

**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)j* and to postpone item #9 *Educational Presentation*. Seconded by Kirchhoff, motion carried all eyes.
- **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 24<sup>th</sup> and the last day for staff to May 31<sup>st</sup>, 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.

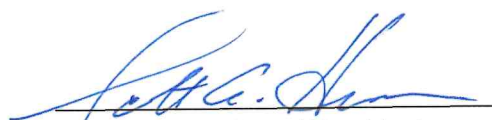
President Hansen recessed the meeting at 7:04 p.m. and reconvened at 7:09 p.m.

- **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.



Hannah Bierbaum, Board Secretary  
(Next regular meeting April 15, 2024)



Scott Hansen, 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>
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
DANCO 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
	<b>Fund Total:</b>	<b>63,966.41</b>

#### ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
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
	<b>Fund Total:</b>	<b>11,938.01</b>

#### MANAGEMENT FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
SU INSURANCE COMPANY	Breakdown insurance	7,356.75
	<b>Fund Total:</b>	<b>7,356.75</b>

#### CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
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
	<b>Fund Total:</b>	<b>39,512.48</b>

**PHYSICAL PLANT & EQUIPMENT**

KANSAS CITY AUDIO-VISUAL INC.	Interactive panel	3,569.20
	<b>Fund Total:</b>	<b>3,569.20</b>

**SCHOOL NUTRITION FUND**

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
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
	<b>Fund Total:</b>	<b>23,388.53</b>

**INTERNAL SERVICE FUND - HEALTH INSURANCE**

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ADVANTAGE ADMINISTRATORS	PSF Reimbursement	2,637.79
	<b>Fund Total:</b>	<b>2,637.79</b>

**TOTAL EXPENDITURES: 152,369.17**