

**School Board Meeting Minutes  
Griswold Community Schools  
Monday, May 20, 2024**

The Griswold Community School District Board of Education met for their regular meeting on May 20, 2024 in the Conference Room. Board President Scott Hansen called the meeting to order at 5:30 p.m. Board members present were Scott Hansen, Aaron Houser, Erika Kirchhoff, Ryan Smith, and Rob Peterson. Absent were Don Smith and Scott Peterson. 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, and Teacher Denise Mardesen.

- **Reading of Mission Statement:** Board Member R. 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."*
  - **Approval of Agenda:** Motion by R. Peterson to approve the agenda. Seconded by Kirchhoff, motion carried all ayes.
  - **Public Input:** none.
  - **Superintendent's Report:** Henrichs updated the Board on the sale of the school truck, personnel changes, and next steps for the strategic planning process.
    - **Thank You Card(s)** – Cards received from Marlia Mundorf for flowers received celebrating the birth of her baby and from the family of Karen Jones and Rodney Cook for sympathy flowers received.
    - **The Month in Review – Administration** – Horton notified the Board of the paraeducator grant received that allows paras to complete Mental Health Fellowship coursework through the University of Iowa. He also thanked the Board for their support of the Teacher Apprenticeship Grant that has allowed current paras (Chase Wallace, Jessy Kline, and Taylor Rush) to work towards obtaining their teaching licenses. Brady reported she and Mr. Lembke have worked together along with other staff on Math and English curriculum review. Nicklaus notified the Board that the baseball and softball scoreboards have been fully installed and hopes the Board continues to look at replacing the high school gym floor.
    - **Board Learning Opportunities** – the Board recognized Denise Mardesen for her work with band, specifically in helping the Jazz Band place third at State Competition. The Board selected the May recipients for the Board recognition award. Henrichs presented certificates to Board Members in recognition of Board Appreciation month and discussed plans for the end of year staff lunch.
  - **Consent Agenda:** Motion by R. Peterson to approve the consent agenda as amended with the additional bills of \$22,943.53 as presented.
    - Minutes of the Regular Meeting April 15, 2024
    - Minutes of the Special Meeting April 22, 2024
    - Minutes of the Special Meeting May 6, 2024
    - Financial Statements and Monthly Bills
    - **Personnel:**
      - **Resignations:** Sharon Winston – MS/HS Cook
      - **New Hires:** Mackenzie DeJong – Elementary Paraprofessional (3 hours per day), Kara Victor and Sandy Nelson – Co-National Honor Society Sponsors, Blair Rush – School Nurse, Laura Michael – Quiz Bowl Sponsor, and coaching hiring bonus for Pluma Pross
    - **Gifts, Memorials, Bequests** – \$100 from Armour Insurance for FFA.
- Seconded by Kirchhoff, 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 405.2, 411.2, 507.8R1, 704.1, 704.6, 704.6R1, 706.2, 706.3, 706.3R1, 707.1, 707.4, 802.1, 802.2, 802.3, 802.4, 802.4R1, 802.4R2, 802.5, 802.6, 802.7 and to rescind 504.5, 504.5R1, 707.2, 707.3. 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:**

