

**School Board Meeting Minutes
Griswold Community Schools
Monday, June 20, 2022**

The Board of Education met for its regular meeting on Monday, June 20, 2022 in the Conference Room. President Rob Peterson called the meeting to order at 5:30 p.m. Board members present were Aaron Houser, Erika Kirchhoff, Rob Peterson, Scott Peterson, Don Smith. Absent: Ryan Askeland and Scott Hansen. Also present were Superintendent David Henrichs, Board Secretary Hannah Bierbaum, Elementary Principal Nigel Horton, Secondary Principal Stephanie Lajko, Transportation Director Jeb Peck, Teacher Tara Littler-Scholl, Ray and Jan Preston.

- **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 S. Peterson to approve the agenda as posted. Seconded by Kirchhoff, 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 reviewed open positions for the 2022-2023 school year, discussed the School Safety Improvement funding that was announced by Governor Reynolds, and the teacher apprenticeship funding for paras to become certified teachers.
 - **Thank You Cards** – Cards from Donna Oster and Kelly Boucher for retirement recognition and from the family of Cheryl Reynolds for sympathy flowers.
 - **The Month in Review – Administration** – Horton notified the Board of the PTO's intent to supply classrooms with special items that are not normally provided by the district and gave data from an end of year staff survey regarding workplace satisfaction. Lajko reported that she has hired all teaching positions with the exception of a MS English/Reading Teacher and summarized the proposed changes to the 2022-2023 MS/HS student handbooks. These changes include merging the Middle School handbook with the High School handbook, changes to the unexcused absence policy, student parking, dress code requirements, academic dishonesty, food/drink policy, student cell phone usage, lunch policy, Tiger Time, MS grading policy, HS academic requirements, and the addition of Reward Day. *(All changes made to the handbook will be attached to the original copy of the minutes and available for review at the central office.)* Nicklaus's report highlighted open coaching positions for 2022-2023, updated the Board regarding implementation of Girls Wrestling, the Middle School Gym floor installation and the baseball field improvement project.
 - **Board Learning Opportunities** – none.
- **Consent Agenda:** Motion by Houser to approve the consent agenda as presented.
 - Minutes of the Regular Meeting May 16, 2022
 - Financial Statements and Monthly Bills
 - **Personnel:**
 - **Resignations:** Kay Soden – MS Language Arts Teacher, Tom Dunkle – MS/HS Social Studies Teacher, Nancy Thinner – Elementary Sp. Ed. Paraprofessional, Marie Amos – Elementary Sp. Ed. Paraprofessional.
 - **New Hires:** Laura Oster – Elementary Classroom Teacher, Alysia Holbrook – Elementary Classroom Teacher, Stephanie Kelley – MS/HS Social Studies Teacher, Savanna Mixan – Family Consumer Science Teacher/FCCLA Advisor, Bob Amos – Head HS Wrestling Coach (pending renewal of coaching license.) DeAndra Davis – Route Bus Driver, Steven Lamb – Route Bus Driver (both pending obtainment of required licensure)
 - **Advancement on Salary Schedule:** Christina Simonton – from BA, step 1 to BA+12, Step 1
 - Gifts, Memorials, Bequests – noneSeconded 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 503.1, 503.1R1, 503.2,

503.3, 503.3E1, 503.3R1, 503.4, 503.5, 503.6, 503.6E1, 503.6E2, 503.6E3, 503.6R1. Seconded by Houser, motion carried all ayes.

