

**School Board Meeting Minutes
Griswold Community Schools
Monday, March 24, 2025**

The Griswold Community School District Board of Education met to hold a public hearing on March 24, 2025 in the Conference Room. Board President Ryan Smith called the hearing to order at 5:30 p.m. Roll call of board members present were Aaron Houser, Rob Peterson, Ryan Smith, and Don Smith. Scott Hansen and Erika Kirchhoff joined via google meet. Scott Peterson was absent. Also present were Superintendent David Henrichs, Business Manager Dan Rold, Board Secretary Hannah Bierbaum, Secondary Principal Seth Lembke, Elementary Principal Nigel Horton, Athletic Director Cole Cooper, and a handful of members of the public.

- **Presentation Of Proposed FY26 Property Tax Dollar Levy Compared To Final FY25 Property Tax Dollar Levy:** Business Manager Dan Rold presented the proposed FY2026 budget. This included noting the total amount of property tax received by the district in FY2025 was \$4,136,377, compared to the proposed amount of property tax that will be received in FY2026 of \$4,286,328. Rold also compared the final FY2025 property tax dollar levy of \$12.73674 to the proposed FY2026 property tax dollar levy of \$12.72804, a decrease of \$0.0087.
- **Public Input:** None
- There being no public input, President R. Smith closed the hearing at 5:38 p.m. Motion by Houser to adjourn the hearing at 5:39 p.m. Seconded by D. Smith, motion carried all ayes.

Following the public hearing, President R. Smith called the regular meeting of the Griswold Community School District Board of Education to order at 5:39 p.m. in the Conference Room. Board member D. Smith 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."* Board members present were R. Smith, D. Smith, R. Peterson, Houser, Kirchhoff, Hansen. Absent was S. Peterson. The same individuals listed above were present for the regular meeting.

- **Approval of Agenda:** Motion by R. Peterson to approve the agenda as posted. Seconded by D. Smith, motion carried all ayes.
- **Public Input:** Megan Roberts, Cass County Public Health Director, and Grace McAfee, Community Wellness Coordinator, expressed their appreciation to the Griswold School District for their continued partnership on providing health services for their students and staff. Amy Smith, Griswold United Methodist Church Admin. Assistant, and Megan Harding, Griswold Public Library Director, presented a letter of concern asking the board to help address food insecurity of community families during the summer months. Alicia Dofner, Parent and Cheer Coach, spoke in favor of creating a girls wrestling program at Griswold Schools and expressed interest in coaching. Severin Ritter, Parent and Assistant Boys Wrestling Coach, also submitted a letter of support for starting a girls Griswold Wrestling Program. Ryan Lockwood, HS Baseball and HS Boys Basketball coach, was in attendance to show support for the hiring of the MS Boys Basketball coach position. Robert Amos, Parent and Head Boys Wrestling Coach, voiced his support of starting a girls wrestling program. Alexis Dofner, student, asked the board to offer equal sports opportunities for males and females by offering a girls wrestling program in Griswold.
- **Superintendent's Report:** Henrichs invited the board to Griswold FFA's annual banquet on April 22 at 6 p.m., discussed the amount of instructional time students missed this school year due to inclement weather, sought the board's opinion on holding the annual staff lunch on the last day of school, and provided a letter from School Counselor, Amy Akers, requesting the ability to do a senior class trip to the Omaha Zoo.
 - **Thank You Card(s)** – none received.
 - **The Month in Review – Administration** – Horton reported the Elementary's parent teacher conference attendance was 99.2%, highlighted changes to the Preschool Handbook for 2025-26, and thanked Ms. Haley Schmidt on her dedication to the 4th/5th grade music performance. Lembke showcased the successful month of activities including Jazz band, Individual Speech, and FFA. Cooper reported on various athletic projects, progress on girls wrestling interest survey, and initial conversations with CAM Community School District on sharing a softball team with Griswold. It was agreed that a special board meeting would need to be held to either approve or deny this request.
 - **Board Learning Opportunities** – The board recognized MS/HS Custodian, Doug Foster, for the monthly recognition award for consistently performing his custodial duties with positivity and pride for the district. The board then selected March recipients.

Kirchhoff left the meeting at 6:36 p.m.