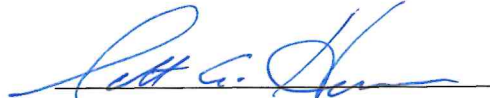
- **Consider Approval Of TLC Positions** – Motion by R. Peterson to approve the TLC Positions as presented. Seconded by Kirchhoff, motion carried all ayes. Approved 3-0, Hansen and Houser abstained due to conflicts of interest.
- **Consider Approval Of Phone System Bids** – Motion by Houser to approve the bid from Griswold Communications for VOIP phone system. Seconded by Kirchhoff, motion carried all ayes.
- **Consider Approval Of Content Monitoring Contract** – Motion by R. Peterson to approve the quote from AristotleK12 in the amount of \$5,700 for content filtering. Seconded by Houser, motion carried all ayes.
- **Consider Approval Of Fundraiser** – Motion by R. Smith to approve the cheerleading fundraiser requests including “little tiger cheer camp” during the summer and face painting/bake sale during RAGBRAI to allow for purchase of school-owned cheer equipment. Additional fundraising requests to sell District accessories will require a proposal to be approved by administration. Seconded by Houser, motion carried all ayes.
- **Consider Authorization To Apply For COPS Grant** – Henrichs gave a summary of the COPS grant that would provide funding towards hiring a School Resource Officer. Motion by Houser to authorize the Superintendent to pursue an application for the COPS grant contingent on finding another school district partner to share costs at 50%. Seconded by R. Peterson, motion carried all ayes.
- **Establish Activity Pass Fees For 2024-2025** – Henrichs reviewed the current activity pass fees. Motion by Houser to accept the Superintendent’s recommendation to change the adult activity pass fee from \$100 to \$120 per year, senior citizen pass from \$80 to \$85, and to adjust the cost of Middle School / High School events to the amount approved by the Corner Conference for 2024-2025. *(Griswold students will not be charged to attend home, non-state level events, and a student pass at \$50 per year that covers High School and Junior High for students from other districts.)* Seconded by R. Peterson, motion carried all ayes.
- **Approve Fuel Bid Specifications** – Motion by Kirchhoff to approve the fuel bid specifications as presented. Seconded by R. Smith, motion carried all ayes.
- **Consider Approval Of City Agreement** – Motion by R. Peterson to approve the City Agreement with Griswold to share equipment and resources. Seconded by Kirchhoff, motion carried all ayes.
- **Consider Approval Of Social Worker Agreement** – Motion by Kirchhoff to approve the Social Worker Agreement with Green Hills AEA for the 2024-2025 school year. Seconded by R. Smith, motion carried all ayes.
- **Consider Approval Of English Language Learner Virtual Supports And Services Contract** – Motion by R. Peterson to approve the English Language Learner Virtual Supports and Services Contract with the AEA for 2024-2025. Seconded by Houser, motion carried all ayes.
- **Consider Approval Of John Baylor Test Prep Program Contract** – Motion by Houser to approve the John Baylor Test Prep Program for 2024-2025. Seconded by Kirchhoff, motion carried all ayes.
- **Consider Approval Of Window Replacement Bid** – Henrichs presented two bids for replacement of the Middle School wing and auditorium windows. Motion by R. Smith to approve the window replacement bid from Atlantic Glass Company in the amount of \$18,964, at discretion of Superintendent with timeline and contract specifications. Seconded by Kirchhoff, motion carried all ayes.
- **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 Kirchhoff to offer summer school for elementary students for up to 40 students and to pay two teachers (Ms. Kramer and Mrs. Harrison) a rate of \$24 per hour to teach classes to be paid by ESSER learning loss funds. Seconded by R. Smith, motion carried all ayes.
- **Board Policies – First Reading** – First reading of board policies 803.1, 803.2, 804.1, 804.2, 804.4, 804.6, 804.6R1, 804.7, 804.7R1

- **Consider Change Of Date / Time For June And July Meetings** – no formal action taken, June and July Board meetings will remain at their regular dates and times.

**Adjourn** – Motion by Kirchhoff to adjourn at 7:17 p.m. Seconded by R. Peterson, motion carried all ayes.



Hannah Bierbaum, Board Secretary  
(Next regular meeting June 17, 2024)



