Our mission is to enable all students to master the skills, acquire the knowledge, and develop the social skills necessary for them to reach their full potential as citizens who can successfully meet the challenges of society.

NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Directors of the Adel-DeSoto-Minburn Community School District will meet at 7:00 o'clock p.m. on the 14th day of April, 2003, in the High School Media Center, Adel, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA
HIGH SCHOOL MEDIA CENTER

OPENING:
7:00 P.M. Call to order
Roll call
Emergency additions and adoption of agenda
Consent agenda
  Approval of minutes
  Approval of bills and claims
  Secretary/Treasurer financial reports
  Personnel contracts
  Athletic sharing agreement
  Food service prices
Welcome of visitors and open forum

ACTION ITEMS:
Items removed from consent agenda
7:20  2003-04 budget hearing
7:25  2003-04 budget determination
7:30  Amendment of 2002-03 budget
7:40  Future construction projects
8:40  Review early retirement plan
8:55  Administrative contracts for 03-04
9:10  Preparation for arbitration with teacher's union
9:20  Potential teacher/staff reduction
9:35  Administrative reports
10:00 Adjournment

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT
801 Nile Kinnick Drive S.
Adel, Iowa 50003
(515) 993-4283
MINUTES OF BOARD OF DIRECTORS

Regular
ADM High School
Kind of Meeting
Meeting Place

7:00 p.m.
Time
April 14, 2003
Month Day Year

Day of Week
Monday

MEMBERS

PRESENT
Darrell Weems
Dick Bruce
Paula James
Pat Steele

ABSENT
Tom Hopewell

Tim Hoffman
Superintendent of Schools
Shirley McAdon
Secretary-Board of Education

Call to Order
The meeting was called to order. Roll call was taken. Present were Dick Bruce, Paula James, Pat Steele, and President Darrell Weems. Absent was Tom Hopewell. Visitors were present.

Roll Call
Agenda
It was moved by Bruce, seconded by Steele, to adopt the agenda as presented. Motion carried unanimously.

Consent Agenda
It was moved by Steele, seconded by Bruce, to approve the items under the consent agenda as presented. Motion carried unanimously. Resignations were accepted from Kellie Bandel, elementary teacher; Jerry Bond, MS AD (effective May 30); Lisa Cameron, family and consumer science teacher; Josie DePue, teacher associate; Mary Hardy, speech teacher/speech coach; Brian Moretz, assistant HS wrestling coach; and Jessica Williams, elementary special ed teacher, MS cross country coach, MS track coach, and HS pom pons coach. Pending successful background checks, new contracts were offered to Maureen Taylor, director of curriculum and assessment, and to Stacy Paskar, HS special ed teacher. Superintendent announced transfers for Chris Hatchitt from MS wrestling coach to HS wrestling coach and for David Zwank from MS wrestling coach to HS wrestling coach. ADM will share girls swimming and diving with Urbandale and Waukee for 2003-04. Food service prices will be maintained at current rates for 2003-04.
exception to the rehire provision in the early retirement plan for part-time, hard-to-fill positions after the Board has made a genuine effort to fill the positions and was unsuccessful. Motion carried unanimously.

Superintendent recommended a total compensation package increase for the administrative team of 2.84%, allowing for individual increases of 3.5% for salary and insurance for most administrators with savings from turnover. The district's budget growth from the state is estimated to be 3.5%. The district has already offered the teachers an increase of 4% in negotiations, although it has not been accepted. A settlement of 2.84% will mean no budget cuts are necessary. It was moved by James, seconded by Steele, to table the agenda item. Motion failed 1-3 (James-yes). It was moved by Bruce, seconded by Steele, to approve the compensation package increase for the administrative team of 2.84% as presented. Motion carried 3-1 (James-no).

Preparations are being made to go to arbitration, with the Board offering a 4% total package and the teachers requesting a 5.1% total package. Little negotiating has occurred locally and mediation has failed. The Board negotiating committee feels that 4% is a fair offer and will not voluntarily take a position that could cost someone their job, making arbitration the next step. Settlements above 4% for next year would require staff reductions or a use of cash reserves followed by reductions the following year. Discussion ensued and will be continued at the special Board meeting April 22.

