

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 19, 2025

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. October 15, 2025

4.2. Financial Reports

4.3. Invoices

4.4. Staff Resignations/Terminations

4.4.1 Cheryl Rusco, Custodian Resignation

4.5. Staff Contract/Letter of Assignment Approval

4.6. Open Enrollment Request

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 Johnson

17.2. Superintendent McNutt

6. **(AI) Board Policies**

Second Reading of the Following Policies:

- 208 - Board Committees
- 208 R1—Board Committees – Regulation New
- 208 E1—Ad Hoc Committees Exhibit rescinded
- 401.01—Equal Employment Opportunity
- 502.07 - Student Substance Use
- 507.05—Emergency Plans and Drills
- 708—Care, Maintenance, Disposal of School District Records
- 710.1E1—School Nutrition Program — Program Notices of Nondiscrimination
- 507.02 - Administration of Medication to Students
- 607.02—Student Health Services
- 802.02—Requests for Improvements
- 804.05—Stock Prescription Medication Supply

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

Motion by _____ Seconded by _____ Board Action:

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 \$1250.

Motion by _____ Seconded by _____ Board Action:

Organizational Meeting for 2025/2026

8. (DI) Review of Election Results

9. (IO) Oath of Office of Newly Elected Board Members

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Iowa, and that you will faithfully and impartially to the best of your ability, discharge the duties of the office of board member in the Diagonal School District as now and hereafter required by law?”

10. (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:

11. (AI) Election of Board Secretary & Treasurer

Motion by _____ to nominate _____ as Board Secretary & Treasurer.
Seconded by _____ Board Action:

12. (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:

13. (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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14. (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:

15. (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, Jacla 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:

16. (AI) Approval of Credit Cards

We currently have three (4) 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, Jacla Cox and Roger Johnson.

Motion by _____ Seconded by _____ Board Action:

17. (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:

18. (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:

19. (AI) Board Appointment of Coordinators

Homeless Coordinator – Roger Johnson

Asbestos Coordinator – Matt Stephens

Level I Abuse Investigator – Roger Johnson

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

Equity Coordinator – Rhiannon Tessum (SBO)

504 Coordinator – Roger Johnson

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

Motion by _____ Seconded by _____ Board Action:

20. (AI) Green Hills AEA Election

Pursuant to Section 273 of the Code of Iowa, attached is the official ballot for the election of a Green Hills AEA board member to Director District 1. Two candidates filed the Statement of Candidacy by the October 15 deadline for election to the office. At your November Board meeting, please add an agenda item for your Board to consider the enclosed ballot. Complete the ballot by checking the box for the candidate for whom your Board casts its vote, filling in your school district name, signature, date, and weighted vote (see attached document for your district's weighted vote).

Recommendation: Move to approve _____ to the Green Hills Board.

Motion by _____ Seconded by _____ Board Action:

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21. (AI) Diagonal District Developed Service Delivery Plan

This DDSDP is our Special Education Plan. It was developed with collaboration from Green Hills AEA.

Recommendation: Motion to approve the Diagonal DDSDP.

Motion by _____ Seconded by _____ Board Action:

22. (AI) Phone Service Quotes

The AEA has switched to Zoom Phone Service so we need to change our phone system. The following 3 quotes were attained.

- Green Hills Zoom Phones - \$1727.90/yearly. This does not include the cost of purchasing the phones.
- Crexendo Phones - 36 Contract - \$160.55/Month, 60 Month Contract - \$141.85. This includes the cost of the phones.
- Think Space ISP - \$399.80/month. This does not include the cost of the phones which would \$1178.45.

Recommendation: Motion to approve Crexendo for our phone service.

Motion by _____ Seconded by _____ Board Action:

23. (AI) Audit Engagement With Nolte, Cornman & Johnson, PC

Recommendation: Motion to approve Nolte, Cornman & Johnson, PC Engagement Letter.

Motion by _____ Seconded by _____ Board Action:

24. (AI) Diagonal Community School District: A.I. Policy

This is a new policy for the student handbook for A.I. Policy.

Recommendation: Motion to approve the A.I. Policy.

Motion by _____ Seconded by _____ Board Action:

25. (AI) Personal Electronic Device Policy

Revised Personal Electronic Device Policy to be used with the Yondr Pouches.

Recommendation: Motion to approve the Personal Electronic Device Policy..

Motion by _____ Seconded by _____ Board Action:

26. (DI/AI) Annual Board Policies for Review

First Reading of the Following Policies

<https://diagonal.isfis.net/>

Instruction & Student Programs

- 103 Long Range Needs Assessment
- 103-R1 Long Range Needs Assessment – Regulation
- 505.5 Graduation Requirements
- 505.8 Parent and Family Engagement – District-Wide Policy
- 505.8-R1 Parent and Family Engagement – Building Level Regulation
- 600 Goals and Objectives of Educational Programs
- 601.1 School Calendar
- 601.2 School Day
- 605.3 Objection to Instructional Materials
- 605.4 Technology & Instructional Material
- 606.1 Class Size
- 606.6 Insufficient Classroom Space

Student Services & Health

- 501.5 Attendance Center Assignment
- 503.3 Fines, Fees, Charges
- 503.3-R1 Student Fee Waiver/Reduction Procedures
- 506.1 Student Records Access (Also listed as Education Records Access)
- 506.1-R1 Use of Student Records Regulation
- 506.1-E1 Request of Nonparent for Examination or Copies of Student Records
- 506.1-E2 Authorization for Release of Student Records
- 506.1-E3 Request for Hearing on Correction of Student Records
- 506.1-E4 Request for Examination of Student Records
- 506.1-E5 Notification of Transfer of Student Records
- 506.1-E6 Letter to Parent Regarding Receipt of a Subpoena
- 506.1-E7 Juvenile Justice Agency Information Sharing Agreement
- 506.1-E8 Annual Notice

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• 506.2 Student Directory Information • 506.2-R1 Use of Directory Information		• 704.2 Debt Management
• 506.2-E1 Authorization for Releasing Student Directory Information • 506.4 Student Library Circulation Records • 507.2 Administration of Medication to Students • 507.3 Communicable Diseases (Students) • 507.8 Student Special Health Services • 507.9 Wellness • 607.2 Student Health Services		• 707.3 Publication of Financial Reports • 707.5 Internal Controls • 708 School District Records
Personnel Policies		Nutrition & Transportation
• 403.3 Communicable Diseases • 403.4 Hazardous Chemicals • 406.1 Licensed Employee Compensation • 406.4 Licensed Employee Compensation – Extra Duty • 412.1 Classified Employee Compensation Business, Finance & Records • 703.1 Budget Planning		• 710.1 School Nutrition Program • 711.3 Student Transportation for Extra-Curricular Activities • 711.4 Summer School Program Transportation • 711.5 Transportation of Non-Resident and Non-Public School Students
		Facilities & Emergency Planning
		• 804.1 Facilities Inspections • 804.2 District Emergency Operations Plan • 804.4 Asbestos Containing Material • 804.1 Facilities Inspections • 804.2 District Emergency Ops Plan • 804.4 Asbestos Containing Material

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

Motion by_____ Seconded by_____ Board Action:

27. (IO) Communication/Correspondence/Comments

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

Regular Board Meeting - Wednesday, December 17, 2025 @ 5:30pm in the District Office

Regular Board Meeting - Wednesday, January 21, 2025 @ 5:30pm in the District Office

29. (AI) Adjournment

Time: _____

Motion by_____ Seconded by_____ Board Action: