitol, Bismarck

2022 NDSBA Annual Convention

October 27-28, 2022
Ramkota Hotel, Bismarck

2022 Governor's Summit on Innovative Education

June 9, 2022
Dickinson Middle School, Dickinson



Lone Tree School District

Contact: Dr. Timothy W. Tharp or Leah Zook

Phone: 701-872-3674

Email: tim.tharp@k12.nd.us or
leah.zook@k12.nd.us

Website: www.golva.k12.nd.us

Deadline: until filled

Position Begins: July 1, 2022



BoardBook Premier

BoardBook Premier is available to North Dakota school districts, political subdivisions, and businesses. BoardBook Premier is a paperless meeting and document storage program designed by school boards and is the new standard in board agenda preparation and decision making. Visit www.ndsba.org for more information.

2022 NDSBA Annual Convention Ramkota Hotel, Bismarck

CLINIC SESSION PROPOSAL

for presentations on Friday, October 28, 2022

Deadline: May 18, 2022

Use this form [also available in a fillable form at www.ndsba.org under Quick Clicks] to suggest a possible clinic session that you think would be of interest to school board members, administrators, and business managers. All presentations must be educational in nature and not for the purpose of selling a product or service. **Presenters are required to bring their own laptop or tablet. NDSBA will have a projector in each of the meeting rooms.** Internet access may be available at the hotel. NDSBA is not able to reimburse clinic presenters for expenses.

Clinic Session (45-minute sessions)	
Title of clinic session: _____	
Description of clinic session: _____	

Suggested presenter(s): _____	
Position/Title: _____	
School District/Organization: _____	
Address: _____	City, ST Zip _____

Person submitting form:

Name: _____ Title: _____

School District/Organization _____

Address: _____ City, ST Zip _____

Phone: _____ E-mail: _____

Return by May 18, 2022

NDSBA, 1224 West Owens Avenue, Bismarck ND 58501

Phone: 1-800-932-8791; (701)255-4127

Fax (701)258-7992

Email: alexis.baxley@ndsba.org

NDSBA reserves the right to reject presentations that are not in keeping with the educational character of the convention.