- **Presentation On Addition Of Art Club** – Tara Littler-Scholl provided information regarding Art club such as meeting times, structure of the club, its purpose, current student participation numbers, etc. After Board discussion, motion by Houser to add Art Club Sponsor to the supplemental schedule with payment of 2% of base salary. Seconded by S. Peterson. Houser then amended his original motion to also issue a contract for Art Club Sponsor to Tara Littler-Scholl for the 2022-2023 school year. Seconded by S. Peterson, motion carried all ayes.
- **New Business**
 - **Consider Approval Of Bus GPS System Purchase** – Transportation director Jeb Peck presented the Board with three quotes for a bus GPS System. This software system will be able to help create bus routes, give turn-by-turn instructions for drivers, track the GPS location of the bus, and allow drivers to record pre/post trip inspections. Motion by Houser to approve the purchase of the Bus GPS System from Premier Wireless for a one-time investment of \$22,246 and a recurring annual cost of \$7,944. Seconded by Kirchhoff, motion carried all ayes.
 - **Establish Nutrition Prices For 2022-2023** – Motion by S. Peterson to increase adult lunch prices from \$3.95 to \$4.15, an increase of \$0.20, with no increase to student paid meal prices for 2022-2023. Seconded by Smith, motion carried all ayes.
 - **Approval Of 2022-2023 Parent / Student Handbooks** – Horton did not recommend any changes to the Elementary handbook. Lajko presented proposed changes to the MS/HS handbook during her month-in-review report. Motion by S. Peterson to approve the Student/Parent Handbook changes as presented. Seconded by Kirchhoff, motion carried all ayes.
 - **Approval Of 2022-2023 Course Offerings Handbook** – Lajko did not present any changes to the Course Offerings Handbook. Motion by Houser to approve the 2022-2023 Course Offerings Handbook. Seconded by Kirchhoff, motion carried all ayes.
 - **Approval Of Continued School Resource Officer Contract** – Motion by Kirchhoff to approve the Superintendent's recommendation to continue the School Resource Officer agreement for 2022-2023. Seconded by Smith, motion carried all ayes.
 - **Approval Of Fuel Bids** – Motion by Kirchhoff to award the fuel bid to Tiger Mart for 2022-2023. Seconded by S. Peterson, motion carried all ayes.
 - **Approval Of Tech Support Bids** – Motion by Houser to award the tech support bid to MITS for \$40.00 per hour for the 2022-2023 school year. Seconded by Kirchhoff, motion carried all ayes.
 - **Designate Level I And Level II Child Abuse Investigators For the 2022-23 School Year** – Motion by Kirchhoff to approve the Superintendent's recommendation to designate Gina Kroon as the Level I Investigator and the Cass County Sheriff's Office as the Level II Investigator for 2022-2023. Seconded by Smith, motion carried all ayes.
 - **Approval Of Bid Specifications For Bakery, Dairy, Warewash, Snow Removal, And Trash** – Motion by S. Peterson to approve the bid specifications for bakery, dairy, warewash, snow removal, and trash for 2022-2023. Seconded by Kirchhoff, motion carried all ayes.
 - **Board Policies – First Reading** – First reading of board policies 200.3, 504.1, 504.2, 504.4, 504.5, 504.6, 504.7, 710.1E1, 710.1E2, 710.1R1, 802.4
 - **Board Policy 407.2 And Human Resource Handbook Amendment – First Reading** – First reading of board policy 407.2 and of the Human Resource Handbook Amendment.
 - **Set Mileage Compensation - Policy 401.7** – First Reading of Policy 401.7. The Superintendent recommended that mileage compensation be changed from \$0.35 per mile to \$0.50 per mile if a school district vehicle is not available for employee use. If a school district vehicle is available, and the employee chooses to drive their own vehicle, they will be reimbursed \$0.35 per mile.

- **Approval Of City Agreement** – Motion by Kirchhoff to approve the City Agreement with Griswold to share equipment and resources. Seconded by Smith, motion carried all ayes.
- **Approval Of APEX Contract With Glenwood CSD** – Motion by Kirchhoff to approve the APEX Contract with the Glenwood Community School District for the 2022-2023 school year. Seconded by Houser, motion carried all ayes.
- **Approval Of John Baylor Test Prep Program Contract** – Motion by Houser to approve the John Baylor Test Prep Program Contract for 2022-2023. Seconded by Smith, motion carried all ayes.
- **Adjourn:** Motion by Kirchhoff to adjourn at 7:00 p.m. Seconded by Houser, motion carried all ayes.



