

**School Board Meeting Minutes
Griswold Community Schools
Monday, March 21, 2022
Conference Room, 5:30 p.m.**

The Board of Education met for its regular meeting On Monday, March 21, 2022 in the Conference room.

- **2022-2023 Budget Hearing:** At 5:30 p.m. President Rob Peterson called the 2022-2023 budget hearing to order. Business Manager Rold reviewed the proposed budget.

- **Public Input:** none.

Motion by Hansen to close the hearing at 5:35 p.m. Seconded by Askeland, motion carried all ayes
President Rob Peterson called the meeting to order at 5:35 p.m. Board members present were Ryan Askeland, Aaron Houser, Scott Hansen, Erika Kirchhoff, Rob Peterson, Scott Peterson, and Don Smith. Absent: Erika Kirchhoff. Also present were Superintendent David Henrichs, Business Manager/Treasurer Dan Rold, Elementary Principal Nigel Horton, Secondary Principal Stephanie Lajko joined via conference call, Athletic Director Troy Nicklaus, and Elementary Secretary Michele Kirchhoff.

- **Reading of Mission Statement:** Board member Hansen 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 Askeland to approve the agenda with the removal of item # 32. Consider Approval Mechanical Breakdown Insurance Renewal. Seconded by Houser, motion carried, all ayes.
- **Public Input:** none.
- **Superintendent's Report:** Month in review reports were given by the Superintendent, Elementary Principal, Secondary Principal, and Athletic Director. Henrichs gave an update on open positions and reminded the Board of the "super board meeting" that is scheduled for March 28th.
 - **Thank you Cards** – Card received from Sue Mortensen thanking the Board for increasing substitute pay.
 - **The Month in Review – Administration** – Horton notified the Board that he is still looking to hire a teacher for the 2022-23 school year, that the elementary ISASP testing will begin in April, and thanked Ms. Schmidt for her hard work for a successful CATS musical. Lajko is working on scheduling the ISASP testing for MS/HS, discussed open teaching positions for the 2022-23 school year, notified the Board that registration for next years' courses has begun, and highlighted the MS reward day that was held for students who had passing grades in all classes, did not have any late assignments or a referral in the 3rd quarter. She plans to extend this to high school students in 4th quarter. Nicklaus gave an update on the baseball field quotes, plans to purchase new school record plaques with Sports Booster Funds, and is looking for a Head Girls Basketball coach for the 2022-23 season.
 - **Board Learning Opportunities** – none.
- **Consent Agenda:**
Motion by Hansen to approve the consent agenda as presented.
 - Minutes of the Regular Meeting February 21, 2022
 - Financial Statements and Monthly Bills
 - **Personnel:**
 - **Resignations:** Brenda Schnell – MS/HS Business and Information Technology Teacher (effective at the end of the 2021-2022 school year), Chris Hamilton – Head HS Girls Basketball Coach, Tiff Beebe – Concessions Sponsor (effective May 20, 2022)
 - **New Hires:** Danika Kentner – Elementary Teacher (effective for the 2022-2023 school year with a \$500 signing bonus) and Brandi Wallace – MS/HS SPED Teacher (effective for the 2022-2023 school year, pending successful background check), Karla Wilson - Volunteer High School Girls Track Coach, Megan Potter - SPED Van Driver (effective March 16, 2022)
 - Gifts, Memorials, Bequests—\$1,500 from Deter Motor Company for science and technology purposes and \$400 from the Griswold Optimists for the libraries.

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 502.1, 502.2, 502.3, 502.3R1, 502.4, 502.5, 502.6, 505.5, 705.1, and to rescind 403.7, 403.7E1, 403.7E2, 403.7E3, 403.7R1, 403.7R2. Seconded by Askeland. *(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 On And/Or Approval Of Baseball Field Maintenance Bids (I or D.R.)**
Motion by Houser to table the Approval of Baseball Field Maintenance Bids until more information is received. Seconded by Askeland, motion carried all ayes.

New Business

- **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 2023 For The Redemption Of General Obligation School Bonds, Series 2017, Dated November 1, 2017** – Motion by Houser to approve a Resolution Authorizing the Redemption of General Obligation School Bonds, Series 2017, Dated November 1, 2017. Seconded by Askeland. Roll call ayes: Houser, Smith, S. Peterson, Askeland, R. Peterson, Hansen. Nays: none, motion carried.

RESOLUTION AUTHORIZING REDEMPTION OF GENERAL OBLIGATION SCHOOL BONDS

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"), \$8,875,000 of which are currently outstanding; of which \$115,000 were called for redemption on May 1, 2025 pursuant to a Resolution adopted March 15, 2021, and of which \$165,000 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, 2023, 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 (formerly known as Bankers Trust Company, 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 in substantially the form set forth in Schedule B attached to this Resolution. 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, 2023, the Treasurer shall deposit with the Escrow Agent \$165,000 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, 2023, \$165,000 which when collected shall be deposited with the Paying Agent pursuant to the Escrow Agent Agreement, as amended. The Paying Agent is authorized and directed to call and redeem the Redeemed Bonds on May 1, 2025. Annually, on each May 1, beginning May 1, 2024 the investment earnings on the Escrow Fund and any other funds in excess of the amount required to redeem the Redeemed Bonds shall be deposited into the School Bond Fund 2017 for payment of principal and interest on the Series 2017 Bonds. Any remaining balance on May 1, 2025 shall be deposited in the School Bond Fund 2017.

Section 4. The First Amendment to the Escrow Agent Agreement is hereby authorized and approved, and the President and Secretary are authorized and directed to execute the First Amendment to Escrow Agent Agreement. Upon deposit on or before May 1, 2023 of \$165,000 with the Escrow Agent, the Escrow Agent is authorized and directed to invest such funds, at the written direction of the District, in Treasury Securities of the State and Local Government Series (SLGS) or direct U.S. Treasury obligations,

at a yield not to exceed the yield on the Bonds and to mature on or before May 1, 2025. Absent such written investment direction from the District, the Escrow Agent shall hold such funds uninvested. The District must comply with the rebate requirements of the Resolution authorizing the issuance of the Series 2017 Bonds.

PASSED AND APPROVED this 21st day of March, 2022.

- **Consider Approval Of 2022-2023 Budget** – As there were no objections during the public hearing, motion by Houser to approve the published 2022-2023 budget of 13.05434 per \$1,000 taxable valuation. Seconded by Smith, motion carried all ayes.

Erika Kirchhoff joined via conference call at 5:55 pm


- **Presentation On And Possible Approval Of Student Club** – Presentation given by teacher Brianna McCollum regarding Dungeons and Dragons Club. Motion by Hansen to add Dungeons and Dragons to the supplemental schedule with 2% of base and a budget of \$500 for expenses. Seconded by Kirchhoff, motion carried all ayes.
- **Consider Approval Of Open Enrollment Request - Out** – An open enrollment request for Claire Comer to attend Atlantic Community School was received on March 8th. The open enrollment deadline was March 1st. Motion by Hansen to deny the open enrollment request for Claire Comer. Seconded by Smith, motion carried all ayes.
- **Consider Approval Of Mowing Bids** – Motion by S. Peterson to approve the mowing bid from Bob's Mowing for the 2022 season. Seconded by Kirchhoff, motion carried all ayes.
- **Set Drivers Education Fees** – Motion by Hansen to increase student driver's education fees from \$345 to \$365 (non-Griswold student fee from \$445 to \$470), classroom instructor pay from \$1,470 to \$1,545 and drive time pay from \$32 to \$33.50 per hour. Seconded by Askeland, motion carried all ayes.
- **Board Policies – First Reading** – First reading of board policies 501.7, 501.8, 501.9, 501.9E1, 501.10, 501.10R1, 501.11, 501.12, 501.13, 501.14, 501.15, 501.16
- **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 Askeland to offer summer school for elementary students for up to 40 students and to pay two teachers a rate of \$23 per hour to teach classes. Seconded by Houser, motion carried all ayes.
- **Approve Master Contract For GCEA** – Motion by Houser to approve the master contract with the GCEA for 2022-2023 with a 5% increase (\$1,300 increase to base, movement on the schedule and insurance.) Seconded by S. Peterson, motion carried all ayes.
- **Accept GCEA Human Resource Handbook** – Motion by Hansen to accept the GCEA Human Resource Handbook for 2022-2023 (*changes include updating insurance premiums, updated salary schedule, update of TSS amount, addition of a form for salary advancement, and additions of various positions to the supplemental pay schedule.*) Seconded by Askeland, motion carried all ayes.
- **Approve Master Contract For School Based Interventionist** – Motion by S. Peterson to approve the master contract for the School Based Interventionist for 2022-2023 with no changes. Seconded by Askeland, motion carried all ayes.
- **Accept School Based Interventionist Human Resource Handbook** – Motion by Hansen to accept the School Based Interventionist Human Resource Handbook for 2022-2023 updating the amount of health insurance premium paid by the district. Seconded by S. Peterson, motion carried all ayes.
- **Approve Master Contract For Technology Coordinator** – Motion by Hansen to approve the master contract for Technology Coordinator for 2022-2023 with an increase to the rate of pay by \$2/hour. Seconded by Smith, motion carried all ayes.
- **Accept Technology Coordinator Human Resource Handbook** – Motion by Hansen to accept the Technology Coordinator Human Resource Handbook for 2022-2023 with no changes. Seconded by Smith, motion carried all ayes.

- **Approve Master Contract For Non-Certified Staff** – Motion by Askeland to approve the master contract for Non-Certified Staff for 2022-2023 with no changes. Seconded by S. Peterson, motion carried all ayes.
- **Accept Non-Certified Human Resource Handbook** – Motion by Hansen to accept the Non-Certified Human Resource Handbook for 2022-2023 with a \$2.00 increase and to allow one personal day to be carried over from one year to the next. Seconded by Smith, motion carried all ayes.
- **Approval Of Contract Renewals For Certified Staff, Coaches/Sponsors, Administration, Quasi-Administrators, And Support Staff** – Motion by S. Peterson 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 28, 2022 with a return date of April 18, 2022 at noon. Seconded by Smith, motion carried 6-0, Houser abstained.
- **Approve The 2022-23 Elementary Guidance Sharing Agreement With Riverside** – Motion by Houser to approve the elementary guidance sharing agreement with Riverside for the 2022-2023 school year. (Riverside holds the contract, time split 40/60, and operational sharing dollars received, 2 students worth) Seconded by Askeland, motion carried all ayes.
- **Approve The 2022-23 Transportation Director Sharing Agreement With Atlantic** – Motion by Hansen to approve the Transportation Director Sharing Agreement with Atlantic for the 2022-2023 school year. (Atlantic holds the contract, time split 20/80. We receive operational sharing dollars for this position, 4 students worth) Seconded by Houser, motion carried all ayes.
- **Approve The 2022-23 School Business Official Sharing Agreement With Riverside** – Motion by S. Peterson 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 Askeland, motion carried all ayes.
- **Approve The 2022-23 Industrial Technology (Program) Sharing Agreement With Atlantic** – Motion by Askeland to approve the Industrial Technology Program sharing agreement with Atlantic for the 2022-2023 school year. Seconded by Houser, motion carried all ayes.
- **Consider Approval Of The 2022-2023 Preschool Handbook** – Motion by Hansen to approve the 2022-2023 Preschool Handbook as presented by Principal Horton (*changing the assessments standards to occur year-long, giving parents those results 3 times per year.*) Seconded by Kirchhoff, motion carried all ayes.
- **Consider Approval Of Staff Retention Bonus** – Motion by Houser to approve using ESSER III funds to give a retention bonus to all staff who are currently under contract and remain under contract for the 2022-23 school year, based on years of service (*1-4 years will receive \$1,000, 5-9 years will receive \$1,250, 10+ years will receive \$1,500.*) Such bonus will be paid to certified staff with the regular September 2022 payroll and non-certified staff will be paid in two installments, one with the regular September 2022 payroll and the regular December 2022 payroll. Seconded by Smith, motion carried all ayes.
- **Consider Approval Of Participation Agreement For Local Government Risk Pool** – Motion by Hansen to approve the Superintendent's recommendation to renew the participation agreement for the Iowa Local Government Risk Pool. Seconded by Houser, motion carried all ayes.
- **Consider Approval Mechanical Breakdown Insurance Renewal** – Item was removed from the agenda.
- **Consider Approval 2022-2023 Mission Statement And Goals** – The School Improvement Advisory Committee met on March 1st and discussed the School District's Mission Statement and Goals. They recommended the Board consider using 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 Askeland to approve the School Improvement Advisory Committee's recommendation to keep the mission statement and student achievement goals the same for 2022-2023 as presented. Seconded by S. Peterson, motion carried all ayes.

Motion by Askeland to adjourn at 7:08 p.m. Seconded by Houser, motion carried all ayes.


Michele Kirchhoff, Elementary Secretary
(Next regular meeting April 18, 2022)