- **Consent Agenda** – Motion by R. Peterson to approve the consent agenda with the additional bills of \$4,691.55 as presented.
 - Minutes of the Regular Meeting on February 17, 2025
 - Financial Statements and Monthly Bills
 - **Personnel:**
 - **Resignations:** Lisa Masker – Elementary Custodian (effective May 30, 2025), Cadence Burnison – Elementary Classroom Teacher (effective at the end of the 2024-25 school year), and Julie Williams – MS/HS Custodian (retroactive to March 7, 2025)
 - **Contract Amendment:** Andy Everett – Assistant HS Boys' Track Coach pay due to inability to secure assistant coach.
 - **Gifts, Memorials, Bequests** – \$1,000 from the Griswold Optimists to be split equally between the Elementary and MS/HS, \$50 from the Golden Tigers for FFA and \$100 from Karen and Ray Taylor for FFA.

Seconded by Houser, motion carried all ayes.

Old Business

- **Board Policies – Second Reading** – Motion by Houser to approve the Superintendent's recommendation to waive the second reading and approve board policies 209.01, 209.02, 209.03, 209.04, 209.05, 209.06, 209.07, 407.06, Renumber 416 to 416.01, 416.01E1, 416.02, and 416.02E1. Seconded by R. Peterson, motion carried all ayes.

Kirchhoff joined the meeting in person at 6:37 p.m.

New Business

- **Presentation Of Strategic Planning Draft** – Doug Stilwell and Jim Verlengia with AdvanceEd Solutions were in attendance to present the board with a draft of the strategic plan, noting that the final draft will be presented for approval at the April 21, 2025 board meeting. Horton and Lembke also presented various pieces of the plan.
- **Consider Approval Of Employee Transfer, Work Based Learning Program, And New Hire Of Coordinator** – Henrichs gave background on the situation and provided the board with a proposed job description of the Work Based Learning Program Coordinator. After discussion, motion by Houser to approve the transfer of Jackie Brokaw from MS/HS Agriculture Teacher and FFA Advisor to MS/HS Instructional coach for the 2025-26 school year, approve the Work Based Learning program and position as presented, and to hire Jackie Brokaw as the Work Based Learning Coordinator for the 2025-26 school year. Seconded by R. Peterson. Motion carried, all ayes.
- **Discussion On Girls Wrestling Program And Possible Formation Of Ad Hoc Committee** – Henrichs presented that the next steps would be to create an Ad Hoc committee to research the feasibility of creating a girls wrestling program in Griswold. Board discussed roles of the committee and concluded the committee should present findings to the board at the May board meeting on the following items: criteria for launching our own program, criteria for coaches, threshold of participation for the program to be successful and measure of success, risk vs. reward of having our own program, 3 to 5 year goals of the program, travel time and the impact on participation, the district's ability to provide transportation, ability to secure a coach, startup costs, practice time and scheduling. Suggested committee members included Cole Cooper (chairman), Bob Amos, Severin Ritter, Fritz Baier, Troy Nicklaus, Matt Leighton, John Watson, and at least two female student wrestlers. Motion by Houser to approve the formation of an Ad Hoc committee to explore a girls wrestling program as discussed. Seconded by Hansen, motion carried all ayes.
- **Discussion On Desired Qualities Of An Athletic Coach** – President R. Smith facilitated an activity to aid in discussion of desired qualities of an athletic coach. Board members and meeting attendees took time to write desired qualities of an athletic coach on sticky notes and then these were displayed and grouped together. Some common themes included a coach who is a role model, communicative and empathetic, disciplined and accepts accountability for performance, effective at building competitive and sustainable programs while being an effective teacher, knowledgeable, respectful, supportive, and flexible to ensure inclusiveness for all athletes. Board discussed practical applications of this information for new hires and to encourage existing coaches and sponsors.

President R. Smith recessed the meeting at 7:45 p.m. and reconvened at 7:50 p.m.