The timing of an arbitration hearing would undoubtedly be in May or later. However, the deadline for staff reductions is April 30. To protect the district against an arbitration award that is outside the budget, staff reduction notices would need to be issued or the Board could choose to take the money from cash reserves, followed by reductions the next year. If staff reductions are chosen, potential areas need to be identified. The administrative team has identified for consideration not hiring the additional music position that was approved in March, not filling the second grade vacancy, and/or reducing high school elective offerings. Discussion ensued.

Superintendent announced open enrollment requests from Paul Daggett from W-G to ADM and from Kati and Tessa Majava from DCG to ADM for 2002-03 and for Kara Wetrich from ADM to Earlham for 2003-04.

Superintendent reviewed the number of students for the kindergarten class for 2003-04. Board consensus favored adding another section of kindergarten when enrollment reaches 100 students at Adel Elementary.
Marty Glanz, mayor of DeSoto, sought the support of the Board for a new housing development that would potentially include using TIF funds through Dallas County because the project debt service would exceed the ceiling for DeSoto. A final determination will be made when the financial figures are available.

It was moved by James, seconded by Bruce, to adjourn. Motion carried unanimously and the meeting was adjourned by President Weems at 10:20 p.m.

Minutes approved as corrected

Darrell Weems, President

Dated 05/12/03

Shirley McAdon, Secretary
NOTICE OF PUBLIC HEARING
ADEL-DESOTO-MINBURN SCHOOL DISTRICT
AMENDMENT OF CURRENT BUDGET
FISCAL YEAR 2002/2003

Date of Public Hearing: May 12, 2003
Time of Public Hearing: 7:00 PM
Location of Public Hearing: ADM High School

The Board of Directors will conduct a public hearing at the above-noted time and place for the purpose of amending the current school budget by changing estimates of expenditures in the following areas by the following amounts:

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<th>Area</th>
<th>From</th>
<th>To</th>
<th>Reasons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
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<tr>
<td>Total Support Services</td>
<td>536,268</td>
<td>600,000</td>
<td>Equipment repair</td>
</tr>
<tr>
<td>Noninstructional Programs</td>
<td>1,006,476</td>
<td>3,650,000</td>
<td>Bond refunding, repair fire damage, portable building</td>
</tr>
</tbody>
</table>

This change in estimates of expenditures will be financed from increased receipts and balances not budgeted or considered in the current budget. There will be no increase in taxes to be paid in the fiscal year ending June 30, 2003.

At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed amendment. A detailed statement of additional receipts other than taxes, balances on hand at the close of the preceding fiscal year, and proposed expenditures, both past and anticipated, will be available at the hearing.

District Secretary

Record of Hearing and Adoption of Budget Amendment

The Board of Directors met in session for the purpose of amending the current school budget. There was present a quorum required by law. The Board found that the notice of time and place of hearing had been published as required by law and that the affidavit of publication was on file with the county auditor. After hearing all taxpayers to be heard, the Board adopted the amendment by changing estimates of expenditures in the following areas by the following amounts:

<table>
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<tr>
<th>Area</th>
<th>From</th>
<th>To</th>
<th>Reasons</th>
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<tr>
<td>Instruction</td>
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<tr>
<td>Total Support Services</td>
<td>536,268</td>
<td>600,000</td>
<td>Equipment repair</td>
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<tr>
<td>Noninstructional Programs</td>
<td>1,006,476</td>
<td>3,650,000</td>
<td>Bond refunding, repair fire damage, portable building</td>
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Date of Hearing:
Date of Publication:

District Secretary
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Published Budget: 7,000,426
Amended Budget: 6,914,981
Line Item Budget: 4,924,951
Actual to Line Item: 71.2%

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Support Services
Gen., M., PPEL
Noninstructional
Man., F.S., B.C., Fiber Optics
Other
AEA, PPEL, D.S., M.
Subtotal
Total

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2,974,115
2,185,557
73.5%
536,268
543,762
427,996
78.7%
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3,659,000
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16.16%
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<td>0064398</td>
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<td>0064410</td>
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<td>0064435</td>
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<td>0064439</td>
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<td>TRAVEL</td>
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<td>0064441</td>
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Fund Total: 17,422.54
### Fund: 51 SCHOOL NUTRITION FUND

