

**School Board Meeting Minutes
Griswold Community Schools
Monday, February 20, 2023**

The Board of Education met for their regular meeting on Monday, February 20, 2023 in the Conference Room. President Ryan Askeland called the meeting to order at 5:30 p.m. Board members present: Ryan Askeland, Scott Hansen, Aaron Houser, Erika Kirchhoff, Rob Peterson, and Scott Peterson. Absent: Don Smith. Also present were Superintendent David Henrichs, Elementary Principal Nigel Horton, Secondary Principal Stephanie Lajko, Athletic Director Troy Nicklaus, Board Secretary Hannah Bierbaum, Business Manager Dan Rold, and members of the public.

- **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 as posted. Seconded by Kirchhoff, motion carried all ayes.
- **Public Input:** Parent Nathan Brownlee expressed concerns regarding students' inability to participate in multiple sports during the same season and hoped the Board/administration would allow students to do so. Student Paige Baier asked the Board to consider alternatives for the girls wrestling program next year, specifically explore other sharing agreement possibilities.
- **Superintendent's Report:** Henrichs notified the Board that all students have complied with State immunization requirements, clarified the Board's purpose in exploring a 4-day school week in regards to cost savings and instructional time, and discussed the current girls wrestling sharing agreement along with future options for the program.

Don Smith joined at 5:37 p.m.

- **Thank You Card(s)** – card received from Teacher, Alyssa Karwal, for the flowers for the birth of her daughter.
- **The Month in Review – Administration:** Lajko reviewed potential professional development plans for the 2023-24 school year, discussed updated format to parent teacher conferences to increase parent attendance including student art displays, 9th grade WWII exhibit, health and wellness booths, the Junior class fundraiser of the Zipp's Pizza truck, and 8th grade orientation on Thursday. She also notified the board that the MSHS was granted a STEM Best award (up to \$40,000 for technology equipment) and thanked the teachers involved for their hard work in securing the funds. Horton proposed a hiring bonus structure for new teachers who agree to coach in the district for three years and presented a quote for a preschool math curriculum.
- **Board Learning Opportunities**
 - Monthly Recognition – Student RJ Dishong was nominated for the Board's first recognition award.
- **Consent Agenda:** Motion by Hansen to approve the consent agenda as amended.
 - Minutes of the Regular Meeting January 16, 2023
 - Minutes of the Special Joint Meeting January 25, 2023
 - Financial Statements and Monthly Bills
 - **Personnel:**
 - **New Hires:** Heath Larsen – Assistant HS Football Coach, Megan Jones – MS/HS Reading/Language Arts Teacher (effective for the 2023-2024 School Year)
 - **Transfer:** Seth Lembke – From Assistant HS Football Coach to Head HS Football Coach
 - **Advancement on Salary Schedule:** Christi Johnson – from MA, Step 4 to MA+12, Step 5 (effective for the 2023-2024 School Year)
 - **Resignations:** Teresa Swafford – MS/HS Special Education Teacher (effective at the end of the 2022-2023 school year)
 - **Gifts, Memorials, Bequests** - \$100 from Karen Taylor for Griswold FFA, \$1,050 from the Griswold PTO for the book vending machine, and \$100 from the Tuesday Music Group towards the 5th grade field trip to the Symphony.

Seconded by Houser, motion carried all ayes.

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 603.1, 603.2, 603.3, 603.4, 603.5, 603.5E1. 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.)*
- **Discussion And Possible Action On Retirement Benefits For Non-Certificated Staff Member(s)** – Henrichs provided a summary of data requested by the board including current non-certified staff, years of service, early retirement policy considerations, and financial implications if a policy was created and activated. Motion by Hansen to draft a policy for review at the next board meeting to combine certified and non-certified personnel into one early retirement policy and change the age requirement from 10 years to 20 years of service with the district while leaving the other requirements the same. Motion died due to lack of second. Motion by Houser to decline offering an early retirement package to any employees for the remainder of this school year. Seconded by Hansen. Roll call ayes: Hansen, R. Peterson, Houser. Nays: Kirchhoff, S. Peterson, Smith, Askeland. Motion failed, 3-4.

After a lengthy discussion, President Askeland turned over control of the meeting to Vice-President Kirchhoff. Motion by Askeland to offer Diane Keiser a retirement package of \$15,000 payable over 3 years. Seconded by S. Peterson. Motion by Kirchhoff to amend the original motion to include "no other retirement package requests will be considered for the 2022-2023 school year until a policy is drafted." Seconded by Askeland. Motion by Askeland to amend the original motion to change the amount from "\$15,000 to 9% of her annual wages and to offer Scott Anderson the same retirement package." Seconded by R. Peterson, motion carried all ayes. Vice President Kirchhoff turned control of the meeting back to President Askeland.

In order to clarify the previous motion, Kirchhoff made a motion to rescind the previous motion all together. Seconded by Houser, motion carried all ayes. Motion by S. Peterson to approve retirement packages for Diane Keiser of \$14,040 and Scott Anderson of \$11,340, payable over a 3-year period and to cease all retirement package requests until a policy is drafted. It was noted that the retirement package will only be available to these individuals if they retire at the end of their 2022-2023 contract. Seconded by R. Peterson. Roll call ayes: S. Peterson, R. Peterson, Askeland, Smith, Kirchhoff. Nays: Hansen, Houser. Motion passed, 5-2.

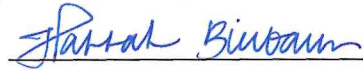
New Business

- **Accept FY22 Audit Report** – Business Manager Rold presented the audit report to the Board. Motion by Hansen to accept the fiscal year 2021-2022 audit report. Seconded by Kirchhoff, motion carried all ayes.
- **Griswold Sports Booster Club Presentation** – Matt Leighton, owner of Leighton Carpentry and Griswold Sports Booster Club member, presented a proposal to the Board to relocate the concession stand to the old stage off of the HS gym. No formal action taken.
- **Consider Approval Of Track Maintenance Bid** – Motion by Kirchhoff to postpone Consider Approval of Track Maintenance Bid until two bids are received. Seconded by R. Peterson, motion carried all ayes.
- **Consider Approval Of E-Rate Application** – Motion by Hansen to approve the E-rate Application with Griswold Communications as presented. Seconded by S. Peterson, motion carried all ayes.
- **Consider Approval Of Chemical Application Bids** – Henrichs reviewed the three bids received for chemical application. After discussion, motion by Houser to approve the chemical application bid from Bob's Mowing for 2023. Seconded by Kirchhoff, motion carried all ayes.
- **Consider Approval Of Mowing Specifications** – Motion by Kirchhoff to approve the mowing specifications as presented. Seconded by R. Peterson, motion carried all ayes.
- **Consider Approval Of 2023-24 Mission Statement And Goals** – As the School Improvement Advisory Committee met on January 24th and discussed the School District's Mission Statement and Goals, it was recommended the Board continues to use the same 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)* and student achievement goals for 2022-23 *(Long Range Reading Goal...All K-12 students will achieve at high levels in reading comprehension, prepared for success beyond high school; Long Range Math Goal...All K-12 students will achieve at high levels in mathematics, prepared for success beyond high*

school; Long Range Science Goal...All K-12 students will achieve at high levels in science, prepared for success beyond high school; Long Range Technology Goal...All K-12 students will use technology, in a project-based learning format, which is integrated into the curriculum as a tool to enhance learning and meet Iowa Core / Common Core Essential Skills and Concepts; and all students will feel safe and connect to school). Motion by Hansen to approve the School Improvement Advisory Committee's recommendation to keep the same mission statement and student achievement goals for 2023-2024 as suggested. Seconded by Kirchhoff, motion carried all ayes.

- **Board Policies – First Reading** – First reading of board policies 216.2, 603.6, 603.7, 603.8, 603.8R1, 603.9, 603.9R1, 603.10, 603.11, 607.1, 701.5, 701.5R1, 705.1R2, 804.7R1

Adjourn: Motion by Kirchhoff to adjourn at 7:47 p.m. Seconded by R. Peterson, motion carried all ayes.



Hannah Bierbaum, Board Secretary

(Next regular meeting March 20, 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, 778-2152, Monday through Friday, 8 am – 4 pm.

The Board entered into exempt session at 7:53 p.m. following the regular February 20, 2023 Board Meeting for the purpose of discussing strategy in matters relating to employment conditions of employees not covered by collective bargaining law pursuant to Iowa Code 21.9 "Employment Conditions" as allowed by Iowa Code 20.9. Exempt session adjourned at 8:32 p.m.

GRISWOLD COMMUNITY SCHOOLS

CLAIMS APPROVED

OPERATING FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AGRILAND FS	Def fluid	201.40
AHSTW COMMUNITY SCHOOL DISTRICT	Open enrollment billing	15,329.36
AMAZON CAPITAL SERVICES	Books/Supplies	1,154.01
ARLO, WINTERBOER	Supplies	825.24
ATLANTIC COMMUNITY SCHOOL DISTRICT	Sharing agreement/open enrollment billing/EOC billing/Special education	272,924.26
AUDITOR OF STATE	Filing fee	625.00
BSN SPORTS	Entrance rug	882.75
BUENA VISTA UNIVERSITY	Tuition	2,412.00
CAM COMMUNITY SCHOOL DISTRICT	Open enrollment	7,660.38
CAMBLIN MECHANICAL	Repairs	471.35
CAPPEL'S	Equipment	165.99
CENTRAL IOWA DISTRIBUTING, INC	Supplies	573.00
CITY OF GRISWOLD	Water & sewer	2,129.20
COUNCIL BLUFFS COMM SCHOOL DIST	Sp Ed Open Enrollment	4,999.96
DES MOINES PUBLIC SCHOOLS	PMIC Billing	1,654.00
FASTENAL COMPANY	Supplies	225.19
FIRST NATIONAL BANK	Computer/supplies/ad/subscription	322.29
FOLLETT CONTENT SOLUTIONS, LLC	Books	273.41
GLENWOOD COMM. SCHOOLS	APEX	9,821.53
GREEN HILLS AEA	Social worker agreement/mentor program	23,292.48
GREGG YOUNG AUTOMOTIVE OF ATLANTIC	Parts	44.91
GRISWOLD AMERICAN	Minutes/claims/ads	326.86
HEARTLAND ENVIRONMENTAL DIST.,	Supplies	1,009.31
HORTON, NIGEL	Reimbursement	60.00
HYVEE FOOD STORES INC.	Flowers/supplies	598.21
ICDA	Registration	155.00

IOWA DEPARTMENT OF HUMAN SERVICES	Medicaid billing	1,647.30
IOWA HIGH SCHOOL SPEECH ASSOC	Registration	96.00
IOWA PUPIL TRANSP. ASSOC.	Membership	180.00
IOWA WESTERN COMM COLLEGE	Registration	125.00
J.W. PEPPER & SON, INC.	Music	107.71
JOSTEN'S	Diplomas	479.80
KROON, GINA	Reimbursement	38.78
LAJKO, STEPHANIE	Reimbursement	60.00
LAVERTY SANITATION, INC	Trash removal	1,740.00
LENOX COMM. SCHOOL DISTRICT	Choir registration/sharing agreement	27,075.20
MCI	Long distance charges	55.89
MEDICAL ENTERPRISES, INC	Testing supplies	58.00
MENARDS	Welding supplies	358.56
MIDAMERICAN ENERGY	Electricity	9,464.38
NICKLAUS, TROY	Reimbursement	218.00
OSP LLC	Assembly fees	1,000.00
PAPER CORPORATION	Paper	2,518.78
PRESTON CARPENTRY	Snow removal	3,420.00
PSAT / NMSQT	PSAT Tests	126.00
QUILL CORPORATION	Supplies	75.12
RED OAK GLASS, INC	Door glass	547.01
RICHTER & SON TOWING INC.	Towing fees	616.00
RIEMAN MUSIC	Supplies	6.00
RIVERSIDE COMMUNITY SCHOOL	Open enrollment/concurrent courses	29,449.34
SANDBOTHE FIRESTONE	Tires	740.90
SCHOLASTIC	Books	458.06
SCHOOL NURSE SUPPLY, INC.	Supplies	241.67
SCHROER & ASSOCIATES PC	Audit costs	5,000.00
STANTON COMM. SCHOOL DISTRICT	Open enrollment	13,889.52
SYMMETRY ENERGY SOLUTIONS, LLC	Natural gas	10,200.01
TIGER MART	Gas/diesel	6,883.73
TIMBERLINE BILLING SERVICES LLC	Medicaid billing	223.44
TRUCK CENTER COMPANIES	Repairs	1,224.46
VERIZON WIRELESS	Tablet lines	277.83
WILLIAM V. MACGILL & CO.	Supplies	71.80
WYMAN'S CARQUEST	Parts/supplies	688.05
XAP CORPORATION	Subscription	675.00
	Fund Total:	468174.43

ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AMAZON CAPITAL SERVICES	DOMELIDS/SB SUPPLIES	474.66
ASKELAND, INC	FOOD/WR TOURNAMENT	375.00
ATLANTIC HIGH SCHOOL	WR ENTRY FEE	75.00
BELT, RICHARD	OFFICIAL	120.00
BRANDT, TONY	OFFICIAL	220.00
BROTHERS, KEITH	OFFICIAL	140.00
BSN SPORTS	XC	4,437.15
CHAFKA, KYLE	OFFICIAL	270.00
CORNER CONFERENCE ACTIVITIES	C.C. BB GATE	2,620.00
DANNCO INC	TR/XC	11,187.10
DES MOINES SYMPHONY ACADEMY	5TH GRADE FIELD TRIP	108.50
DESTINATION COFFEE & CUISINE	COFFEE SHOP SUPPLIES	261.73
FAMILY, CAREER, COMMUNITY LEADERS OF AMERI	MS/HS ST/NA'L DUES	456.00
FIRST NATIONAL BANK	GREENHOUSE SUPPLIES/WATER/COFFEESHOP SUPPLIES/4TH GRADE FIELD TRIP/SB CLINIC	2,919.89
GREBERT, RON	OFFICIAL	140.00

HANO'S PRINTING PLACE
 HYVEE FOOD STORES INC.
 JOHNSON, JAMES
 MCCREADY, BRIEN
 MORTENSEN, RICHARD
 OUTFITTERS PLUS OUTLET STORE
 PACE, RICHARD
 RODGERS, CHAD
 SOUTHWEST VALLEY HIGH SCHOOL
 SWEENEY, ROBERT
 TURNER, TIMOTHY

BB AWARDS	14.00
SUPPLIES	91.42
OFFICIAL	130.00
OFFICIAL	140.00
OFFICIAL	110.00
SHIRTS/CAPS AND FFA SWEATSHIRTS	1,863.50
OFFICIAL	270.00
OFFICIAL	110.00
WR ENTRY FEE	75.00
OFFICIAL	140.00
OFFICIAL	120.00
Fund Total:	26,868.95

CAPITAL PROJECTS

Vendor Name
 FP MAILING SOLUTIONS
 GRISWOLD COMMUNICATIONS
 J.Q. OFFICE EQUIPMENT OF OMAHA
 SOUTHWEST IOWA TILING, LLC

<u>Description</u>	<u>Amount</u>
Lease	35.50
Phone/internet	1,656.96
Copier leases	4,929.08
Irrigation pump	11,427.13
Fund Total:	18,048.67

SCHOOL NUTRITION FUND

Vendor Name
 ANDERSON ERICKSON DAIRY
 BIMBO BAKERIES USA
 LARY, KAY
 MARTIN BROTHERS
 ROSS CHEMICAL SYSTEMS
 TIGER MART

<u>Description</u>	<u>Amount</u>
Dairy products	3,409.26
Bread products	1,184.91
Reimbursement	11.07
Food/supplies/A la carte	19,068.86
Dishwasher supplies	631.10
Buns	64.24
Fund Total:	24,369.44

TOTAL EXPENDITURES: **537,461.49**