NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Education of the Adel-DeSoto-Minburn Community School District will meet at 7:00 o'clock p.m. on the 10th day of January, 1994, in the High School Conference Room, Adel, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA
HIGH SCHOOL CONFERENCE ROOM
January 10, 1994
7:00 P.M.

OPENING:

7:00 PM Call to order
Roll call
Emergency additions and adoption of agenda
Approval of minutes
Approval of bills and claims
Secretary/Treasurer financial reports
Welcome of Visitors and Open Forum

ACTION ITEMS:

7:30 PM Report on Nobel Science Conference
7:40 School bus bids
7:55 Second reading of board policy 600
8:00 Open enrollment requests
8:05 Review hazardous chemical program
8:10 County Conference Board representative
8:15 Computer demonstration
8:45 Resignations and new contracts
8:50 1994-95 personnel needs
9:10 Administrative reports
9:30 Adjournment

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT
801 S. 8th Street
Adel, Iowa 50003
(515) 993-4283

Shirley McAdon
Secretary
Board of Education
The meeting was called to order. Roll call was taken. Present were Dan Heefner, Harold Hill, Douglas Hjort, Craig Saveraid, and President Ray Hemphill. Visitors included Carole Schlapkohl, Laura Brenner, Ann Hegstrom, Dave Yeomans, Cornelia Hoy, Erwin Epley, Rick Borst, Liz Severidt, Dave Leonard, Bill Mauermann, Jerry Smith, Daryl Nelson, and Principal Deb Barkley.

It was moved by Heefner, seconded by Hjort, to adopt the agenda as presented. Motion carried unanimously.

It was moved by Hjort, seconded by Hill, to approve the minutes of the regular meeting December 13 as presented. Motion carried unanimously.

It was moved by Hjort, seconded by Heefner, to approve the bills totaling $57,301.81 and bills between meetings as presented. Motion carried unanimously.

Monthly financial reports were reviewed and discussed.

President Hemphill welcomed visitors and invited public comments during Open Forum. Dave Yeomans spoke on behalf of sponsorship of a girls' soccer team. Superintendent will bring cost estimates to the February Board meeting.
Bill Mauermann presented information about the Nobel Science Conference that dealt with environmental issues.

Transportation director Epley and bus mechanic Borst presented a summary of bus bids and recommendations. It was moved by Saveraid, seconded by Hjort, to accept the bid from Thomas Bus Sales for two buses at $42,224.50 each. Motion carried 4-1 (Heefner-no).

Superintendent recommended the second and final reading of Board policy 600. It was moved by Heefner, seconded by Hill, to approve the second and final reading of Board policy 600. Motion carried unanimously.

Superintendent recommended open enrollment requests from Michael and Monae Austin from ADM to Waukee and Casey Whitver from Dexitfield to ADM, all for 1993-94 school year. It was moved by Hill, seconded by Heefner, to approve open enrollment requests as presented. Motion carried unanimously.

Business Manager presented the annual update of the district's Hazardous Chemicals Program. A review of the components of the program was presented.

Superintendent announced the need by the Dallas County Conference Board for a school board representative to serve. President Hemphill volunteered and was appointed to serve.

Daryl Nelson presented a demonstration of student work from the new advanced computer class in the new computer room at the high school. Modifications to the computer room were discussed.

Superintendent recommended a new contract for Jackie Landon, middle school guidance. It was moved by Hill, seconded by Heefner, to approve the new contract as presented. Motion carried unanimously.

Superintendent presented personnel needs for the 1994-95 school year. It was moved by Heefner, seconded by Hjort, to approve staffing changes for 1994-95 that would add a half-time district technology...
coordinator, add a half-time computer teacher for the DeSoto computer lab, reduce a 2nd grade teacher position, and reduce an elementary principal and replace with half-time building head. Motion carried unanimously.

Principal Nelsen and transportation director Epley have established bad weather routes for the district.

Superintendent announced a meeting of county school superintendents with the Dallas County Taxpayers Association at the Adel Brenton Bank, January 12, at 7:30 p.m.

Superintendent presented information about scoring rubrics.

It was moved and seconded to adjourn. Motion carried unanimously and the meeting was adjourned by President Hemphill at 9:50 p.m.

