

Minutes of Meeting  
Griswold Community School District Board of Education  
May 20, 2019

The Board of Education met in the Middle School/High School Library on May 20, 2019 for a hearing on the proposal to sell the Lewis property, followed by the regular meeting. President Aaron Houser called the hearing to order at 5:30 pm. Superintendent David Henrichs presented the proposed sales agreement. As no one wished to speak for, or against, the agreement, president declared the hearing closed. President Houser called the regular meeting to order at 5:33 pm. Board members present were Aaron Houser, Erika Kirchhoff (electronically – arrived at 5:52 pm), Heather Pelzer, Rob Peterson, Scott Peterson, and Don Smith. Scott Hansen was absent. As a board member was present electronically (till 5:52) a roll call vote was taken on all actions. Also, present Superintendent David Henrichs, Business Manager/Treasurer Dan Rold, Board Secretary Nancy Taylor, Elementary Principal Nigel Horton, Secondary Principal Katie Elwood, Matt Chumbley and Sam Fierce (Estes), and several patrons.

**Reading of Mission Statement** President 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** R. Peterson made a motion to approve the agenda with the following changes: add item #28 (Accept the 2017–2018 Audit Report) and move to the first item under new business, change item #16 (Approval of Resolution of Intent to Sell Property) from decision required to informational only, delete item #9 (Approval of Change Orders), and delete item #17 (Consider Approval of Contract Amendment). Pelzer seconded and roll call vote: Houser, aye; Kirchhoff, aye; Pelzer, aye; R. Peterson, aye; S. Peterson, aye; and Smith aye.

**Public Input** no public input

**Superintendent’s Report** Month in review reports from superintendent, elementary principal, secondary principal. Superintendent handed out certificates in recognition of Board Recognition Month and thanked the board members for everything they do. Houser reminded members to return board self-assessment by the end of the week.

**Consent Agenda** A motion to approve the consent agenda was made by R. Peterson. Kirchhoff seconded and motion carried ayes: Pelzer, Houser, Kirchhoff, Smith and R. Peterson. Voting nay: S. Peterson. Included in the consent agenda: approval of minutes of April 15, April 22, April 29, and May 6 meetings, financial statements, and monthly bills. Under personnel: resignations from Larissa Potter as head cross country coach; Sheila Kunze as elementary cook; and Amy Smith as co-musical director; hire Joe Rush as route bus driver, Marlia Mundorf as assistant high school volleyball coach, and Chase Wallace as assistant high school football coach contingent upon number of participants. Gifts/grants/bequests: received \$198.99 from Box Tops for Education for the Lewis Elementary, and from Farm Credit Services of America \$500 for the STEM program.

**Old Business**

**KPE/Estes Update** Matt Chumbley (Estes Construction) gave an update on the progress of the building construction.

**Board Policies Second Reading** Smith made a motion to approve Superintendent’s recommendation to waive the second reading and approve board policies 800, 801.1, 801.2, 801.3, 801.4, 801.5, and IASB Updates 401.7, 401.10, 401.12, 401.12R1, 704.5, 705.4, 705.4R1, 707.5, 707.5R1, 905.1. Pelzer seconded and 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.*)

**School Culture Update** Principal Horton, Principal Elwood and Houser updated the board on school culture.

**New Business**

**Accept the 2017-2018 Audit** Business Manager/Treasurer Dan Rold reviewed the audit report. S. Peterson made a motion to accept the 2017-2018 audit report. Pelzer seconded and motion carried all ayes.

**Approval of Change Orders** Deleted.

**TLC Presentation** Principal’s Horton and Elwood updated the board on the TLC program.

**Consider Approval of Ready-To-Play and Return-To-Learn Protocol** Superintendent noted the recommended protocols match the current procedures that we use. R. Peterson made a motion to approve the Ready-to-Play and Return-to-Learn Protocols. Pelzer seconded and motion carried all ayes.

**Determine Legislative Priorities** R. Peterson made a motion to approve the board’s top four Legislative Priorities as follows: Resolution #2 Standards and Accountability, #7 Mental Health, #15 Alternative Licensure, and #29 Expanding Education Opportunities. Pelzer seconded and motion carried all ayes.

**Board Policies – First Reading** First reading of board policies 802.1, 802.2, 802.3, 802.4, 802.4R1, 802.4R2, 802.5, 802.6, 802.7.

**Discussion on Possible Bus Purchase** Supt met with Al Hunter regarding the bus fleet. Currently the school has 13 buses. Hunter believes the appropriate number of buses for the district would be 11. One bus has a bad motor and will be sold at auction and another can either be sold or used as a trade in. Bus specs will be presented at the June meeting.

(Minutes of 5/20/2019 meeting continued.)

