

**School Board Meeting Minutes
Griswold Community Schools
Monday, November 20, 2023**

The Griswold Community School District Board of Education met for their regular meeting on Monday, November 20, 2023 in the Conference Room. Board President Ryan Askeland called the regular meeting to order at 5:30 p.m. Board members present were: Ryan Askeland, Scott Hansen, Don Smith, Rob Peterson, Scott Peterson, and Erika Kirchhoff joined via conference call. Absent: Aaron Houser. Also present were Elementary Principal Nigel Horton, Secondary Principal Stephanie Brady, Board Secretary Hannah Bierbaum, Business Manager Dan Rold, Athletic Director Troy Nicklaus, Teacher Tara Littler-Scholl, Transportation Director Jeb Peck, and Technology Director Eric Baker.

- **Reading of Mission Statement:** Board Member Hansen 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 R. Peterson to approve the agenda as presented. Seconded by S. Peterson, motion carried all ayes.
- **Public Input:** None.
- **Superintendent’s Report:** Henrichs submitted a written report.
 - **Thank You Card(s)** – none received.
 - **The Month in Review – Administration** – Horton discussed current literacy curriculum and potential updates. Brady highlighted possible revisions to the attendance/truancy policy, academic eligibility policy, and senior skip day request. Nicklaus provided two quotes for replacing the baseball / softball score boards, reported on recent Athletic Leadership team initiatives, and winter sports participation.
 - **Board Learning Opportunities** – The Board recognized Technology Director Eric Baker for going above and beyond his job duties and initiating necessary improvements to the district’s technology needs. They also recognized Transportation Director, Jeb Peck for the overall management of the Transportation department and maintaining a compliant fleet. Board discussed November and December recipients. Hansen spoke about his recent attendance to IASB convention.
- **Consent Agenda:** Motion by R. Peterson to approve the consent agenda with the additional bills as presented.
 - Minutes of the Regular Meeting October 16, 2023
 - Financial Statements and Monthly Bills
 - Personnel:
 - **Resignations:** Ann Jones – Nurse (effective December 19th), Megan Alley – Elementary Paraprofessional (effective November 17th), Scott Robinson – MS Football Coach (effective at the end of the 2023 season)
 - **New Hires:** Blair Rush – Full-time Nurse (effective December 19th)
 - **Gifts, Memorials, Bequests:** \$2,000 from the Griswold Optimists, (\$500 for books, \$1,000 for elementary field trips and \$500 for student lunch accounts), \$387 received during the musical to be used for the Music/Drama department, and \$400 from KJAN for communication arts.Seconded by Smith, 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 705.1, 705.1R1, 705.1R2, 705.2, 705.3, 705.4, and 705.4R1. Seconded by S. Peterson, 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 Activation Status Of Early Retirement Policies** – Board briefly discussed retiree criteria in the instance that there are more applicants interested in participating than what the program allows. The board elected to change the selection criteria from a first come, first serve basis to seniority with the district. Motion by Hansen to approve the second reading and activation of early retirement board policies for both licensed and classified employees (407.6, 407.6E1, 413.6, 413.6E1.) Seconded by R. Peterson, motion

carried all ayes. (*Changes made to the early retirement policies included \$24,000 available to each licensed retiring employee, payable in equal installments over a three-year period starting 7/1/2024, limited to a maximum of 2 retiring participants based on years of service with the district, with applications being due December 22nd, 2023. Classified early retirees would receive 30% of their contracted wages in their last contract year, payable in equal installments over a three-year period starting 7/1/2024, limited to a maximum of 2 retiring participants based on years of service with the district, with applications being due December 22nd, 2023.*)

- **Establish 2023-2024 Board Goals** – Motion by R. Peterson to adopt the following Board goals for 2023-2024: *Establishing strategies for attracting, hiring, and retaining quality staff and Develop strategies for reducing our net open enrollment out to no more than negative 50 students in two years.* Seconded by S. Peterson, motion carried all ayes.