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<td>0064224</td>
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<td>0064269</td>
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<td>FEES</td>
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<td>0064282</td>
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<td>0064284</td>
<td>ECOLAB</td>
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<td>0064295</td>
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<td>0064307</td>
<td>HAWKEYE FOOD</td>
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<td>0064321</td>
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<tr>
<td>0064322</td>
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<td>SERV.</td>
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<td>0064330</td>
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<td>0064335</td>
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<td>0064354</td>
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<td>0064357</td>
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Fund Total: 32,479.00

### Fund: 52 DAY CARE FUND

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<td>0064202</td>
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Fund Total: 328.19

### Fund: 76 AGENCY FUND

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<td>0064301</td>
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<td>0064176</td>
<td>DAVID A LANG</td>
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Fund Total: 1,013.19
### Adel-DeSoto-Minburn Community School District
### APRIL 2003
### Payroll Report

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<td><strong>GAME MANAGER/SCOREKEEPER</strong></td>
<td>H. DEBERG</td>
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<td>M. TRYON</td>
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<td>R. TRYON</td>
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<tr>
<td><strong>TOTAL</strong></td>
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| **MAINTENANCE & REPAIRS**         | J. ERICKSON     | $209.00 |
| **TOTAL**                         |                 | $209.00 |

| **TUTORING**                      |                 |         |
| J. BANSE                          |                 | $112.00 |
| R. BRAUN                          |                 | $140.00 |
| L. BRENNER                        |                 | $288.00 |
| J. ERNST                          |                 | $120.00 |
| C. MESTDAGH                       |                 | $60.00  |
| L. MILLSAP                        |                 | $36.00  |
| C. PARTON                         |                 | $32.00  |
| R. ROBERTS                        |                 | $60.00  |
| N. SIMPSON                        |                 | $176.00 |
| A. STARMAN                        |                 | $292.00 |
| A. WELCH                          |                 | $1,144.00|
| C. WINTERBOER                     |                 | $368.00 |
| **TOTAL**                         |                 | $2,828.00|

**GRAND TOTAL** $3,878.44
Adel-DeSoto-Minburn Community School District  
Cash Receipts & Expenditures  
Recapitulation of Funds - March 2003  
Governmental Funds

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<th>Transaction</th>
<th>Amount</th>
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<td>Receipts, March</td>
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<td>Receipts, March</td>
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<td>Expenditures, March</td>
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<tr>
<td>Student Activity Fund</td>
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Adel-DeSoto-Minburn Community School District  
Cash Receipts & Expenditures  
Recapitulation of Funds - March 2003  
Proprietary Funds  
Enterprise Funds

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<td><strong>Agency Fund</strong></td>
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## GOVERNMENTAL FUNDS REVENUE

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<th></th>
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<th>TO DATE</th>
<th>BUDGET</th>
<th>75.0% OF BUDGET</th>
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<tr>
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<tr>
<td>Local Sources</td>
<td>$2,172,076.85</td>
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<td>$2,323,417.39</td>
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<td>84,775.36</td>
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## GOVERNMENTAL FUNDS EXPENDITURES

