

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, August 21, 2024

5:30 p.m. in the District Office

1. (AI) Call to Order/Roll Call

___Parrott ___Whittington ___Allee ___Stamps ___Grace

Time: _____

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. [July 17, 2024](#)

4.2. Financial Reports

4.3. Invoices

4.4. Staff Resignations/Terminations

4.4.1. Cori Buchannan - Para - Resignation

4.4.2. Emmy Smith - Daycare Para - Resignation

4.5. Staff Contract/Letter of Assignment Approval

4.5.1. Lilly Fuller - Para - \$12.50/Hour

4.5.2. Shelly James - PK 3 Teacher - 2 days/Week - \$17/Hour

4.5.3. Sierra England - PK 4 Teacher - 3 Days/Week - \$28,500

4.5.4. Sierra England - Early Childhood Special Education Teacher - \$4750

4.5.5. Zach Robinson - Route Bus Driver - \$20/Hour

4.6. Open Enrollment Request

4.6.1. IN - 2 from Southwest Valley, 1 from Lenox

4.6.2. OUT - None

4.7. Out of State / Overnight Trips

4.8. Fundraisers

4.8.1 **Junior Class** - Fall sales campaign, lunch auctions. Labor Day activities, Cookie Sheet and Fruit Sales, Nickel Can Drives, Food sales campaign, Rent A-kid, and Luncheon for Local Sales – The funds will be used for senior trip and prom expenses.

4.8.2 **Senior Class** - Can drive and Power shirt sales – The funds raised will be used for the senior trip and graduation expenses. Any remaining funds will be designated as a class gift to be determined by the senior class.

4.8.3 **Volleyball** - T-shirt sales for future equipment purchases,

4.8.4 **Cross Country** - Apparel sales for future equipment purchases.

4.8.5 **Track** - Apparel sales for future equipment purchases.

4.8.6 **Archery** T-shirt sales, Archery Fun Night, 2 Archery home meets– The funds will be used for National Archery Competition and equipment purchases.

4.8.7 **Drama** - Bake sale at fall and spring plays. Funds to be used to purchase items for the Drama department.

4.9. Contracts

4.9.1. [Driftnet](#)

4.9.2. [Classroom Clinic](#)

Motion by _____ Seconded by _____ Board Action:

5. (IO) Board Reports

5.1. Principal Clark

5.2. Superintendent McNutt

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6. (AI) Staff, Paraprofessional, Athlete/Parent, Student, PK Handbooks

- [Staff Handbook](#)
- [Paraprofessional Handbook](#)
- [Athlete/Parent Handbook](#)
- Student Handbook - adding the new Absenteeism/Tuancy Policy
- [Preschool Handbook](#)

Recommendation: Move to approve the Staff, Paraprofessional, Athlete/Parent Handbooks as presented.

Motion by _____ Seconded by _____ Board Action:

7. (AI) Fitness Room Membership Fees

\$50 Family Membership
\$5 Individual Day Pass

Recommendation: Move to approve relinquishing the afternoon charge for milk.

Motion by _____ Seconded by _____ Board Action:

8. (AI) Adult Breakfast & Lunch Prices

Recommendation: Move to approve adult breakfast price of \$2.25 and adult lunch price of \$4.85 effective the 2024-2025 school year.

Motion by _____ Seconded by _____ Board Action:

9. (AI) [Officials Pay](#)

In order to stay competitive with our surrounding districts and to attract officials because of the shortage, we are recommending raising the Officials Pay by \$10 across the board with the exception of basketball raising it \$20.

24-25 Recommendation			
JHVB	\$95	JHFB	x
VVB	\$120	JVFB	x
JHBB	\$90	JH/JV FB	x
JVBB	\$90	VFB	x
VBB	\$150	JHBB	x
JHSB	\$90	VSB/BB	\$130

Recommendation: Move to approve officials pay as presented.

Motion by _____ Seconded by _____ Board Action:

10. Level I & Level II Investigators

- Level I Investigator - Gary Clark
- Level II Investigator - Larry McNutt and Ringgold County Sheriff's Office

Recommendation: Move to approve Level I & Level II Investigators as presented.

