

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

The Board of Education met for its regular meeting on Monday March 20, 2023 in the Conference room. President Ryan Askeland called the meeting to order at 5:30 p.m. Board members present were Ryan Askeland, Scott Hansen, Aaron Houser, Rob Peterson, Scott Peterson, Don Smith. Absent: Erika Kirchhoff. 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, wrestling coaches Bob Amos and Severin Ritter, and the Dishong family.

- **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 R. Peterson to approve the agenda with the following change: move the *Exempt Session* to be addressed after item #3 *Board Learning Opportunities*. Seconded by Hansen, motion carried all ayes.
- **Public Input:** none.
- **Superintendent's Report:**
 - **Thank You Card(s)** – card received from the Class of 2023 for allowing them to have a mock graduation and a card from the family of George Karwal for the sympathy plant.

Kirchhoff joined the meeting at 5:32 p.m.

- **The Month in Review – Administration** – written reports were submitted by the Superintendent, Elementary Principal, and Secondary Principal. Athletic Director Nicklaus reviewed the football BEDS enrollment and updated football districts.
- **Board Learning Opportunities** – President Askeland presented RJ Dishong with the Board Recognition award for his achievements and hard work in qualifying for State Wrestling as a Freshman. Board discussed March recipient. Askeland reminded the board that graduation will be at 5 p.m. on Sunday, May 21.

The Board entered into exempt session at 5:41 p.m. for the purpose of discussing strategy in matters relating to negotiating strategies pursuant to Iowa Code 20.17(3). The Board reentered open session at 6:32 p.m.

- **Consent Agenda:** Motion by Hansen to approve the consent agenda as amended.
 - Minutes of the Regular Meeting February 20, 2023
 - Financial Statements and Monthly Bills
 - **Personnel:**
 - **New Hires:** Gina Doell – Custodian (start date July 5, 2023), Blair Rush – Part-time Assistant Nurse
 - **Resignations:** Rebecca White – Elementary Teacher (effective at the end of the 2022-2023 School Year), Diane Keiser – District Technology Coordinator (effective at the completion of her contract), Christina Simonton (effective at the end of the 2022-2023 school year), Abby Fleharty – MS Volleyball Coach, Brianna Doty – Special Education Paraprofessional (effective March 21st, 2023)
 - **Contract Amendment:** Andy Everett – Assistant HS Boys' Track Coach pay due to inability to secure Assistant Coach
 - **Gifts, Memorials, Bequests:** \$500 from the family of Nancy Christensen for MS/HS
- 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 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. Seconded by 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.*)

- **Consider Approval Of Track Maintenance Bid** – Motion by S. Peterson to approve the bid from Fisher Tracks for \$78,900 for track resurfacing. Seconded by R. Peterson, motion carried all ayes.
- **Discussion And Possible Action On Griswold Sports Club Concession Stand Proposal** – Board discussed options to relocate the concession stand. No formal action taken.