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<th>THIS MONTH</th>
<th>TO DATE</th>
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<th>75.0% OF BUDGET</th>
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</thead>
<tbody>
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<td>Restrict Wide</td>
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<td>925,767.15</td>
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</tr>
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<td>Minburn Elementary</td>
<td>470,948.57</td>
<td>63,282.59</td>
<td>534,231.16</td>
<td>756,012.00</td>
<td>70.7%</td>
</tr>
<tr>
<td>ADEL Elementary</td>
<td>898,663.27</td>
<td>121,232.67</td>
<td>1,019,895.94</td>
<td>1,482,226.00</td>
<td>69.8%</td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>$6,288,166.85</td>
<td>$754,005.63</td>
<td>$7,042,172.48</td>
<td>$9,883,289.00</td>
<td>71.3%</td>
</tr>
<tr>
<td><strong>SPECIAL REVENUE FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management Fund</td>
<td>$153,781.77</td>
<td>(174.00)</td>
<td>$153,607.77</td>
<td>$153,789.00</td>
<td>99.9%</td>
</tr>
<tr>
<td>Physical Plant &amp; Equip. Fund</td>
<td>233,855.44</td>
<td>16,687.79</td>
<td>250,543.23</td>
<td>238,107.00</td>
<td>105.2%</td>
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<tr>
<td>Student Activity Fund</td>
<td>87,336.72</td>
<td>8,735.02</td>
<td>96,071.74</td>
<td>194,552.00</td>
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<tr>
<td>Debt Service Fund</td>
<td>2,595,593.82</td>
<td>0.00</td>
<td>2,595,593.82</td>
<td>2,986,973.00</td>
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<td><strong>SUBTOTAL</strong></td>
<td>$8,405,851.73</td>
<td>$799,109.05</td>
<td>$9,204,960.78</td>
<td>$13,986,252.00</td>
<td>73.0%</td>
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</table>

## Special Revenue Funds Expenditures

<table>
<thead>
<tr>
<th></th>
<th>PREVIOUS</th>
<th>THIS MONTH</th>
<th>TO DATE</th>
<th>BUDGET</th>
<th>75.0% OF BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUND</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL ALL FUNDS</strong></td>
<td>$9,718,874.08</td>
<td>$822,688.27</td>
<td>$10,541,572.35</td>
<td>$13,998,050.00</td>
<td>69.4%</td>
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</tbody>
</table>
## Monthly Activity Fund Balance Report

**For Period Ending March 31**

### FUND: 10 GENERAL FUND

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Name</th>
<th>Beg Balance</th>
<th>Expenses</th>
<th>Revenues</th>
<th>Bal Chng</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 771 001 9010</td>
<td>ADULT ED FUND BALANCE</td>
<td>2,999.61</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>2,999.61</td>
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<tr>
<td>10 771 001 9090</td>
<td>INSTRUMENT RENTAL FUND BALANCE</td>
<td>3,155.36</td>
<td>36.85</td>
<td>55.00</td>
<td>0.00</td>
<td>3,173.51</td>
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<td>10 771 001 9180</td>
<td>PADLOCKS FUND BALANCE</td>
<td>595.81</td>
<td>0.00</td>
<td>4.50</td>
<td>0.00</td>
<td>600.31</td>
</tr>
<tr>
<td>10 771 001 9190</td>
<td>TOWELS FUND BALANCE</td>
<td>15,439.24</td>
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<td>16.00</td>
<td>0.00</td>
<td>15,455.24</td>
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<tr>
<td>10 771 001 9200</td>
<td>NURSE DONATIONS FUND BALANCE</td>
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<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>200.00</td>
</tr>
<tr>
<td>10 771 001 9220</td>
<td>HS ART RESALE FUND BALANCE</td>
<td>-1,529.61</td>
<td>29.95</td>
<td>0.00</td>
<td>0.00</td>
<td>-1,559.56</td>
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<td>10 771 001 9235</td>
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<td>10 771 001 9250</td>
<td>HS MUSIC FEES FUND BALANCE</td>
<td>6,919.96</td>
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<td>25.00</td>
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<td>7,296.16</td>
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<td>10 771 001 9270</td>
<td>HS METALS RESALE FUND BALANCE</td>
<td>677.75</td>
<td>163.84</td>
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<td>560.91</td>
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<tr>
<td>10 771 001 9280</td>
<td>HS WOODS RESALE FUND BALANCE</td>
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<td>500.00</td>
<td>0.00</td>
<td>-1,196.58</td>
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<tr>
<td>10 771 001 9310</td>
<td>HS STAFF LOUNGE FUND BALANCE</td>
<td>3,601.08</td>
<td>312.93</td>
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<td>0.00</td>
<td>3,288.15</td>
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<tr>
<td>10 771 001 9360</td>
<td>HS STUDENT PARKING FUND BAL</td>
<td>11,668.52</td>
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<td>0.00</td>
<td>0.00</td>
<td>11,668.52</td>
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<tr>
<td>10 771 001 9370</td>
<td>HS CLASS COMPOSITE FUND BAL</td>
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<td>0.00</td>
<td>0.00</td>
<td>3,735.00</td>
</tr>
<tr>
<td>10 771 001 9380</td>
<td>MS CONTRIBUTIONS FUND BAL</td>
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<td>253.20</td>
<td>0.00</td>
<td>253.20</td>
</tr>
<tr>
<td>10 771 001 9390</td>
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<td>191.65</td>
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<td>0.00</td>
<td>62.84</td>
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<tr>
<td>10 771 001 9400</td>
<td>MS BOOK FAIR FUND BAL</td>
<td>428.96</td>
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<td>0.00</td>
<td>0.00</td>
<td>428.96</td>
</tr>
<tr>
<td>10 771 001 9410</td>
<td>MS STAFF LOUNGE FUND BAL</td>
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<td>141.41</td>
<td>0.00</td>
<td>3,212.32</td>
</tr>
<tr>
<td>10 771 001 9430</td>
<td>AE PACT FUND BALANCE</td>
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<td>3,743.42</td>
<td>234.16</td>
<td>0.00</td>
<td>3,214.33</td>
</tr>
<tr>
<td>10 771 001 9450</td>
<td>AE CONTRIBUTIONS FUND BAL</td>
<td>2,945.14</td>
<td>112.17</td>
<td>621.38</td>
<td>0.00</td>
<td>3,454.35</td>
</tr>
<tr>
<td>10 771 001 9460</td>
<td>AE BOOK FAIR FUND BAL</td>
<td>1,688.44</td>
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<td>0.00</td>
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<td>1,688.44</td>
</tr>
<tr>
<td>10 771 001 9470</td>
<td>AE STAFF LOUNGE FUND BAL</td>
<td>2,450.14</td>
<td>231.09</td>
<td>50.97</td>
<td>0.00</td>
<td>2,270.02</td>
</tr>
<tr>
<td>10 771 001 9480</td>
<td>DS CONTRIBUTIONS FUND BAL</td>
<td>772.70</td>
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<td>43.50</td>
<td>0.00</td>
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</tr>
<tr>
<td>10 771 001 9490</td>
<td>DS BOOK FAIR FUND BAL</td>
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<td>-1,091.39</td>
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<tr>
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<td>0.00</td>
<td>3,481.01</td>
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<td>ME BAND RESALE FUND BAL</td>
<td>42.45</td>
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<td>25.65</td>
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<tr>
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<td>ME STAFF LOUNGE FUND BAL</td>
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<td>78.30</td>
<td>265.00</td>
<td>0.00</td>
<td>813.12</td>
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</tbody>
</table>

