Facility Review Recommendation

A Facility Review Recommendation and Action Plan was developed and is comprised of several parts which include a list of recommended building improvements, projected project costs, historical enrollment data, utility and maintenance costs and recommendations for building changes and closures. The plan and recommendations were created to minimize facility costs while at the same time providing the school district with a sequence of events that will allow the district to function with its normal education programs and available funds. This report includes two different recommendations for building closures for the Adel DeSoto Minburn School Board to consider with a preference for one over the other.

This Facility Recommendation will accomplish the following goals:

- Maximize current building use.
- Improve district energy efficiency.
- Keep the students safe.
- Minimize initial construction needs.
- Positive general fund budget impact.
- Consider alternative building uses.
- Allow the district to function both in the short and long term without disruption.
- Provide a plan that has consensus and allow the community to move forward.

The highlights of the Facility Recommendation are:

- Moves ninth graders to the existing High School.
- Consolidates grade levels and age appropriate resources in the same buildings.
- Reduces maintenance and energy expenditures incurred by the general fund.
- Recommends the closure of two attendance centers.
- Identifies future facility improvements and does not rely on temporary or portable classrooms.
Facility Review Recommendation (continued)

Facility Closure Recommendation

The recommendation to close any school is not one that is taken lightly and is made only after the appropriate research has been completed and reviewed by the stakeholders in addition to having numerous conversations with those same stakeholders. The Adel DeSoto Minburn Community School District must face several realities that will have an adverse affect on the future of the district should no action be taken to position itself for future success. The following are the realities as we have best been able to determine.

- Decreases in student enrollment over the past 10 years.
- The district has a net gain in open enrollment.
- Projected enrollments trends are flat.
- Projected enrollment gains in 2003 have not been realized.
- The district currently has excess capacity across all grade levels.
- One building, Minburn, is underutilized.
- The district has 2 older buildings that will ultimately require significant upgrades.
- The district has 2 older buildings that have been improved but will need updates.
- The current economic climate is not favorable for new housing developments.
- The Governor of Iowa has ordered a mid-year 10% across the board cut for FY 09-10.
- The prospect for the restoration of cuts in FY 10-11 remains doubtful.
- The prospect for additional funding cuts in FY 10-11 and FY 11-12 remains evident.
- Allocated funds from the state will be further reduced due to enrollment declines.
- The district has a special Cash Reserve Levy to reverse a negative solvency ratio.
- The district has realized increased operating expenses over the past 5 years.
- Reductions in operations expense, should be made be incorporated in FY 10-11.
- The district has committed, in the short term, to reducing bonds with the SILO.
- The district will need to commit future SILO to building upgrades and renovations.
- The district does not have a voter approved PPEL for infrastructure improvements.
- The district could reduce operating expenses by reducing space.
- The district should consider how to accommodate potential enrollment gains in the future.

We have developed two separate recommendations for building closure for your consideration and have a preference for Option # A over Option # B. Option # A has two parts which are not dependent upon each other and can be acted upon without adversely affecting the other.
Facility Review Recommendation (continued)

Option # A

Part 1
1. Move all Pre-K through 2nd grade programs and students to Adel Elementary School.
2. Move all 3rd through 5th grade programs and students to DeSoto Intermediate School.

Part 2
4. Move all 9th grade students to the 10-12 High School building, creating a 9-12 High School.
5. Move all 6th and 7th grade students to the 8-9 Middle School Building, creating a 6-8 Middle School.
6. Close the 6-7 Middle School building.

Estimated Costs associated with Option # A, Part 1
1. Adel Elementary, remove wall between two classrooms # 24 & # 25, $1-2,000.
2. DeSoto Intermediate, remove wall in room #109/100, move Faculty Lounge to expanded room #109, cost $1000.
3. DeSoto Intermediate, build new office space in void at left of front entrance, 155 sq ft., cost $30,000+.
5. All 3 Buildings, Moving Costs.