**Consider Approval of Resolution Authorizing Execution of Quit Claim Deed for Lewis Facility**

## Quit Claim Deed

For the consideration of Nine Thousand Dollar(s) and other valuable consideration, Griswold Community School District, successor in interest to the Consolidated Independent School District of Lewis do hereby Quit Claim to 3HO L.L.C. all rights, title, interest, estate, claim and demand in the following described real estate in Cass County, Iowa: Lots One (1), Two (2), Three (3), Four (4), Five (5), Six (6), Seven (7), Eight (8), Nine (9) and Ten (10), in Block Eighty-Nine (89), in Dickerson's Addition to Lewis, Iowa; Also Block Fifty (50), in the Town of Lewis, Iowa, sometimes called Block Fifty (50), First Addition to Lewis, Iowa. This deed is exempt according to Iowa Code 428A.2(6).

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate. Words and phrases herein, including acknowledgement hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

R. Peterson made a motion to approve the resolution authorizing execution of quit claim deed authorizing Aaron Houser and Nancy Taylor to sign the deed. Smith seconded and motion carried all ayes.

Approval of Resolution of Intent to Sell Property – Elliott Facility The paper work is not ready as a couple parcels were not recorded correctly. Both attorneys are working on this.

Consider Approval of Contract Amendment Deleted.

Establish Convenience Charge for On-Line Deposits for 2019-2020 As of April 30, 2019 the nutrition fund received \$88.46 more in convenience fees than what was paid out for administrative charges. ISJIT will not be increasing the charge for administrative fees for the 2019-2020 school year. Superintendent recommended leaving the on-line convenience fee at \$4.00. S. Peterson made a motion to keep the convenience fee at \$4.00 for 2019-2020. Smith seconded and motion carried all ayes.

Establish Nutrition Prices for 2019-2020 The nutrition fund had a positive balance as of 12/31/2018; therefore, we are not required to raise the student paid lunch prices. Adult lunch prices are currently \$3.70 and to meet state and federal guidelines we need to increase the price by \$.05 cents. S. Peterson made a motion to increase the adult lunch prices to \$3.75 for the 2019-2020 school year, and leave the student paid lunch prices the same. Pelzer seconded and motion carried all ayes.

Establish Registration Fees for 2019-2020 The school has not had registration fees since the 1995-1996 school year. S. Peterson made a motion to accept the superintendent's recommendation and waive registration fees for 2019-2020. Pelzer seconded and motion carried all ayes.

Establish Activity Pass Fee for 2019-2020 R. Peterson made a motion to establish activity pass for adults at \$85 and zero fee for Griswold students for home events only. Kirchhoff seconded and motion carried all ayes. A motion to amend the motion was made by Kirchhoff to zero dollars for Griswold students, \$85 for adults, and \$70 for senior citizens. Pelzer seconded and amended motion carried all ayes.

Approval of Fuel Bid Specifications Pelzer made a motion to approve the fuel bid specifications as presented. S. Peterson seconded and motion carried all ayes.

Approval of Technology Support Bid Specifications Pelzer made a motion to approve the technology support bid specifications as presented. R. Peterson seconded and motion carried all ayes.

Approval of Spanish III/IV Spanish Waiver for 2019-2020 Currently no students are enrolled in Spanish III or IV. Pelzer made a motion to approve a waiver for Spanish III/IV for the 2019-2020 school year. R. Peterson seconded and motion carried all ayes.

Consider Renewal of Mechanical Breakdown Insurance The premium for 2019-20 is \$42,221, an increase of \$10,693 due to addition of three walk-in coolers and 410 computers/tablets. Currently our loss ratio is at 50%. Superintendent recommends renewing the insurance. R. Peterson made a motion to approve the renewal of the mechanical breakdown insurance. Smith seconded and motion carried ayes Houser, Kirchhoff, R. Peterson, S. Peterson, and Smith. Pelzer abstained.

Consider Approval of Transfer of Funds from the Class of 2017 and 2018 Pelzer made a motion to transfer \$34.45 from the Class of 2017 to the Class of 2020, transfer \$325.31 from Class of 2018 to Class of 2020, and transfer \$359.75 from the Class of 2018 to the Class of 2021. R. Peterson seconded and motion carried all ayes.

Board to a break from 7:21 pm to 7:30 pm.

Discussion on Hiring Practices and First Reading of Policies 405.2 and 411.2 After a lengthy discussion superintendent will contact the Iowa Association of School Boards to come for a possible work session regarding evaluations, hiring goals, responsibility and practices.

**Adjourn:** Motion to adjourn was made by R. Peterson at 8:40 pm. Pelzer seconded and motion carried all ayes.

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Nancy Taylor Board Secretary

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Aaron Houser President

(Next regular meeting June 17, 2019.)