

Agenda for the Board of Directors Meeting

Diagonal Community School District

403 West 2nd Street

Diagonal, Iowa 50845

(AI) – Action Item

(IO) – Information Only Item

(DI) – Discussion Item

Agenda

Time and Place

Wednesday, November 20, 2024

5:30 p.m. in the District Office

1. **(AI) Call to Order/Roll Call** **Time:** _____
_____Parrott _____Whittington _____Allee _____Stamps _____Grace

Vision: Empower students in achieving their educational and personal goals leading to a fulfilling future in the greater community.

Mission: The Diagonal community school believes in successful cooperative relationships between students, staff, parents, and community members to prepare responsible citizens to navigate all life settings, through a quality comprehensive education.

2. **(AI) Approval of Agenda**

Motion by _____ Seconded by _____ Board Action:

3. **(IO) Audience to Visitors**

4. **(AI) Consent Agenda**

Approval of the Consent Agenda approves all the agenda items listed under this heading without further discussion or review. Any board member may remove any item from the Consent Agenda and that item will be considered separately after the vote on the Consent Agenda. If Board members have questions about the items on the Consent Agenda, they should ask about them prior to the meeting or ask that the specific item for which they have a question be removed from the Consent Agenda. Administration recommends that the Board approve the Consent Agenda items as listed below.

4.1. Minutes

4.1.1. September 18, 2024

4.2. Financial Reports

4.3. Invoices

4.4. Staff Resignations/Terminations

4.5. Staff Contract/Letter of Assignment Approval

4.5.1. Brendalee Lyell - Online/Study Hall Supervisor - \$14/Hour

4.5.2. Jacob Taylor - Assistant Boys Basketball Coach - \$1646

4.6. Open Enrollment Request

4.6.1. IN - 1 from Lenox

4.6.2. OUT - None

4.7. Out of State / Overnight Trips

4.8. Fundraisers

4.9. Contracts

Motion by _____ Seconded by _____ Board Action:

5. **(IO) Board Reports**

17.1. Principal Clark

17.2. Superintendent McNutt

6. **(AI) Board Policies**

First Reading of the Following Policies:

- 710.02 - Free or Reduced Cost Meals Eligibility
- 710.04 - Meal Charges

Recommendation: Move to approve the first reading of policies 710.02 - Free or Reduced Cost Meals Eligibility and 710.04 - Meal Charges as presented. Policy 710.02 outlines the eligibility criteria for students to receive free or reduced-cost meals within the district, while Policy 710.04 establishes the procedures for managing meal charges, including the handling of outstanding balances.

Motion by _____ Seconded by _____ Board Action:

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7. (AI) Girls Wrestling Sharing with Mount Ayr

Two students have expressed interest in wrestling this year.

Recommendation: Motion to approve the sharing contract for girls wrestling with the Mount Ayr Community School for \$1200.

Motion by _____ Seconded by _____ Board Action:

8. (AI) SBRC Application for Modified Supplemental Amount

Iowa Code allows the district of residence to apply to the SBRC for a modified supplemental amount if a student was not included in the resident district's enrollment count during the fall of the year preceding the student's transfer under open enrollment. The resident district will be paying tuition for that student during the current year.

Each request made under the SBRC Application requires a separate board action.

Recommendation: It's recommended to approve the request to the SBRC (School Budget Review Committee) for the Modified Supplemental Amount for Increase Enrollment because the Certified Enrollment count of the current year exceeded the certified enrollment count of the prior year; maximum MSA Request amount of \$23,478.

Motion by _____ Seconded by _____ Board Action:

Organizational Meeting for 2024/2025

9. (AI) Election of President Vice-President – Nominations called by Board Secretary

The Board Secretary, acting as temporary chairperson, will call for nominations for president. The chairperson should inquire if there are any additional nominations, and upon hearing none, should close the nominations. If more than one member is nominated, voting shall take place in order of nomination.

Motion by _____ to nominate _____ as Board President.

Seconded by _____ Board Action:

Motion by _____ to nominate _____ as Board Vice President.

Seconded by _____ Board Action:

10. (AI) Election of Board Secretary & Treasurer

Motion by _____ to nominate _____ as Board Secretary & Treasurer.

Seconded by _____ Board Action:

11. (DI/AI) Approval of Date, Time, and Location for Regular Board Meetings

It is proposed to continue the scheduling of regular board meetings for the upcoming school year in the same format as the past year. Board meetings have traditionally been held on the third Wednesday of each month at 5:30 p.m., in the Administrative Office.

Recommendation: Move to approve to set Regular Board Meeting to the _____ of each month starting at _____ pm.

Motion by _____ Seconded by _____ Board Action:

12. (AI) Approval of Banks and Official Depositories

All bank accounts are currently held at Iowa State Savings Bank (ISSB) and Investment Accounts are held in Iowa School Joint Investment Trust (ISJIT) up to the amount of \$5,000,000.00

Recommendation: Motion to approve all bank accounts that are currently held at Iowa State Savings Bank (ISSB) and Investment Accounts are held in Iowa School Joint Investment Trust (ISJIT) up to the amount of \$5,000,000.00

Motion by _____ Seconded by _____ Board Action:

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13. (AI) Approval of Bank Signatures

These are the persons of the district that are authorized to sign for the district and to act as financial contacts on behalf of the district.