Minutes approved as presented  
Ray Hemphill, President

Dated 2/14/94  
Shirley McAdon, Secretary
Bills Between Meetings

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<th>Bills paid between meetings:</th>
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<tr>
<td><strong>GENERAL FUND:</strong></td>
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<tr>
<td>Brenton Bank</td>
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<td>City of Minburn</td>
<td>Utilities</td>
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<td>Insurance Revolving</td>
<td>Employer's portion, Jan. payroll</td>
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<td>IPERS</td>
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<td><strong>SCHOOLHOUSE FUND:</strong></td>
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<td>A&amp;W Electrical</td>
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<td>ADM General Fund</td>
<td>Minburn girls' restroom ceiling tile</td>
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<tr>
<td>Allstate Gutter</td>
<td>Gutters for Adel bus garage</td>
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<td>Luellen Brothers</td>
<td>Wiring Minburn bus garage</td>
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<td>Menards</td>
<td>Minburn girls' restroom lavatories</td>
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<td>Midwest Accoustical</td>
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<td><strong>FUND TOTAL</strong></td>
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<td>Ford 700 Chassis</td>
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<td>Thomas</td>
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<td>Ward</td>
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January 10, 1994

Rick Borst, Adel-DeSoto-Minburn Bus Mechanic, makes recommendation for Thomas Bus Body for the following reasons:

Thomas met all the specifications.

Thomas Body built with:
  - bucked rivets -- not huck-type pop rivets
  - double bolted body mounts
  - roof bow constructed from one piece of steel -- from base of body, across top and back down to base of body -- not three-piece bows
  - two crash rails run length of roof

Paint is two component Urethane Epoxy. Primer is baked -- Top Coat is baked

Thomas outward opening door is best in business -- All linkage inside and overhead (not open to elements)

Thomas offers 78" headroom which we specified.

Painted interior panels beside seat -- not galvanized panels

Thomas windows are top of the line -- built by Thomas -- not Hehr (pronounced hair)

Thomas windshield wipers pivot from top of windshield -- servicing is easy through access door above windshield
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22,667.02

I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOW

ABOVE LIST OF BILLS IS CORRECT AND HAS BEEN P

AUTHORIZED

SECRETARY
**REPORT 110062**

**L I B I L L S**

**DATE 01/01/94**

**TIME 12:30**

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**WARRANTS DATED JANUARY 10, 1994**

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<th>VENDOR NAME</th>
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7,458.90

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I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, THE ABOVE LIST OF BILLS IS CORRECT AND HAS BEEN PREPAID.

---

AUTHORIZED BY

---

SECRETARY
## O.E.I. BUSINESS FORMS

**WARRANTS DATED JANUARY 10, 1994**

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**TOTA:** 26,997.28

I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOW ABOVE LIST OF BILLS IS CORRECT AND HAS BEEN P AUTHORIZ

---

SECRETARY
**WARRANTS DATED JANUARY 10, 1994**

<table>
<thead>
<tr>
<th>VENDOR NAME</th>
<th>WARRANT</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>ZEP MANUFACTURING COMPANY</td>
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<td>57,301.81</td>
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I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, THE ABOVE LIST OF BILLS IS CORRECT AND HAS BEEN PAID.

**Secretary**
<table>
<thead>
<tr>
<th>DATE</th>
<th>NAME</th>
<th>TRANS. #</th>
<th>RECEIPTS</th>
<th>EXPENDITURES</th>
<th>BALANCE</th>
</tr>
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<tbody>
<tr>
<td>12/1/93</td>
<td>National Strength &amp; Condition</td>
<td>1434</td>
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<td>($626.62)</td>
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<td>I.H.S.M.A.</td>
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<tr>
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<td>Drake University</td>
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<td>Science Center of Iowa</td>
<td>1459</td>
<td>$676.50</td>
<td>($1,453.12)</td>
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<tr>
<td>12/7/93</td>
<td>Margery Johnson</td>
<td>1464</td>
<td>$175.00</td>
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<td>12/10/93</td>
<td>M.S. Student Council-Science BKTR</td>
<td>$100.00</td>
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<td>($1,528.12)</td>
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<td>12/13/93</td>
<td>Bonnie Joy</td>
<td>1492</td>
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<td>Melcher Dallas Com School</td>
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<td>Karla Bronzynski</td>
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<td>N.A.S.S.P.</td>
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<td>Zedcor</td>
<td>1504</td>
<td>$49.40</td>
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<td>12/15/93</td>
<td>Gate Field Trip-Science</td>
<td>4936</td>
<td>$315.00</td>
<td>($2,247.00)</td>
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<td>4939</td>
<td>$555.16</td>
<td>($1,691.84)</td>
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<td>12/31/93</td>
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<td>$1,123.16</td>
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<td>($1,620.96)</td>
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### ADEL-DESOOTO-MINBURN COMMUNITY SCHOOL DISTRICT
### CASH RECEIPTS & EXPENDITURES
### RECAPITULATION OF FUNDS - DECEMBER 1993