New Business


- **Discussion On Possible Meeting Dates With The Labor Management Committee And An IASB Workshop** – Board discussed dates to meet with the Labor Management Committee and for an IASB Board work session. No formal action taken.
- **Approve Master Contract For GCEA** – Motion by Hansen to approve the master contract with the GCEA for 2023-2024 with a 5% total package increase (*\$1,250 increase to base, allow for movement on the salary schedule and insurance.*) Seconded by Houser, motion carried all ayes.
- **Accept GCEA Human Resource Handbook** - Motion by Houser to accept the GCEA Human Resource Handbook for 2023-2024 (*changes include updating insurance premiums, updated salary schedule, updated TSS amount, and language to allow staff to use sick and personal leave in quarter day increments.*) Seconded by Kirchhoff, motion carried all ayes.
- **Approve Master Contract For School Based Interventionist** – Motion by Hansen to approve the master contract for the School Based Interventionist for 2023-2024 with no changes. Seconded by S. Peterson, motion carried all ayes.
- **Accept School Based Interventionist Human Resource Handbook** – Motion by Hansen to approve the School Based Interventionist Human Resource Handbook for 2023-2024 (*changes include updating the amount of health insurance premium paid by the district and language to allow staff to use sick and personal leave in quarter day increments.*) Seconded by R. Peterson, motion carried all ayes.
- **Approve Master Contract / Accept Human Resource Handbook For Technology Coordinator** – Motion by Houser to postpone approving the master contract and the Human Resource Handbook for Technology Coordinator until the position is filled due to contract details not being determined yet. Seconded by Kirchhoff, motion carried all ayes.
- **Approve Master Contract For Non-Certified Staff** – Motion by S. Peterson to approve the master contract for Non-Certified Staff for 2023-2024 with no changes. Seconded by Houser, motion carried all ayes.
- **Accept Non-Certified Human Resource Handbook** – Motion by Hansen to accept the Non-Certified Human Resource Handbook for 2023-2024 with a \$0.80 increase (*other changes include updating language to allow staff to use sick and personal leave in quarter day increments, updating title of Head Cook to District Food Service Director, removal of “activity bus” route pay, and to increase substitute secretary, custodian, and cook pay from \$8.00 per hour to \$11.00 per hour.*) Seconded by Houser, motion carried all ayes.
- **Approval Of Contract Renewals For Certified Staff, Coaches/Sponsors, Administration, Quasi-Administrators, And Support Staff** – Motion by Hansen to approve contract renewals for certified staff, coaches/sponsors, administration, quasi-administration and support staff as listed and set the contract issue date for March 27, 2023 with a return date of April 17, 2023 at noon. Seconded by Houser, motion carried all ayes.
- **Approve The 2023-24 Elementary Guidance Sharing Agreement With Riverside** – Motion by S. Peterson to approve the elementary guidance sharing agreement with Riverside for the 2023-2024 school year. (Riverside holds the contract, time split 40/60, and operational sharing dollars received, 2 students worth) Seconded by R. Peterson, motion carried all ayes.
- **Approve The 2023-24 Transportation Director Sharing Agreement With Atlantic** – Motion by Houser to approve the Transportation Director Sharing Agreement with Atlantic for the 2023-2024 school year. (Atlantic holds the contract, time split 20/80. We receive operational sharing dollars for this position, 4 students worth) Seconded by Kirchhoff, motion carried all ayes.

- **Approve The 2023-24 School Business Official Sharing Agreement With Riverside** – Motion by Hansen to approve the School Business Official Sharing Agreement with Riverside. (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 2023-24 Shared Girls Wrestling Program** – Motion by R. Peterson to postpone the Approval of the 2023-24 Shared Girls Wrestling Program until more information is received. Seconded by Kirchhoff, motion carried all ayes.
- **Consider Approval Of The 2023-24 Athletic Handbook** – Motion by R. Peterson to approve the 2023-24 Athletic Handbook with the addition of language outlining dual sport participation. *"The District realizes that a school district of our size makes it difficult to have a full roster for each sport and subsequently encourages and supports student athletes to participate in multiple sports in one season, if the student desires. The District also understands that this will result in a variety of complications. The Athletic Director and respective coaches will work with each student on an individual basis to ensure that their participation is fair and equitable to both teams. In the event that a dual dispute, matters should be referred to the Superintendent."* Seconded by Hansen, motion carried all ayes.
- **Consider Approval Of The 2023-24 Preschool Handbook** – Motion by Houser to approve the 2023-2024 Preschool Handbook as presented by Principal Horton (*changes include the removal of required school supplies, addition of assessment standards, increased food safety to meet USDA guidelines and updated medication administration safeguards, and information regarding volunteering the School Improvement Advisory Committee*) Seconded by S. Peterson, motion carried all ayes.
- **Set Drivers Education Fees** – Motion by Houser to increase student driver's education fees from \$365 to \$385 for 2023-2024 (non-Griswold student fee from \$470 to \$495, classroom instructor pay from \$1,545 to \$1,620 and drive time pay from \$33.50 to \$35 per hour to teach classes.) Seconded by R. Peterson, motion carried all ayes.
- **Consider Approval Of Updated Job Descriptions** – Motion by Hansen to approve the updated job descriptions for the following positions: teacher, special education paraprofessional, MS/HS secretary, Elementary secretary, MS/HS counselor, counselor secretary, business manager, board/superintendent secretary, maintenance director, custodian, nurse, school based interventionist, technology coordinator, transportation director, food service director and cook. Seconded by R. Peterson, motion carried all ayes.
- **Consider Approval Of Mowing Bids** – Motion by R. Peterson to approve the mowing bid from Bob's Mowing for 2023-24. Seconded by Houser, motion carried all ayes.
- **Consider Approval Of Participation Agreement For FY24 Local Government Risk Pool** – Motion by Kirchhoff to approve the Iowa Local Government Risk Pool Participation Agreement for FY2024. Seconded by Houser, motion carried all ayes.
- **Consider Approval Of Skip The Trip Program** – Motion by Hansen to approve the Skip the Trip Program to provide students the opportunity to take the driver's instruction permit test at school and to appoint Marlia Mundorf to serve as the volunteer proctor for the exam. Seconded by Kirchhoff, motion carried all ayes.
- **Consider Approval Of Open Enrollment Request - In** – An open enrollment in request was received for a student from the Stanton School District. The student has an Individualized Education Plan (IEP). Motion by Houser to deny the open enrollment request in due to lack of sufficient programming to serve the student according to IEP specifications. Seconded by S. Peterson, motion carried all ayes.
- **4-Day School Week Update** – Henrichs provided an update on research obtained from other schools that operate a 4-day school week. Board discussed next steps and plan to seek staff input before continuing. No formal action.
- **Youth Sports Update** – Henrichs discussed how the school can partner with the existing youth sports board and next steps. No formal action.

