**School Board Meeting Minutes**

**Griswold Community Schools**

**Monday, June 16, 2025**

The Griswold Community School District Board of Education met for their regular meeting on June 16, 2025 in the Conference Room. Board President Ryan Smith called the meeting to order at 5:30 p.m. Board Member Houser 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.*” Roll call of board members present were Scott Hansen, Aaron Houser, Erika Kirchhoff, Rob Peterson, Ryan Smith. Absent were Don Smith and Scott Peterson. Also present were Superintendent David Henrichs, Business Manager Dan Rold, Board Secretary Hannah Bierbaum, Secondary Principal Seth Lembke, Athletic Director Cole Cooper, Rich Mortensen and Jan Preston.

* **Approval of Agenda:** Motion by R. Peterson to approve the agenda with changing the wording of item #8. *Consider Approval of* ***Renewal*** *of Certificate of Deposit* to *Consider Approval of* ***Redemption*** *of Certificate of Deposit*. Seconded by Kirchhoff, motion carried all ayes.
* **Public Input:** None.
* **Superintendent’s Report:** Henrichs reported on the total leave days he used this year, provided an update on the concession stand project, and reviewed the results of the surplus auction held on June 7th.
	+ **Thank You Card(s)** – Cards received from Deb Arp for the years of service award, Lisa Masker for her retirement gift and ongoing support, and Colleen Richards for flowers following her surgery.
	+ **The Month in Review – Administration** – Hortonsubmitted a written report. Lembke highlighted possible schedule changes for next school year, noting that the elementary students will now eat lunch in the MS/HS cafeteria. He also discussed proposed cell phone policy changes per recent State Legislation that will be brought to the board for approval in July. Cooper updated the board on the football field play clocks, suspended volleyball net, HS gym floor project and presented two quotes for concussion baseline testing through SWAY.
	+ **Board Learning Opportunities** – The board recognized Rich Mortensen for the board recognition award for his contributions to running efficient track meets through announcing that is informative yet inspirational. The board opted not to select any June recipients for the monthly recognition award. Board Secretary Bierbaum provided information regarding a shared google drive for board to access district information.

* **Consent Agenda** – Motion by R. Peterson to approve the consent agenda with the additional bills of $70,375.07 as presented.
	+ Minutes of the Work Session May 19, 2025
	+ Minutes of the Regular Meeting May 19, 2025
	+ Approval of Financial Statements and Monthly Bills
	+ **Personnel:**
		- ***Resignation*** *– Tara Littler-Scholl – Yearbook Sponsor*
		- ***New Hires*** *–* Brianna McCollum – Yearbook Sponsor, Andrew Almelien – Elementary Classroom Teacher, and Andie Hartman – Assistant HS Boys Track Coach
		- ***Lane Advancement*** *–* Randy Wells from BA, Step 1 to MA, Step 1
	+ **Gifts, Memorials, Bequests** *–* Donation of chemical for the FFA test plot from Steinbeck and Sons.

Seconded by Kirchhoff, motion carried all ayes.

**Old Business**

* **Board Policies – Second Reading** *–* Motion by Hansen to approve the Superintendent’s recommendation to waive the second reading and approve board policies 102, 102.R1, 102.E1, 102.E2, 102.E3, 102.E4, 102.E5, 104.E2, 104.E3, 206.03, 214, 215, 215.E1, 216.01, 216.02, 216.03, 216.04, 216.05, 217, 302.01, 303.02, 401.01, 401.05, 402.02, 503.09, 503.09R1, 603.04, 605.01R1, 708, 710.01R1, 710.01E1, 710.01E2, 804.02, 804.06, 901.Seconded by Kirchhoff, 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.)*
* **Prioritize Items Identified During May 19 Facilities Walk Through** – The board discussed items addressed during the outdoor facilities walk through and prioritized items to be addressed next year, in the next 2-3 years, and to be monitored or considered in the future based on financial resources. No formal action taken. *(A list of identified items will be attached to the original copy of the minutes.)*

**New Business**

* **Consider Approval Of Redemption of Certificate Of Deposit** – Motion by Hansen to approve the redemption of the certificate of deposit at Rolling Hills Bank that is valued at $556,338.37 and to deposit in the general fund checking account. Seconded by R. Peterson, motion carried all ayes.
* **Establish Nutrition Prices And Set Convenience Fees For 2025-2026** – Motion by Houser to set the nutrition prices and convenience fees as follows for the 2025-2026 school year:

 Adult Lunch $5.00

 PK-12 Breakfast $2.00

 PK-5 Lunch $2.70

 6-12 Lunch $2.90

 Online convenience fee $4.00

*A La Carte Items:*

 Cookies $1.30

 Sparkling Ice Water $1.75

 Fruit Roll ups $1.15

 Chips $1.50

 Ice Cream $1.30

 Snack Rice Cakes $1.30

 Fruit Snack $1.25

 Beef Sticks $1.25

Seconded by Kirchhoff, motion carried all ayes.

* **Approval Of Fuel Bids** – Motion by Kirchhoff to award the fuel bid to Tiger Mart for the 2025-2026 school year. Seconded by Hansen, motion carried all ayes. Jan Preston thanked the board for their continued support.

* **Approval Of Bid Specifications For Bakery, Dairy, Warewash, Snow Removal, And Trash** – Motion by Kirchhoff to approve the bid specifications for bakery, dairy, warewash, snow removal, and trash for 2025-2026 and solicit bids accordingly. Seconded by Houser, motion carried all ayes.
* **Designate Level I and Level II Child Abuse Investigators For 2025-2026** – Motion by Hansen to approve Amy Akers as the Level I and the Cass County Sheriff’s Department as the Level II Child Abuse Investigators for the 2025-2026 school year. Seconded by Kirchhoff, motion carried all ayes.
* **Consider Approval Of John Baylor Test Prep Program Contract** – Motion by R. Peterson to approve the John Baylor Test Prep Program for 2025-2026. Seconded by Houser, motion carried all ayes.
* **Approval Of APEX Contract With Glenwood CSD** – Motion by Houser to approve the APEX Contract with the Glenwood Community School District for the 2025-2026 school year. Seconded by Kirchhoff, motion carried all ayes.
* **Determine IASB Legislative Priorities** – Board discussed IASB’s list of legislative resolutions. Motion by Hansen to set the Board’s top 4 Legislative Priorities as follows: Supplemental State Aid, School Funding, Teacher Professional Development and Retention, and Student Achievement. Seconded by Houser, motion carried all ayes.
* **Set Mileage Compensation - Policy 401.7** – Motion by Kirchhoff to keep the mileage compensation as $0.50 per mile in instances in which a school district vehicle is not available for the 2025-2026 school year. Seconded by R. Peterson, motion carried all ayes.
* **Board Policies – First Reading** – First Reading of board policies 300, 301.01, 302.02, 302.03, 302.04, 302.05, 403.01

**Adjourn** – Motion by R. Peterson to adjourn at 7:27 p.m. Seconded by Kirchhoff, motion carried all ayes.

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Hannah Bierbaum, Board Secretary Ryan Smith, Board President

*(Next regular meeting July 21, 2025)*

*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 |
| 4IMPRINT, INC | Supplies | 257.10 |
| ADVANTAGE ADMINISTRATORS | NICTRO Jun HRA Admin Fee | 5.20 |
| AKIN BUILDING CENTERS | Supplies | 94.93 |
| AMAZON CAPITAL SERVICES | Supplies | 2,478.80 |
| ATLANTIC ARNOLD MOTOR SUPPLY | Supplies | 37.95 |
| ATLANTIC COMMUNITY SCHOOL DISTRICT | Open enrollment billing/EOC billing/Sharing agreement | 222,144.17 |
| BIERBAUM, HANNAH  | Reimbursement | 74.90 |
| BOB'S MOWING | Mowing | 4,250.00 |
| CAMBLIN MECHANICAL | Labor/Service/Filters | 3,147.38 |
| CAPPEL'S | Supplies | 114.98 |
| CASS COUNTY PEST CONTROL, LLC | Pest control | 190.00 |
| CENTRAL IOWA DISTRIBUTING, INC | Supplies | 3,707.00 |
| CITY OF GRISWOLD | Water/sewer | 1,571.01 |
| DEMCO | Supplies | 602.62 |
| DURHAM MUSEUM, THE  | Field trip | 119.84 |
| FIRST NATIONAL BANK | Supplies/Subscription/Flowers/Books/Training | 3,360.70 |
| FISHER SCIENTIFIC CO | Supplies | 141.71 |
| GLENWOOD COMM. SCHOOLS | APEX | 6,561.46 |
| GREEN HILLS AEA | Social worker agreement | 21,216.16 |
| GREGG YOUNG AUTOMOTIVE OF ATLANTIC | Supplies | 835.29 |
| GRISWOLD AMERICAN | Minutes/claims/Ads | 482.76 |
| GRISWOLD COMMUNITY SCHOOL | NICTRO Jun PSF Payment | 42.31 |
| HORTON, NIGEL  | Reimbursement | 143.37 |
| HYVEE FOOD STORES INC. | Foods class supplies | 1,064.37 |
| ISEBA | NICTRO Jun Medical Ins Premium | 788.51 |
| J.D. WYMAN SERVICE | Repairs | 689.54 |
| LAVERTY SANITATION, INC | Trash removal | 1,740.00 |
| LEMBKE, SETH  | Reimbursement | 60.00 |
| MATH LEARNING CENTER, THE  | Student workbooks | 1,730.16 |
| MCI | Long distance charges | 55.27 |
| MENARDS | Supplies | 513.72 |
| MIDAMERICAN ENERGY | Electricity | 11,187.58 |
| NASCO | Supplies | 1,460.70 |
| NEBRASKA SCIENTIFIC | Supplies | 301.83 |
| ONE SOURCE THE BACKGROUND CHECK CO | Background checks | 135.50 |
| QUILL CORPORATION | Supplies | 370.65 |
| RED OAK COMM. SCHOOLS | Open enrollment billing | 74,395.04 |
| RIVERSIDE COMMUNITY SCHOOL | Concurrent enrollment/Sharing Agreement/Open Enrollment Billing | 51,706.97 |
| SANDBOTHE FIRESTONE | Tires/labor/Batteries | 2,110.92 |
| SCHOOL SPECIALITY, LLC | Supplies | 3,591.27 |
| SOLVARIS NET LLC-TEXTCASTER | Subscription | 547.29 |
| SOUTHWEST VALLEY HIGH SCHOOL | Open enrollment billing | 4,181.26 |
| TIGER MART | Gas/diesel | 1,401.07 |
| TRUCK CENTER COMPANIES | Supplies | 352.93 |
| VERIZON WIRELESS | Tablet line access | 278.02 |
| VITAL SIGNS | Donor wall vinyl | 115.00 |
| WARD'S NATURAL SCIENCE ESTABL | Supplies | 123.96 |
| WILSON, KARLA  | Reimbursement | 200.00 |
| WYMAN'S CARQUEST | Supplies | 241.93 |
|  | **Fund Total:** | **430,923.13** |
| **ACTIVITY FUND** |
| Vendor Name | Description | Amount |
| AKIN BUILDING CENTERS | BB FIELD PAINT | 105.40 |
| AMAZON CAPITAL SERVICES | ELEC BALLOON PUMP | 28.78 |
| ANDERSON ERICKSON DAIRY | COFFEESHOP SUPPLIES | 0.63 |
| ASPI SOLUTIONS | SERVICES/TR | 492.00 |
| ATLANTIC BOTTLING CO | BALANCE ON ACCT | 112.17 |
| ATLANTIC COMMUNITY SCHOOL DISTRICT | ENTRY FEES/WR,VB | 305.00 |
| BALKOVEC, ANDREW  | OFFICIAL | 190.00 |
| BALKOVEC, STEVE  | OFFICIAL | 380.00 |
| BRUCK, JAMES  | OFFICIAL | 190.00 |
| CLARINDA HIGH SCHOOL | G TR ENTRY FEE | 125.00 |
| CONOVER, CASEY  | OFFICIAL | 150.00 |
| DANNCO INC | TR/FB EXPENSES/BASEBALLS | 2,608.71 |
| DOYLE, JAMES  | OFFICIAL | 150.00 |
| FIRST NATIONAL BANK | SUPPLIES/ST TRACK/FEES/COFFEESHOP SUPPLIES | 2,748.34 |
| HOOGESTRANT, JEREMY  | OFFICIAL | 150.00 |
| HYVEE FOOD STORES INC. | FLOWERS/GRADUATION | 478.00 |
| IOWA FFA ASSN. | COLT REGISTRATION | 80.00 |
| JOE'S PORTABLES LLC | RENTAL | 420.00 |
| JONES, RON  | OFFICIAL | 300.00 |
| KRAMMER, SCOTT  | OFFICIAL | 190.00 |
| MCGRUDER, JASON  | OFFICIAL | 380.00 |
| NAHNSEN, JOHN  | OFFICIAL | 150.00 |
| OUTFITTERS PLUS OUTLET STORE | BB SHIRTS/CAPS | 954.72 |
| PATTERSON, BILL  | OFFICIAL | 380.00 |
| REISS, CHARLIE  | OFFICIAL | 190.00 |
| REISS, TYLER  | OFFICIAL | 190.00 |
| ROSSE, AARON  | OFFICIAL | 570.00 |
| ROSSELL, JODY  | REIMB/BAT | 49.00 |
| TAYLOR, DUSTIN  | OFFICIAL | 380.00 |
| THOLEN, MARK  | OFFICIAL | 150.00 |
| TROPHIES PLUS | EXTRA TR MEDALS/SR AWARDS | 65.78 |
| TURNER, PHIL  | OFFICIAL | 150.00 |
| VOS, RORY  | OFFICIAL | 190.00 |
| WIEGEL, SHANE  | OFFICIAL | 150.00 |
| WOOD, RAYMOND  | OFFICIAL | 190.00 |
|  | **Fund Total:** | **13,343.53** |
| **CAPITAL PROJECTS** |
| Vendor Name | Description | Amount |
| A&A LAWN AND LANDSCAPING LLC | Chemical application | 1,075.00 |
| ALLEY POYNER MACCHIETTO ARCHITECTURE, INC | Services | 2,950.00 |
| GRISWOLD COMMUNICATIONS | Internet/phone | 2,688.98 |
| J.Q. OFFICE EQUIPMENT OF OMAHA | Copier lease | 2,639.94 |
|  | **Fund Total:** | **9,353.92** |
| **PHYSICAL PLANT & EQUIPMENT** |
| Vendor Name | Description | Amount |
| ALBIREO ENERGY LLC | Labor | 652.00 |
| CAMBLIN MECHANICAL | Repairs | 5,417.34 |
|  | **Fund Total:** | **6,069.34** |
| **DEBT SERVICES FUND** |
| Vendor Name | Description | Amount |
| UMB BANK, N. A. | Fees | 750.00 |
|  | **Fund Total:** | **750.00** |
| **SCHOOL NUTRITION FUND** |
| Vendor Name | Description | Amount |
| ANDERSON ERICKSON DAIRY | Dairy products | 1,880.73 |
| BIMBO BAKERIES USA | Bread products | 23.00 |
| BRADY, STEPHANIE  | Refund | 10.90 |
| CAMDEN, MACI  | Refund | 20.35 |
| LENNON, TERESA  | Refund | 0.40 |
| MAIN, CYNDI OR RANDY  | Refund | 34.19 |
| MONREAL, CARMARINA  | Refund | 1.00 |
| NELSON, SANDRA  | Refund | 23.60 |
| NICKLAUS, TROY  | Refund | 13.20 |
| SHARP, CHRIS OR MANDY  | Refund | 2.00 |
| TEANEY, BARBARA  | Refund | 11.30 |
| VANDERPOOL, LAURA  | Refund | 6.85 |
|  | **Fund Total:** | **2,027.52** |
| **INTERNAL SERVICE FUND - HEALTH INSURANCE** |
| Vendor Name | Description | Amount |
| ADVANTAGE ADMINISTRATORS | PSF Reimbursement - 5/23/25 | 160.20 |
|  | **Fund Total:** | **160.20** |
|  | **TOTAL EXPENDITURES:** | **462,627.64** |