Estimated Costs associated with Option # A, Part 2
1. High School, create two classrooms (409A 409B) and one storage area in room 409, cost $75,000.
2. High School, Remove wall in room #109/100, move comp lab from room #204 to room #402, Joint comp lab/ICN room, cost $2000.
3. High School, convert room #212 back into full science room, cost to district $3500.
4. High School, move science from room #211 to room #208, cost $3500.
5. High School, divide room #211 into 2 gen education classrooms, 211A, 211B, cost $2500.
6. High School, divide room #110 into 2 general education classrooms, 110A, 110B, cost $2500.
7. High School, move computer lab room #806 to media center mezzanine room #803, cost $1500.
8. Middle School, convert room #806 to a science room, cost to district $35,000.
Facility Review Recommendation (continued)

Potential Cost Avoidance associated with Option # A, Part 1

1. Minburn Elementary, annual utility and maintenance costs $116,439.

Potential Cost Avoidance associated with Option # A, Part 2

1. Middle 6-7 School, annual utility and maintenance costs, $132,010.

Option # B

1. Move all 9th grade students to the 10-12 High School building, creating a 9-12 High School.
2. Move all 6th and 7th grade students to the 8-9 Middle School Building, creating a 6-8 Middle School.
3. Move all Pre-K through 2nd grade programs and students to Adel Elementary School.
4. Move all 3rd through 5th grade programs and students to the vacated 6-7 Middle School Building.

Estimated Costs associated with Option # B

1. It is initially anticipated that very few modifications would need to be made to accommodate the 3rd through 5th grade students.

Potential Cost Avoidance associated with Option # B

1. Minburn Elementary, annual utility and maintenance costs $116,439.
Facility Review Recommendation (continued)

District Capacity Reduction

With the potential reduction of buildings, thereby space and capacity, the following is a summary of the district Ideal Student Capacity reductions based on the proposed options. The Ideal Capacity can be expanded by 10% to determine a building’s Maximum Capacity.

<table>
<thead>
<tr>
<th>Option</th>
<th>Current Ideal District Capacity</th>
<th>Net</th>
<th>Projected 2010 Enrollment</th>
<th>Current Ideal District Capacity</th>
<th>Net</th>
<th>Projected 2010 Enrollment</th>
<th>Current Ideal District Capacity</th>
<th>Net</th>
<th>Projected 2010 Enrollment</th>
<th>Current Ideal District Capacity</th>
<th>Net</th>
<th>Projected 2010 Enrollment</th>
<th>Current Ideal District Capacity</th>
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<th>Projected 2010 Enrollment</th>
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<td>1961</td>
<td>Option # A, Part 2</td>
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<td>-583</td>
<td>Option # B</td>
<td>2185</td>
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<td></td>
<td></td>
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<td></td>
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<td>1961</td>
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<td>1585</td>
<td>1485</td>
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<td></td>
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<td></td>
<td>89.75% of proposed capacity</td>
<td>75.73% of proposed capacity</td>
<td>81.33% of proposed capacity</td>
<td>92.69% of proposed capacity</td>
<td>93.69% of proposed capacity</td>
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<td>75.73% of proposed capacity</td>
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<td>81.33% of proposed capacity</td>
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<td>92.69% of proposed capacity</td>
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<td>93.69% of proposed capacity</td>
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</table>
Facility Review Recommendation (continued)

District Space (Sq. Ft.) per Student

A typical school district would have less than 200 square feet per student total. By example, the Des Moines school district has approximately 31,000 students in 60+ buildings and less than 190 square feet per student. The Adel DeSoto Minburn Community School District currently has 276 square feet per student. With Option # A, Parts 1 & 2, the resultant square footage per student would be 204 square feet per student and with Option # B the square footage per student would be reduced to 212.

<table>
<thead>
<tr>
<th></th>
<th>Projected 2010 Enrollment</th>
<th>Current District Space</th>
<th>Current District Space per Student</th>
<th>Option # A, Part 1</th>
<th>Total Space</th>
<th>Reduction in Space</th>
<th>Proposed District Space per Student</th>
<th>Reduction of Space per Student</th>
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<tr>
<td></td>
<td></td>
<td>1485</td>
<td>410,256 Sq. Ft.</td>
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<td>356,767</td>
<td>-53,489 Sq. Ft.</td>
<td>276 Sq. Ft. / Student</td>
<td>-13.04%</td>
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<td></td>
<td>356,306</td>
<td>-53,950 Sq. Ft.</td>
<td>240 Sq. Ft. / Student</td>
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<td></td>
<td>302,817</td>
<td>-107,439 Sq. Ft.</td>
<td>204 Sq. Ft. / Student</td>
<td>-26.18%</td>
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<td></td>
<td>315,182</td>
<td>-95,074 Sq. Ft.</td>
<td>212 Sq. Ft. / Student</td>
<td>-23.17%</td>
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</table>

