

**School Board Meeting Minutes
Griswold Community Schools
Monday, August 21, 2023**

The Board of Education met for its regular meeting on Monday, August 21, 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, Aaron Houser, Erika Kirchhoff, Don Smith, and Rob Peterson. Absent: Scott Peterson. Also present were Superintendent David Henrichs, Board Secretary Hannah Bierbaum, Elementary Principal Nigel Horton, Secondary Principal Stephanie Brady, Athletic Director Troy Nicklaus, Business Manager Dan Rold, Teacher Nancie Platt, and Griswold Mayor Brad Rhine.

- **Reading of Mission Statement:** Board President Askeland 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, with the addition of item #14 Consider Approval of Additional Claims to be addressed in the consent agenda. Seconded by Houser, motion carried all ayes.
- **Superintendent’s Report:** Henrichs informed the Board that the auditors completed their field work last week and highlighted open positions.
 - **Thank You Cards** – cards received from Michele Kirchhoff for the sympathy gift in memory of her mother and from Mr. Horton for his father.
 - **The Month in Review – Administration** – Horton shared the new elementary paraprofessional hires, highlighted the non-certified mental health paraprofessional position that is still open, and reviewed teacher LETRS training that was completed this summer in exchange for the April PD day. Brady highlighted summer training completed by staff, thanked the Board for their support in her attendance to the SAI conference, and thanked the custodians for their hard work over the summer. Nicklaus updated the Board on the athletic field irrigation system, discussed cashless admission at other schools’ athletic events, and notified the board that the AED that was purchased with donation funds has been placed at the softball/baseball fields.
 - **Board Learning Opportunities:** The Board recognized Nancie Platt for her positivity in the classroom and for her years as a driver’s education instructor. Board discussed August recipient. Board also discussed IASB convention attendance. Bierbaum reviewed School Board candidacy and filing requirements. Current incumbents are Scott Hansen, District #2, Erika Kirchhoff District #1, and Ryan Askeland at-large. Board discussed their annual self-evaluation.
- **Consent Agenda:** Motion by R. Peterson to approve the consent agenda as amended.
 - Minutes of the Regular Meeting July 17, 2023
 - Financial Statements and Monthly Bills
 - **Personnel:**
 - **New Hires:** Cade Carstens – MS Football Coach and Assistant HS Boys Track Coach, Marie Amos – Elementary Paraprofessional, Meagan Chambers – Elementary Paraprofessional, Erin Kelly – Elementary Paraprofessional, Kelsey Manzer – Elementary Paraprofessional.
 - **Advancement on Salary Schedule:** Rachel Kramer – from BA, Step 8 to MA, Step 8 (effective for the 2023-2024 school year)
 - Gifts, Memorials, Bequests - \$300 from Heather Pelzer for MS/HS donations.
 - Consider Approval of Additional ClaimsSeconded by Kirchhoff, motion carried, Askeland abstained due to a conflict of interest with the claims.


Old Business

- **Board Policies – Second Reading** – Motion by Hansen to approve the superintendent’s recommendation to waive the second reading and approve board policies 104, 104.R1, 402.2, 402.5, 408.1, 503.7, 503.7E1, 503.7E2, 505.4, 507.2, 507.2E1, 507.2E2, 601.1, 603.5, 605.1, 605.1R1, 605.2, 605.3, 605.3R1, 605.3E5, 605.5, 605.7R1, 607.1, 607.2, 607.2R1. 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.)*