#### GENERAL FUND

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Balance, November 30, 1993</td>
<td>$1,026,891.22</td>
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<tr>
<td>Receipts, December</td>
<td>899,232.59</td>
</tr>
<tr>
<td>Expenses, December</td>
<td>862,824.43</td>
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<tr>
<td>Balance, December 31, 1993</td>
<td>1,063,299.38</td>
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<tr>
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<tr>
<td>Cash: NOW Acct.</td>
<td>$ 3,825.50</td>
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<tr>
<td>Balance, December 31, 1992</td>
<td>$ 824,183.70</td>
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#### Management Fund

<table>
<thead>
<tr>
<th>Description</th>
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<tbody>
<tr>
<td>Balance, November 30, 1993</td>
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<tr>
<td>Receipts, December</td>
<td>3,580.10</td>
</tr>
<tr>
<td>Expenses, December</td>
<td>.00</td>
</tr>
<tr>
<td>Balance, December 31, 1993</td>
<td>$ 48,026.17</td>
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<tr>
<td>Invested: Money Market Acct.</td>
<td>44,546.52</td>
</tr>
<tr>
<td>Cash: NOW Acct.</td>
<td>$ 3,479.65</td>
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<tr>
<td>Balance, December 31, 1992</td>
<td>$ 20,712.75</td>
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</table>
### SCHOOLHOUSE FUND

#### Bonds & Interest

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, November 30, 1993</td>
<td>$ 181,163.08</td>
</tr>
<tr>
<td>Receipts, December</td>
<td>13,602.94</td>
</tr>
<tr>
<td>Expenses, December</td>
<td>.00</td>
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<td>Balance, December 31, 1993</td>
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<td>Invested: Money Market Acct.</td>
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</table>

#### Physical Plant & Equipment

<table>
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<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Balance, November 30, 1993</td>
<td>$ 129,324.31</td>
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<tr>
<td>Receipts, December</td>
<td>4,721.87</td>
</tr>
<tr>
<td>Expenses, December</td>
<td>2,828.20</td>
</tr>
<tr>
<td>Balance, December 31, 1993</td>
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<tr>
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<tr>
<td>Cash: NOW Acct.</td>
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<td>Balance, December 31, 1992</td>
<td>$ 126,320.54</td>
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</table>
## ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT
### REVENUE & EXPENDITURE TOTALS
#### GENERAL & SCHOOLHOUSE FUNDS
##### DECEMBER 1993

### GENERAL FUND REVENUE

<table>
<thead>
<tr>
<th>Source</th>
<th>Previous</th>
<th>This Month</th>
<th>To Date</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPERATING FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Sources</td>
<td>$1,183,934.72</td>
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<td>State Sources</td>
<td>2,090,238.94</td>
<td>712,590.04</td>
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<tr>
<td>Federal Sources</td>
<td>41,154.42</td>
<td>3,849.00</td>
<td>45,003.42</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>3,315,328.08</td>
<td>881,765.19</td>
<td>4,197,093.27</td>
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<tr>
<td><strong>MANAGEMENT FUND</strong></td>
<td>69,190.93</td>
<td>3,580.10</td>
<td>72,771.03</td>
<td>51.3</td>
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<tr>
<td><strong>SCHOOLHOUSE FUND REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bonds &amp; Interest</td>
<td>255,512.77</td>
<td>13,602.94</td>
<td>269,115.71</td>
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<tr>
<td>Physical Plant &amp; Equip</td>
<td>89,243.46</td>
<td>4,721.87</td>
<td>93,965.33</td>
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<tr>
<td><strong>TOTAL ALL FUNDS</strong></td>
<td>$3,729,275.24</td>
<td>$903,670.10</td>
<td>$4,632,945.34</td>
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</table>