Option # A, Parts 1 & 2

Total Space 302,817 Sq. Ft.
Reduction in Space -107,439 Sq. Ft.
Proposed District Space per Student 204 Sq. Ft. / Student
Reduction of Space per Student -26.18%
Facility Review Recommendation (continued)

District Utility and Maintenance Costs Reduction

With the potential reduction of buildings, utility costs and maintenance can be reduced. Allowances for maintaining a minimal temperature in vacant buildings have been included. The reality is that the cost to heat and cool buildings is determined by space, building type, occupant loads and use of the buildings. The cost to the district in terms of $ per square foot will not be significantly altered. However the cost per student should be significantly lowered because the number of students per building will be increased.

Option # A, Part 1
Cost per Square Foot: $2.67
Percent Change: 2.5%
Cost per Student: $642.38
Potential Cost Avoidance: $116,439

Option # A, Part 2
Cost per Square Foot: $2.63
Percent Change: 0.9%
Cost per Student: $631.04
Potential Cost Avoidance: $132,010

Option # A, Parts 1 & 2
Cost per Square Foot: $2.71
Percent Change: 4.0%
Cost per Student: $552.74
Potential Cost Avoidance: $248,449

Option # B
Cost per Square Foot: $2.67
Percent Change: 2.2%
Cost per Student: $566.11
Potential Cost Avoidance: $229,699

2008 District Utility & Maintenance Cost: $1,070,367
Cost per Square Foot: $2.61
Cost per Student: $729.13
Facility Review Recommendation (continued)

Additional Considerations

**Bus Transportation.** With the closure of Minburn in Option # A, some consideration and further study will need to be given to transporting 3rd through 5th grade students to DeSoto. Currently students are transported from Adel to Minburn and it is assumed that the same bus service can be provided for the Minburn Pre-K through 2nd grade students to Adel Elementary. Essentially the same bus service to be provided in reverse. However the 3rd through 5th grade students will need to be transported to DeSoto and that would involve a longer bus ride and is further lengthened if transfers are required in Adel. The feasibility of a direct shuttle bus from Minburn to DeSoto should be studied.

With Option # A, the current bus transfers that take place at the 6-7 Middle School would need to be moved to the High School complex. It is assumed that the bus transfers could take place along the high school building side of the west parking lot, there by not blocking the main east-west through fare on the north side of the building.

With Option # B, additional bus service may need to be provided for the 3rd through 5th graders in DeSoto to be transferred to Adel in addition to the service required for Minburn students being transferred to Adel. Longer direct shuttle routes between Minburn and DeSoto would not be required.

**Barker Guidelines.** The State Department of Education has in the past used a set of guidelines for school districts to consider when giving consideration to the closing of school attendance centers. Recently, however, the Iowa Supreme Court has brought into question the legality of the Barker guidelines and the Adel DeSoto Minburn Community School District Board of Education would be wise to consult with their attorney for legal advice on the issue.

The guidelines are:

- A timeline should be established in advance for the carrying out of procedures involved in making an important decision. All aspects of such a timeline would naturally focus upon the anticipated date that the Board of Directors would make its final decision in the matter.

- All segments of the community in the school district should be informed that a particular important decision is under consideration by the Board of Directors.

- The public should be involved in providing sufficient input into the study and planning involved in important decision making.

- Sufficient research, study and planning should be carried out by the board and groups and individuals selected by the board. Such things as student enrollment statistics, transportation costs, financial gains and losses, program offerings, plant facilities, and staff assignment need to be considered.
Facility Review Recommendation (continued)

Barker guidelines continued:

- There should be an open and frank public discussion of the facts and issues involved. A proper record should be made of all the steps taken in the making of the decision.

- The final decision must be made in an open, public meeting and a record be made thereof.

Other additional considerations for this recommendation include that the plan does not rely on the use of portable classrooms or transitional space to accommodate the anticipated moves. In addition, the district will need to maintain a minimal level of heat in any closed buildings in order to maintain the integrity of the structure until disposed of.

