

**School Board Meeting Minutes
Griswold Community Schools
Monday, November 18, 2024**

The Griswold Community School District Board of Education met for their regular meeting on November 18, 2024 in the Conference Room. Board President Scott Hansen called the meeting to order at 5:35 p.m. due to lack of quorum at 5:30 p.m. Board members present were Scott Hansen, Erika Kirchoff, Rob Peterson, and Ryan Smith. Absent were Aaron Houser, Don Smith, and Scott Peterson. Also present were Superintendent David Henrichs, Business Manager Dan Rold, Board Secretary Hannah Bierbaum, Elementary Principal Nigel Horton, Secondary Principal Seth Lembke, Athletic Director Cole Cooper, Technology Coordinator Eric Baker, and Sports Booster Member Matt Leighton.

- **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 R. Peterson to approve the agenda and to conduct Old Business Item: *Concession Stand Relocation Project* once O’Neal arrives. Seconded by R. Smith, motion carried all ayes.
- **Public Input:** none.
- **Superintendent’s Report:** Henrichs submitted a written report.
 - **Thank You Card(s)** – card received from the family of Betty Johnston for the sympathy arrangement.
 - **The Month in Review – Administration** – Horton reported the elementary leadership team has been examining achievement data and what will positively impact the data. He was also excited to recommend Taylor Rush as a 1st grade Teacher starting in January. She participated in the paraprofessional to teacher grant to obtain her degree.

Don Smith joined at 5:39 p.m.

- Lembke sought board feedback on Corner Conference admission fees for 2025-26, gave an update on number of students registered for the Washington DC trip, and discussed success of recent programs including the Legally Blonde musical, the E-sports team qualification for State, and communication arts received a grant for a new drone that has been incorporated into their classwork. Cooper notified the board about a Coaches clinic that all Griswold female coaches attended along with recent parent coaches meeting where a parent asked about doing open gym on Sundays. Discussion held about practicality and requirements of this. Lastly, Cooper asked for opinions on signing a petition to allow 6th grade students to participate in junior high athletics. If it is allowed, the board felt 6th grade participation should be determined on a case-by-case basis.
- **Board Learning Opportunities** – The Board selected November Recipients for the monthly board award.
 - **Consent Agenda:** Motion by R. Peterson to approve the consent agenda as amended with the additional bills of \$4,333.84 as presented.
 - Minutes of the Regular Meeting October 21, 2024 and Work Session on November 5, 2024
 - Financial Statements and Monthly Bills
 - **Personnel:**
 - **Resignation:** Tafi Brown – MS/HS Cook (effective November 1, 2024)
 - **New Hires:** Karla Wilson – Elementary Paraprofessional (retroactive to November 4, 2024), Christina McClain – School Nurse (retroactive to November 14, 2024), Troy Nicklaus – Substitute Bus Driver, Taylor Rush – Elementary Classroom Teacher (effective January 3, 2025), and Erin Kilmer – MS English Teacher (effective January 3, 2025).
 - **Gifts, Memorials, Bequests** – \$50,000 from the Griswold Sports Boosters for Athletics, 25 “Just Like Caitlin Books” from the Jensen family, and \$500 from Griswold Optimist Club for delinquent lunch accounts.
- Seconded by Kirchoff, motion carried all ayes.

Old Business

- **Board Policies – Second Reading** – Motion by Kirchoff to approve the Superintendent’s recommendation to waive the second reading and approve board policies 103, 103.R1, 104, 104.E1,

104.E2, 104.E3, 104. R1, 105, 106, 502.10, 503.09, 503.09R1, 507.9, 507.9R1, 603.01, 700, 711.10.
Seconded by R. Smith, 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.)*

- **Concession Stand Relocation Update** – item was addressed once O'Neal arrived at 7:00 p.m.

New Business

- **Approval Of Website Hosting Contract** – Mr. Baker presented three quotes for a new school district website explaining the need for a new website surfaced due to current provider cost increase and general lack of capabilities. After a discussion regarding features and content concerns, the board requested more information be brought back in December including contract terms, pricing and demonstration of what a new site would look like. Motion by R. Smith to postpone the approval of a Website Hosting Contract until the regular board meeting on December 16th. Seconded by Kirchhoff, motion carried all ayes.
- **Emergency Operations Plan Review / Revisions** – Henrichs highlighted suggested revisions to the Emergency Operations Plan. Motion by R. Peterson to make the proposed revisions and approve the Emergency Operations Plan. Seconded by R. Smith, motion carried all ayes. *(Revisions will be maintained in the plan itself and attached to the original copy of the minutes.)*

Kirchhoff left the meeting at 6:27 p.m.

- **Approval Of SBRC Application For Increasing Enrollment, Open Enrollment Out, And LEP Instruction Beyond Five Years** – Henrichs explained the purpose of approving the SBRC Application, which allows the district to increase spending authority to levy additional cash if needed. Motion by R. Smith to authorize the district's administration to submit a request to the School Budget Review Committee for a modified supplemental amount of \$160,560.38 for open enrolled out students who were not included in the district's previous year certified enrollment count. Seconded by R. Peterson, motion carried all ayes.
- **Approval Of Budget Guarantee Resolution** – Henrichs also explained the purpose of the budget guarantee. Motion by R. Peterson 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 2025-2026 regular program district cost will be 101% of the 2024-2025 regular program cost, or the district's 2025-2026 regular program cost will be increased by the maximum percent difference cost plus any money received under section 257.14 as a budget adjustment for 2024-2025 minus 2025-2026 regular program cost, whichever is greater." Seconded by R. Smith, motion carried all ayes.
- **Discussion On And Possible Approval Of Capital Projects Plan** – Henrichs presented a five-year plan of possible capital projects improvements based upon the Board work session held November 5th. The plan will serve as a guide for possible capital improvements. No formal action was taken.

Old Business

- **Concession Stand Relocation Update** – O'Neal from Alley Poyner Macchietto presented updated plans and conceptual drawings for the concession stand relocation project. O'Neal will provide another update at the December Board meeting in addition to some cost estimates. No formal action taken.

New Business Continued:

- **Discussion On Facilities Walk Through** – The Board discussed necessity of doing a facilities walk through and determined to not hold one this year since most items would be addressed in the capital projects plan. R. Smith suggested that the board holds a walk-through of the exterior facilities sometime this spring. No formal action taken.
- **Board Policies – First Reading** – first reading of board policies 200.1, 200.1R1, 200.2, 200.3, 200.4, 201, 202.1

Adjourn: Motion by R. Peterson to adjourn at 7:26 p.m. Seconded by D. Smith, motion carried all ayes.



Hannah Bierbaum, Board Secretary

(Next regular meeting December 16, 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	NICTRO-PLANAN Nov HRA Admin	10.40
AGRILAND FS	Bulk fluids	824.24
AMAZON CAPITAL SERVICES	Supplies/Books	609.61
AMPLIFY EDUCATION, INC.	Curriculum	3,724.92
ANITA ENGRAVING & AWARDS	Engraving	114.50
ATLANTIC COMMUNITY SCHOOL DISTRICT	Sharing agreement/EOC Billing	3,413.14
ATLANTIC NEWS TELEGRAPH	Ad	115.00
BOB'S MOWING	Mowing	2,250.00
BRANDT, MONICA	Reimbursement	65.00
CAMBLIN MECHANICAL	Repair	130.00
CAPPEL'S	Supplies	54.97
CITY OF GRISWOLD	Water & sewer	666.90
COLLEGE BOARD	PSAT	26.64
CONTRACT SPECIALTY, LC	Parts	171.29
CORNER CONFERENCE ACTIVITIES	Art show entries	284.00
COUNCIL BLUFFS COMM SCHOOL DIST	Children's square	1,168.43
DISCIPLINE ASSOCIATES LLC	Training	1,650.00
EICKEMEYER REFRIGERATION, INC.	Repair	132.25
ESTES INDUSTRIES LLC	Supplies	77.95
FIRST NATIONAL BANK	Registration/Supplies/Subscription/Travel	2,584.77
GLENWOOD COMM. SCHOOLS	APEX	7,533.24
GRISWOLD AMERICAN	Minutes/claims/Ad	481.56
GRISWOLD COMMUNITY SCHOOL	NICTRO-PLANAN Nov PSF	84.62
HORTON, NIGEL	Reimbursement	60.00
HYVEE FOOD STORES INC.	Foods class supplies/flowers	599.51
ISEBA	NICTRO-PLANAN Nov Medical Ins. Premium	1,577.02
J.W. PEPPER & SON, INC.	Music	62.99
LEMBKE, SETH	Reimbursement	60.00
MCI	Long distance charges	57.63
MEDICAL ENTERPRISES, INC	Annual dues	615.00
MID-AMERICAN RESEARCH CHEMICAL	Supplies	362.08
MIDAMERICAN ENERGY	Electricity	6,737.91
ONE SOURCE THE BACKGROUND CHECK CO	Background checks	108.50
PERFECTION LEARNING CORP.	Books	427.30
QUILL CORPORATION	Supplies	10.80
SCHOLASTIC BOOK FAIRS - 4	Book fair	1,283.48
SCHROER & ASSOCIATES PC	Audit costs	4,250.00
THEMES & VARIATIONS, INC	Subscription	200.00
TIGER MART	Gas/diesel	3,996.25
WATSON, LORI	Reimbursement	43.26
WELLS, RANDY	Reimbursement	15.55
WYMAN BODYWORX INC.	Supplies	71.35
WYMAN'S CARQUEST	Supplies	117.86
	Fund Total:	46829.92

ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
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AMAZON CAPITAL SERVICES	REFEREE SHIRT/MUSICAL ITEMS/BACKDROP/HOMECOMING DANCE/SCRUBS/MUSICAL/ITEMS FOR DONUTS WITH GROWNUPS	644.01
ASKELAND, INC	FB VISITORS TEAM MEAL	300.00
ASPI SOLUTIONS	SERVICES	500.00
BAKEHOUSE, TINA	SPEAKER/INSTALLATION/HONORARIUM	100.00
BROKAW, JACKIE	REIMB/SUPPLIES	295.32
CAPPEL'S	LIVESTOCK TAGS	399.98
CASEY, ELSA	REIMB/MUSICAL SUPPLIES	34.90
DANNCO INC	HELMETS/MOUTHGUARDS	1,616.55
FAMILY,CAREER,COMMUNITY LEADERS OF AMERI	HS DUES	820.00
FIRST NATIONAL BANK	MEALS/NAT'L CONVENTION/MISC./PIZZA/HOMECOMING REWARD/MUSICAL/COFFEESHOP	5,293.34
GRISWOLD AMERICAN	AD/MUSICAL	47.50
GRUDLE, WAYNE	OFFICIAL	140.00
HANO'S PRINTING PLACE	VB/FB AWARDS	28.50
HEALY SPORTSWEAR LLC	BB UNIFORMS	2,699.46
HYVEE FOOD STORES INC.	COFFEESHOP SUPPLIES	339.32
IOWA GIRLS HS ATHLETIC UNION	ST XC ADD'L STUDENTS	30.00
JOHNSON, PETER	OFFICIAL	140.00
LITTLE OL' COOKIE HOUSE	FUNDRAISER ITEMS	12,049.20
MARTIN BROTHERS	CUPS/DONUT DAY	29.19
MCCOLLUM, BRIANNA	REIMB/MUSICAL SUPPLIES	83.98
MISSOURI VALLEY HIGH SCHOOL	VB ENTRY FEE	85.00
OUTFITTERS PLUS OUTLET STORE	FFA JACKETS	513.05
PEAK PERFORMANCE	24-25 SCHOOL YEAR	10,700.00
QUILL CORPORATION	STAMP	24.79
REA, JERRY	OFFICIAL	140.00
REA, MATT	OFFICIAL	140.00
RYAN LAWN AND TREE INC.	AERATING GRASS FIELDS	335.00
TOKHEIM, JIM	OFFICIAL	140.00
WYHE'S CHOICE FUNDRAISING	FUNDRAISER ITEMS	1,475.00
	Fund Total:	39,144.09

MANAGEMENT FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
UNITED GROUP INSURANCE	Workers Comp Audit/Auto Endorsement	7,264.00
	Fund Total:	7,264.00

CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
A&A LAWN AND LANDSCAPING LLC	Chemical	1,575.00
AMAZON CAPITAL SERVICES	Door alarms	419.88
GRISWOLD COMMUNICATIONS	Phone/internet	1,361.38
J.Q. OFFICE EQUIPMENT OF OMAHA	Copier leases	5,460.95
RAPTOR TECHNOLOGIES, LLC	Visitor Management Project	3,749.00
UMB BANK, N. A.	Administrative fees	300.00
	Fund Total:	12,866.21

PHYSICAL PLANT & EQUIPMENT

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
KAYLIX	Labor	4,550.00
	Fund Total:	4,550.00

SCHOOL NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY	Dairy products	3,117.99
BEEBE, TIFFANY	Reimbursement	10.20
BIMBO BAKERIES USA	Bread products	552.13
EICKEMEYER REFRIGERATION, INC.	Repair	141.50

EMS DETERGENT SERVICES	Dishwasher supplies	419.51
MARTIN BROTHERS	Food/supplies	16,340.48
	Fund Total:	20,581.81

INTERNAL SERVICE FUND - HEALTH INSURANCE

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ADVANTAGE ADMINISTRATORS	PSF Reimbursement	4.48
	Fund Total:	4.48
	TOTAL EXPENDITURES:	131,240.51