

**School Board Meeting Minutes
Griswold Community Schools
Monday, July 15, 2024**

The Griswold Community School District Board of Education met for their regular meeting on July 15, 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, Ryan Smith, Don Smith, and Erika Kirchhoff joined via Google Meet. Absent: Aaron Houser, Rob Peterson and Scott Peterson. Also present were Superintendent David Henrichs, Business Manager Dan Rold, Board Secretary Hannah Bierbaum, Elementary Principal Nigel Horton, and Matt Leighton.

- **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 D. Smith to approve the agenda as amended with the addition of item #23 *RSAI 2025 Legislative Survey*. Seconded by R. Smith, motion carried all ayes.
- **Public Input:** none.
- **Superintendent's Report:** Henrichs reported on the open positions in the District and thanked Transportation Director, Jeb Peck for another successful bus inspection.
 - **Thank You Card(s)** – none received.
 - **The Month in Review – Administration** – Horton gave a verbal report.
 - **Board Learning Opportunities** – The Board selected the July recipients for the Board recognition award, discussed IASB convention attendance, and the method of the annual Board Self-Evaluation.

Scott Peterson joined the meeting at 5:38 p.m.

- **Consent Agenda:** Motion by R. Smith to approve the consent agenda as amended with the additional bills of \$19,244.50 as presented.
 - Minutes of the Regular Meeting June 17, 2024
 - Financial Statements and Monthly Bills
 - **Personnel:**
 - **Transfer:** Autumn Osterloh – From Cook to Dishwasher/Runner
 - **New Hires:** Cody McCreedy – MS Track Coach, Severin Ritter – MS Football Coach, Katie Johnson – Family Consumer Science Teacher (pending appropriate licensure), Kelsey Manzer – MS Girls Basketball Coach, Laura Michael – TLC PD Collaborator
 - **Gifts, Memorials, Bequests** – none.Seconded by Kirchhoff, 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 900, 901, 902.1, 902.2, 902.3, 902.4, 902.5. Seconded by D. 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.)*

New Business

- **Discussion On Concession Stand Relocation** – Matt Leighton presented plans and a rough cost estimate for relocating the concession stand to the south side of the commons. The Board agreed to proceed exploring concession stand options for this location and to find a way to respect the existing mural. No formal action taken.
- **Approval Of Official Depositories For The District** – Motion by S. Peterson to approve the recommendation of the Superintendent and Business Manager to set the official depositories for the district as follows:

Rolling Hills Bank & Trust	\$10,000,000
Bankers Trust (ISJIT)	\$3,500,000
Houghton State Bank	\$3,000,000
State Farm Bank	\$1,000,000

First Interstate Bank \$1,000,000
Mid-States Bank \$200,000
Seconded by R. Smith, motion carried all ayes.

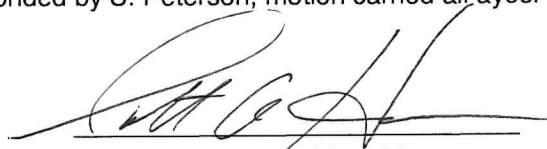
- **Discussion On Exit Interview Results** – The Board reviewed how they want to use the data obtained from exit interview results from employees who left the district in the 2023-2024 school year. No formal action taken.
- **Appointment Of Business Manager / Treasurer** – Motion by Kirchhoff to appoint Dan Rold as Business Manager / Treasurer for 2024-2025. Seconded by R. Smith, motion carried all ayes. President Hansen gave the Oath of Office to Rold.
- **Appointment Of Board Secretary** – Motion by Kirchhoff to appoint Hannah Bierbaum as Board Secretary for 2024-2025. Seconded by D. Smith, motion carried all ayes. President Hansen gave the Oath of Office to Bierbaum.
- **Appointment Of District Attorney** – Motion by Kirchhoff to appoint Matt Hanson from Wilson, Hanson, and Associates as the district attorney for 2024-2025. Seconded by R. Smith, motion carried all ayes.
- **Appointment Of Affirmative Action Coordinator** – Motion by S. Peterson to appoint Seth Lembke as the Affirmative Action Coordinator. Seconded by D. Smith, motion carried all ayes.
- **Approval Of Bakery Bids** – Motion by Kirchhoff to approve the bid from Bimbo Bakeries for bakery items for 2024-2025. Seconded by R. Smith, motion carried all ayes.
- **Approval Of Trash Bids** - Motion by Kirchhoff to approve the bid from Laverty Sanitation for trash removal for 2024-2025. Seconded by R. Smith, motion carried all ayes.
- **Approval Of Dairy Bids** – Motion by S. Peterson to approve the escalator bid from Anderson Erickson for Milk and Dairy products for 2024-2025. Seconded by D. Smith, motion carried all ayes.
- **Approval Of Snow Removal Bid** – Motion by R. Smith to approve the bid from Landon Preston for snow removal for 2024-2025. Seconded by Kirchhoff, motion carried all ayes.
- **Approval Of Warewash Bids** – Motion by S. Peterson to approve the bid from Ross Chemical for warewash supplies for 2024-2025. Seconded by R. Smith, motion carried all ayes.
- **Approval Of Facility Bids** – Henrichs presented progress that has been made on various facility projects that were identified as need areas during the Board's facility walk through last winter. No bids were shared as none had been received at the time of the meeting, therefore no formal action was taken.
- **Approval Of Safety Grant Bids** – Motion by R. Smith to approve the bid from Embark IT for Verkada cameras with a ten year license to be paid for by the safety grant that was received. Seconded by S. Peterson, motion carried all ayes.
- **Board Policies – First Reading** – First reading of 106.1, 106.1E1, 106.1R1, 106.1R2, 106.1R3, 106.1R4, 106.1R5, 200.4, 206.3, 206.4, 401.6, 402.3, 501.3, 501.9, 501.9R1, 501.14, 501.15, 502.6, 505.2, 603.1, 603.12, 607.2, 710.1, 801.3, 803.2, 903.1, 903.2, 903.3, 903.4, 903.5, 903.5R1, 905.3, Rescind 501.9E1, 501.10, 510.10R1
- **Annual Review Of Policies 505.5, 505.8, 711.3 and 711.5** – The Board reviewed policies pertaining to transportation of students, parent and family engagement, and graduation requirements. No formal action taken.
- **RSAI 2025 Legislative Survey** – The Board reviewed the Rural School Advocates of Iowa (RSAI) Legislative survey and rated each legislative issue on a scale of being low priority to high priority. Legislative issues discussed included adequate school resources/state supplemental assistance, educator/staff shortage and quality instruction, public school priority, opportunity equity/increasing student needs & mental health, quality preschool, sharing incentives/efficiencies, local school board authority,