The district should entertain collaborative efforts with the cities, Minburn and Adel, or Dallas County to determine the best community use for any buildings that are disposed of. Discussions should consider the potential use of the gymnasiums with 28-E Agreements for their use. Community use of these facilities could include:

- Community Recreational Centers
- Senior Citizen and Meal Centers
- City or County Office Buildings to replace rental space
- Parks
- Early Childhood Centers
- Community Social Services or Agencies
- Any combination of the above

Future Renovation Projects based on the building needs assessments required to bring the buildings to a standard that will require routine maintenance for the next 20 years. These projects should be planned for within the next 5 to 7 years when the Local Option Sales Tax funds become available for use once the General Obligation and Revenue Bonds are retired. The total cost is from $11,000,000 to $15,500,000:

- Adel Elementary $2,000,000 to $2,500,000
- Minburn Elementary $2,000,000 to $2,500,000
- DeSoto Intermediate $3,000,000 to $3,500,000
- 6-7 Middle School $4,500,000 to $5,000,000
- 8-9 Middle School $0
- 10-12 High School $1,500,000 to $2,000,000
Utility & Maintenance Costs with Option A, Part 1, Minburn Closed

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<tbody>
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<td>350</td>
<td>$29,526.59</td>
<td>$30,433.18</td>
<td>$59,959.77</td>
<td>$55,522</td>
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<tr>
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<td>$16,613.01</td>
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<tr>
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<td>232</td>
<td>$7,196.34</td>
<td>$39,422.59</td>
<td>$46,618.93</td>
<td>81,911</td>
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<td>334</td>
<td>$10,876.43</td>
<td>$54,582.78</td>
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<td>$275,752.15</td>
<td>356,767</td>
<td>$0.77</td>
<td>185.69%</td>
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</tr>
</thead>
<tbody>
<tr>
<td>Adel Elementary 1608 Grove Street</td>
<td>350</td>
<td>$55,522.00</td>
<td>$65,930.00</td>
<td>$121,452.00</td>
<td>$55,522</td>
<td>$2.19</td>
<td>115.08%</td>
</tr>
<tr>
<td>Minburn 618 5th Street</td>
<td></td>
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<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>DeSoto Intermediate 317 Spruce St.</td>
<td>340</td>
<td>$41,585.00</td>
<td>$54,033.50</td>
<td>$95,618.50</td>
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<td>$678,176.00</td>
<td>356,767</td>
<td>$1.90</td>
<td>123.78%</td>
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</table>

Total District Maint. & Utility Costs Without Minburn & Minimal Heat: $953,928.15

Total District Maint. & Utility Costs: $1,070,367.43

Potential Cost Avoidance: $116,439.28
### Utility & Maintenance Costs with Option A, Part 2, 6-7 Closed

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<tr>
<td>Adel Elementary 1608 Grove St.</td>
<td>350</td>
<td>$65,522.00</td>
<td>$89,930.00</td>
<td>$121,452.00</td>
<td>$2.19</td>
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<td>$1.74</td>
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<td>6-7 Middle School 215 North 11th</td>
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<td>$0.00</td>
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<td>$81,911.00</td>
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<td>$1.86</td>
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**Total District Maint. & Utility Costs Without 6-7 & Minimal Heat**

- **$938,356.86**
- **$356,306**
- **$2.63**
- **$631.04**

**Total District Maint. & Utility Costs**

- **$1,070,387.43**
- **410,256**
- **$2.61**
- **$719.82**

**Potential Cost Avoidance**

- **$132,010.57**
- **-12.3%**
- **-13.2%**
- **0.9%**
- **-12.3%**
# Adel DeSoto Minburn Community School District Facility Review And Recommendations