New Business

- **Discussion On 4-Day School Week Survey And Determine Next Steps** – Henrichs provided the Board with staff survey results regarding a potential 4-day school week and future calendar considerations. After reviewing staff feedback, Hansen made a motion to not pursue the 4-day school week at this time. Seconded by Houser, motion carried, 5-1, Kirchhoff opposed.
- **Appoint IBB Representatives** – Motion by Kirchhoff to appoint Don Smith, Scott Peterson, and Ryan Askeland as the IBB Representatives. Seconded by Houser, motion carried all ayes.
- **Appointment To County Boards** – Motion by Hansen to appoint Don Smith to the Cass County Conference Board, Scott Peterson to Montgomery County Conference Board, and Aaron Houser to Pottawattamie County Conference Board. Seconded by R. Peterson, motion carried all ayes.
- **Staff Flu Shots** – Motion by R. Peterson to offer flu shot reimbursement up to \$30 for employees that are not covered by the school insurance and who submit a claim to the central office. Seconded by Kirchhoff, motion carried all ayes.
- **Board Policies – First Reading** – First reading of board policies 700, 701.1, 701.2, 701.3, 701.4, 701.5, 701.5R1, Renumber 413.7 to 413.6E1, Renumber 705.2 (Purchases on Behalf of Employees) to 705.5
- **Discussion On Policy 502.6 “Weapons”** – Henrichs provided a copy of the “Weapons” board policy and explained that the junior class would like to have laser tag at their post-prom festivities at the school. Board agreed that laser tag would not meet the definition of policy 502.6 and it would be allowable. No formal action taken.
- **Presentation On 2023 Legislative Topics** – Henrichs presented the Board with several legislative updates pertaining to school districts. No formal action taken.

Adjourn: Motion by R. Peterson to adjourn at 7:02 p.m. Seconded by Kirchhoff, motion carried all ayes.



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



 Ryan Askeland, 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>
AKIN BUILDING CENTERS	Supplies	166.41
AMAZON CAPITAL SERVICES	Supplies/Equipment	1,546.91
ASKELAND, INC	Catering	400.00
ATLANTIC COMMUNITY SCHOOL DISTRICT	Special Ed Billing/Sharing Agreement	80,256.98
BOB'S MOWING	Mowing	3,480.00
BRADY, STEPHANIE	Reimbursement	84.00
BUSINESS U LLC	Subscription	695.00
CAM COMMUNITY SCHOOL DISTRICT	Open enrollment billing	7,503.94
CAPPEL'S	Supplies	671.75
CASS HEALTH	Driver physical	100.00
CENTRAL IOWA DISTRIBUTING, INC	Supplies	1,613.60
CITY OF GRISWOLD	Water & sewer	219.79
FASTENAL COMPANY	Supplies	153.76
FIRST NATIONAL BANK	Supplies/Subscription/Fees/Gas/Books	3,237.11
GLENWOOD COMM. SCHOOLS	APEX	5,448.27

GOPHER SPORT	Balls	67.14
GREEN HILLS AEA	Subscriptions/John Baylor Contract	2,766.30
GRISWOLD AMERICAN	Claims/minutes/publication/subscription	464.94
HORTON, NIGEL	Reimbursement	60.00
HOUSER, BRENDA	Reimbursement	150.58
HYVEE FOOD STORES INC.	Sympathy flowers	35.00
IFCSE	Registration	350.00
IOWA ASSOC. OF SCHOOL BOARDS	Subscription	775.00
IOWA DIVISION OF LABOR SERVICES	Boiler Inspections	160.00
IOWA HIGH SCHOOL SPEECH ASSOC	Subscription	50.00
ISFIS, INC	Services	1,000.00
J.D. WYMAN SERVICE	Repairs	931.13
J.W. PEPPER & SON, INC.	Music	3.00
LAVERTY SANITATION, INC	Trash removal	1,740.00
LENOX COMM. SCHOOL DISTRICT	Sharing agreement	29,766.47
LEXIA LEARNING SYSTEMS LLC	Subscription	440.00
MENARDS	Supplies	22.72
MIDAMERICAN ENERGY	Electricity	10,919.70
NATIONAL ASSOCIATION OF SCHOOL NURSES	Subscription	139.50
NATIONAL SPEECH & DEBATE ASSOCIATION	Fees	209.00
NICKLAUS, TROY	Reimbursement	21.04
ONE SOURCE THE BACKGROUND CHECK CO	Background checks	81.00
PATTERSON, ROBERT	Reimbursement	100.00
REYNOLDS, JASON	Reimbursement	20.00
SCHOOL ADMINISTRATORS OF IOWA	Membership	850.00
SHERWIN WILLIAMS CO, THE	Paint	185.48
SIOUX CITY COMMUNITY SCHOOL DISTRICT	Special Ed Billing	2,380.28
SOUTHWEST IOWA TILING, LLC	Labor	267.50
SYMMETRY ENERGY SOLUTIONS, LLC	Natural gas	411.22
TIGER MART	Gas/diesel	755.09
VERIZON WIRELESS	Tablet lines	277.69
WOODBURN PRESS	Supplies	290.38
WYMAN'S CARQUEST	Supplies	448.96
	Fund Total:	161,716.64

ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ASPI SOLUTIONS	23/24 BOUND PRO	500.00
ATLANIC LOCKER LC	MEAT/FOODSTAND	4,587.65
BMI, LICENSING DEPT	7/1/23-6/30/24	162.51
CAM COMMUNITY SCHOOL DISTRICT	B TR ENTRY FEE	110.00
CARPENTER, RAY	OFFICIAL	130.00
DANCO INC	FB HELMETS/BACKBOARDS/VB'S	3,347.25
FIRST NATIONAL BANK	STATE FAIR FEES/FOODSTAND/FB DECALS	718.53
GRAPHIC IDEAS	FAIR BANNER	377.00
GRUDLE, ERIK	OFFICIAL	130.00
HANO'S PRINTING PLACE	SB/BB AWARDS-ACT PASSES	22.50
HUDL	HUDL AD PKG	8,000.00
I.A.T.C.	MEMBERSHIP FEE	55.00
IOWA GIRLS COACHES ASSOCIATION	MEMBERSHIP FEES	75.00
IOWA HIGH SCHOOL ATHLETIC ASSC	GOLF PLAQUES	50.00
LONG, CLAYTON	OFFICIAL	130.00
LONG, JOHN	OFFICIAL	130.00
MCCREEDY, CODY	WAGES	80.00
MUNDORF, JOSIE	WAGES	65.00
PETTY CASH	REIMBURSE FOR START UP CASH	300.00
RUSH, LISA	WAGES	147.50

SCHOOL ATHLETIC DIR ASSOC, IOWA HIGH	MEMBERSHIP/CONF REG FEES	305.00
SMITH, AMY	WAGES	330.00
UHLENKAMP, STEVE	OFFICIAL	130.00
WESTPHAL IRONWORKS LLC	FAIR TROPHIES	2,021.00
WOOD, RAYMOND	BB SCHEDULING	50.00
YORK, KATIE	WAGES	92.50
	Fund Total:	22,046.44

MANAGEMENT FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
SU INSURANCE COMPANY	Breakdown insurance	7,356.75
UNITED GROUP INSURANCE	Auto endorsement	826.00
UNITED GROUP INSURANCE	Endorsement	500.00
	Fund Total:	8,682.75

CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
CENTRAL IOWA DISTRIBUTING, INC	Floor finish	8,570.00
ELEVATE ROOFING	Repairs	822.62
GRISWOLD COMMUNICATIONS	Phone/internet	1,800.12
J.Q. OFFICE EQUIPMENT OF OMAHA	Copier leases	3,119.03
PREMIER WIRELESS	Bus GPS Subscription	8,280.00
RICK'S COMPUTERS	Server switches	54,426.12
UMB BANK, N. A.	Fees	600.00
	Fund Total:	77,617.89

PHYSICAL PLANT & EQUIPMENT

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ALBIREO ENERGY LLC	Repair	740.00
LARSEN PAINTING	Painting	2,105.00
ULINE	Equipment	1,309.14
	Fund Total:	4,154.14

DEBT SERVICES FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
UMB BANK, N. A.	Fees	1,000.00
	Fund Total:	1,000.00

SCHOOL NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AMAZON CAPITAL SERVICES	Prep table	157.97
AMAZON CAPITAL SERVICES	Food	29.70
FIRST NATIONAL BANK	Work table	109.99
MARTIN BROTHERS	Food/supplies	4,939.58
	Fund Total:	5,237.24

TOTAL EXPENDITURES: 280,455.10