New Business

- **Presentation On The Teacher Leadership And Compensation Program** – Presentation given by TLC District Communicator, Tara Littler-Scholl. She highlighted the TLC team's accomplishments this year, specifically the "Donuts with Grownups" event and the upcoming "Passion Project" program. No formal action taken.
- **Consider Approval Of The 2023-2024 Individual Career And Academic Plan - ICAP** – Per the recommendation of Principal Brady, motion by Hansen to postpone the Approval of the 2023-2024 Individual Career and Academic Plan until the December 18, 2023 Regular Board Meeting. Seconded by Smith, motion carried all ayes.
- **Approval Of SBRC Application For Increasing Enrollment, Open Enrollment Out, And LEP Instruction Beyond Five Year** – Motion by R. Peterson to authorize the District's administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$91,213 due to an increase of certified enrollment from the prior year. Seconded by Hansen, motion carried, all ayes. Motion by R. Peterson to authorize the District's administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$17,095 for open enrolled out students who were not included in the district's previous year certified enrollment count. Seconded by Hansen, motion carried all ayes.
- **Approval Of Budget Guarantee Resolution** – Motion by Hansen to approve the following Budget Guarantee Resolution: "Be it Resolved, that the Board of Directors of the Griswold Community School District, consistent with Iowa Code section 257.14 will levy property tax for the fiscal year in order that the district's 2024-2025 regular program district cost will be 101% of the 2023-2024 regular program cost, or the district's 2024-2025 regular program cost will be increased by the maximum percent difference cost plus any more money received under section 257.14 as a budget adjustment for 2023-2024 minus 2024-2025 regular program cost, whichever is greater." Seconded by S. Peterson, motion carried all ayes.
- **Consider Establishing A Joint Board Meeting With The Lenox CSD** – As the Superintendent Sharing Agreement with the Lenox Community School District does not expire until June 30, 2025, both the Lenox and Griswold School Boards did not feel it necessary to hold a joint board meeting this year. No formal action taken.
- **Discussion On Facilities Walk Through** – Board discussed holding the annual facilities walk through in January. No formal action taken.
- **Consider Establishing A Board Work Session** – Motion by Hansen to postpone Establishing a Board Work Session until the December 18, 2023 Regular Board Meeting. Seconded by S. Peterson, motion carried all ayes.
- **Consider Approval Of Middle School / High School Attendance Policy Pilot Program** – Principal Brady made a presentation to the Board regarding an attendance program for Middle / High School students during The Month in Review Administration portion of the meeting. Brady did not have a formal proposal therefore, motion by Hansen to postpone the Approval of Middle School / High School Attendance Policy Pilot Program until the December 18, 2023 Regular Board Meeting. Seconded by R. Peterson, motion carried all ayes.

- **Cast Vote For Green Hills AEA Board Of Directors - District 3** – Motion by S. Peterson to authorize Board President Askeland to submit a vote for Murray Fenn as the Director of District #3 for the Green Hills Area Education Agency Board of Directors. Seconded by Smith, motion carried all ayes.
- **Consider Renewal Of Certificate Of Deposit** – Motion by Hansen to authorize Board Secretary Bierbaum to invest \$521,391.11 in a 7-month CD at Rolling Hills Bank and Trust with 5.25% interest. Seconded by S. Peterson, motion carried all ayes.
- **Board Policies – First Reading** – First reading of board policies 401.1, 503.1, 503.2, 503.8, 503.8R1, 706.1, 706.2, 706.3, 706.3R1, 707.1, 707.2, 707.3, 707.4, 707.5, 707.5R1

Adjourn: Motion by Kirchoff to adjourn at 6:26 p.m. Seconded by Hansen, motion carried all ayes.



Hannah Bierbaum, Board Secretary
(Next regular meeting December 18, 2023)



Ryan Askeland, Board President

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.

GRISWOLD COMMUNITY SCHOOLS

CLAIMS APPROVED

OPERATING FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
3 BEE FARMS	Field trip	165.00
ADVANTAGE ADMINISTRATORS	OLSAND Nov HRA Admin Fee	5.20
AGRILAND FS	Bulk fluids	190.44
AMAZON CAPITAL SERVICES	Supplies/Equipment	3,648.64
ATLANTIC COMMUNITY SCHOOL DISTRICT	Sharing agreement/EOC billing	2,878.17
ATLANTIC NEWS TELEGRAPH	Ad	90.00
BOB'S MOWING	Mowing	3,070.00
BRANDT, MONICA	Reimbursement	40.71
CAMBLIN MECHANICAL	Repair	274.32
CAPPEL'S	Supplies	135.10
CASS COUNTY PEST CONTROL, LLC	Pest control	180.00
CASS HEALTH	Driver physical	115.00
CENTRAL IOWA DISTRIBUTING, INC	Supplies	2,972.00
CITY OF GRISWOLD	Water & sewer	1,410.77
COUNCIL BLUFFS COMM SCHOOL DIST	Children's square	12,168.66
DEPARTMENT OF EDUCATION	Inspections	950.00
FASTENAL COMPANY	Supplies	52.58
FIRST NATIONAL BANK	Supplies/Travel/Subscription/Registration	1,130.74
FOLLETT CONTENT SOLUTIONS, LLC	Books	127.72
GLENWOOD COMM. SCHOOLS	APEX	6,642.72
GREEN HILLS AEA	Training	550.00
GRISWOLD AMERICAN	Ad/Minutes/Claims	320.43
GRISWOLD CHURCH OF CHRIST	Veterans video	31.99
GRISWOLD COMMUNITY SCHOOL	OLSAND Nov PSF Payment	38.00
GRISWOLD COMMUNICATIONS	Phone/Internet	225.00
HANSEN, SCOTT	Reimbursement	24.00
HORTON, NIGEL	Reimbursement	60.00
HTS AG	Drone/items	8,272.98
HYVEE FOOD STORES INC.	Foods class supplies	324.83
IOWA DEPARTMENT OF HUMAN SERVICES	Medicaid billing	345.52
IOWA HIGH SCHOOL MUSICAL THEATER AWARDS	Fee	95.00

