

Sixty-fourth  
Legislative Assembly  
of North Dakota

ENGROSSED SENATE BILL NO. 2181

Introduced by

Senators Rust, Luick, Marcellais

Representatives Kelsh, B. Koppelman, J. Nelson

1 A BILL for an Act to create and enact a new section to chapter 15.1-07 and section 15.1-07-20.1  
2 of the North Dakota Century Code, relating to the retention of school district records and the  
3 employment of a school district business manager; to amend and reenact section 15.1-07-14 of  
4 the North Dakota Century Code, relating to school district business managers; and to repeal  
5 sections 21-06-05 and 21-06-06 of the North Dakota Century Code, relating to the destruction  
6 of school district documents.

7 **BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:**

8 **SECTION 1. AMENDMENT.** Section 15.1-07-14 of the North Dakota Century Code is  
9 amended and reenacted as follows:

10 **15.1-07-14. Qualified elector.**

- 11 1. An individual who is a qualified elector of this state may:
  - 12 a. Vote to elect board members for the school district in which the individual
  - 13 resides;
  - 14 b. Serve as a board member for the school district in which the individual resides;
  - 15 and
  - 16 c. Serve as a judge or clerk of election for the school district in which the individual
  - 17 resides.
  - 18 ~~d. Serve as the business manager of a school district.~~
- 19 2. For the purposes of elections held under this chapter, an individual residing on a  
20 military installation is deemed to be a resident of a school district if the school district  
21 admits students from the military installation pursuant to a contract and receives  
22 impact aid pursuant to Public Law No. 81-874 [64 Stat. 1100; 20 U.S.C. 236 et seq.],  
23 as amended.

1       **SECTION 2.** Section 15.1-07-20.1 of the North Dakota Century Code is created and  
2 enacted as follows:

3       **School district business manager - Employment - Oversight - Reports to board.**

- 4       1. All decisions regarding the selection and employment of a school district business  
5       manager and all decisions regarding the suspension and dismissal of a school district  
6       business manager belong to the board of a school district, as set forth in section  
7       15.1-09-33.  
8       2. The board shall exercise administrative oversight with respect to the school district  
9       business manager.  
10      3. All financial reports, whether statutorily mandated or requested by the board, and  
11      whether written or oral, must be personally presented to the board by the school  
12      district business manager.

13      **SECTION 3.** A new section to chapter 15.1-07 of the North Dakota Century Code is created  
14 and enacted as follows:

15      **School district records - Retention.**

- 16      1. A school district shall permanently retain the minutes of each school board meeting.  
17      2. Unless otherwise provided by law, a school district shall retain payroll records and  
18      records of revenues and expenditures for a period of five years.  
19      3. A school district may consult with the state archivist before disposing of records in  
20      order to determine whether the records may have any archival value.

21      **SECTION 4. REPEAL.** Sections 21-06-05 and 21-06-06 of the North Dakota Century Code  
22 are repealed.