- **Annual Review Of Policies 410.2, 603.2, 711.4** – Board reviewed policies 410.2, 603.2, 711.4 which relate to the summer school program. As per the Administration's recommendation, motion by Hansen to offer summer school for elementary students for up to 40 students and to pay two teachers a rate of \$24 per hour to teach classes to be paid by ESSER learning loss funds. Seconded by Kirchhoff, motion carried all ayes.
- **Board Policies – First Reading** – First reading of policies 413.6, 413.7, 604.1, 604.2, 604.3, 604.4, 604.5, 604.6, 604.7, 604.8, 604.9, 604.10, 604.11
- **Discussion And Possible Action On Small Claims Court Award** – No formal action

Adjourn: Motion by R. Peterson to adjourn at 8:44 p.m. Seconded by Kirchhoff, motion carried all ayes.


 Hannah Bierbaum, Board Secretary
 (Next regular meeting April 17, 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, 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	Posters	96.80
AMAZON CAPITAL SERVICES	Supplies	312.85
ATLANTIC COMMUNITY SCHOOL DISTRICT	Sharing agreement/EOC Billing	2,066.82
BAIER, BARBARA	Mileage reimbursement	328.00
BREATHTAKING ELEGANCE	Sympathy flowers	60.00
CAM SPEECH AND DEBATE	Registration	40.00
CAMBLIN MECHANICAL	Repairs	2,968.53
CAPPEL'S	Supplies	93.93
CASS COUNTY PEST CONTROL, LLC	Pest control	180.00
CDW GOVERNMENT INC.	Computers	5,340.00
CENTRAL IOWA DISTRIBUTING, INC	Supplies	561.00
CITY OF GRISWOLD	Water & sewer	866.40
COUNCIL BLUFFS COMM SCHOOL DIST	Sp Ed Open Enrollment	11,451.37
FASTENAL COMPANY	Supplies	73.58
FIRST NATIONAL BANK	Registration/Subscription/Books	6,761.00
FOLLETT CONTENT SOLUTIONS, LLC	Books	273.41
GLENWOOD COMM. SCHOOLS	APEX	9,309.93
GOPHER SPORT	Recess balls	349.27
GRISWOLD FCCLA	Strawberries	60.00
HEARTLAND AREA ED AGENCY 11	Supplies	650.00
HORTON, NIGEL	Reimbursement	187.20
HYVEE FOOD STORES INC.	Foods class supplies/Flowers	476.52
IA TESTING PROGRAMS	Statewide assessments	1,044.00
INSTRUMENTALIST AWARDS LLC	Awards	158.00
IOWA HIGH SCHOOL MUSIC ASSOC	Registration	238.00
IOWA HIGH SCHOOL SPEECH ASSOC	Registration	77.00
J.Q. OFFICE EQUIPMENT INC.	Supplies	44.75
J.W. PEPPER & SON, INC.	Music	299.48
LAJKO, STEPHANIE	Reimbursement	60.00
LAMINATOR.COM	Supplies	516.42
MCI	Long distance charges	52.88
MID-AMERICAN RESEARCH CHEMICAL	Supplies	777.25

MIDAMERICAN ENERGY	Electricity	7,823.71
MORTENSEN INFORMATION TECHNOLOGY SERVICES	Technology support	970.00
OMAHA COMPOUND COMPANY	Supplies	639.80
ONE SOURCE THE BACKGROUND CHECK CO	Background checks	374.00
PARAGON VISUAL LLC	Toner/ink	1,943.44
PRESTON CARPENTRY	Snow removal	4,268.75
RICK'S COMPUTERS	Firewall	10,644.80
RIVERSIDE COMMUNITY SCHOOL	Shared positions/special education	51,163.74
ROSSELL, JODY	Reimbursement	334.00
SCHMIDT, HALEY	Reimbursement	54.00
SCHOLASTIC BOOK FAIRS - 8	Book fair	1,513.09
SYMMETRY ENERGY SOLUTIONS, LLC	Natural gas	8,887.03
TIGER MART	Gas/diesel	4,132.84
TRUCK CENTER COMPANIES	Repairs	2,635.91
VERIZON WIRELESS	Tablet lines	277.83
Fund Total:		141,437.33

ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AMAZON CAPITAL SERVICES	RESISTANCE BANDS	33.99
ANDERSON ERICKSON DAIRY	MILK/COFFEESHOP	2.97
ANITA VETERINARY CLINIC	SWINE TAGS	250.00
BALL HORTICULTURAL COMPANY	GREENHOUSE SUPPLIES	915.68
DESTINATION COFFEE & CUISINE	COFFEESHOP SUPPLIES	321.55
FIRST NATIONAL BANK	ST WR EXPENSES	2,264.52
FLORIDA FRUIT ASSOCIATION	STRAWBERRIES	2,295.00
GREATER DES MOINES BOTANICAL	5TH GRADE FIELD TRIP	122.00
GRISWOLD GOLF & COUNTRY CLUB	GOLF COURSE RENTAL FEE	1,900.00
HYVEE FOOD STORES INC.	COFFEESHOP SUPPLIES/BREAKFAST SUPPLIES	121.03
JOSTEN'S	25 CAPS/GOWNS	775.00
NATIONAL FFA ORGANIZATION	BANQUET SUPPLIES	1,035.24
NORTHWEST MISSOURI STATE UNIVERSITY	G TR ENTRY FEES	180.00
PETTY CASH	REIMB/ST WR PARKING	40.00
RIEMAN MUSIC	RESALE	40.50
STEINBECK & SONS, INC.	LP/GREENHOUSE	450.00
Fund Total:		10,747.48

MANAGEMENT FUND

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

CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
FP MAILING SOLUTIONS	Postage machine lease	35.50
GRISWOLD COMMUNICATIONS	Phone/Internet	1,658.57
J.Q. OFFICE EQUIPMENT OF OMAHA	Copier leases	2,394.50
RED OAK GLASS, INC	Door replacement	22,909.00
Fund Total:		26,997.57

SCHOOL NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY	Dairy products	2,618.08
BEEBE, TIFFANY	Reimbursement	10.78
BIMBO BAKERIES USA	Bread products	945.20
LARY, KAY	Reimbursement	15.59
MARTIN BROTHERS	Food/supplies/A la carte items	12,709.52
ROSS CHEMICAL SYSTEMS	Dishwasher supplies	568.35
Fund Total:		16,867.52

TOTAL EXPENDITURES: 203,406.65