Rob Peterson, President

GRISWOLD COMMUNITY SCHOOLS

CLAIMS APPROVED

OPERATING FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
APPLE COMPUTER INC.	iPads	897.00
ARLO, WINTERBOER	Battery	141.41
ATLANTIC COMMUNITY SCHOOL DISTRICT	Sharing agreement	1,279.64
BLICK ART MATERIALS	Supplies	114.81
CAMBLIN MECHANICAL	Repair	187.50
CAM SPEECH AND DEBATE	Registration	80.00
CAPPEL'S	Supplies	84.27
CASS COUNTY PEST CONTROL, LLC	Pest control	180.00
CENTRAL IOWA DISTRIBUTING, INC	maintenance supplies	1,938.00
CITY OF GRISWOLD	Water & sewer	820.89
COUNCIL BLUFFS COMM SCHOOL DIST	Sp. Ed. Open Enrollment	4,298.40
FASTENAL COMPANY	Supplies	300.25
FIRST NATIONAL BANK	Supplies, Registration, Background Checks	3,891.17
GLENWOOD COMM. SCHOOLS	APEX	10,665.19
GRAND VIEW UNIVERSITY COACHES CLINIC	Registration	190.00
GRISWOLD AMERICAN	Minutes/claims	257.07
HANSON, GLENN	Reimbursement	100.00
HEARTLAND AREA EDUCATION AGENCY	Printed Products	233.22
HYVEE FOOD STORES INC.	Foods class supplies	70.52
IA TESTING PROGRAMS	Statewide assessment	1,028.00
IOWA DEPARTMENT OF HUMAN SERVICES	Medicaid	762.75
IOWA HIGH SCHOOL MUSIC ASSOC	Registration	524.00
IOWA HIGH SCHOOL SPEECH ASSOC	Registration/Banner	187.00
IOWA JAZZ CHAMPIONSHIPS	Registration	200.00
J.D. WYMAN SERVICE	Repairs	20.00
JMC COMPUTER SERVICE INC	License fees	4,719.71
JOHNSTONE SUPPLY	Parts	463.49
JONES, ANN	Reimbursement	61.90
JOSTEN'S	Grad medals	312.46
LAJKO, STEPHANIE	Reimbursement	60.00
LEMBKE, SETH	Reimbursement	355.73
MCI	Long distance charges	59.29
MENARDS	Supplies	42.06
MIDAMERICAN ENERGY	Electricity/Gas	8,588.58
PARAGON VISUAL LLC	Ink	150.75
PLUMB SUPPLY CO - RO	Supplies	499.02
PRESTON, LONDON	Snow removal	2,075.00
QUALITY TRUCK REPAIR	Check Codes	50.00
RIEMAN MUSIC	Equipment	1,958.48

SANDBOTHE FIRESTONE	Repair	49.00
SCHOLASTIC BOOK FAIRS - 8	Book fair	1,393.31
SPARK INNOVATION, LLC	Registration	480.00
STEINBECK & SONS, INC.	Gas	330.00
TIGER MART	Gas/diesel	5,137.33
TIMBERLINE BILLING SERVICES LLC	Medicaid	98.78
TRUCK CENTER COMPANIES	Repair	44.40
WYMAN BODYWORX INC.	Repair	575.68
WYMAN'S CARQUEST	Tools/Supplies	37.97
	Fund Total:	55,994.03

ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY	SUPPLIES/COFFEE SHOP	13.77
ATLANTIC HIGH SCHOOL INDUSTRIAL TECHNOLOGY	PLAQUES/FAIR	108.83
CENTRAL IOWA DISTRIBUTING, INC	ATHLETIC FIELD PAINT	752.00
DANNCO INC	V HELMET RECONDITIONING/BB UNIFORMS/PITCHING MOUND/FLEX BALLS	5,627.55
FIRST NATIONAL BANK	SUPPLIES/UNIFORMS	1,839.54
FOUR SEASONS FUND RAISING	STRAWBERRIES	2,650.00
GIRRES, CHRIS	FB/BB SCHEDULING	450.00
HANO'S PRINTING PLACE	AWARDS/TICKETS	27.00
HYVEE FOOD STORES INC.	SUPPLIES	64.39
IOWA FCCLA	MS/HS REG	780.00
IOWA GIRLS COACHES ASSOCIATION	GBB SCRIMMAGE	50.00
IOWA HIGH SCHOOL ATHLETIC ASSC	4 BB SCOREBOOKS	80.00
JOSTEN'S	11 GRADUATION OUTFITS	329.45
NATIONAL FFA ORGANIZATION	JACKETS/SCARVES/TIES/SCRAPBOOK/BANQUET SUPPLIES	1,967.40
STEINBECK & SONS, INC.	GREENHOUSE HEAT	396.00
TROPHIES PLUS	MEDALS	12.94
	Fund Total:	15,148.87

NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY	Dairy Products	2,484.88
BIMBO BAKERIES USA	Bread Products	1,444.66
FIRST NATIONAL BANK	Supplies	103.61
JMC COMPUTER SERVICE INC	License fees	1,054.61
MARTIN BROTHERS	Food/Supplies	10,045.47
ROSS CHEMICAL	Supplies	694.00
	Fund Total:	15,827.23

MANAGEMENT FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
SU INSURANCE COMPANY	Breakdown Insurance	8,097.00
	Fund Total:	8,097.00

CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AHLERS & COONEY, P.C.	Legal fees	817.54
CAMBLIN MECHANICAL	Installation	1,224.22
GREAT AMERICA FINANCIAL SVCS	Postage machine lease	125.00
GRISWOLD COMMUNICATIONS	Telephone lease	1,668.70
J.Q. OFFICE EQUIPMENT OF OMAHA	Copier leases	3,426.44
	Fund Total:	7,261.90

PHYSICAL PLANT & EQUIPMENT

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
APPLE COMPUTER INC.	iMac	1,959.00
DAKTRONICS, INC.	Shot Clocks	7,866.00
	Fund Total:	9,825.00
		112,154.0
	TOTAL EXPENDITURES:	3