- **Consider Entering Into Closed Session** – Motion by Houser to enter into closed session under Iowa Code 21.5(1)i, for the purpose of evaluating the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Seconded by Kirchhoff. Roll call ayes: Hansen, Kirchhoff, R. Smith, R. Peterson, Houser, D. Smith. Nays: none, motion carried, all ayes. Following the closed session, president R. Smith reconvened the regular meeting at 8:48 p.m. Roll call ayes: Hansen, Kirchhoff, R. Smith, R. Peterson, Houser, D. Smith. Nays: none, motion carried, all ayes.
- **Consider Approval Of MS Boys Basketball Coach** – no action taken due to lack of motion.
- **Consider Approval Of Participation Agreement For FY26 Local Government Risk Pool** – Motion by Kirchhoff to approve the renewal of the Participation Agreement for FY26 Local Government Risk Pool. Seconded by D. Smith, motion carried all ayes.
- **Consider Approval Of Certificate Of Deposit Renewal** – Motion by R. Peterson to approve the renewal of the certificate of deposit at Houghton State Bank for 6 months with an interest rate of 4.07%. Seconded by Houser, motion carried all ayes.
- **Consider Setting Date And Time Of Walk Through Of The Outside Facilities** – Motion by Kirchhoff to set a work session to walk through the outside facilities on May 19th, 2025 at 4:30 p.m. Seconded by R. Peterson, motion carried all ayes.
- **Consider Approval Of Mowing Bids** – Motion by Kirchhoff to approve the mowing bid from Bob's Mowing for the 2025 mowing season. Seconded by Houser, motion carried all ayes.
- **Consider Approval Of Drivers Education Fees** – Motion by Houser to increase the student driver's education fees from \$385 to \$400 and non-Griswold student fee from \$495 to \$500 for 2025-26. Seconded by Kirchhoff, motion carried.
- **Consider Approval Of 2025-2026 Preschool Handbook** – Horton presented changes to the preschool handbook during his administration report which included the removal of offering part-time preschool for the 2025-26 school year. Motion by Houser to approve the 2025-2026 Preschool Handbook as presented. Seconded by R. Peterson, motion carried all ayes.
- **Annual Review Of Policies 410.2, 505.8, 505.8R1, 603.2, And 711.4** – Motion by R. Peterson to approve and review policies 410.2, 603.2, and 711.4 related to the summer school program and 505.8 and 505.8R1 related to parent and family engagement. Seconded by Kirchhoff, motion carried all ayes.
- **Board Policies – First Reading** – first reading of board policies 210.01, 210.02, 210.03, 210.04, 210.05, 210.06, 210.07, 210.07R1, 710.4
- **Complete Annual Performance Review Of Board Secretary and Consider Entering Into Closed Session** – The Board completed their annual performance review of Board Secretary Bierbaum. A closed session was not necessary, therefore no formal action was taken.

Adjourn – Motion by R. Peterson to adjourn at 9:05 p.m. Seconded by Houser, motion carried all ayes.

The Board entered into exempt session at 9:07 p.m. following the Regular March 24, 2025 Board Meeting for the purpose of discussing strategy in matters relating to negotiating sessions pursuant to Iowa Code 20.17(3) "Public Employment Relations (Collective Bargaining) Procedures."



Hannah Bierbaum, Board Secretary
(Next regular meeting April 21, 2025)



Ryan Smith, 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 SCHOOLSCLAIMS APPROVEDOPERATING FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ADVANTAGE ADMINISTRATORS	NICTRO Mar HRA Admin Fee	5.20
AGRILAND FS	Diesel fluid	1,263.72
AKIN BUILDING CENTERS	Supplies	41.28
AMAZON CAPITAL SERVICES	Supplies	372.78
ATLANTIC COMMUNITY SCHOOL DISTRICT	Sharing agreement	1,847.94
CAM SPEECH AND DEBATE	Registration	50.00
CAPPEL'S	Supplies	190.73
CARLSON, PATRICIA	Supplies	14.46
CASS COUNTY PEST CONTROL, LLC	Pest control	190.00
CDW GOVERNMENT INC.	Subscription	2,000.00
CENTRAL IOWA DISTRIBUTING, INC	Supplies	384.50
CITY OF GRISWOLD	Water & sewer	1,139.87
Clayton Ridge Community School District	Open enrollment	4,181.26
E GROUP INC. DBA CENTRICITY, THE	Supplies	1,482.91
EICKEMEYER REFRIGERATION, INC.	Repairs	389.00
FIRST NATIONAL BANK	Travel/Training/Supplies/Registration	1,895.80
FIRST WIRELESS	Fees	325.00
GLENWOOD COMM. SCHOOLS	APEX	4,821.88
GRISWOLD AMERICAN	Minutes/claims/Notice/Hiring ad	444.17
GRISWOLD COMMUNITY SCHOOL	NICTRO Mar PSF Payment	42.31
HORTON, NIGEL	Reimbursement	88.23
HVVEE FOOD STORES INC.	Foods class supplies	499.35
IA TESTING PROGRAMS	Statewide assessments	1,044.00
INSTRUMENTALIST AWARDS LLC	Awards	168.00
IOWA HIGH SCHOOL MUSIC ASSOC	Registration	325.00
IOWA HIGH SCHOOL SPEECH ASSOC	Registration/Banner	242.00
IOWA JAZZ CHAMPIONSHIPS	Registration	200.00
IOWA WESTERN COMM COLLEGE	Registration	150.00
ISEBA	NICTRO Mar Med Insurance Premium	788.51
J.Q. OFFICE EQUIPMENT INC.	Supplies	294.90
J.W. PEPPER & SON, INC.	Music	394.22
JOSTEN'S	Diplomas/covers	625.40
LEMBKE, SETH	Reimbursement	60.00
MCCLAIN, CHRISTINA	Reimbursement	134.25
MCI	Long distance charges	54.55
MEDICAL ENTERPRISES, INC	Testing supplies	34.00
MIDAMERICAN ENERGY	Electricity	7,702.17
MIDWEST AUTO FIRE SPRINKLER CO	Inspection	325.00
ONE SOURCE THE BACKGROUND CHECK CO	Background check	44.50
PAPER CORPORATION	Copy paper	3,385.20
PRESTON CARPENTRY	Snow removal	12,609.25
QUILL CORPORATION	Supplies	118.95
RICHTER & SON TOWING INC.	Towing	623.00
RIEMAN MUSIC	Supplies	592.50
RIVERSIDE COMMUNITY SCHOOL	Open enrollment	21,508.84
SANDBOTHE FIRESTONE	Tires	421.94
SCENARIO LEARNING, LLC	Software	1,334.00
SCHOLASTIC BOOK FAIRS - 4	Book fair	1,139.64
SCHOOL NURSE SUPPLY, INC.	Supplies	158.54
SOLVARIS NET LLC-TEXTCASTER	Subscription	419.44
TIGER MART	Gas/diesel	3,907.70

