

Minutes of Meeting
Griswold Community School District Board of Education
November 21, 2016

The Board of Education met for its regular meeting and organizational meeting on November 21, 2016 in the Central Office Board Room of the Middle School/High School building. Reason organizational meeting was held late was due to election of school board member on November 8, 2016. President Scott Hansen called the meeting to order at 5:30 pm. Board members present were Steve Baier, Heather Pelzer, Rob Peterson, Scott Peterson, and Don Smith. Absent: Ericka Kirchhoff (arrived at 5:33 pm). Also present Superintendent David Henrichs, Business Manager/Treasurer Dan Rold, Board Secretary Nancy Taylor, Elementary Principal Nigel Horton, Secondary Principal Katie Elwood, Paul Neuharth and Facilities Committee members Aaron Houser and Danielle Steinhoff. R Peterson made a motion to approve the agenda with the following changes: change item #8 (Review Election Results) from informational to decision required; move item #18 (Approval of Request for Proposal) after item #11; addition of item #25 Early Graduation Requests (D.R.). S Peterson seconded and motion carried all ayes. No public input. Thank you card passed around. Month in review reports from superintendent, elementary principal, secondary principal. Board learning opportunities: Baier visited with Cass County Auditor Dale Sunderman regarding elected officials holding two elected offices at one time. School received an email from Sunderman with the following from the school board candidate guide: *“Statewide elected officials, state senators, and state representatives cannot hold more than one elective office at a time. All other elected officials cannot hold more than one elective office at the **same** level of government at a time. For example, a person **could serve** on the school board and county board of supervisors, but a person could not serve on the county board of supervisors and serve as county auditor.”* Baier will continue on school board till his term expires in 2017. Each board member reported about session(s) they attended at the IASB Convention. All agreed it was a good convention with good speakers.

Consent Agenda: A motion to approve the consent agenda was made by R Peterson. Baier seconded and motion carried all ayes. Included in the consent agenda: approval of minutes of October 17, 2016 meeting, financial statements, monthly bills, and end of year financial reports. Hire Tanner Potter as junior high wrestling coach. \$570.17 was received from McDonald's in Atlantic for McTeacher night that was held on October 13th. Funds will be used for elementary field trips.

Old Business: Facilities Committee: The committee has met eight times and on November 2nd they issued a press release to update the patrons of the district on their progress. The committee continues to refine their cost analysis of the three options. Their next meeting will be January 19, 2017. Board Policies Second Reading: Baier made a motion to approve Superintendent's recommendation to waive the second reading and approve board policies 412.1, 412.2, 412.3, 412.4, 402.3. Smith 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.)* Review Election Results: Board Secretary Taylor reported the official canvass of elections from the Cass County Auditor regarding the school board election held on November 8, 2016. For Director District # 4: Don Smith received 302 votes; 2 scattering for a total of 304 votes; therefore Don Smith is duly elected for the office of Griswold School Director #4 for the term of 1 year. (Don Smith was appointed 1/18/16 to replace Tom Moore whose term was to expire in 2017.) R Peterson made a motion to accept the official canvass of the November 8, 2016 school board election as reported. Pelzer seconded and motion carried all ayes.

Motion to close the meeting of the retiring board at 6:48 pm was made by S Peterson. R Peterson seconded and motion carried all ayes.

New Board: Supt. Henrichs called the meeting of the New Board to order at 6:49 pm. Roll call vote as follows: Baier, here; Hansen, here; Kirchhoff, here; Pelzer, here; R Peterson, here; S Peterson, here; and Smith, here. Motion to approve the agenda of the new board was made by S Peterson. Pelzer seconded and motion carried all ayes. Administer Oath of Office: Board Secretary Taylor administered Oath of Office to newly elected board member Don Smith. Election of Board President and Vice-President: Supt. asked for nominations for the office of President. R Peterson nominated Pelzer, Pelzer nominated R Peterson. S Peterson made a motion to cease nominations for President. Roll call vote for president as follows: Baier voted for Pelzer; Kirchhoff for Pelzer, Smith for Pelzer, S Peterson for Pelzer, Hansen for Pelzer, R Peterson for Pelzer, and Pelzer for R Peterson. Six votes cast for Pelzer as president and one vote for R Peterson. Heather Pelzer elected as President. Board Secretary Taylor gave oath of office to newly elected President Pelzer. Pelzer assumed the chair and asked for nominations for vice-president. Baier nominated R Peterson. Hansen made a motion to cease nominations for vice-president. S Peterson seconded and motion carried all ayes. Roll call vote for R Peterson as vice president: Pelzer, yes; Baier, yes; Kirchhoff, yes; Smith, yes; S Peterson, yes; and Hansen, yes. President Pelzer administered oath of office to vice-president R Peterson. Board IBB Representatives: Hansen made a motion to approve Pelzer, R Peterson, and S Peterson as board representatives for certified and non-certified negotiations for 2017-2018. Baier seconded and motion carried all ayes. Approval of Request For Proposal (RFP): To continue their cost analysis the Facilities Committee would like an idea of the cost of an addition for an elementary wing at Griswold to see if Option A – single campus at Griswold - is even a possibility. Paul Neuharth with Iowa Construction Advocate Team (ICAT) explained the free services that are available to IASB member. Mr. Neuharth and the board reviewed and updated the RFP to hire an architect firm to help the district with a possible building project. Hansen made a motion to approve the RFP. Baier seconded and motion carried all ayes. Mr. Neuharth will mail out the RFP's with a return date of December 19th. December 20th the selection committee consisting of the superintendent, secondary principal, business manager, facility committee members and board member will review the requests and decide which firms will be interviewed. Interviews will be held on January 5th, and a special board meeting on January 9th. Board took a break from 8:06 – 8:13.