## Utility & Maintenance Costs with Option A, Parts 1 & 2, Minburn & 6-7 Closed

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<td>DeSoto Intermediate 317 Spruce St.</td>
<td>340</td>
<td>$16,026.26</td>
<td>$16,613.01</td>
<td>$34,641.27</td>
<td>$0.63</td>
<td>99.84%</td>
<td>99.77%</td>
</tr>
<tr>
<td>6-7 Middle School 215 North 11th</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6-8 Middle School 801 Nile Kinnick</td>
<td>352</td>
<td>$7,196.34</td>
<td>$39,422.69</td>
<td>$46,619.03</td>
<td>$0.57</td>
<td>68.22%</td>
<td>77.95%</td>
</tr>
<tr>
<td>9-12 High School 801 Nile Kinnick</td>
<td>445</td>
<td>$10,876.43</td>
<td>$59,582.68</td>
<td>$70,459.11</td>
<td>$0.57</td>
<td>68.22%</td>
<td>93.19%</td>
</tr>
<tr>
<td>District Totals</td>
<td>1,487</td>
<td>$65,627.62</td>
<td>$146,021.48</td>
<td>$212,649.08</td>
<td>$302,817</td>
<td>$0.83</td>
<td>116.36%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>Adel Elementary 1608 Grove St.</td>
<td>350</td>
<td>$55,522.00</td>
<td>$65,930.00</td>
<td>$121,452.00</td>
<td>$2.19</td>
<td>116.36%</td>
<td>90.64%</td>
</tr>
<tr>
<td>Minburn Elementary 618 5th St.</td>
<td></td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DeSoto Intermediate 317 Spruce St.</td>
<td>340</td>
<td>$41,585.00</td>
<td>$54,033.50</td>
<td>$95,618.50</td>
<td>$2.30</td>
<td>122.31%</td>
<td>73.46%</td>
</tr>
<tr>
<td>6-7 Middle School 215 North 11th</td>
<td></td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6-8 Middle School 801 Nile Kinnick</td>
<td>352</td>
<td>$61,911.00</td>
<td>$81,482.00</td>
<td>$163,393.00</td>
<td>$1.99</td>
<td>106.11%</td>
<td>121.25%</td>
</tr>
<tr>
<td>9-12 High School 801 Nile Kinnick</td>
<td>445</td>
<td>$123,799.00</td>
<td>$168,805.00</td>
<td>$292,604.00</td>
<td>$1.53</td>
<td>81.13%</td>
<td>110.83%</td>
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<tr>
<td>District Totals</td>
<td>1,487</td>
<td>$302,817.00</td>
<td>$286,451.50</td>
<td>$589,268.50</td>
<td>302,817</td>
<td>$1.88</td>
<td>93.82%</td>
</tr>
</tbody>
</table>

### Total District Maint. & Utility Costs
- **$821,917.58**
  - Without 6-7 & Minburn & Minimal Heat: **$1,070,367.43**
  - Potential Cost Avoidance: **$248,449.85**

---

**Note:** Includes Shared Space.

*ICAT* Construction Advocate Team
## Utility & Maintenance Costs with Option B, Minburn & DeSoto Closed

<table>
<thead>
<tr>
<th></th>
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<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
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<td>350</td>
<td>$29,526.59</td>
<td>$30,403.18</td>
<td>$59,929.77</td>
<td>55,522</td>
<td>$1.08</td>
<td>111.81%</td>
<td>$171.23</td>
<td>94.66%</td>
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<td>$0.00</td>
<td>$20,000.00</td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DeSoto Intermediate, 317 Spruce St.</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$17,000.00</td>
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<td></td>
<td></td>
<td></td>
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<tr>
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<td>$29,450.11</td>
<td>$14,652.98</td>
<td>$44,103.07</td>
<td>53,950</td>
<td>$0.82</td>
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<td>$129.71</td>
<td>74.73%</td>
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<td>6-8 Middle School, 801 Nile Kinnick, 801 Nile Kinnick</td>
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<td>$7,186.94</td>
<td>$39,422.59</td>
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<td>$0.57</td>
<td>69.50%</td>
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<td>9-12 High School, 801 Nile Kinnick</td>
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<td>$10,876.43</td>
<td>$59,582.88</td>
<td>$70,459.31</td>
<td>123,799</td>
<td>$0.57</td>
<td>69.50%</td>
<td>$158.34</td>
<td>91.22%</td>
</tr>
<tr>
<td><strong>District Totals</strong></td>
<td><strong>1,487</strong></td>
<td><strong>$77,049.47</strong></td>
<td><strong>$144,061.41</strong></td>
<td><strong>$221,100.88</strong></td>
<td><strong>315,182</strong></td>
<td><strong>$0.82</strong></td>
<td><strong>109.22%</strong></td>
<td><strong>$173.58</strong></td>
<td><strong>91.22%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Adel Elementary, 1608 Grove St.</td>
<td>350</td>
<td>$55,522.00</td>
<td>$65,930.00</td>
<td>$121,452.00</td>
<td>55,522</td>
<td>$2.19</td>
<td>118.35%</td>
<td>$347.01</td>
<td>88.46%</td>
</tr>
<tr>
<td>Minburn, 618 5th St.</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DeSoto Intermediate, 317 Spruce St.</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6-7 Middle School, 215 North 11th</td>
<td>229</td>
<td>$53,950.00</td>
<td>$54,957.50</td>
<td>$108,907.50</td>
<td>53,950</td>
<td>$2.02</td>
<td>102.22%</td>
<td>$475.68</td>
<td>121.23%</td>
</tr>
<tr>
<td>6-8 Middle School, 801 Nile Kinnick</td>
<td>232</td>
<td>$81,911.00</td>
<td>$81,482.00</td>
<td>$163,393.00</td>
<td>81,911</td>
<td>$1.99</td>
<td>107.92%</td>
<td>$704.28</td>
<td>179.53%</td>
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<td>9-12 High School, 801 Nile Kinnick</td>
<td>334</td>
<td>$123,799.00</td>
<td>$65,006.00</td>
<td>$188,805.00</td>
<td>123,799</td>
<td>$1.53</td>
<td>82.51%</td>
<td>$565.28</td>
<td>144.10%</td>
</tr>
<tr>
<td><strong>District Totals</strong></td>
<td><strong>1,485</strong></td>
<td><strong>$315,182.00</strong></td>
<td><strong>$267,375.50</strong></td>
<td><strong>$582,557.50</strong></td>
<td><strong>315,182</strong></td>
<td><strong>$1.85</strong></td>
<td><strong>93.10%</strong></td>
<td><strong>$392.29</strong></td>
<td><strong>114.10%</strong></td>
</tr>
</tbody>
</table>

### Total District Maint. & Utility Costs
- **$840,666.38**
- **$315,182**
- **$2.67**
- **$505.11**

### Without Minburn, DeSoto & Minimal Heat
- **$1,070,367.43**
- **410,256**
- **$2.61**
- **$720.79**

### Potential Cost Avoidance
- **$229,699.05**
- **-21.6%**
- **-23.2%**
- **2.1%**
- **-21.5%**
GRADUATION REQUIREMENTS ISSUANCE

A. In lieu of taking all credits at Adel DeSoto Minburn, the following options exist:

1. A student who has dropped out of the Adel DeSoto Minburn High School or who has failed to earn any credits for one or more semesters or who is attempting to graduate early may earn up to six credits (required and elective) through correspondence courses through the Adult High School Diploma Program of Des Moines Area Community College, or other pre-approved program.

2. A student who has failed one or more required courses may earn credit for the failed course(s) through correspondence courses or through the Adult High School Diploma Program of Des Moines Area Community College, or other pre-approved program through successfully retaking the course(s) or other pre-approved program.

3. A student who transfers from an accredited education program may be granted credit for courses previously taken.

4. Students who transfer into Adel DeSoto Minburn High School from non-accredited educational programs (including “home school”) will be required to earn 44 Adel DeSoto Minburn High School credits as designated by board policy if they desire to receive an Adel DeSoto Minburn diploma. Some of these credits may be earned by performance testing for credit.

5. A student in a pre-approved alternative school program may transfer additional correspondence courses with approval of the principal.

Approved 5/8/95                    Reviewed 1/11/10                   Revised 1/11/10

ADEL DESOTO MINBURN COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS
ADM ALTERNATIVE PROGRAM GRADUATION REQUIREMENTS

Students must successfully complete the courses required by the board in order to graduate with a Level II Diploma. Students must successfully complete each grade level, grade one (1) through grade twelve (12), and complete the required course of study prior to graduation as determined by the board and by the Iowa Department of Education.

It shall be the responsibility of the superintendent to ensure that students complete grades one (1) through twelve (12) and that high school students complete 34* credits prior to graduation. At least four (4) six (6) of the 34 credits must be successfully completed while attending ADM.

*The following credits will be required Level II Diploma credit requirements:

- Language Arts: 8 credits
- Science: 4.6 credits (6 beginning class of 2011)
- Mathematics: 4.6 credits (6 beginning class of 2008)
- Social Studies: 6.7 credits (7 beginning class of 2010)
- Electives: 12.7 credits (10 in 2008, 9 in 2010, 7 in 2011)

Students at the learning center are not required to take physical education.