formula equity, bonding capacity at simple majority vote & other restrictions, and AEA services & supports.
No formal action taken.

Adjourn – Motion by Kirchhoff to adjourn at 7:26 p.m. Seconded by S. Peterson, motion carried all ayes.



Hannah Bierbaum, Board Secretary
(Next regular meeting August 19, 2024)



Scott Hansen, Board President

GRISWOLD COMMUNITY SCHOOLS

CLAIMS APPROVED

OPERATING FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
95 PERCENT GROUP	Instructional materials	3,344.90
AMAZON CAPITAL SERVICES	Supplies	39.77
ATLANTIC COMMUNITY SCHOOL DISTRICT	Special education billing/sharing agreement	23,832.71
ATLANTIC NEWS TELEGRAPH	Subscription	160.99
BOB'S MOWING	Mowing	2,475.00
BUENA VISTA UNIVERSITY	Tuition	855.00
CAM COMMUNITY SCHOOL DISTRICT	Open enrollment	8,030.02
CAPPEL'S	Supplies	334.43
CASS COUNTY PEST CONTROL, LLC	Pest control	180.00
CENTRAL IOWA DISTRIBUTING, INC	Supplies	216.00
CITY OF GRISWOLD	Storm water	10.00
Clayton Ridge Community School District	Open enrollment	7,770.80
DEPARTMENT OF EDUCATION	Bus inspection fees	900.00
DEPT OF INSPECTIONS APPEALS & LICENSING	Inspections	160.00
DES MOINES PERFORMING ARTS	Award	12.20
E BOARD SOLUTIONS	Subscription	1,000.00
FIRST NATIONAL BANK	Supplies/Travel/Registration	1,902.60
FOLLETT SCHOOL SOLUTIONS, INC	Subscription	2,338.10
GRISWOLD AMERICAN	Minutes/claims	295.15
HEARTLAND AREA EDUCATION AGENCY	Supplies	706.75
HORTON, NIGEL	Reimbursement	60.00
IA TESTING PROGRAMS	Statewide assessments	1,168.00
IOWA ASSOC. OF SCHOOL BOARDS	Dues	3,004.00
IOWA HIGH SCHOOL MUSIC ASSOC	Dues	25.00
IOWA WESTERN COMM COLLEGE	Training	30.00
ISFIS, INC	Dues	870.00
J.D. WYMAN SERVICE	Repairs/Tires	775.84
JMC COMPUTER SERVICE INC	License fees	5,389.83
LENOX COMM. SCHOOL DISTRICT	Sharing agreement	28,138.25
LEXIA LEARNING SYSTEMS LLC	Subscription	18,450.00
MCI	Long distance charges	56.32
MENARDS	Shop items	199.99
MIDAMERICAN ENERGY	Electricity	12,036.46
NATIONAL ASSOC OF SECONDARY SCHOOL PRINCIPALS	Membership dues	385.00
NATIONWIDE BUS PARTS, INC	Parts	1,251.66
QUILL CORPORATION	Supplies	25.59
RED OAK COMM. SCHOOLS	Open enrollment/Concurrent courses	44,770.66
RIVERSIDE COMMUNITY SCHOOL	Special education billing	32,081.26