**Fund Total:**

|                     |                     | 75,683.90  | 10,378.69 | 2,743.84 | 0.00 | 68,049.05 |

---
### Monthly Activity Fund Balance Report

**FOR PERIOD ENDING MARCH 31**

#### FUND: 21 STUDENT ACTIVITY FUND

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Name</th>
<th>Beg Balance</th>
<th>Expenses</th>
<th>Revenues</th>
<th>Bal Chng</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 769 001 7200</td>
<td>INTEREST FUND BALANCE</td>
<td>9,045.64</td>
<td>0.00</td>
<td>70.59</td>
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<td>9,116.23</td>
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<tr>
<td>21 769 109 6645</td>
<td>HS CC FUND BALANCE</td>
<td>1,140.77</td>
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<tr>
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<td>HS GOLF FUND BALANCE</td>
<td>1,631.95</td>
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<tr>
<td>21 769 109 6675</td>
<td>HS CO-ED WEIGHT PROG FUND BAL</td>
<td>500.00</td>
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<td>0.00</td>
<td>389.00</td>
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<tr>
<td>21 769 109 6710</td>
<td>HS BBB FUND BALANCE</td>
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<td>0.00</td>
<td>5,210.41</td>
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<tr>
<td>21 769 109 6720</td>
<td>HS FOOTBALL FUND BALANCE</td>
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<td>9,609.94</td>
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<td>21 769 109 7150</td>
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<td>19,139.87</td>
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<td>104,527.69</td>
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</table>

**FUND TOTAL:** 94,122.84 8,735.02 19,139.87 0.00 104,527.69