Hannah Bierbaum, Board Secretary
(Next regular meeting July 18, 2022)



Rob Peterson, President

GRISWOLD COMMUNITY SCHOOLS

CLAIMS APPROVED

<u>Vendor Name</u>	<u>OPERATING FUND Description</u>	<u>Amount</u>
AGRILAND FS	Bulk fluid	247.83
ANITA ENGRAVING & AWARDS	Awards	67.25
ARBOR SCIENTIFIC	Supplies	275.10
ATLANTIC COMMUNITY SCHOOL DISTRICT	Open enrollment billing/sharing agreement	166,106.10
BOB'S MOWING	Mowing	3,525.00
CAMBLIN MECHANICAL	Filters/repairs	3,258.60
CAPPEL'S	Supplies	230.32
CASS COUNTY LANDFILL & RECYCLING	Disposal fees	85.00
CASS COUNTY PEST CONTROL, LLC	Pest control	180.00
CDW GOVERNMENT INC.	Subscription renewal	4,818.00
CENTER FOR THE COLLABORATIVE CLASSROOM	Workbooks	1,193.40
CENTRAL IOWA DISTRIBUTING, INC	Supplies	3,446.00
CITY OF GRISWOLD	Water & sewer	889.71
Clayton Ridge Community School District	Open Enrollment	7,388.89
CORNER CONFERENCE ACTIVITIES	Corner Conf Art Show	151.00
CORNING RENTAL	Rental	65.00
COUNCIL BLUFFS COMM SCHOOL DIST	Sp. Ed. Open Enrollment	4,057.07
DECKER INC	Supplies	140.59
DEPARTMENT OF EDUCATION	Bus inspections	900.00
FASTENAL COMPANY	Supplies	413.52
FIRST NATIONAL BANK	Classroom supplies/Background checks	11,843.25
GLENWOOD COMM. SCHOOLS	APEX	11,249.38
GLOBAL VENDING GROUP, INC	Vending machine	5,900.00
GRACENOTES LLC	Subscription	170.30
GRISWOLD AMERICAN	Minutes/claims/Ads	247.19
HYVEE FOOD STORES INC.	Flowers	28.00
IOWA CHORAL DIRECTORS ASSOCIATION INC.	Registration	300.00
IOWA HIGH SCHOOL MUSIC ASSOC	Certificates/medals/dues	151.65
IOWA WESTERN COMM COLLEGE	College courses	25,243.50
ISCA	Membership	40.00
IXL LEARNING	Subscription	5,175.00
JAMF	Subscription	3,897.00

JAZZ EDUCATORS OF IOWA
J.D. WYMAN SERVICE
J.W. PEPPER & SON, INC.
KELLER, GARY
LAJKO, STEPHANIE
LAVERTY SANITATION, INC
MCI
MENARDS
MIDAMERICAN ENERGY
NELSON, SANDRA
OMAHA COMPOUND COMPANY
QUILL CORPORATION
REALLY GOOD STUFF LLC
RED OAK COMM. SCHOOLS
RIVERSIDE COMMUNITY SCHOOL
SHERWIN WILLIAMS CO, THE
STANTON COMM. SCHOOL DISTRICT
STARLIN, JORDAN
SYMMETRY ENERGY SOLUTIONS, LLC
TEACHER DIRECT
TIGER MART
TRUCK CENTER COMPANIES
VILLISCA COMMUNITY SCHOOLS
WEST MUSIC
WYMAN'S CARQUEST

All-State Jazz Band	50.00
Repair	18.69
Music	212.34
Piano tuning	150.00
Reimbursement	60.00
Trash removal	1,570.00
Long distance charges	50.43
Supplies	562.57
Electricity	12,536.38
Reimbursement	82.00
Supplies	973.38
Supplies	232.42
Supplies	228.26
Open enrollment	33,249.96
Open enrollment/Shared positions	61,083.33
Paint	843.40
Concurrent courses	1,259.96
Staff awards	200.00
Natural gas	4,332.04
Planter	64.96
Gas/diesel	4,021.56
Repairs/parts	2,975.55
Open enrollment	11,083.34
Equipment	2,999.00
Supplies/parts	107.66
Fund Total:	400,630.88