Recommendation: Board President, _____ and School Business Official, Rhiannon Tessum, for General, Management, PPEL, Secure and Advanced Vision for Education (SAVE), Activity and Lunch Funds as well as all investment accounts including ISJIT.

Motion by _____ Seconded by _____ Board Action:

14. (AI) Approval of Board President's Stamped Signature

Recommendation: The use of the Board President's stamp is for the purposes of approving coaching contracts (to be used by the District Secretary, Jaela Cox) and for School Business Official, Rhiannon Tessum to use when an emergency Manual Warrant needs be issued for a payment of a bill before the next board meeting.

Motion by _____ Seconded by _____ Board Action:

15. (AI) Approval of Credit Cards

We currently have three (3) District Credit Cards through Iowa State Savings Bank with a total credit limit of \$20,000. Those assigned district cards are Larry McNutt, Shelly Bentley and Gary Clark.

Motion by _____ Seconded by _____ Board Action:

16. (AI) Approval of District Newspaper and Alternate

Recommendation: Diagonal Progress as the Official Newspaper and alternate Mount Ayr Record News.

Motion by _____ Seconded by _____ Board Action:

17. (AI) Approval of District Attorney

- Ahlers & Cooney, P.C.

Recommendation: Motion to approve Ahlers and Cooney, P.C. as the district Attorneys.

Motion by _____ Seconded by _____ Board Action:

18. (AI) Board Appointment of Coordinators

Homeless Coordinator – Gary Clark

Asbestos Coordinator – Matt Stephens

Level I Abuse Investigator – Gary Clark

Level II Abuse Investigators – Larry McNutt and Ringgold County Sheriff Office

Equity Coordinator – Rhiannon Tessum (SBO)

504 Coordinator – Gary Clark

Recommendation: Motion to approve the appointment of the current coordinators as listed.

Motion by _____ Seconded by _____ Board Action:

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19. (DI) Annual Board Policies for Review

First Reading of the Following Policies:

- | | |
|---|--|
| · 403.3 Communicable Diseases | · 601.2 School Day |
| · 403.4 Hazardous Chemicals | · 605.3 Objection to Instructional Materials |
| · 406.1 Licensed Emp. Compensation | · 605.4 Technology & Instructional Material |
| · 406.4 Lic Emp. Comp - Extra Duty | · 606.1 Class Size |
| · 412.1 Classified Emp. Comp | · 606.6 Insufficient Classroom space |
| · 501.5 Attendance Center Assignment | · 607.2 Student Health Services |
| · 503.3 Fines, Fees, Charges | · 703.1 Budget Planning |
| · 503.3R1 Student Fee Waiver/Reduction | · 704.2 Debt Management |
| Procedures | · 707.3 Publ of Financial Reports |
| · 505.5 Graduation Requirements | · 707.5 Internal Controls |
| · 505.8 Parental Involvement | · 708 School District Records |
| · 506.1 Education Records Access | · 710.1 School Nutrition Program |
| · 506.2 Student Directory Information | · 711.3 Student Transportation for |
| · 507.2 Administration of Medication to | Extra-curricular activities |
| Students | · 711.4 Summer school program Transportation |
| · 507.3 Communicable Diseases | · 711.5 Transportation of Non-Resident and |
| · 507.8 Student Special Health Services | Non-public School Students |
| · 600 Goals and Objectives Educational | · 804.1 Facilities Inspections |
| Programs | · 804.2 District Emergency Ops Plan |
| · 601.1 School Calendar | · 804.4 Asbestos Containing Material |

Recommendation: Move to approve the first reading of the policies listed above.

Motion by _____ Seconded by _____ Board Action:

21. (AI) Obsolete Equipment

With the purchase of 2 buses we need to sell 2 of our older buses, Bus 103 and 007.

Recommendation: Move to approve the sale of buses 103 and 007 by closed bidding.

22. (AI) Exempt Session - Work Session

Exempt Session per Iowa Code Section 20.17(3) – Strategy Session Immediately following work session Bargaining sessions, strategy sessions of boards or employee organizations, mediation and the deliberative process of arbitrators in a collective bargaining process are exempt from the open meetings law. IOWA CODE § 20.17(3). Burlington Community School District v. Public Employment Relations Board. 268 N.W.2d 517, 524 (Iowa 1978). This is an exempt session for the Board of Education and Superintendent. There will be no action or voting taking place.

Recommendation: Motion to enter exempt session - work session.

Motion by _____ Seconded by _____ Board Action by roll call:

___ Parrott ___ Whittington ___ Allee ___ Stamps ___ Grace

23. (IO) Communication/Correspondence/Comments

24. (IO) Confirm Date and Time of Next Meeting

Regular Board Meeting - Wednesday, December 18, 2024 @ 5:30pm in the District Office

Regular Board Meeting - Wednesday, January 15, 2024 @ 5:30pm in the District Office

25. (AI) Adjournment

Time: _____

Motion by _____ Seconded by _____ Board Action: