

Minutes of Meeting
Griswold Community School District Board of Education
July 16, 2018

The Board of Education met for its regular meeting July 16, 2018 in the Central Office Board Room of the Middle School/High School building. President Heather Pelzer called the meeting to order at 5:30 pm. Board members present were Scott Hansen, Aaron Houser, Erika Kirchhoff, Rob Peterson, Scott Peterson, and Don Smith. Also present Superintendent David Henrichs, Business Manager/Treasurer Dan Rold, Board Secretary Nancy Taylor, Elementary Principal Nigel Horton, Secondary Principal Katie Elwood, Student Representative Reece Peterson, and various patrons.

Reading of Mission Statement President Heather Pelzer 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 change: addition of item #24 Discussion and Possible Action on the Sale of Elementary Facilities, and to move this item to the first item under new business. Kirchhoff seconded and motion carried all ayes.

Public Input None

Superintendent’s Report Month in review report from superintendent, and board learning opportunities (review how board audits and allow bills and payments).

Consent Agenda: A motion to approve the consent agenda was made by Hansen. Houser seconded and motion carried all ayes. Included in the consent agenda: approval of minutes of June 18, 2018 meeting, financial statements, and monthly bills. Under Personnel: transfer Sharon Winston from Lewis assistant cook to MS/HS assistant cook; hire Sheila Kunze as Lewis assistant cook, and Joe Rush as a substitute bus driver. No gifts, grants, or bequests.

Old Business

KPE/Estes Update Matt Chumbley from Estes Construction updated the board on progress of the construction/renovation projects - high school gym floor done, need to install mats on the walls, frames going up outside, roof on new gym, next step masonry walls to be put up.

Board Policies Second Reading Hansen made a motion to waive the second reading and approve board policies 503.3R1, 503.3E1, 604.6, 605.4, 605.5, 605.6, 605.7, 605.7R1. R Peterson seconded and motion carried all ayes. *(Any changes made to a board policy will be attached to the original copy of minutes available for review at the central office.)*

Approval of MS/HS Handbook Changes At the June 18, 2018 board meeting MS/HS handbook changes were approved. Principal Elwood wants approval to modify a section under “Excused Absences” to add clarity. Suggested statement would read: “Parents will be notified when students are absent 15 days in a semester (excused or unexcused). The student and parents will meet with the attendance team (guidance counselor and administration) to discuss an attendance contract and making up any missing work.” R Peterson made a motion to approve the modification as presented. Houser seconded and motion carried all ayes.

School Culture Update Houser and Kirchhoff reported the committee has an outline of some goals and time-line of what they want done between August – November. Goal is to bring a finished product to the board no later than the November meeting, and looking at sharing some information with the staff at the August 22nd all staff meeting.

New Business

Discussion and Possible Action on the Sale of Elementary Facilities Superintendent attended the Elliott City Council meeting on July 9th, as the Council had expressed interest in possibly assuming ownership of the Elliott school building in order to have more control of the sale of the building. At the school board meeting Elliott mayor and council members/residents asked the board questions. After discussion, Board thanked them for attending. R Peterson made a motion to continue with advertising within our time-line, pending the outcome of the Elliott special City Council meeting. Kirchhoff seconded and motion carried all ayes.

Appointment of Business Manager/Board Treasurer S Peterson made a motion to appoint Dan Rold as School Business Manager/Treasurer for 2018 - 2019. Hansen seconded and motion carried all ayes. President Pelzer administered Oath of Office to Rold.

Appointment of Board Secretary S Peterson made a motion to appoint Nancy Taylor as Board Secretary for 2018 - 2019. R Peterson seconded and motion carried all ayes. President Pelzer administered Oath of Office to Taylor.

Appointment of District Attorney Hansen made a motion to approve Derrick (Rick) Franck as district attorney for 2018 – 2019. Smith seconded and motion carried all ayes.

Approval of Bakery Bids No bakery bids were received; therefore, superintendent recommended continuing to purchase bakery needs through Marten Brothers. Houser made a motion to purchase bakery needs for 2018-2019 through Marten Brothers. R Peterson seconded and motion carried all ayes.

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Approval of Trash Removal Bids S Peterson made a motion to accept the bid from Laverty Sanitation for trash removal for 2018-2019. Kirchhoff seconded and motion carried all ayes.

Approval of Snow Removal Bids R Peterson made a motion to accept the bid from Landon Preston for snow removal for 2018-2019. Houser seconded and motion carried all ayes.

Approval of Dairy Bids Hansen made a motion to accept the low bid from Anderson Erickson for dairy needs for 2018-2019. Houser seconded and motion carried all ayes.

Approval of Elementary Facilities Sale Ad Options Superintendent recommended placing elementary facilities sale ads in the following: Atlantic News Telegraph (includes SW IA Shopper, Nishna Valley Tribune Shopper) - two weeks for **\$444.**; Facebook - **\$200.**; Griswold American - two weeks for **\$94.50**; Council Bluffs Nonpariel - two Sundays for **\$452.84**; and Red Oak Express – two weeks for **\$630.80** (both paid paper and shopper at \$349 first week, \$281.80 for the second week). **Total of advertisement for two weeks would be \$1822.14.** Hansen made a motion to approve superintendent recommendation as presented. R Peterson seconded and motion carried all ayes.

Approval of Foreign Exchange Student As per board policy 604.8, Hansen made a motion to approve a foreign exchange student for 2018-19. Houser seconded and motion carried all ayes.

Approval of Change Orders Matt Chumbley (Estes Construction) reviewed the following change orders:
• Meco-Henne, BP E Magnetic backer boards at the tall storage cabinets have been deleted from the scope of the work -\$1,434. • Meco-Henne, provide extra excavation and concrete at two locations due to unsuitable soils \$329., per ASI 008 cost to lower east gym floor footing elevation to 98'-0" \$2,143., bid package B beginning balance \$15,000, remaining balance \$12,528. • Meco-Henne, increase foundation size of spread footings in detail, and increase reinforcing (per KPE design) \$1,411. • Great Plains Pipe and Structure, field survey, layout, spoils removal, (Minutes of July 16, 2018 continued.)

dewatering and RAP coordination \$11,261.25 and rammed aggregate piers design and installation \$49,750.

• Great Plains Pipe and Structure, explore and locate water main \$7,402., bid package A beginning total \$15,000 this change order \$7,402 remaining allowance \$7,598. • Philips Flooring, gym lettering and logo design \$1,906., bid package N beginning balance \$5,000, remaining balance \$3,094. Houser made a motion to approve change orders as presented. R Peterson seconded and motion carried all ayes.

Affirmative Action Plan Review Board policy 401.1 is to be reviewed every two years. Supt. has reviewed and revised the Affirmative Action Plan. S Peterson made a motion to approve the Affirmative Action Plan review. Hansen seconded and motion carried all ayes.

Appointment of Affirmative Action Coordinator S Peterson made a motion to appoint Katie Elwood as Affirmative Action Coordinator. Kirchhoff seconded and motion carried all ayes.

Board Policies – First Reading First reading of board policies 606.1, 606.2, 606.4, 606.5, and 606.6. IASB new and updates: 105 (New), 606.3, 705.1, 705.1R1 (New), and 710.1

Board Policies – Annual Review Hansen made a motion to approve the following annual board policy reviews: 505.5 - No changes to the graduation requirements are being recommended at this time; 505.8 - The district is always looking for ways to engage parents/ families. Specific activities may result from the Culture Committee; 711.1 - Superintendent recommends the district continues to transport students to and from extracurricular activities as in the past; and 711.5 - Superintendent recommends that transportation of this nature be done on a case by case basis, taking into account the factors listed in this policy. Kirchhoff seconded and motion carried all ayes.

Adjourn: Motion to adjourn was made by R Peterson at 6:36 pm. Kirchhoff seconded and motion carried all ayes.

Nancy Taylor Board Secretary

Heather Pelzer, President

(Next regular meeting August 20, 2018)