Graduation requirements for special education students will be in accordance with the prescribed course of study as described in their Individualized Education Program (IEP). Each student's IEP will include a statement of the projected date of graduation at least eighteen (18) months in advance of the projected date and the criteria to be used in determining whether graduation will occur. Prior to the special education student's graduation, the IEP team shall determine whether the graduation criteria have been met.

High school courses offered in grade eight (8) may receive high school credit.

The board will review the required courses of study annually.

Approved 2/14/05 Reviewed 1/14/10 Revised 1/14/10

ADEL DESOTO MINBURN COMMUNITY SCHOOL DISTRICT BOARD OF DIRECTORS
ADM ALTERNATIVE PROGRAM GRADUATION REQUIREMENTS ISSUANCE

A. Students enrolled in the Alternative Program may receive credits toward graduation by an ADM Level II Diploma:

1. Credits earned while attending ADM High School

2. Transferring credits from an accredited education program for courses previously taken.

3. Completing the requirements of courses taken through the Adult High School Diploma Program of the Des Moines Area Community College, or other pre-approved program.

4. Completing the requirements of courses provided by another accredited organization or institution as long as they are approved in advance by the Principal of ADMHS. These could include on-line, ICN or ILO courses, computer based instruction, and other correspondence courses.

B. Students who transfer into the Adel DeSoto Minburn Alternative Program from a non-accredited educational program (including “home school”) will be required to earn 34 credits as designated by board policy if they desire to receive an Adel DeSoto Minburn Alternative Program diploma. Some of these credits may be earned by performance testing for credit.

C. Students in the Alternative Program will not be eligible for academic honors at ADM High School, and their grades will not be used in determining overall grade point average or class rank.

D. Other guidelines:

- Students would only be eligible to be considered for the Level II Diploma after completing the 10th grade unless significant circumstances as determined by the at-risk team necessitate earlier eligibility.
- A request must be made in writing by the parent and/or student with parent signature stating the reasons. The at-risk team will make a recommendation, with the final decision being made by the principal and superintendent.
- The Level II Diploma will not be allowed for students graduating early. This is to allow the student to be able to graduate with their class.
- An alternative and/or reduced schedule may be allowed.
- Considerations for varying schedules and courses counted for graduation may be given for students that have a substantial disruption in his/her life.
- Students earning a Level II Diploma will be eligible to participate in ADM graduation ceremonies.
- The diploma will indicate ADM Level II Diploma.
GRADUATION REQUIREMENTS

Students must successfully complete the courses required by the board and Iowa Department of Education in order to graduate.

It is the responsibility of the superintendent to ensure that students complete grades one (1) through twelve (12) and that high school students complete 44 credits prior to graduation. **Graduates in 2014 will complete 46 credits.**

The following credits will be required **for a regular diploma:**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language Arts</td>
<td>8</td>
</tr>
<tr>
<td>Science</td>
<td>4 &amp; 6</td>
</tr>
<tr>
<td>Mathematics</td>
<td>6</td>
</tr>
<tr>
<td>Social Studies</td>
<td>6 &amp; 7</td>
</tr>
<tr>
<td>Computer</td>
<td>1</td>
</tr>
<tr>
<td>P.E.</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>15</td>
</tr>
</tbody>
</table>

The required courses of study will be reviewed by the board annually.

Graduation requirements for special education students will be in accordance with the prescribed course of study as described in their Individualized Education Program (IEP).

**Requirements for Honors Diploma**

**ADM also offers an Honors Diploma starting in 2011.**

**Total credits required: 52**

**Required Courses:**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language Arts</td>
<td>Must include British Literature AND American Literature</td>
</tr>
<tr>
<td>Math</td>
<td>Must include Advanced Math OR Calculus OR Statistics</td>
</tr>
<tr>
<td>Science</td>
<td>Must include Physics</td>
</tr>
<tr>
<td>Foreign Language</td>
<td>3 years of French or Spanish, 4th year recommended</td>
</tr>
<tr>
<td>Grade Point Average</td>
<td>3.5 or higher</td>
</tr>
</tbody>
</table>

Approved 5/8/95  Reviewed 1/11/10  Revised 1/11/10
We invite all parents to respond the following questions. Your input is helpful.

1 Check all that apply.
- I am a parent of a student at Adel Elementary.
- I am a parent of a student at Minburn Elementary.
- I am a parent of a student at DeSoto Intermediate.
- I am a parent of a student in grades 6 or 7.
- I am a parent of a student in grades 8 or 9.
- I am a parent of a student at ADM High School.