Vendor Name
ASPI SOLUTIONS
BEDFORD COMMUNITY SCHOOL
BURRIS, ROBERT
CAM DIGITIL MEDIA
DAKTRONICS, INC.
DANCO INC
DAVIS, DAVID
DON'S JOHNS & SEPTIC PUMPING
DOYLE, JAMES
DRUMMOND, DOUGLAS
EAST MILLS COMMUNITY SCHOOL DISTRICT
FIRST NATIONAL BANK
GRADOVILLE, RONALD
GRISWOLD FFA
HENRY DOORLY ZOO
HYVEE FOOD STORES INC.
JOHNSON, CHRIS
JONES, RICK
LIVING HISTORY FARMS
LOVETTE, GREG
MARTIN BROTHERS
MATTHEWS, BILL
MCDERMOTT, MICHAEL
NAHNSEN, JOHN
PACE, RICHARD
PERKINS, JOSH
REMPE, JERRY
SCHOOL SPECIALITY, LLC

<u>Description</u>	<u>Amount</u>
SERVICES	378.00
COED TR ENTRY FEE	180.00
OFFICIAL	140.00
COUNTY FAIR BANNERS	300.00
BB CONTROLLER/SCOREBOARD	390.00
BB HATS/SCOREBOOKS/STOPWATCHES	809.55
OFFICIAL	140.00
PORTABLE RESTROOM RENTAL	582.50
OFFICIAL	140.00
OFFICIAL	195.00
REIMB TR ENTRY FEE FOR CANCELED MEET	200.00
SUPPLIES/SR TRIP/MEALS/BALL TROLLY	1,125.30
OFFICIAL	160.00
PURCHASE OF POP FOR MS DANCE	35.00
FIELD TRIP ADMISSION	1,000.00
SR BREAKFAST	541.65
OFFICIAL	160.00
OFFICIAL	140.00
FIELD TRIP TOUR	189.75
SB SCHEDULING FEE	200.00
SUPPLIES/FOOD STAND	947.42
OFFICIAL	140.00
OFFICIAL	280.00
OFFICIAL	335.00
OFFICIAL	160.00
OFFICIAL	140.00
OFFICIAL	160.00
PAPER ROLLS	130.90

TEES BY B&C	BB CHEER SHIRTS	125.00
TROPHIES PLUS	PINS/BARS	68.63
VANDERWATER, TYLER	OFFICIAL	160.00
WASHINGTON HIGH SCHOOL	SB ENTRY FEE	75.00
WHITEHILL, KEVIN	OFFICIAL	160.00
WIEGEL, SHANE	OFFICIAL	280.00
YOUNG, ED	OFFICIAL	335.00
	Fund Total:	10,503.70

CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
BOB'S MOWING	Mowing	2,875.00
GREAT AMERICA FINANCIAL SVCS	Postage machine lease	125.00
GRISWOLD COMMUNICATIONS	Telephone lease	1,691.57
J.Q. OFFICE EQUIPMENT OF OMAHA	Copier leases	2,963.29
	Fund Total:	7,654.86

PHYSICAL PLANT & EQUIPMENT

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
FES LLC	Subscription	2,200.00
	Fund Total:	2,200.00

SCHOOL NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ANDERSON ERICKSON DAIRY	Dairy products	1,496.38
ARCHIBALD, ERICA	Refund	52.30
BOUCHER, KELLY	Refund	12.59
BRUNING, JON	Refund	5.10
CASEBEER, JAMES	Refund	5.20
FIRST NATIONAL BANK	Textbook	92.68
FUNK, STEVE OR AMY	Refund	15.03
GENERAL FUND	Refund	85.00
GLOVER, HAYLEY	Refund	1.95
HOLMES, SUZANNE	Refund	0.85
JAMES, KATRINA	Refund	3.75
JAMESON, MARK	Refund	63.15
KELLEY, JONI	Refund	277.03
KOENIG, SHELBY	Refund	3.05
MARTIN BROTHERS	Fee	0.50
MARTIN BROTHERS	Food/supplies	211.30
MEEK, JAMIE	Refund	5.15
MELANSON, KELSIE	Refund	9.90
OGDEN, VICKIE	Refund	4.60
OLSON-EVERETT, NATALIE	Refund	11.55
OSTER, DONNA	Refund	4.20
SCHNELL, BRENDA	Refund	38.20
ULINE	Floor mats	213.60
WENDT, CINDY	Refund	7.24
ZAIGER, ANN	Refund	5.30
	Fund Total:	2,625.60

TOTAL EXPENDITURES: 423,615.04