**School Board Meeting Minutes**

**Griswold Community Schools**

**Monday, March 18, 2024**

The Griswold Community School District Board of Education met for their regular meeting on Monday, March 18, 2024 in the Conference Room. Board President Scott Hansen called the regular meeting to order at 5:30 p.m. Board members present were: Scott Hansen, Aaron Houser, Erika Kirchhoff, Rob Peterson, Scott Peterson, Don Smith, and Ryan Smith. Absent: none. Also present were Superintendent David Henrichs, Elementary Principal Nigel Horton, Secondary Principal Stephanie Brady, Athletic Director Troy Nicklaus, Business Manager Dan Rold, Board Secretary Hannah Bierbaum, along with a handful of parents, teachers, and students.

* **Reading of Mission Statement:** Board Member R. Peterson read the school mission statement, *“The mission of the Griswold Community School District, in partnership with our families and communities, is to provide leadership for positive change to ensure the best learning opportunities for everyone in a safe and caring environment.”*
* **Approval of Agenda**: Motion by Houser to approve the agenda with the addition of item #17 *Consider Approval of 2024-2025 Preschool Handbook* and item #18 *Consider Approval of E-Rate Bids* both to be addressed before item #16 *Consider Entering into Closed Session Under Iowa Code 21.5(1)i* and to postpone item #9 *Educational Presentation*. Seconded by Kirchhoff, motion carried all ayes.
* **Public Input:** Elementary teachers Christi Johnson, Rachel Larsen, Brittan Sindt, Jessica Moore, and Lindsey Weis presented the Board with a staff survey regarding 70% of staff members’ desire to have the district continue to explore the 4-day school week concept.
* **Superintendent’s Report:** Henrichs reported on legislative issues including school start date, minimum salary for teachers, State Supplemental Aid (SSA) amount, and potential funding for a School Resource Officer (SRO). He sought the Board’s opinion on selecting a contractor to assist the Board in the creation of a strategic plan and opinions on hiring an SRO. Lastly, he reminded the Board of a public hearing of the proposed FY2025 tax levy that will be held April 3, 2024 at 5:30 p.m. in the conference room.
	+ **Thank You Card(s)** – cards received from Griswold FFA for the Board’s attendance to the Fine Arts Showcase event and from the families of Gregg Cohrs, Robert Crites and Pat Schaaf for sympathy flowers.
	+ **The Month in Review – Administration** – Horton gave an update on elementary teaching positions, his intent to move forward with purchasing a new literacy curriculum and reviewed proposed changes to the 2024-2025 preschool handbook. Brady honored the February Board Recognition award recipients. Grant Rogers was selected for his participation in the fine arts programs and for being selected as an outstanding soloist at the Morningside College Jazz Festival along with the pianist for SWIBA Honor Jazz Band. Grant Adams, Brie Ross, Madeline Tischer, and Dane Carey were also recognized for their Group Improv speech performance and qualification for All-State Speech. However, Grant Rogers and Grant Adams were the only students in attendance to accept their awards. Brady also discussed results of meeting with staff about adjustments to the supplemental salary schedule, the new requirement for the district to have FBLA, and recent conversations about moving Tiger Time to the end of the school day. Nicklaus notified the Board that the baseball and softball scoreboards have been delivered and posts have been set.
	+ **Board Learning Opportunities** – the Board selected the March recipient for the Board recognition award. R. Smith provided the Board with comparative enrollment data based on certified enrollment.
* **Consent Agenda:** Motion by R. Peterson to approve the consent agenda with the additional bills of $7,560.18 as presented.
	+ Minutes of the Regular Meeting February 19, 2024
	+ Financial Statements and Monthly Bills
	+ **Personnel:**
		- ***Resignations:*** Brittany Karwal – Elementary Classroom Teacher and Stephanie Kelley – MS/HS Social Studies Teacher and SEL Coordinator (effective at the end of the 2023-24 school year.)
		- ***Transfers:*** Ryan Lockwood from Head High School Girls Basketball Coach to Head High School Boys Basketball Coach, Aaron Houser from Assistant High School Girls Basketball Coach to Head High School Girls Basketball Coach, and Alysia Holbrook from Elementary Classroom Teacher to Preschool Teacher (pending appropriate licensure) (effective for the 2024-2025 school year.)
		- ***New Hires:*** Charity Mundorf – Concessionarie (for the remainder of the 2023-2024 school year), Alicia Dofner – Football and Basketball Cheerleading Sponsor, Chase Wallace – Elementary Classroom Teacher, and Cadence Firch – Elementary Classroom Teacher (effective for the 2024-2025 school year)
	+ **Gifts, Memorials, Bequests** – $200 from the Griswold Optimists for the Sheltered Reality Assembly, 144 toothbrushes, toothpaste, and floss from Delta Dental and $444*.*11 that was collected during the Fine Arts Showcase to be split equally between FFA, FCCLA, Art, Band, Choir, Speech and FBLA.