2 My student has access to appropriate technology in their school building.
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree
   - I Don't Know

3 My student feels safe at their school building.
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

4 In my student's school building, bullying and harassment among students is not a problem.
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

5 My student feels safe on the school bus.
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree
6 On the school bus, bullying and harassment among students is not a problem.
   Strongly Agree
   Agree
   Disagree
   Strongly Disagree

7 During the typical school week, how often does your student eat breakfast prior to arriving at school?
   0 days
   1 day
   2 days
   3 days
   4 days
   5 days

8 To what extent are you familiar with ADM's school breakfast program?
   I know about the program and my student uses it
   I know about the program, but my student does not use it
   I don't know about the program, but am interested in knowing more
   I don't know about the program, and do not need more information
9 During the typical school week, how often does your student eat breakfast at school?
   0 days
   1 day
   2 days
   3 days
   4 days
   5 days

10 What is your view on the discipline in your student's school building?
   Too strict
   About right
   Not strict enough

Comments

11 Teachers in my student's school appear to believe all kids can learn.
   Strongly Agree
   Agree
   Disagree
   Strongly Disagree

12 How much communication do you receive about your student's academic progress?
   I receive enough communication about my child's progress.
   I receive some communication about my child's progress.
   I receive little to no communication about my child's progress.

13 Of the following choices, which form of communication do you think would be the most helpful addition to what ADM high school currently offers? ADM high school currently offers (XX,YY) forms of communication with parents about their students.
   XX
   XX
   XX
14 On average during the school year, how many hours per week does your student spend doing homework assignments outside of the school day?
   - 0 hours per week
   - 1-2 hours
   - 3-5 hours
   - 6-10 hours
   - 11+ hours

15 What is your opinion about the amount of time on homework reported above?
   - Too much
   - About Right
   - Not Enough

Comments

16 I am satisfied with the core READING instruction my student receives. (Quality? Amount of time? Etc?)
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

Comments
17 I am satisfied with the core MATH instruction my student receives. (Quality? Amount of time? Etc?)
   Strongly Agree
   Agree
   Disagree
   Strongly Disagree

Comments

18 I am satisfied with the general SCIENCE instruction my student receives. (Quality? Amount of time? Etc?)
   Strongly Agree
   Agree
   Disagree
   Strongly Disagree

Comments

19 I am satisfied with the general SOCIAL STUDIES instruction my student receives. (Quality? Amount of time? Etc?)
   Strongly Agree
   Agree
   Disagree
   Strongly Disagree

Comments

20 I am satisfied with the core WRITING instruction my student receives. (Quality? Amount of time? Etc?)
   Strongly Agree
   Agree
Disagree
Strongly Disagree

Comments
21. To what extent are you satisfied with the quality of your child's school?
   - Extremely satisfied
   - Satisfied
   - Dissatisfied
   - Extremely Dissatisfied

   Comments

22. What do you think are the biggest challenges the ADM district faces? Check all that apply.
   - Funding
   - Discipline
   - Declining enrollment
   - Fighting
   - Drugs
   - Aging facilities
   - Standards

SECTION BREAK

23. Parental involvement is encouraged at my student's school building.
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

24. My suggestions/opinions about school concerns are listened to.
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

25. Do you have internet access at home? (Do we want to indicate for a specific purpose here?)
   - Yes
26 I support more early release days to increase professional development opportunities for staff in the ADM. The current number of early release days is 7.
   - Strongly Agree
   - Agree
   - Disagree
   - Strongly Disagree

SECTION BREAK

If you have a student in grades 6 through 12, please answer the following questions. If you do not have a student in these grades, please move onto the next section of questions.

27 How often do you look at the JMC web-based database to check your student's grades?
   - Daily
   - Weekly
   - Monthly
   - Quarterly
   - Never

28 How often do you check the web-based School Notes system (grades 6-7) or the Wiki (grades 8-9) to find out what homework your student has?
   - Daily
   - Weekly
   - Monthly
   - Never
SECTION BREAK
Please answer the following IF YOU HAVE A STUDENT IN GRADES PK THROUGH 5
If you do not have a student in these grades, please
move onto the next section of questions.

29 My child reads at home
   Daily
   3 to 5 times weekly
   Weekly
   Less than weekly