TIM VORLAND PHOTOGRAPHY	State Speech Portrait	33.00
TRUCK CENTER COMPANIES	Supplies	463.16
VERIZON WIRELESS	Tablet line access	278.02
WYMAN'S CARQUEST	Supplies	466.74
WYMER, BRAD	Registration	200.00
	Fund Total:	81,916.81

ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AKIN BUILDING CENTERS	SAND/LONG JUMP PIT	326.08
AMAZON CAPITAL SERVICES	SUPPLIES/TRIPOD/LAPTOP/SUPPLIES	1,521.96
BALL HORTICULTURAL COMPANY	SEED/GREENHOUSE/PLANTS	1,825.71
DANNCO INC	TR SPIKES	78.30
DESTINATION COFFEE & CUISINE	SQUARE POS TERMINAL	70.00
FIRST NATIONAL BANK	FB COACHES' REGISTRATION/SUPPLIES/MARIO CART BOOSTER/ENTRY FEE	2,250.47
FOUR SEASONS FUND RAISING	STRAWBERRIES	2,430.00
GRISWOLD GOLF & COUNTRY CLUB	GOLF COURSE RENTAL	2,000.00
HYVEE FOOD STORES INC.	SUPPLIES	9.45
IOWA FBLA	2025 STATE LEADERSHIP CONFERENCE-MS/HS	280.00
IOWA FCCLA	SLC REGISTRATION	510.00
JOSTEN'S	DEPOSIT/2025 ELEM YRBK	1,283.20
RIEMAN MUSIC	RESALE	208.17
STEINBECK & SONS, INC.	GREENHOUSE HEAT	327.25
TROPHIES PLUS	CC TROPHY PLATES/MEDALS/RIBBONS/TROPHIES	5,171.90
	Fund Total:	18,292.49

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>
A&A LAWN AND LANDSCAPING LLC	Chemical application	975.00
ALLEY POYNER MACCHIETTO ARCHITECTURE, INC	Services	3,300.00
CAMBLIN MECHANICAL	Repairs	2,195.84
FIRST NATIONAL BANK	Supplies	797.99
FP MAILING SOLUTIONS	Postage machine lease	171.00
GRISWOLD COMMUNICATIONS	Internet/telephone	1,363.02
J.Q. OFFICE EQUIPMENT OF OMAHA	Copier leases	2,639.94
	Fund Total:	11,442.79

PHYSICAL PLANT & EQUIPMENT

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AMAZON CAPITAL SERVICES	Inflatable baseball/softball cages	3,440.00
	Fund Total:	3,440.00

SCHOOL NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY	Dairy products	2,455.18
BIMBO BAKERIES USA	Bread products	1,319.61
EMS DETERGENT SERVICES	Dishwasher chemicals	791.21
LARY, KAY	Reimbursement	15.80
MARTIN BROTHERS	Food/supplies	14,584.58
RAPIDS WHOLESALE	Supplies	77.26
WILLIAMS, JULIE	Refund	11.75
	Fund Total:	19,255.39

TOTAL EXPENDITURES: 141,704.23