Motion by _____ Seconded by _____ Board Action:

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11. Board Policies

Second Reading of the Following Policies: [link](#)

- 405.02 – Licensed Employee Qualifications, Recruitment, Selection
- 411.02 – Classified Employee Qualifications, Recruitment, Selection
- Rescinded - 504.5 Student Fund Raising
- Rescinded - 504.5R1 Student Fund Raising Regulation
- 507.08R1 – Special Health Services Regulation
- 704.01 – Local-State-Federal-Miscellaneous Revenue
- 704.06 – Fundraising Within the District formerly titled Online Fundraising Campaigns/Crowdfunding
- New 704.06R1 – Fundraising Within the District Regulation
- 706.01 – Payroll Periods
- 706.02 – Payroll Deductions
- 706.03 – Reduction in Employee Pay formerly titled Pay Deductions
- 706.03R1 – Reduction in Employee Pay Regulation
- 707.01 – Presentation and Publication of Financial Information formerly titled Secretary's Report
- Rescinded - 707.02 – Treasurer's Annual Report
- Rescinded - 707.03 – Publication of Financial Reports
- 707.04 – Audit
- 707.06 – Audit Committee

Second Reading of the Following Policies: [link](#)

- 200.04 – Board Member Social Media Engagement
- 206.03 – Secretary (opt. I)/Secretary-Treasurer (opt. II)
- 206.04 – Treasurer
- 401.06 – Limitations to Employment References
- 402.03 – Abuse of Students by School District Employees
- 501.03 – Compulsory Attendance
- New 501.09 – Chronic Absenteeism and Truancy (formerly titled Student Absences – Excused)
- New 501.09R1 – Chronic Absenteeism and Truancy Regulation
- Rescinded 501.09E1 – Request for Remote Learning Form
- Rescinded - 501.10 – Truancy – Unexcused Absences
- Rescinded - 501.10R1 – Truancy – Unexcused Absences Regulation
- 501.14 – Open Enrollment Transfers – Procedures as a Sending District
- 501.15 – Open Enrollment Transfers – Procedures as a Receiving District
- 502.06 – Weapons
- 505.02 – Student Promotion-Retention-Acceleration
- 603.01 – Basic Instruction Program
- New! - 603.12 – Postsecondary Education Counseling
- 607.02 – Student Health Services
- 710.01 – School Nutrition Program
- 801.03 – Educational Specifications for Buildings & Sites
- 803.02 – Lease, Sale, or Disposal of School District Buildings & Sites
- 905.03 – Weapons in the School District

First Reading of the Following Policies: [link](#)

- 103 Long Range Needs Assessments needs updated
- 103.R1 Long Range Needs Assessment Regulations
- 506.1 Education Records Access
- 506.1E1 Request of Nonparent
- 506.1E2 Release Records
- 506.1E3 Request for Hearing
- 506.1E4 Examination of Records
- 506.1E5 Transfer of Records
- 506.1E6 Receipt of Subpoena
- 506.1E7 Juvenile Justice Agency Information Sharing Agreement
- 506.1E8 Annual Notice
- 506.1R1 Regulation

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- o 506.2 Student Directory Information
- o 506.2E1 Release
- o 506.2R1 Use of Information
- o 506.4 Student Library Circulation Records

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

Motion by _____ Seconded by _____ Board Action:

12. (DI/AI) Superintendent's Evaluation

Closed Session to Discuss Personnel matters as per Iowa Code 21.5.1.i To go into a closed session, the board must vote to do so in open meeting. After motion and second, a roll call vote is required. The board president then determines when to return to open session, with no motion or board action.

Motion by _____ Seconded by _____ Board Action by Roll Call:

_____ Allee _____ Whittington _____ Grace _____ Stamps _____ Parrott

To Return to Open Session

Motion by _____ Seconded by _____ Board Action by Roll Call:

_____ Allee _____ Whittington _____ Grace _____ Stamps _____ Parrott

13. (IO) Communication/Correspondence/Comments

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

- o Regular Board Meeting - Wednesday, September 18, 2024 at 5:30pm in the District Office
- o Regular Board Meeting - Wednesday, October 16, 2024 at 5:30pm in the District Office

15. (AI) Adjournment Time: _____

Motion by _____ Seconded by _____ Board Action: