**School Board Meeting Minutes**

**Griswold Community Schools**

**Monday, April 15, 2024**

**5:30 p.m. - 2024-2025 Budget Hearing:**

* The Griswold Community School District Board of Education met for the purpose of holding a budget hearing on Monday, April 15, 2024 in the Conference Room. Board President Scott Hansen called the hearing to order at 5:30 p.m. Board members present were: Scott Hansen, Aaron Houser, Erika Kirchhoff, Don Smith, and Ryan Smith. Rob Peterson and Scott Peterson were absent. 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, Griswold Mayor Brad Rhine, Parent Fritz Baier, and Technology Director Eric Baker.
* **Presentation of 2024-2025 Budget:** Business Manager Rold presented the 2024-2025 budget and highlighted this is the 7th year in a row the total levy has decreased from the preceding year, the district will make an advanced payment of $220,000 on their GO Bond that will save taxpayers $79,200 in interest and the total levy rate will be $12.78883.
* **Public Input:** none.
* **Close Hearing:** There being no public input, a motion was made by Kirchhoff to close the hearing at 5:36 p.m. Seconded by Houser, motion carried all ayes.

**Regular Meeting:**

Following the budget hearing, the Griswold Community School District Board of Education met for their regular meeting. Board President Scott Hansen called the meeting to order at 5:37 p.m. Board members present were: Hansen, Houser, Kirchhoff, D. Smith, and R. Smith. R. Peterson and S. Peterson were absent. The same individuals were present for the regular meeting as the budget hearing.

* **Reading of Mission Statement:** Board Member Houser 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 *Discussion on MS/HS Principal Hiring Process*. Seconded by Kirchhoff, motion carried all ayes.
* **Public Input:** Mayor Brad Rhine notified the Board that RAGBRAI is coming through Griswold on Monday, July 22nd and asked if any students would be interested in volunteering or assisting. Parent, Fritz Baier, spoke on behalf of his daughter Paige Baier. He thanked the Board for allowing her to participate with the Red Oak girls’ wrestling team and shared examples of the high expectations of the program and their success.
* **Superintendent’s Report:** Henrichs provided an update on the strategic planning process, commended the principals for their work in filling open teaching positions for next year, informed the Board that the District has been approved for the school safety grant, and shared an invitation to the FFA Banquet April 29th at 6:00 p.m.
  + **Thank You Card(s)** – card received from the family of Robert Reimers for the sympathy flowers.
  + **The Month in Review – Administration** – Horton organized student presentations for the Board to view in Mrs. Hansen’s room later during the meeting. He also notified the Board of his intent to have a summer school program again. Brady provided an update on class schedules for alternative classes, formally submitted her resignation and thanked everyone for their support during her time at Griswold MS/HS and lastly discussed the curriculum review process that she has been working on with her leadership team and the AEA.

President Hansen recessed the regular meeting at 6:00 p.m. to hold the 2024-2025 Calendar Hearing.

**6:00 p.m. - 2024-2025 Calendar Hearing:**

* President Hansen called the hearing to order at 6:00 p.m. Superintendent Henrichs presented the calendar and highlighted some differences from the current year calendar including reduction of teacher contract days and student days along with the elimination of early outs before conferences.
* **Public Comments:** none.
* **Adjourn Hearing:** There being no public input, a motion was made by Houser to close the hearing at 6:05 p.m. Seconded by Kirchhoff, motion carried all ayes.

President Hansen reconvened the regular meeting at 6:05 p.m.

* + **The Month in Review – Administration continued**: Nicklaus notified the Board about a rule change that if students fail a course, they must sit out from athletics for 20 calendar days instead of 30. The Board left the conference room to go to Mrs. Hansen’s fifth grade classroom to view student presentations on solar systems. Once the Board returned, Brady finished answering questions about the MS/HS curriculum review process.
  + **Board Learning Opportunities** – the Board recognized Jackie Brokaw for her initiative in developing and organizing the Souper Showcase event that highlighted the District’s extracurricular programs, though Brokaw was not in attendance to accept her award. They also selected the April recipient for the Board recognition award.
* **Consent Agenda:** Motion by Kirchhoff to approve the consent agenda with the additional bills of $2,168.71 as presented.
  + Minutes of the Regular Meeting March 18, 2024
  + Minutes of the Property Tax Hearing and Special Meeting April 3, 2024
  + Financial Statements and Monthly Bills
  + **Personnel:**
    - ***Resignations:*** Rebecca Bryan – MS/HS Special Education Teacher, Cade Carstens – MS/HS Physical Education/Health Teacher, Assistant HS Boys Track Coach, MS Football Coach, and E-Sports Coach; Stephanie Brady – MS/HS Principal, Rachel Kramer – Elementary Special Education Teacher (all effective at the end of the 2023-24 school year.)
    - ***New Hires:*** Abby Parris – Elementary Classroom Teacher, Cole Cooper – MS/HS Physical Education/Health Teacher and MS Football Coach, Seth Lembke – Interim Athletic Director ($1,000 stipend), Ryan Askeland – Summer Athletic Director Coverage ($80/event), Julie Frizzell – Elementary Special Education Teacher, Cody McCreedy – MS/HS Social Studies Teacher and Assistant Baseball Coach starting Summer 2024, Ryan Jaeckel – MS/HS English Language Arts Teacher, Pluma Pross – Head Cross Country Coach (all effective for 2024-2025 school year), and Scott Robinson – Summer Custodian (up to 30 hours per week)
  + **Gifts, Memorials, Bequests** – none.

Seconded by R. Smith, motion carried, all ayes.

**Old Business**

* **Board Policies – Second** **Reading** – Motion by Kirchhoff to approve the Superintendent’s recommendation to waive the second reading and approve board policies 800, 801.1, 801.2, 801.3, and 801.4. 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**

* **Phone System Presentation** – Technology Coordinator Eric Baker presented two proposals to switch the school’s phones to VOIP (Voice over IP) phone systems. He sought the Board’s feedback on number of lines and phone locations. No formal action was taken.
* **Consider Approval Of Resolution Authorizing The Redemption Of General Obligation School Bonds, Series 2017, Dated November 1, 2017, And Levying A Tax For Fiscal Year 2025 For The Redemption Of General Obligation School Bonds, Series 2017, Dated November 1, 2017** – Motion by Houser to approve the Resolution Authorizing the Redemption of General Obligation School Bonds, Series 2017, Dated November 1, 2017, And Levying A Tax For Fiscal Year 2025 For The Redemption of General Obligation School Bonds, Series 2017, Dated November 1, 2017. Seconded by R. Smith. Roll call ayes: Houser, D. Smith, Kirchhoff, R. Smith, Hansen. Nays: none, motion carried. The President declared the Resolution adopted as follows:

**RESOLUTION AUTHORIZING THE REDEMPTION OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2017, DATED NOVEMBER 1, 2017 AND LEVYING A TAX FOR FISCAL YEAR 2025 FOR THE REDEMPTION OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2017, DATED NOVEMBER 1, 2017**

WHEREAS, the Griswold Community School District (the "District") issued $9,785,000 General Obligation School Bonds, Series 2017, dated November 1, 2017 (the "Series 2017 Bonds"), $8,050,000 of which are currently outstanding; of which $115,000 were called for redemption on May 1, 2025 pursuant to a resolution adopted on March 15, 2021; of which $165,000 were called for redemption on May 1, 2025 pursuant to a resolution adopted on March 21, 2022; of which $170,000 were called for redemption on May 1, 2025 pursuant to a resolution adopted on April 17, 2023; and of which $220,000 are now being called for redemption on May 1, 2025, which are described in Schedule A attached to this Resolution (the "Redeemed Bonds"); and

WHEREAS, at this time, it is in the best interest of the District to levy a tax for the Fiscal Year ending June 30, 2025, which is sufficient to call and redeem the Redeemed Bonds on May 1, 2025; and

WHEREAS, the Series 2017 Bonds which mature after May 1, 2025 may be called in whole or in part on any date beginning on May 1, 2025, from any funds regardless of source, in any order of maturity and within annual maturity by lot by giving 30 days' written notice of redemption to the registered owner of the Bonds, the terms of redemption to be par plus accrued interest to the date of call, such notice to be deemed completed upon transmission to the owner of record of the Bond at the address shown on the books of the Registrar; and

WHEREAS, selection by lot will be necessary to select bonds to be called among the bonds which mature May 1, 2037; and

WHEREAS, it is in the best interest of the District to call and redeem the Redeemed Bonds.

NOW, THEREFORE, be it resolved:

Section 1.  That the Redeemed Bonds are hereby redeemed as of May 1, 2025.

Section 2.  UMB Bank, N.A., West Des Moines, Iowa, in its capacity as Registrar, Paying Agent and Transfer Agent, is hereby authorized and directed to cause notice of such redemption to be given not less than thirty (30) days prior to the date of redemption by written notice to the registered owner of the Redeemed Bonds.  Piper Sandler & Co., as Dissemination Agent for the District, is hereby authorized and directed to provide electronic notice of such redemption to the Municipal Securities Rulemaking Board at http://emma.msrb.org/.  On or before May 1, 2025, the Treasurer shall deposit with the Paying Agent $220,000 to call and redeem the Redeemed Bonds described in Schedule A attached to this Resolution, such call and redemption to be effective May 1, 2025 pursuant to the terms of the Series 2017 Bonds.  All liability for interest on the Redeemed Bonds shall cease, terminate, and be completely discharged as of May 1, 2025 as provided in Section 6(b) of the Resolution Authorizing the Issuance of the Series 2017 Bonds.

Section 3.  There is levied upon all the taxable property of the District for the fiscal year ending June 30, 2025, $220,000 which when collected shall be deposited with the Paying Agent.  The Paying Agent is authorized and directed to call and redeem the Redeemed Bonds on May 1, 2025.

PASSED AND APPROVED this 15th day of April, 2024.

* **Consider Approval Of The 2024-2025 Budget** – As there were no objections during the budget hearing, motion by Kirchhoff to approve the published 2024-2025 budget of $12.78883 per $1,000 taxable valuation. Seconded by R. Smith, motion carried all ayes.
* **Approve List Of 2024 Graduates** – Motion by Houser to approve the list of 2024 graduates as presented, pending the successful completion of all graduation requirements. Seconded by Kirchhoff, motion carried all ayes.
* **Establish Registration Fees For 2024-2025** – Motion by Kirchhoff to set the book fee for 2024-25 at $30.00 per student (*this fee may be waived or reduced if proper paperwork is completed.)* Seconded by R. Smith, motion carried all ayes.

* **Consider Approval Of The 2024-2025 School Calendar** – Motion by Houser to approve the 2024-2025 School Calendar as presented. Seconded by D. Smith, motion carried all ayes.
* **Consider Approval Of The 2024-25 Transportation Director Sharing Agreement With Atlantic** – Motion by Kirchhoff to approve the Transportation Director Sharing Agreement with Atlantic for the 2024-2025 school year. (Atlantic holds the contract, time split 20/80. We receive operational sharing dollars for this position, 4 students worth) Seconded by R. Smith, motion carried all ayes.
* **Consider Approval Of The 2024-25 School Business Official Sharing Agreement With Riverside** – Motion by Houser to approve the School Business Official Sharing Agreement with Riverside for the 2024-2025 school year. (Riverside holds the contract, time split 50/50. We receive operational sharing dollars for this position, 4 students worth) Seconded by Kirchhoff, motion carried all ayes.
* **Consider Approval Of 2024-25 Shared Girls Wrestling Program With Red Oak** – Motion by Kirchhoff to approve the 2024-25 Shared Girls Wrestling Program with Red Oak. Seconded by Houser, motion carried all ayes.
* **Board Policies – First Reading** – First reading of board policies 405.2, 411.2, 507.8R1, 704.1, 704.6, 706.2, 706.3, 706.3R1, 707.4, 707.6, 802.1, 802.2, 802.3, 802.4, 802.4R1, 802.4R2, 802.5, 802.6, 802.7. Rescind - 504.5, 504.5R1, 707.2, 707.3
* **Discussion on MS/HS Principal Hiring Process** – Superintendent Henrichs sought the Board’s feedback regarding interview committees and times for the hiring of a MS/HS principal. No formal action was taken.

**Adjourn** – Motion by Houser to adjourn at 7:59 p.m. Seconded by Kirchhoff, motion carried all ayes.

The Board entered into exempt session at 8:03 p.m. following the Regular April 15, 2024 Board Meeting for the purpose of discussing strategy in matters relating to employment conditions of employees not covered by the collective bargaining law pursuant to Iowa Code 20.17(3) “Public Employment Relations (Collective Bargaining) Procedures.”

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Hannah Bierbaum, Board Secretary Scott Hansen, Board President

*(Next regular meeting May 20, 2024)*

*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.*

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| **GRISWOLD COMMUNITY SCHOOLS** | | |
| **CLAIMS APPROVED** | | |
| **OPERATING FUND** | | |
| Vendor Name | Description | Amount |
| ADVANTAGE ADMINISTRATORS | OLSAND Apr HRA Admin Fee | 5.20 |
| AGRILAND FS | Bulk fluids | 236.16 |
| ALBIREO ENERGY LLC | Contract | 4,130.51 |
| AMAZON CAPITAL SERVICES | Supplies | 631.02 |
| ATLANTIC COMMUNITY SCHOOL DISTRICT | EOC Billing/sharing agreement | 2,878.17 |
| BAKKEN BOOKS | Books | 46.57 |
| CAMBLIN MECHANICAL | Repairs | 718.16 |
| CAPPEL'S | Parts | 137.09 |
| CASS COUNTY PEST CONTROL, LLC | Pest control | 180.00 |
| CASS HEALTH | Driver physical | 115.00 |
| CENTRAL IOWA DISTRIBUTING, INC | Supplies | 1,453.00 |
| CITY OF GRISWOLD | Water, sewer, storm water | 850.49 |
| COUNCIL BLUFFS COMM SCHOOL DIST | Children’s square | 7,040.67 |
| FASTENAL COMPANY | Supplies | 248.79 |
| FIRST NATIONAL BANK | Travel, supplies, registrations | 2,607.34 |
| GLENWOOD COMM. SCHOOLS | APEX | 5,952.32 |
| GRISWOLD AMERICAN | Hearing notices/Minutes/claims | 583.46 |
| GRISWOLD COMMUNITY SCHOOL | OLSAND Apr PSF Payment | 38.00 |
| HORTON, NIGEL | Reimbursement | 60.00 |
| HYVEE FOOD STORES INC. | Foods class supplies | 515.12 |
| IA TESTING PROGRAMS | Statewide assessments | 1,032.00 |
| ICDA | Awards | 28.00 |
| IOWA HIGH SCHOOL MUSIC ASSOC | Registration | 580.00 |
| ISEBA | OLSAND Apr Medical Premium | 716.89 |
| J.D. WYMAN SERVICE | Repair | 28.00 |
| J.Q. OFFICE EQUIPMENT INC. | Repair | 234.42 |
| J.W. PEPPER & SON, INC. | Music | 20.98 |
| LAVERTY SANITATION, INC | Trash removal | 1,740.00 |
| MATHESON TRI-GAS | Repair | 598.71 |
| MCCOLLUM, BRIANNA | Reimbursement | 96.96 |
| MCI | Long distance charges | 54.87 |
| MEDICAL ENTERPRISES, INC | Testing supplies | 41.00 |
| MIDAMERICAN ENERGY | Electricity | 7,839.39 |
| NATIONAL ASSOCIATION OF SCHOOL NURSES | Membership | 139.50 |
| ONE SOURCE THE BACKGROUND CHECK CO | Background checks | 40.50 |
| RUSH, BLAIR | Reimbursement | 92.35 |
| SANDBOTHE FIRESTONE | Tires | 365.54 |
| SCHONERT, CYNTHIA | Transportation assistance | 149.53 |
| SCIENCE CENTER OF IOWA | Field trip | 292.50 |
| SCOTT RESIDENCE HALL | College visit | 300.00 |
| SIOUX CITY COMMUNITY SCHOOL DISTRICT | Special Ed Billing | 294.45 |
| TIGER MART | Gas/diesel | 4,530.22 |
| TRUCK CENTER COMPANIES | Repairs | 4,830.25 |
| VERIZON WIRELESS | Tablet line access | 277.83 |
| VIKING AUTOMATIC SPRINKLER CO | Inspections | 3,530.00 |
| WARD'S NATURAL SCIENCE ESTABL | Supplies | 177.96 |
| WYMAN'S CARQUEST | Supplies/parts | 536.71 |
|  | **Fund Total:** | **56,995.63** |
| **ACTIVITY FUND** | | |
| Vendor Name | Description | Amount |
| AHSTW COMMUNITY SCHOOL DISTRICT | TRACK ENTRY FEE | 110.00 |
| ANDERSON ERICKSON DAIRY | MILK/COFFEESHOP | 0.89 |
| ANITA ENGRAVING & AWARDS | FAIR RIBBONS | 637.75 |
| BALL HORTICULTURAL COMPANY | GREENHOUSE SUPPLIES | 952.88 |
| BSN SPORTS | SB SUPPLIES | 289.26 |
| BW T&F ENTERPRISES LLP | NETWORK OPTION | 495.00 |
| DANNCO INC | TRACK SUPPLIES | 458.35 |
| DESTINATION COFFEE & CUISINE | COFFEESHOP SUPPLIES | 274.28 |
| FIRST NATIONAL BANK | FEES/HOTEL ROOMS/SUPPLIES/ESPORTS | 2,529.13 |
| HARTIGAN, TOM | STARTER | 300.00 |
| HYVEE FOOD STORES INC. | COFFEESHOP SUPPLIES | 69.02 |
| IOWA FFA ASSN. | ST CONVENTION REG FEES | 490.00 |
| JOSTEN'S | CAPS/GOWNS | 960.00 |
| O'DANIELS, GARY | STARTER | 275.00 |
| RED OAK HIGH SCHOOL | TRACK ENTRY FEE | 125.00 |
| SHENANDOAH HIGH SCHOOL | G TR ENTRY FEE | 100.00 |
| STEINBECK & SONS, INC. | GREENHOUSE HEAT | 378.35 |
| TRI-CENTER HIGH SCHOOL | B TR ENTRY FEE | 120.00 |
| TROPHIES PLUS | MEDALS | 16.72 |
| UNDERWOOD HIGH SCHOOL | B TR ENTRY FEE | 100.00 |
|  | **Fund Total:** | **8,681.63** |
| **CAPITAL PROJECTS** | | |
| Vendor Name | Description | Amount |
| A&A LAWN AND LANDSCAPING LLC | Chemical application | 975.00 |
| FP MAILING SOLUTIONS | Postage machine lease | 171.00 |
| GRISWOLD COMMUNICATIONS | Internet/phone | 1,555.19 |
| J.Q. OFFICE EQUIPMENT OF OMAHA | Copier leases | 2,514.23 |
|  | **Fund Total:** | **5,215.42** |
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| **PHYSICAL PLANT & EQUIPMENT** | | |
| Vendor Name | Description | Amount |
| CAMBLIN MECHANICAL | Repairs | 865.00 |
| PLUMB SUPPLY CO - RO | Bottle fill stations | 647.95 |
| ULINE | Outdoor trash cans | 2,344.28 |
|  | **Fund Total:** | **3,857.23** |
| **SCHOOL NUTRITION FUND** | | |
| Vendor Name | Description | Amount |
| ANDERSON ERICKSON DAIRY | Dairy products | 1,963.50 |
| BIMBO BAKERIES USA | Bread products | 936.34 |
| HELBERG, MICHELE | Lunch Refund | 65.00 |
| HYVEE FOOD STORES INC. | Food | 4.18 |
| MARTIN BROTHERS | Food/supplies/A la carte items | 13,928.01 |
| RAPIDS WHOLESALE | Supplies | 73.58 |
| ROSS CHEMICAL SYSTEMS | Supplies | 23.04 |
|  | **Fund Total:** | **16,993.65** |
| **INTERNAL SERVICE FUND - HEALTH INSURANCE** | | |
| Vendor Name | Description | Amount |
| ADVANTAGE ADMINISTRATORS | PSF Reimbursement | 429.81 |
|  | **Fund Total:** | **429.81** |
|  | **TOTAL EXPENDITURES:** | **92,173.37** |