

**School Board Meeting Minutes
Griswold Community Schools
Monday, October 16, 2023**

The Griswold Community School District Board of Education met for their regular meeting on Monday, October 16, 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, Erika Kirchhoff, and Rob Peterson. Absent: Aaron Houser, Don Smith, and Scott Peterson. Also present were Superintendent David Henrichs, Elementary Principal Nigel Horton, Secondary Principal Stephanie Brady, Board Secretary Hannah Bierbaum, Business Manager Dan Rold, Athletic Director Troy Nicklaus, and paraprofessional Charlotte Evans.

- **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 #13 *Consider Approval of Application for Business Child Care Grant*. Seconded by Kirchhoff, motion carried all ayes.
- **Public Input:** None.
- **Superintendent’s Report:** Henrichs reported on open positions and bus inspections that occurred on October 10th.
 - **Thank You Card(s)** – card received from Betty Johnston, former Elementary principal, for the sympathy plant in memory of her husband.
 - **The Month in Review – Administration** – Brady discussed topics being analyzed by her PD team including teacher to teacher observation, targeted feedback from administration, and revisions to the “coaching cycle” approach. Horton reviewed the Elementary goals for 2023-24 (focusing on social emotional learning, math and English language arts) in addition to ISASP data and areas of improvement.

Houser joined the meeting at 5:36 p.m. Nicklaus reported he started an Athletic Leadership team. They meet monthly, sponsored the “pink out” for last week’s football game and hope to start a scholarship fund for seniors. Volleyball regionals were held tonight and there will be an additional football game on Friday, Oct. 20th vs. Siouxland Christian.

- **Board Learning Opportunities** – The Board recognized para, Charlotte Evans, for constantly supporting students with medical needs and being an advocate for their success. The Board also recognized the custodial staff for their hard work in improving the building’s overall appearance and for maintaining cleanliness through the summer. Board discussed October recipients. Board Secretary Bierbaum confirmed Board members registration to IASB convention.
- **Consent Agenda:** Motion by R. Peterson to approve the consent agenda as amended.
 - Minutes of the Regular Meeting September 18, 2023
 - Financial Statements and Monthly Bills
 - Personnel:
 - **New Hires:** Aaron Houser – Assistant HS Girls Basketball Coach, Julie Williams – Custodian (retroactive to October 11, 2023), Hannah Sederburg – Preschool Paraprofessional (retroactive to October 11, 2023), Savanna Mixan – MS Girls Basketball Coach, Alicia Dofner – Wrestling Cheerleading Sponsor
 - **Contract Amendment:** Matt Spunaugle – Assistant Cross-Country Coach due to inability to hire an assistant
 - **Resignations:** Karla Wilson – Assistant HS Girls Basketball Coach and Mindi Hartman – Preschool Paraprofessional (effective December 21, 2023)
 - Gifts, Memorials, Bequests – \$100 from Randy’s Computer for student lunch accounts.Seconded by Kirchhoff, motion carried 4-0, Houser abstained due to a conflict of interest.

Old Business

- **Board Policies – Second Reading** – Motion by Kirchhoff to approve the Superintendent’s recommendation to waive the second reading and approve board policies 702, 703.1, 703.2, 704.1, 704.2,

704.2R1, 704.3, 704.4. 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.)

New Business

- **2023-2024 Certified Enrollment Report** – Henrichs reported the 2023 Certified Enrollment (*Number of students who reside in the district*) is 460.73, up 11.9 students from last year, and the BEDS enrollment (*Number of School Age Students who are provided instruction in the district*) is 396.9, up 12.8 from last year.
- **Discussion On Open Enrollment Data** – A report showing open enrolled out students by grade level, over a period eight years was provided in order to determine what age students have open enrolled out of the district. Board reviewed and discussed reasoning along with financial impacts of open enrollment. No formal action taken.
- **Discussion On 2023-2024 Board Goals** – Board discussed the method in which they would set their goals for the 2023-2024 school year. Goals will be set at their next regular meeting in November. No formal action taken.
- **Approval Of Veterans’ Day Program Expenses** – Henrichs reviewed that the District plans to sponsor the annual Veterans Day Program again this year. Specifics of the program, including date, will be finalized later this week. Motion by R. Peterson to approve up to \$400 for supplies for the Veterans Day Program (postage, postcards, program paper, table service.) Seconded by Kirchhoff, motion carried all ayes.
- **Consider Activation Status Of Early Retirement Policies** – Board discussed the licensed and classified employee early retirement policies. It was determined to make \$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 on a first come, first serve basis with applications being due December 22nd, 2023. Motion by Hansen to approve the licensed employee early retirement policies as presented for 2023-2024. Seconded by Houser, motion carried all ayes. Motion by Houser to approve the classified early retirement policies for 2023-2024, maintaining the benefits of 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 on a first come, first serve basis with applications being due December 22nd, 2023. Seconded by Kirchhoff, motion carried all ayes.
- **Board Policies – First Reading** – First reading of Board Policies 705.1, 705.1R1, 705.1R2, 705.2, 705.3, 705.4, 705.4R1, 413.6, with the additions of 407.6, renumber 407.7 to 407.6E1, 413.6, 413.6E1
- **Consider Approval of Application for Business Child Care Grant** – Motion by Hansen to indefinitely postpone the approval of an application for the Business Incentive Child Care Grant. Seconded by R. Peterson, motion carried all ayes.

Adjourn: Motion by Houser to adjourn at 6:42 p.m. Seconded by Kirchhoff, motion carried all ayes.



Hannah Bierbaum, Board Secretary
(Next regular meeting November 20, 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>
95 PERCENT GROUP	Instructional materials	2,703.80
AMAZON CAPITAL SERVICES	Supplies	1,122.53
ATLANTIC COMMUNITY SCHOOL DISTRICT	Sharing Agreement	2,702.34

BOB'S MOWING	Mowing	1,865.00
BUENA VISTA UNIVERSITY	Tuition	4,085.00
CAMBLIN MECHANICAL	Repair	297.22
CAPPEL'S	Supplies	98.35
CASS HEALTH	Driver physicals	300.00
CENTRAL IOWA DISTRIBUTING, INC	Supplies	1,921.00
CITY OF GRISWOLD	Water & sewer	2,863.96
COLLABORATIVE CLASSROOM	Instructional materials	826.20
COUNCIL BLUFFS COMM SCHOOL DIST	Childrens square	6,112.20
EICKEMEYER REFRIGERATION, INC.	Repair	705.50
FIRST NATIONAL BANK	Postage/Supplies/Subscription/instructional materials/registration/membership	3,937.89
GLENWOOD COMM. SCHOOLS	APEX	6,010.08
GRAND VIEW UNIVERSITY COACHES CLINIC	Registration	15.00
GREEN HILLS AEA	Fastbridge	445.65
GRISWOLD AMERICAN	Hiring ads/Minutes/claims	281.18
HEARTLAND AREA ED AGENCY 11	Supplies	12.14
HENRY DOORLY ZOO	Field Trip	427.50
HORTON, NIGEL	Reimbursement	60.00
HOUSER, BRENDA	Reimbursement	302.20
HYVEE FOOD STORES INC.	Sympathy flowers/Foods class supplies	287.10
IBCA	Registration	200.00
ICDA	Registration	20.00
J.D. WYMAN SERVICE	Repair	18.69
J.W. PEPPER & SON, INC.	Music	247.33
LARSEN, RACHEL	Reimbursement	125.00
LAVERTY SANITATION, INC	Trash removal	1,740.00
LEXIA LEARNING SYSTEMS LLC	Subscription	733.33
MARDESEN, DENISE	Reimbursement	32.00
MCI	Long distance charges	49.47
MHS SYSTEMS, INC.	Labor	905.54
MIDAMERICAN ENERGY	Electricity	9,223.75
MONTGOMERY COUNTY MEMORIAL HOSPITAL	CPR Certifications	360.00
NATIONWIDE BUS PARTS, INC	Parts	346.35
ONE SOURCE THE BACKGROUND CHECK CO	Background checks	81.00
PARAGON VISUAL LLC	Supplies	1,042.78
REALITYWORKS, INC.	Hydroponic plant system	11,406.66
SANDBOTHE FIRESTONE	Batteries	325.90
SCHOOL NURSE SUPPLY, INC.	Supplies	128.45
SCHROER & ASSOCIATES PC	Audit costs	5,000.00
SOUTHWEST IOWA TILING, LLC	Tank cleaning	443.60
TEACHING STRATEGIES, LLC	Subscription	634.70
TIGER MART	Gas/diesel	5,514.69
TRUCK CENTER COMPANIES	Parts	1,332.87
VERIZON WIRELESS	Tablet line access	277.83
WYMAN BODYWORX INC.	Repair	85.09
WYMAN'S CARQUEST	Supplies	178.33
	Fund Total:	77,835.20

ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY	MILK/COFFEESHOP	0.57
BENDT, BRIAN	OFFICIAL	140.00
BSN SPORTS	VB UNIFORMS	2,063.50
BSN SPORTS	2 RUGS	642.00
CAM COMMUNITY SCHOOL DISTRICT	VB ENTRY FEE	100.00
CARRUTHERS, BRYCE	OFFICIAL	140.00
CORNER CONFERENCE ACTIVITIES	CONF VB GATE	1,180.00

CRAIG, SIDNEY	OFFICIAL	125.00
DANCO INC	JH FB HELMETS/XC UNIFORMS	1,513.15
DESTINATION COFFEE & CUISINE	COFFEESHOP SUPPLIES	282.79
DIGHTON, ALEX	OFFICIAL	280.00
DILLA, MARK	OFFICIAL	140.00
DITTBERNER, JASON	OFFICIAL	140.00
DUNN, TOM	OFFICIAL	140.00
FISCHER, KYLE	OFFICIAL	140.00
GRUDLE, ERIK	OFFICIAL	140.00
HYVEE FOOD STORES INC.	COFFEESHOP SUPPLIES/HOMECOMING FLOWERS	80.67
IBCA	1A B/G MEMBERSHIP	130.00
IRVIN, KEITH	OFFICIAL	140.00
KETTWICK, RENEE	OFFICIAL	200.00
KLEPPER, JAY	OFFICIAL	140.00
LAUGHLIN, NICHOLAS	OFFICIAL	140.00
LONG, CLAYTON	OFFICIAL	140.00
LONG, JOHN	OFFICIAL	140.00
MCGRUDER, JASON	OFFICIAL	140.00
MORTENSEN, RICHARD	OFFICIAL	100.00
NAHNSEN, JOHN	OFFICIAL	140.00
NORTHWEST MISSOURI STATE UNIVERSITY - AG	CDE REGISTRATION	112.00
PEARCE, HUNTER	OFFICIAL	140.00
REED, HERSHEL	OFFICIAL	140.00
RIEMAN MUSIC	VALVE OIL	27.00
SCHULTE, LEROY	OFFICIAL	140.00
STARLIN, JORDAN	FOAM FOOTBALLS	61.16
TAYLOR, BRYCE	OFFICIAL	140.00
TROPHIES PLUS	MEDALS/TROPHIES/PLAQUES	402.60
UHLENKAMP, STEVE	OFFICIAL	140.00
WALLING, BRANDON	OFFICIAL	140.00
WULK, MATTHEW	OFFICIAL	140.00
	Fund Total:	10,240.44

MANAGEMENT FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
UNITED GROUP INSURANCE	Premiums	6,544.00
	Fund Total:	6,544.00

CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AMAZON CAPITAL SERVICES	Speakers	1,482.00
BOB'S MOWING	Mowing	3,310.00
CAMBLIN MECHANICAL	Repairs	962.48
EICKEMEYER REFRIGERATION, INC.	Door repair	901.62
FACILISERV	Repair	5,221.00
FP MAILING SOLUTIONS	Postage machine lease	171.00
GRISWOLD COMMUNICATIONS	Phone/Internet	1,773.40
J.Q. OFFICE EQUIPMENT INC.	Copier leases	2,154.23
TRUCK CENTER COMPANIES	Repairs	10,336.98
	Fund Total:	26,312.71

PHYSICAL PLANT & EQUIPMENT

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
MHS SYSTEMS, INC.	Labor	4,494.10
	Fund Total:	4,494.10

SCHOOL NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY	Dairy products	2,976.81
BEEBE, TIFFANY	Reimbursement	10.50

BIMBO BAKERIES USA	Bread products	1,068.32
HYVEE FOOD STORES INC.	Buns	59.28
LARY, KAY	Reimbursement	11.88
MARTIN BROTHERS	Food/supplies/a la carte	19,148.79
NELNET PAYMENT SERVICES	Fees	6.46
ROSS CHEMICAL SYSTEMS	Dishwasher supplies	504.26
TIGER MART	Food	297.54
TSYS MERCHANT SOLUTIONS	Credit card transaction fees	76.32
	Fund Total:	24,160.16
	TOTAL EXPENDITURES:	149,586.61