Seconded by Kirchhoff, motion carried 6-0, Houser abstained due to a conflict of interest.

**Old Business**

* **Board Policies – Second Reading** – Motion by S. Peterson to approve the Superintendent’s recommendation to waive the second reading and approve board policies 711.4, 711.5, 711.6, 711.7, 711.8, 711.9, 711.10, 712, and 712.R1. Seconded by Houser, motion carried all ayes. *(Any changes made to a board policy will be attached to the original copy of the minutes and available for review at the central office.)*
* **Consider Approval Of Chemical Application Bids** – Henrichs presented the two bids received for chemical application services. Motion by R. Smith to award the chemical application bid to A+A Lawn and Landscaping for 2024. Seconded by Houser, motion carried all ayes.

**New Business**

* **Consider Approval Of Mowing Bids** – Henrichs presented the two bids received for mowing. Motion by Kirchhoff to approve the mowing bid from Bob’s Mowing for 2024-25. Seconded by Houser, motion carried all ayes.
* **Educational Presentation** – item was postponed due to presenter illness.
* **Consider Approval Of Curriculum Planner Exemption** – Henrichs reviewed the request of student “X” to drop a course at Iowa Western Community College (IWCC) after the drop deadline as stated in the Griswold Curriculum Planner. This request was received due to mental stress and at the recommendation of their doctor. Brady would like to review the handbook to allow students two weeks to drop college courses. After discussion, motion by Houser to approve the allowance for the student “X” to withdrawal from the IWCC course with no penalty and without a grade listed on their Griswold transcript. Seconded by R. Smith, motion carried, 6-1 (R. Peterson.)
* **Consider Approval Of Participation Agreement For FY25 Local Government Risk Pool** – Motion by Kirchhoff to approve the Iowa Local Government Risk Pool Participation Agreement for FY2025. Seconded by Houser, motion carried all ayes.
* **Consider Approval Of Drivers Education Program And Fees** – Henrichs presented the administration’s plan for providing Drivers Education this summer due to current staff retirements. Motion by Kirchhoff to approve the administration’s recommendation to contract with three individuals (Paul McKay, Jeremy Blake, and Jarrod O’Donnell) at a rate of $300 per student for Driver’s Education for 2024, leaving the student prices the same ($385 for Griswold students and $495 for non-Griswold students.) Seconded by D. Smith, motion carried all ayes.
* **Consider Approval Of Snow Make-Up Day Plan** – Henrichs reviewed the administration’s proposal for adjusting the school calendar. Motion by R. Smith to approve the snow day make-up plan which consists of moving the last day of school for students to May 24th and the last day for staff to May 31st, forgiving two days for staff. Seconded by Kirchhoff, motion carried all ayes.
* **Annual Review Of Policies 505.8 And 505.8R1** – Motion by R. Peterson to approve and review Board policies 505.8 and 505.8R1. Seconded by S. Peterson, motion carried all ayes.
* **Board Policies – First Reading** – First reading of board policies 800, 801.1, 801.2, 801.3, and 801.4
* **Consider Approval of 2024-25 Preschool Handbook** – Motion by Houser to approve the 2024-25 Preschool Handbook as presented. *(Changes include increased tuition for part-time students to $210 per month and for full-time to $420 per month along with an added application acceptance process for potential three-year-old students.)* Seconded by Kirchhoff, motion carried all ayes.
* **Consider Approval of E-Rate Bids** – Motion by R. Smith to authorize the purchase of a server rack, switch, battery backups and access points through the E-Rate program. Seconded by Kirchhoff, motion carried all ayes.