ISCA	Registration	200.00
ISEBA	OLSAND Nov Medical Insurance Premium	716.89
ISFIS, INC	Workshop	160.00
J.D. WYMAN SERVICE	Supplies/Parts	56.87
J.Q. OFFICE EQUIPMENT INC.	Supplies	39.47
J.W. PEPPER & SON, INC.	Music	35.40
LEMBKE, SETH	Reimbursement	31.70
LENOX COMM. SCHOOL DISTRICT	Sharing agreement	26,425.90
LEWIS TRUCKING, PAT	Labor	520.00
MCI	Long distance charges	50.93
MEDICAL ENTERPRISES, INC	Annual dues	465.00
MENARDS	Supplies	467.17
MIDAMERICAN ENERGY	Electricity	7,251.61
MIDWEST AUTO FIRE SPRINKLER CO	Inspection	375.00
ONE SOURCE THE BACKGROUND CHECK CO	Background check	81.00
POLLARD, KATELYN	Reimbursement	28.30
RICK'S COMPUTERS	Server	267.00
RIEMAN MUSIC	Repairs/parts	26.40
RYAN LAWN AND TREE INC.	Winterization	335.00
SANDBOTHE FIRESTONE	Repair/Batteries	2,045.90
SCHILDBERG CONST. CO., INC.	Rock	544.78
SCHOLASTIC BOOK FAIRS - 8	Book fair	1,012.89
SCHOLASTIC INC (Teacher Store)	Books	68.36
SCHOOL NURSE SUPPLY, INC.	Supplies	216.54
SCHOOL SPECIALITY, LLC	White board	99.72
SHERWIN WILLIAMS CO, THE	Paint	319.59
TEACHER DIRECT	Supplies	105.04
TIGER MART	Gas/diesel	6,304.97
TIMBERLINE BILLING SERVICES LLC	Medicaid billing	39.60
TITLETOWN DRONES LLC	Course	796.00
TRUCK CENTER COMPANIES	Parts	2,580.21
VERIZON WIRELESS	Tablet line access	277.83
WESTERN GOVERNORS UNIVERSITY	Tuition	5,077.00
WYMAN'S CARQUEST	Supplies	194.49
	Fund Total:	103,752.08

ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ALUMINUM ATHLETIC EQUIPMENT	HURDLE BOARDS	150.87
AMAZON CAPITAL SERVICES	MUSICAL SUPPLIES	79.67
ATLANTIC BOTTLING CO	SUPPLIES	214.41
C&A SCALE SERVICE, INC.	CALIBRATING SCALES	200.00
DESTINATION COFFEE & CUISINE	COFFEESHOP SUPPLIES	306.08
DIRT ROAD CANDLE CO	FFA FUNDRAISER	1,381.05
FIRST NATIONAL BANK	WR COACHES MEMBERSHIP-IWCOA	170.00
HANO'S PRINTING PLACE	FB/VB AWARDS	28.00
HYPE SOCKS	SCHOOL SOCKS	2,032.81
HVVEE FOOD STORES INC.	COFFEESHOP SUPPLIES	36.71
IOWA FFA ASSN.	NAT'L/STATE/CHAPTER/DIST DUES	735.50
IOWA FFA ASSN.	GREENHAND FIRE UP REGISTRATION	120.00
IOWA GIRLS HS ATHLETIC UNION	TICKETS/XC/SCOREBOOK COVERS/SCORESHEETS	81.00
LITTLE OL' COOKIE HOUSE	FFA FUNDRAISER	8,265.60
MARTIN BROTHERS	CUPS/DONUT DAY	16.77
MORTENSEN, RICHARD	OFFICIAL	340.00
OUTFITTERS PLUS OUTLET STORE	FFA SHIRTS	854.85
PALMER, BROOKE	MUSICAL SUPPLIES	209.26
RED OAK DO IT CENTER	MUSICAL SUPPLIES	782.48

RODGERS, CHAD	OFFICIAL	340.00
VICTOR, KARA	REIMB-COFFEESHOP SUPPLIES	30.16
	Fund Total:	16,375.22

CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
GRISWOLD COMMUNICATIONS	Phone/internet	1,390.76
J.Q. OFFICE EQUIPMENT OF OMAHA	Copier leases	5,039.47
NATIONAL BUSINESS FURNITURE, LLC	Furniture	690.03
RICK'S COMPUTERS	Labor	916.04
UMB BANK, N. A.	Administrative fees	300.00
	Fund Total:	8,336.30

PHYSICAL PLANT & EQUIPMENT

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ALBIREO ENERGY LLC	Repairs	4,989.00
BODY BASICS FITNESS EQUIPMENT	Equipment	3,699.00
NATIONAL BUSINESS FURNITURE, LLC	Furniture	920.20
	Fund Total:	9,608.20

SCHOOL NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AMAZON CAPITAL SERVICES	Supplies	41.84
ANDERSON ERICKSON DAIRY	Dairy products	2,848.44
BIMBO BAKERIES USA	Bread products	979.38
HYVEE FOOD STORES INC.	Supplies	7.42
MARTIN BROTHERS	Food/supplies/A la arte items	23,010.47
	Fund Total:	26,887.55
	TOTAL EXPENDITURES:	164,959.35