New Business: Set Regular Board Meeting Time and Date: Baier made a motion to set the board meeting date and time as the third Monday of each month at 5:30 pm. R Peterson seconded and motion carried all ayes. SBRC Application for Increasing Enrollment, Open Enrollment Out, and LEP Instruction Beyond 5 Years: The application to request the modified supplemental amount for increase in open enrollment out is due December 1st. S Peterson made a motion to authorize the superintendent to make application in the amount of \$70,906. Kirchhoff seconded and motion carried all ayes. Request Modified Allowable Growth - Dropout Prevention Application Approval: Hansen made a motion to approve the Modified Allowable Growth – Dropout Prevention Application with max amount of \$171,924. Baier seconded and motion carried all ayes. Resolution for Budget Guarantee: Baier made a motion to approve the following Budget Guarantee Resolution: "Resolved, that the Board of Directors of the Griswold Community School District, consistent with Iowa Code section 257.14 will levy property tax for the fiscal year in order that the district's 2016-2017 regular program district cost will be 101% of the 2015-16 regular program cost, or the district's 2016-2017 regular program cost will be increased by the maximum percent difference cost plus any money received under section 257.14 as a budget adjustment for 2015-2016 minus 2016-2017 regular program cost, whichever is greater." R Peterson seconded and motion carried all ayes.

(minutes of 11/21/2016 continued)

Financial Forecast: Superintendent reported on the district's financial projections after a meeting with Business Manager Rold, and Gary Sinclair of Forecast5. Last years cuts helped with the unspent authorized budget for FY17, but with declining enrollment the school needs to continue looking at ways to save money without affecting students and staff. Appoint Level I Abuse Alternate Investigator: S Peterson made a motion to approve David Henrichs (superintendent) as Level I Abuse Alternate Investigator. Kirchhoff seconded and motion carried all ayes. Approval of Shed Repair: Kirchhoff made a motion to accept the bid of \$9,357.90 from Matt Leighton to repair the blue shed west of the concession stand. R Peterson seconded and voting aye: Baier, Hansen, Kirchhoff, Pelzer, R Peterson, and Smith. S Peterson voted nay. Approval of School Calendar Change: The girls and boys basketball teams have been invited to play in Jennie Edmundson Shoot-Out at the Mid-America Center in Council Bluffs on Dec. 16. The girl's game begins at 2:30 p.m. and the boys game at 4:00. Baier made a motion to approve the school calendar change for December 16th as a 1:00 pm dismissal. Kirchhoff seconded and motion carried all ayes. School Board Policies: First reading of board policies 413.1, 413.2, 413.3, 413.4, 413.5, 402.2, 501.16, 502.6, 503.1, 505.4, 505.8, 507.9, 507.9R1. Sale of Vehicles: After reviewing the three bids received for the sale of two buses (1997 Bluebird and 2002 Thomas) and 2001 Ford Taurus, Kirchhoff made a motion to accept the bid of \$250 for the Bluebird bus and \$500 for the Thomas bus from Brandon Salvage of Lenox, and accept Dick Milner's bid of \$311 for the Ford Taurus. R Peterson seconded and motion carried all ayes. Purchase of Vans: After reviewing the four van bids for the purchase of 2 new vans, R Peterson made a motion to accept the low bid from Bob Brown Chevrolet, of Urbandale for two 2017 Chevrolet Express 8 passenger vans. Bid was \$49,098 for two vans that included a trade-in of \$500 for the 1994 van and \$1,250 for the 2001 van. Baier seconded by and motion carried all ayes. Open Enrollment Survey: Board reviewed the results of the open enrollment survey. Thirty-eight surveys were sent out, eight were returned. Early Graduation Requests: R Peterson made a motion to approve early graduation requests from Catherine Daugherty, Levi Glover, Sara Hubert and Ashley McDonald contingent upon meeting graduation requirements. Kirchhoff seconded and motion carried all ayes.

Motion to adjourn was made by S Peterson at 9:37 pm. Kirchhoff seconded and motion carried all ayes.

Nancy Taylor Board Secretary

Heather Pelzer, President

(Next regular meeting December 19, 2016.)