RSAI
 SANDBOTHE FIRESTONE
 SCHOOL ADMINISTRATORS OF IOWA
 SCHOOL SPECIALITY, LLC
 SERGEANT LABORATORIES, INC.
 SHENANDOAH COMMUNITY SCHOOL DISTRICT
 SHERWIN WILLIAMS CO, THE
 SOUTHWEST VALLEY HIGH SCHOOL
 STANTON COMM. SCHOOL DISTRICT
 TIGER MART
 TRUCK CENTER COMPANIES
 VERIZON WIRELESS
 VOLLEYBALL10N1.COM
 WEST MUSIC
 WYMAN'S CARQUEST

Membership 750.00
 Tires 457.30
 Training 610.00
 Supplies 1,656.39
 Subscription 5,700.00
 Special ed billing 69.65
 Supplies 16.00
 Open enrollment 3,885.40
 Open enrollment/Concurrent courses 12,269.40
 Gas/diesel 586.91
 Parts/supplies 2,300.24
 Tablet line access 277.90
 Clinic 615.00
 Parts 10.00
 Parts 950.70

Fund Total: 233,437.17

ACTIVITY FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ARCIA, CAROLINA	BB SCOREBOARD	60.00
ASKELAND, INC	SR BREAKFAST	300.00
ASKELAND, RYAN	SB/BB HELPERS	400.00
ATLANTIC HIGH SCHOOL	VB CLINIC ENTRY FEE	80.00
AUDUBON HIGH SCHOOL	COED TR ENTRY FEE	250.00
BEHREND, AL	OFFICIAL	160.00
BMI, LICENSING DEPT	LICENSURE 7/1/24-6/30/25	181.97
BROKAW, JACKIE	REIMB/FOODSTAND SUPPLIES	44.88
CORNER CONFERENCE ACTIVITIES	CONFERENCE SB/BB GATE	910.00
DANNCO INC	FB JERSEYS	5,554.00
DOYLE, JAMES	OFFICIAL	140.00
FIRST NATIONAL BANK	FFA/FOODSTAND/COACHES' SUPPLIES	774.25
GRAPHIC IDEAS	BANNERS	362.00
HANSEN, SUSAN	OFFICIAL	140.00
HUDL	8/1/24-7/31/25 SERVICES	8,000.00
LOVETTE, GREG	OFFICIAL	140.00
MCGRUDER, JASON	OFFICIAL	160.00
MILLIKAN, KARLY	SB/BB HELPERS	30.00
PETERSON, ERYNN	SB/BB HELPERS	180.00
RAWEDDER, BRODY	OFFICIAL	160.00
REYNOLDS, JENNA	SB/BB HELPERS	400.00
ROSSELL, CAMDEN	SB/BB HELPERS	300.00
SCHECHINGER, BRAYTON	OFFICIAL	160.00
TAYLOR, DUSTIN	OFFICIAL/BB SCHEDULING	272.50
THOLEN, MARK	OFFICIAL	140.00
TITKEMEIER, MATTHEW	OFFICIAL	140.00
TLUSTOS, BOB	OFFICIAL	140.00
UNDERWOOD HIGH SCHOOL	SB TOURNAMENT ENTRY FEE	100.00
WIECHMAN, KENNA	SB/BB HELPERS/BB SCOREBOARD	320.00
WOOD, RAYMOND	OFFICIAL	160.00

Fund Total: 20,159.60

MANAGEMENT FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
IOWA LOCAL GOVT RISK POOL	Program premiums	43,401.09
SU INSURANCE COMPANY	Breakdown insurance	7,356.75

Fund Total: 50,757.84

CAPITAL PROJECTS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
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A&A LAWN AND LANDSCAPING LLC	Chemical application	1,225.00
AMAZON CAPITAL SERVICES	Classroom furniture	4,764.90
FP MAILING SOLUTIONS	Postage machine lease	171.00
GRISWOLD COMMUNICATIONS	Internet/phone	1,310.61
J.Q. OFFICE EQUIPMENT OF OMAHA	Copier leases	2,514.23
PREMIER WIRELESS	Subscription	9,288.00
	Fund Total:	19,273.74

DEBT SERVICES FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
BERENS-TATE CONSULTING GROUP	Services	2,500.00
	Fund Total:	2,500.00

SCHOOL NUTRITION FUND

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
JMC COMPUTER SERVICE INC	License fees	1,186.12
	Fund Total:	1,186.12

INTERNAL SERVICE FUND - HEALTH INSURANCE

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ADVANTAGE ADMINISTRATORS	PSF Reimbursement - 6/21/2024	2,350.00
	Fund Total:	2,350.00

TOTAL EXPENDITURES: 329,664.47