President Hansen recessed the meeting at 7:04 p.m. and reconvened at 7:09 p.m.

* **Consider Entering Into Closed Session Under Iowa Code 21.5(1)i** – Motion by Kirchhoff to enter into closed session under Iowa Code 21.5(1)i for the purpose of evaluating the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session at 7:09 p.m. Seconded by R. Smith. Roll call ayes: S. Peterson, Hansen, R. Smith, Houser, D. Smith, R. Peterson, Kirchhoff. Nays: none, motion carried. President Hansen reconvened the meeting following the closed session at 7:21 p.m.

**Adjourn** – Motion by R. Peterson to adjourn at 7:21 p.m. Seconded by Houser, motion carried all ayes.

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Hannah Bierbaum, Board Secretary Scott Hansen, Board President

*(Next regular meeting April 15, 2024)*

*Reports, documents, full text of resolutions and policies considered by the Board at this meeting are on file in the Board Secretary’s office, 712-778-2152, Monday through Friday, 8 am – 4 pm.*

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| **GRISWOLD COMMUNITY SCHOOLS** |
| **CLAIMS APPROVED** |
| **OPERATING FUND** |
| Vendor Name | Description | Amount |
| ADVANTAGE ADMINISTRATORS | OLSAND Mar HRA Admin Fee | 5.20 |
| AHSTW COMMUNITY SCHOOL DISTRICT | Open enrollment | 8,547.76 |
| AMAZON CAPITAL SERVICES | Supplies/Book | 647.54 |
| ART OF EDUCATION UNIVERSITY LLC, | Tuition | 2,394.00 |
| ATLANTIC COMMUNITY SCHOOL DISTRICT | EOC Billing/Sharing agreement | 2,878.17 |
| BUENA VISTA UNIVERSITY | Tuition | 855.00 |
| CAMBLIN MECHANICAL | Repair | 85.00 |
| CARLSON, PATRICIA  | Reimbursement | 3.62 |
| CENTRAL IOWA DISTRIBUTING, INC | Soap | 169.00 |
| CITY OF GRISWOLD | Water & sewer | 640.52 |
| COUNCIL BLUFFS COMM SCHOOL DIST | Children's square | 7,286.30 |
| DANNCO INC | FB Helmets | 3,666.75 |
| FASTENAL COMPANY | Supplies | 69.98 |
| FIRST NATIONAL BANK | Travel/Books/Ad/Supplies/Registration | 1,399.74 |
| GLENWOOD COMM. SCHOOLS | APEX | 5,942.06 |
| GRISWOLD AMERICAN | Ad/Minutes/claims | 361.83 |
| GRISWOLD COMMUNITY SCHOOL | OLSAND Mar PSF Payment | 38.00 |
| HORTON, NIGEL  | Reimbursement | 60.00 |
| HYVEE FOOD STORES INC. | Sympathy flowers/foods class supplies | 494.24 |
| INSTRUMENTALIST AWARDS LLC | Awards | 163.00 |
| IOWA HIGH SCHOOL SPEECH ASSOC | Registration | 208.00 |
| IOWA JAZZ CHAMPIONSHIPS | Registration | 200.00 |
| ISEBA | OLSAND Mar Medical Insurance Premium | 716.89 |
| J.D. WYMAN SERVICE | Repairs | 219.28 |
| J.Q. OFFICE EQUIPMENT INC. | Service | 175.00 |
| J.W. PEPPER & SON, INC. | Music | 180.14 |
| KELLEY, STEPHANIE  | Reimbursement | 29.40 |
| LEMBKE, DENISE  | Reimbursement | 74.94 |
| MATHESON TRI-GAS | Repairs | 11.82 |
| MCI | Long distance charges | 54.80 |
| MEDICAL ENTERPRISES, INC | Training | 200.00 |
| MIDAMERICAN ENERGY | Electricity | 7,809.31 |
| NICKLAUS, TROY  | Reimbursement | 96.60 |
| ONE SOURCE THE BACKGROUND CHECK CO | Background checks | 40.50 |
| OUTFITTERS PLUS OUTLET STORE | Uniforms | 296.75 |
| PAPER CORPORATION | Paper | 561.45 |
| PECK, JEB  | Reimbursement | 75.00 |
| PRESTON CARPENTRY | Snow removal | 3,062.50 |
| RED OAK COMM. SCHOOLS | Concurrent Courses | 137.97 |
| RICHTER & SON TOWING INC. | Towing fees | 574.50 |
| SANDBOTHE FIRESTONE | Repair | 98.00 |
| SCHROER & ASSOCIATES PC | Audit costs | 5,000.00 |
| TIGER MART | Gas/diesel | 4,970.74 |
| TRUCK CENTER COMPANIES | Repairs | 1,864.62 |
| ULINE | Supplies | 427.31 |
| VERIZON WIRELESS | Tablet line access | 277.90 |
| WYMAN'S CARQUEST | Supplies/Parts | 220.28 |
| XAP CORPORATION | Subscription | 675.00 |
|  | **Fund Total:** | **63,966.41** |
| **ACTIVITY FUND** |
| Vendor Name | Description | Amount |
| AMAZON CAPITAL SERVICES | RESISTANCE BANDS | 39.98 |
| ATLANTIC BOTTLING CO | SUPPLIES | 230.52 |
| BALL HORTICULTURAL COMPANY | GREENHOUSE SUPPLIES | 2,562.40 |
| DANNCO INC | HURDLES | 1,044.85 |
| DES MOINES SYMPHONY ACADEMY | ADMISSION/FIELD TRIP | 119.00 |
| DESTINATION COFFEE & CUISINE | COFFEESHOP SUPPLIES | 108.14 |
| FIRST NATIONAL BANK | COFFEESHOP SUPPLIES/ST WR EXPENSES | 2,791.21 |
| FLORIDA FRUIT ASSOCIATION | STRAWBERRIES | 2,365.00 |
| GIRRES, CHRIS  | SCHEDULING FEE | 500.00 |
| HYVEE FOOD STORES INC. | SUPPLIES | 80.70 |
| IOWA FCCLA | SLC REGISTRATION | 790.00 |
| NATIONAL FFA ORGANIZATION | BANQUET SUPPLIES | 921.16 |
| ROSSELL, JODY  | REIMB/SUPPLIES | 55.00 |
| STEINBECK & SONS, INC. | GREENHOUSE HEAT | 330.05 |
|  | **Fund Total:** | **11,938.01** |
| **MANAGEMENT FUND** |
| Vendor Name | Description | Amount |
| SU INSURANCE COMPANY | Breakdown insurance | 7,356.75 |
|  | **Fund Total:** | **7,356.75** |
| **CAPITAL PROJECTS** |
| Vendor Name | Description | Amount |
| ABLE LOCKSMITHS | Repair | 8,123.00 |
| CAMBLIN MECHANICAL | Repairs | 594.88 |
| DAKTRONICS, INC. | Bball/Sball Scoreboards | 26,750.00 |
| GRISWOLD COMMUNICATIONS | Phone/internet | 1,560.37 |
| J.Q. OFFICE EQUIPMENT INC. | Copier leases | 2,484.23 |
|  | **Fund Total:** | **39,512.48** |
| **PHYSICAL PLANT & EQUIPMENT** |
| KANSAS CITY AUDIO-VISUAL INC. | Interactive panel | 3,569.20 |
|  | **Fund Total:** | **3,569.20** |
| **SCHOOL NUTRITION FUND** |
| Vendor Name | Description | Amount |
| ANDERSON ERICKSON DAIRY | Dairy products | 2,278.97 |
| BIMBO BAKERIES USA | Bread products | 956.66 |
| FIRST NATIONAL BANK | Prep table/supplies | 274.23 |
| HYVEE FOOD STORES INC. | Milk | 4.18 |
| LARY, KAY  | Reimbursement | 14.66 |
| MARTIN BROTHERS | Food/supplies/a la carte items | 19,027.52 |
| RAPIDS WHOLESALE | Utility cart | 91.97 |
| ROSS CHEMICAL SYSTEMS | Supplies | 740.34 |
|  | **Fund Total:** | **23,388.53** |
| **INTERNAL SERVICE FUND - HEALTH INSURANCE** |
| Vendor Name | Description | Amount |
| ADVANTAGE ADMINISTRATORS | PSF Reimbursement  | 2,637.79 |
|  | **Fund Total:** | **2,637.79** |
|  | **TOTAL EXPENDITURES:**  | **152,369.17** |