### GENERAL FUND EXPENDITURES

<table>
<thead>
<tr>
<th>Source</th>
<th>Previous</th>
<th>This Month</th>
<th>To Date</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPERATING FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>District Wide</td>
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<td>$395,828.14</td>
<td>$763,727.72</td>
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<tr>
<td>High School</td>
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<td>150,615.79</td>
<td>879,739.03</td>
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<tr>
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<td>107,651.56</td>
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### SCHOOLHOUSE FUND EXPENDITURES

<table>
<thead>
<tr>
<th>Source</th>
<th>Previous</th>
<th>This Month</th>
<th>To Date</th>
<th>Percent of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bonds &amp; Interest</td>
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<td>176,767.50</td>
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<td>Previous Balance</td>
<td>Receipts</td>
<td>Expenditures</td>
<td>Balance</td>
</tr>
<tr>
<td>---------------------------------------</td>
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<td>ATHLETICS</td>
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<td>DESOTO INTERMED LIB FUND</td>
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<td>($60.06)</td>
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<tr>
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<tr>
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<td>HALL OF FAME</td>
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## MONTHLY STUDENT ACTIVITIES

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<td>POPCORN FUND</td>
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<td>REVOLVING</td>
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<td>SP ED PLANTS</td>
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<td>WELLNESS</td>
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<td>YEARBOOK</td>
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**DECEMBER 31, 1993 TOTALS**
- INVESTMENTS - MM ACCT: $133,309.38
- CASH NOW ACCOUNT: $78,723.05
- **TOTAL: $212,032.43**

**DECEMBER 31, 1992 TOTALS**
- INVESTMENTS - MM ACCT: $53,165.51
- CASH NOW ACCOUNT: $47,692.48
- **TOTAL: $100,858.99**

**December 31, 1992 Balance - CD**
- DEC 92/JAN 93 Combined: $647.79
<table>
<thead>
<tr>
<th>Activity</th>
<th>Previous Balance</th>
<th>Receipts</th>
<th>Expenditures</th>
<th>Balance</th>
</tr>
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<td>Athletic Resale</td>
<td>$3,861.18</td>
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<td>Athletic Revolving</td>
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<td>Baseball</td>
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<td>Boys Basketball</td>
<td>($581.27)</td>
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<td>$205.00</td>
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<td>Boys Track</td>
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<td>Cheerleading</td>
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<td>$20.00</td>
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<td>Cross Country Track</td>
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<td>Football</td>
<td>$2,594.25</td>
<td>$725.00</td>
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<td>$3,312.25</td>
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<td>Girls Basketball</td>
<td>$3,445.30</td>
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<td>Girls Track</td>
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<td>Golf</td>
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<td>MS Boys Basketball</td>
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<td>MS Girls Basketball</td>
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<td>($2,572.85)</td>
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<td>MS Softball</td>
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<td>MS Track</td>
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<tr>
<td>MS Volleyball</td>
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<tr>
<td>MS Wrestling</td>
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<td>District 7 Football</td>
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<td>Soccer</td>
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<td>Tournament</td>
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<td>Totals</td>
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<td>$4,469.41</td>
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## Receipts for December

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Student Lunches</td>
<td>$15,937.35</td>
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<tr>
<td>Student Milk</td>
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<td>Other Food Items</td>
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<tr>
<td>Adult Lunches</td>
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<td>Interest</td>
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<td>Breakfast Program</td>
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<tr>
<td>Other Income</td>
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<tr>
<td>Federal Reimbursement Oct-Nov.</td>
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<td>State Reimbursement Oct-Nov.</td>
<td>$2,721.21</td>
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<tr>
<td>Reimbursement for Food Items</td>
<td>$1,942.11</td>
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<td>Miscellaneous</td>
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Total Income for December $46,685.94

## Expenses for December

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<td>Food</td>
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<td>Other Supplies</td>
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<td>Benefits</td>
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<td>Purchased Services</td>
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Total Expenses for December $31,588.95

## Year to Date

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<td>Balance December 1992</td>
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