Scott Hansen, Board President

GRISWOLD COMMUNITY SCHOOLS

CLAIMS APPROVED

OPERATING FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ADVANTAGE ADMINISTRATORS	OLSAND May HRA Admin Fee	5.20
AMAZON CAPITAL SERVICES	Supplies	7,183.51
ANITA ENGRAVING & AWARDS	Awards	245.54
ATLANTIC COMMUNITY SCHOOL DISTRICT	EOC billing/sharing agreement	2,878.17
BOB'S MOWING	Mowing	2,800.00
BUENA VISTA UNIVERSITY	Tuition	855.00
CAMBLIN MECHANICAL	Repair	255.00
CAPPEL'S	Supplies	133.34
CASS HEALTH	Drug testing collection	80.00
CENTRAL IOWA DISTRIBUTING, INC	Supplies	1,973.00
CITY OF GRISWOLD	Water & sewer	850.43
COUNCIL BLUFFS COMM SCHOOL DIST	Children's square	6,901.25
EICKEMEYER REFRIGERATION, INC.	Repairs	603.20
FIRST NATIONAL BANK	Supplies/Flowers/Books/Gas	1,265.10
GRISWOLD AMERICAN	Minutes/claims	497.52
GRISWOLD COMMUNITY SCHOOL	OLSAND May PSF Payment	38.00
GRISWOLD FFA	Flowers	214.00
HEARTLAND BACKFLOW INC	Service	320.00
HOGLUND BUS CO. INC.	Parts	338.81
HORTON, NIGEL	Reimbursement	189.47
HVVEE FOOD STORES INC.	Flowers/Foods class supplies	322.71
IASL	Supplies	12.00
IOWA HIGH SCHOOL MUSIC ASSOC	Medals	157.85
IOWA WESTERN COMM COLLEGE	College courses	30,624.50
ISEBA	OLSAND May Medical Premium	716.89
J.D. WYMAN SERVICE	Repairs	1,191.94
J.W. PEPPER & SON, INC.	Music	22.00
KELLEY, STEPHANIE	Reimbursement	150.00
LENOX COMM. SCHOOL DISTRICT	Sharing agreement	25,664.28
LITTLER-SCHOLL, TARA	Reimbursement	10.01
MATHESON TRI-GAS	Welding gas	319.60
MCI	Long distance charges	54.36
MIDAMERICAN ENERGY	Electricity	8,161.72
ONE SOURCE THE BACKGROUND CHECK CO	Background checks	81.00
PANGELINA, ANITA	Reimbursement	100.00
PARAGON VISUAL LLC	MFP printer	4,099.80
PERFECTION LEARNING CORP.	Books	622.30
POSTMASTER, GRISWOLD	Postage	2.33
QUILL CORPORATION	Copy paper/Supplies	443.92
ROSSELL, JODY	Reimbursement	109.99
STARLIN, JORDAN	Staff awards	125.00
TIGER MART	Gas/diesel	6,750.66

TRUCK CENTER COMPANIES	Repairs	5,346.95
VERIZON WIRELESS	Tablet line access	277.83
WARD'S NATURAL SCIENCE ESTABL	Lab supplies	62.96
WOODWIND BRASSWIND	Awards	44.95
WYMAN BODYWORX INC.	Windows/repairs	795.09
WYMAN'S CARQUEST	Supplies/parts/filters	1,728.52
	<b>Fund Total:</b>	<b>115,625.70</b>

#### ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ASPI SOLUTIONS	TR FEES	450.00
ATLANIC LOCKER LC	MEAT/BANQUET	205.86
ATLANTIC HIGH SCHOOL/TROJAN TECH - MANUFACTURING ENTERPRISE	PLAQUES	482.00
CORNER CONFERENCE ACTIVITIES	GATE @ JH CONF TR	1,045.00
CRESTWOOD HILLS COUNTRY CLUB	B DIST/G DIST GOLF GREENS FEES/MEALS	91.00
D&L PRO	CONF GOLF TOURNAMENT MEALS	50.00
DANNCO INC	SB PANTS/TR NUMBERS	435.71
DANNCO INC	SCOREBOOKS	41.80
DESTINATION COFFEE & CUISINE	SUPPLIES	283.71
DMT GOLF	MEALS/G REG GOLF	60.00
FIRST NATIONAL BANK	FFA/COFFEESHOP SUPPLIES/DRAKE RELAY MEALS	777.39
HARRISON, CARRIE	REIMB/MEALS/FFA CONVENTION	30.00
HARTIGAN, TOM	TR STARTER	300.00
HYVEE FOOD STORES INC.	COFFEESHOP SUPPLIES	70.90
IOWA GIRLS HS ATHLETIC UNION	STATE COED GOLF TOURNAMENT ENTRY FEE	50.00
KELLY, KATIE	REIMB/MEALS/FFA CONVENTION	20.00
KIRCHNER, CHRISSEY	REIMB/MEALS/FFA CONVENTION	24.42
LENOX HIGH SCHOOL	COED TR ENTRY FEE	220.00
LITTLER-SCHOLL, TARA	REIMB/MEALS/FFA CONVENTION	60.00
MARTIN BROTHERS	FOODSTAND SUPPLIES	758.28
MISSOURI VALLEY HIGH SCHOOL	XC ENTRY FEE	60.00
MT AYR GOLF AND COUNTRY CLUB	GREEN FEES/B SECT GOLF	90.00
MT AYR HIGH SCHOOL	MEALS/B SECT GOLF/LIVESTOCK JUDGING FEES	282.00
MULDER, MELISSA	OFFICIAL	140.00
NATIONAL FFA ORGANIZATION	STATE RUNNER UP BANNER	55.00
O'DANIELS, GARY	TR STARTER	300.00
ODEY'S INC.	MISSILE MARKER/LINE CHALK/INFIELD GROOMER	5,577.90
ROGERS, CHRISTINA	REIMB/MEALS/FFA CONVENTION	30.00
SOUTHWEST VALLEY HIGH SCHOOL	G/COED/JH TR ENTRY FEE	525.00
STANTON COMM. SCHOOL DISTRICT	1/2 INCOME FROM TRACK MEET ON 3/28/24/TURN OVER BALANCE OF ACCT TO NEW SPONSOR	1,851.90
TAYLOR, BOB	REIMB/MEALS/FFA CONVENTION	40.00
TROPHIES PLUS	AWARDS/BARS	258.63
WILLIAMS, CYNTHIA	TR STARTER	275.00
	<b>Fund Total:</b>	<b>14,941.50</b>

#### MANAGEMENT FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
UNITED GROUP INSURANCE	Auto endorsement	503.00
	<b>Fund Total:</b>	<b>503.00</b>

#### CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AMAZON CAPITAL SERVICES	Equipment	1,299.99
AMERICAN LIFT & SIGN	Bball/Sball Scoreboards	20,233.33
EICKEMEYER REFRIGERATION, INC.	Repairs/Ice Machine	10,369.85
ELEVATE ROOFING	Repairs	707.86
GRISWOLD COMMUNICATIONS	Internet/phone	1,555.19

J.Q. OFFICE EQUIPMENT INC.	Repair	175.00
J.Q. OFFICE EQUIPMENT OF OMAHA	Copier leases	4,047.22
TRUCK CENTER COMPANIES	Repair	2,651.61
UMB BANK, N. A.	Administrative fees	300.00
	<b>Fund Total:</b>	<b>41,340.05</b>

#### SCHOOL NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY	Dairy products	2,691.39
ARCIA, LUIS	Lunch Refund	6.25
BIMBO BAKERIES USA	Bread products	943.81
BROCKMAN, BECKY	Lunch Refund	17.31
FRANK, BRANDON OR ANN	Lunch Refund	11.40
LARY, KAY	Reimbursement	32.44
MARTIN BROTHERS	Food/supplies/a la carte items	21,758.38
PAUL, HEATHER	Lunch Refund	8.74
REYNOLDS, SUE	Lunch Refund	2.48
ROGERS, CHRISTINA	Lunch Refund	43.53
ROSS CHEMICAL SYSTEMS	Supplies	678.70
ROSS, ANN MARIE	Lunch Refund	8.00
WINSTON, SHARON	Reimbursement	3.99
	<b>Fund Total:</b>	<b>26,206.42</b>

#### INTERNAL SERVICE FUND - HEALTH INSURANCE

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ADVANTAGE ADMINISTRATORS	PSF Reimbursement	261.44
ADVANTAGE ADMINISTRATORS	PSF Reimbursement	2,350.00
	<b>Fund Total:</b>	<b>2,611.44</b>
	<b>TOTAL EXPENDITURES:</b>	<b>201,228.11</b>