

NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Directors
of the Adel-DeSoto Community School District will meet at 7:00 o'clock
a.m., on the 16th day of October 1984, at Supt.'s Office,
Jr-Sr High School Building, Adel, Iowa.

The tentative agenda is as follows:

SPECIAL BOARD MEETING AGENDA
SUPERINTENDENT'S OFFICE

October 16, 1984
7:00 A.M.

OPENING:

7:00 A.M. Call to order
 Roll call
 Welcome of visitors
 Emergency additions & adoption of agenda

ACTION ITEMS:

7:05 A.M. Student discipline hearing (closed session)

8:00 A.M. Adjournment

ADEL-DeSOTO COMMUNITY SCHOOL DISTRICT
215 N. 11th Street
Adel, Iowa 50003

Margaret Elliott
Secretary, Board of Education

Telephone No. 993-4283

MINUTES OF BOARD OF EDUCATION

Special Schoolhouse 7:00 A.M. October 16, 1984
 Kind of Meeting Meeting Place Time Month Day Year
 Day of Week

MEMBERS

Present

Absent

Douglas Henderson

Presiding Officer

Janice Daly

Judy Burgus

Donald Bruce

Ronald Deardorff

Timothy Hoffman

Superintendent of Schools

Margaret Elliott

Secretary-Board of Education

Marginal headings of
 items of business. Items
 may be numbered con-
 secutively.

1228-A—HAMMOND & STEPHENS CO., FREMONT, NEBR.

Call to order
 Roll call

Meeting called to order at 7:05 A.M. Present were Jan Daly, Judy Burgus and Doug Henderson, president. Absent were Donald Bruce and Ronald Deardorff. Visitors were Principal Stan Norenberg and Darrell DeReus.

Addition to
 agenda

Supt. requested that the selection of date for the November meeting be added to the agenda. Motion to approve agenda as amended was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; and Henderson-aye. Carried.

Motion for
 closed
 session

Motion to hold a closed session as provided in Section 28A.5(1)(e) of the Open Meetings Law to discuss whether to conduct a hearing to determine whether to suspend or expel a student was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; and Henderson-aye. Carried.

At 7:08 A.M., the Board moved into closed session and the tape recorder was turned on.

Return to
 open session

Motion to return to open session was made by Burgus, seconded by Daly. Burgus-aye; Daly-aye; and Henderson-aye. Carried. At 7:33 A.M., the Board returned to open session and the tape recorder was turned off.

Motion to
 expel student

Motion to expel Robert Jensen for the remainder of this school term (end of May) or until he has received such guidance, counseling and/or training, that he is no longer considered a danger to those around him, and those professionals working with Robert will attest the same was made by Burgus, seconded by Henderson. Burgus-aye; Henderson-aye; and Daly-aye. Carried.

Let the minutes show that this expulsion could be for more/less than one term, depending on whether or not the conditions of readmittance have been met.

Robert Jensen must obtain Board approval before readmittance according to Chapter 282.5 of the Code of Iowa.

Marginal headings of items of business. Items may be numbered consecutively.

Continuation of _____ board meeting held _____
Month Day Year

Marginal headings of items of business. Items may be numbered consecutively.

Continuation of special board meeting held October 16, 1984
 Month Day Year

1228-B—Hammond & Stephens Co., Fremont, Nebr.

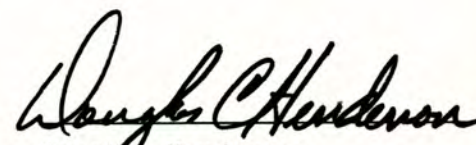
Meeting
rescheduled

Motion to reschedule the November 19th meeting to Tuesday, November 20th at 7:00 P.M. was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; and Henderson-aye. Carried.


Adjournment

Meeting adjourned at 7:35 A.M.

Minutes approved as presented


 Douglas Henderson,
 President

Date 11-20-84


 Margaret Elliott,
 Secretary

Marginal headings of
items of business. Items
may be numbered con-
secutively.

Continuation of.....board meeting held.....

Month

Day

Year

1228-B—Hammond & Stephens Co., Fremont, Nebr.

NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Directors
of the Adel-DeSoto Community School District will meet at 1:00 o'clock
p.m., on the 9th day of November 1984, at the Raccoon
Valley Bank conference room, Adel, Iowa.

The tentative agenda is as follows:

SPECIAL BOARD MEETING AGENDA
RACCOON VALLEY BANK CONFERENCE ROOM

November 9, 1984
1:00 P.M.

OPENING:

1:00 P.M. Call to order
 Roll call
 Welcome of visitors
 Emergency additions & adoption of agenda

ACTION ITEMS:

1:05 P.M. Design Development Review
 Introductory review of Building Systems and materials options
 Budget Update
 Report on survey and soils testing data
 Discuss contract documents

4:00 P.M. Adjournment

ADEL-DeSOTO COMMUNITY SCHOOL DISTRICT
215 N. 11th Street
Adel, Iowa 50003

Margaret Elliott
Secretary, Board of Education

Telephone No. 993-4283

MINUTES OF BOARD OF EDUCATION

Special Raccoon Valley Bank
Kind of Meeting Meeting Place

1:00 P.M. November 9, 1984
Time Month Day Year
Day of Week Friday

MEMBERS

Present

Absent

Doug Henderson

Presiding Officer

Ronald Deardorff

Judy Burgus

Jan Daly

Don Bruce

Tim Hoffman

Superintendent of Schools

Margaret Elliott

Secretary-Board of Education

Marginal headings of
items of business. Items
may be numbered con-
secutively.

1226-A—HAMMOND & STEPHENS CO., FREMONT, NEBR.

Call to order
Roll call

Meeting called to order. Roll call was taken. Present were Doug Henderson, Ron Deardorff and Judy Burgus. Absent were Jan Daly and Don Bruce. Visitors included Don Flater, Judd Bristow, Carol Charling, Glen Stein, architects Merle Rambo, John Blackwell and Mark Brim and construction consultant Don Mohlman.

Agenda

Motion to approve agenda was made by Deardorff, seconded by Burgus. Deardorff-aye; Burgus-aye; and Henderson-aye. Carried.

Presentation
by architects
representing
Dana, Larson
& Roubal

Architects presented information on:

1. State Fire Marshall requirements
2. Survey results
3. Soil testing
4. Floor coverings and various finish materials
5. Budget update
6. Alternate bid considerations

Motion to
authorize
bid for
project

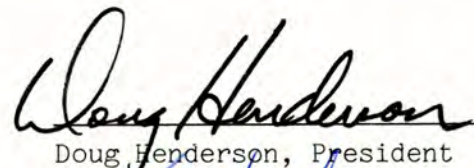
Motion to authorize Dana, Larson and Roubal to bid the project with both separate and combined contracts and to authorize additional service for such not to exceed 1 3/4% was made by Burgus, seconded by Deardorff. Burgus-aye; Deardorff-aye; and Henderson-aye. Carried.


Adjournment

Meeting adjourned at 4:40 P.M.

Minutes approved as presented

Date 11-20-84


Doug Henderson, President


Tim Hoffman, Recorder

NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Directors
of the Adel-DeSoto Community School District will meet at 7:00 o'clock
p.m., on the 20th day of November 19 84, at Library,
Jr.-Sr. High School Building, Adel, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA
HIGH SCHOOL LIBRARY

November 20, 1984
7:00 P.M.

OPENING:

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

ACTION ITEMS:

7:30 P.M. ✓ Discuss land purchase option
8:00 ✓ Discuss extension of softball lease
8:15 ✓ Resignations and discussion of Board Policy 402.4
8:30 ✓ New contract
8:35 ✓ Discuss job description for DeSoto Principal position
8:50 ✓ Student bus conduct rules
9:00 ✓ Approve policy of staff evaluation criteria
9:05 ✓ Discuss Board Policy 402.10 - local probation
9:15 ✓ Approve teacher and student handbooks for DeSoto building
9:30 ✓ Approve high school course of study
9:40 ✓ Approve cooperative wrestling program with Van Meter
9:45 Administrative reports

10:30 Adjournment

ADEL-DeSOTO COMMUNITY SCHOOL DISTRICT
215 N. 11th Street
Adel, Iowa 50003

Margaret Elliott
Secretary, Board of Education

Telephone No. 993-4283

MINUTES OF BOARD OF EDUCATION

Regular Schoolhouse 7:00 P.M. November 20, 1984
 Kind of Meeting Meeting Place Time Month Day Year
 Day of Week Tuesday

MEMBERS

Present

Absent

Douglas Henderson

Presiding Officer

Ronald Deardorff

Donald Bruce

Judy Burgus

Janice Daly

Tim Hoffman

Superintendent of Schools

Margaret Elliott

Secretary-Board of Education

Marginal headings of
 items of business. Items
 may be numbered con-
 secutively.

1228-A—HAMMOND & STEPHENS CO., FREMONT, NEBR.

Call to order	Meeting called to order. Present were Ron Deardorff, Don Bruce, and Doug Henderson, president. Judy Burgus arrived at 7:50 P.M. Visitors included Larry Crannell, Don Flater, Laura Brenner, Keith Troester, Larry Cobb, Charles Winterboer, Principals Jim Nelsen and Roger Jorgenson and Marc Stiles of the Dallas County News.
Roll call	
Approval of agenda	Discussion of land purchase option on the agenda needs to be postponed as report is not yet finalized. Motion to approve agenda as amended (postponing discussion of land purchase) was made by Deardorff, seconded by Bruce. Deardorff-aye; Bruce-aye; and Henderson-aye. Carried.
Minutes	Motion to approve minutes of October 8, October 9, October 16 and November 9 meetings as presented was made by Bruce, seconded by Deardorff. Bruce-aye; Deardorff-aye; and Henderson-aye. Carried.
Bills between meetings	Motion to approve bills between meetings totaling \$45,935.82 was made by Deardorff, seconded by Bruce. Deardorff-aye; Bruce-aye; and Henderson-aye. Carried.
Bills	Motion to approve bills totaling \$18,573.33 was made by Bruce, seconded by Deardorff. Bruce-aye; Deardorff-aye; and Henderson-aye. Carried.
Mo. Financial Reports	Monthly financial reports were reviewed and discussed. Hot lunch report was reviewed and discussed. Judy Burgus arrived at 7:50 P.M.
Welcome of visitors	President Henderson welcomed visitors and asked for concerns during Open Forum. No concerns were expressed.
Discussion of softball lease	Discussion was held regarding the extension of the softball lease. Larry Cobb and Keith Troester were present to represent the softball league. Supt. Hoffman will work with Larry Cobb to update the present lease for possible renewal at the December board meeting.

Marginal headings of
items of business. Items
may be numbered con-
secutively.

Continuation of board meeting held
Month Day Year

Marginal headings of items of business. Items may be numbered consecutively.

Continuation of regular board meeting held November 20, 1984

Month Day Year

1228-B—Hammond & Stephens Co., Fremont, Nebr.

Resignations	Supterintendent read letters of resignation from Nanci Wolfe, hot lunch staff member, and Kris Cawthorn, 6th grade teacher presently on leave of absence. Motion to accept resignations of Nanci Wolfe and Kris Cawthorn was made by Burgus, seconded by Bruce. Burgus-aye; Bruce-aye; Deardorff-aye; and Henderson-aye. Carried.
Board Policy 402.4	Board policy 402.4 was discussed. This policy allows credit only for experience during the last seven years. Further discussion will be held regarding this policy at a later date. Supt. will place an ad in the Des Moines Register to advertise Kris Cawthorn's position.
New contract	Motion to approve contract for Elizabeth (Betty) Anderson, hot lunch staff worker, to replace Nanci Wolfe was made by Deardorff, seconded by Bruce. Deardorff-aye; Bruce-aye; Burgus-aye; and Henderson-aye. Carried.
Job description for DeSoto Principal	Discussion was held regarding the job description for the DeSoto principal position. The present principal, Roger Jorgensen, will be resigning at the end of this school year. The Supt. suggested a shifting of duties because classes will soon be realigned under other principals. Additional responsibilities could include: athletic director, adult education, special education coordinator, federal programs coordinator (Chapter I, TAG, etc.). Supt. and principals are to work up list of possibilities with recommendations to present to the Board. This list should include the duties of the principals as they now stand and how the new building will affect this list.
Recess	Short recess was held at 9:12 P.M. Returned at 9:16 P.M.
Student bus conduct procedure	Discussion was held regarding student bus conduct procedure. Motion to approve Administrative Procedure Concerning Student Bus Conduct as submitted was made by Burgus, seconded by Bruce. Burgus-aye; Bruce-aye; Deardorff-aye; and Henderson-aye. Carried.
Staff evaluation criteria	Supt. presented second reading of staff evaluation criteria. Motion to approve staff evaluation criteria after the second and final reading was made by Deardorff, seconded by Burgus. Deardorff-aye; Burgus-aye; Bruce-aye; and Henderson-aye. Carried.
Board policy - 402.10 - local probation	Board policy 402.10 - local probation was discussed. Motion that Board policy 402.10 - local probation be eliminated from board policy was made by Burgus, seconded by Deardorff. Burgus-aye; Deardorff-aye; Bruce-aye; and Henderson-aye. Carried. This is the first reading. Provisions for local probation are covered by state law and this policy is no longer needed.
DeSoto teacher & student hand- books	Motion to approve teacher and student handbooks for the DeSoto building as presented with minor clerical corrections was made by Deardorff, seconded by Bruce. Deardorff-aye; Bruce-aye; Burgus-aye; and Henderson-aye. Carried.
High school course of study	Motion to approve high school course of study as presented was made by Burgus, seconded by Bruce. Burgus-aye; Bruce-aye; Deardorff-aye; and Henderson-aye. Carried.
Cooperative wrestling prog. with Van Meter	Motion to approve cooperative wrestling program with Van Meter for two years was made by Burgus, seconded by Bruce. Burgus-aye; Bruce-aye; Deardorff-aye; and Henderson-aye. Carried.

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secutively.

Continuation of.....board meeting held.....
Month Day Year

1228-B—Hammond & Stephens Co., Fremont, Nebr.

Should read:

First quarter attendance report was good - less than $3\frac{1}{2}\%$ absentee rate.

Marginal headings of items of business. Items may be numbered consecutively.

Continuation of regular board meeting held November 20, 1984
Month Day Year

1228-B—Hammond & Stephens Co., Fremont, Nebr.

Administrative reports

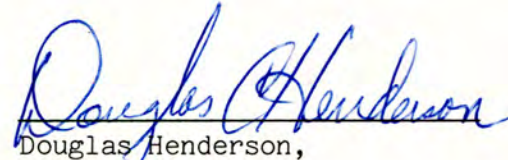
Administrative reports:

First quarter attendance report was good - less than 3½% rate. Open house at the Jr-Sr high was very successful. Supt. discussed the concept of mastery learning which was presented to the teaching staff on November 12th. Discussed a proposed wellness program for staff and eligible members through Banker's Life.

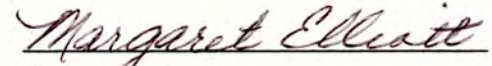
Adjournment

Meeting adjourned at 10:36 P.M.

Minutes approved as amended


Douglas Henderson,
President

Date 12/10/84


Margaret Elliott,
Secretary

Marginal headings of
items of business. Items
may be numbered con-
secutively.

Continuation of.....board meeting held.....

Month

Day

Year

1228-B—Hammond & Stephens Co., Fremont, Nebr.

APPROVED

WARRANTS DATED NOVEMBER 20, 1984

VENDOR NAME	WARRANT	AMOUNT
A-D LUMBER COMPANY	60053125	17.28
ADEL '66'	60053126	708.35
ADEL AUTO SUPPLY	60053127	26.91
ADEL SUPERMARKET	60053128	155.97
ADEL TIRE & AUTO CENTER	60053129	201.42
ADEL-DESO TO ACTIVITIES FUND	60053130	2,397.75
ADEL-DESO TO LUNCH PROGRAM	60053131	18.00
AMERICAN ECONO CLAD SERVICES	60053132	9.15
AMF, INC.	60053133	2,092.30
AREA EDUCATION AGENCY 11	60053134	1,781.65
ARTS PIANO SERVICE	60053135	80.50
B & C AUTO PARTS & SERVICE	60053136	133.52
BAKER & TAYLOR COMPANY	60053137	140.89
BALDON & SON HARDWARE	60053138	174.60
BECKLEY CARDY COMPANY	60053139	703.81
BILL'S ALL IN ONE SHOP	60053140	13.05
BOUND TO STAY BOUND BOOKS INC	60053141	2,095.87
LAURA BRENNER	60053142	18.60
BRODART INC	60053143	41.29
BYTE	60053144	21.00
CHILDRENS BOOK COMPANY	60053145	70.71
COLE SUPPLY	60053146	28.69
COMPUTE!	60053147	24.00
COMPUTER EMPORIUM INC.	60053148	40.00
COOK'S BOOK COMPANY	60053149	59.37
MICHAEL COOPER	60053150	130.56
DESO TO SKELGAS	60053151	189.75
DIAM, INC.	60053152	65.00
DIAMOND OIL COMPANY	60053153	100.68
JOHN DONNELLY	60053154	135.60
DUFFIELD & ASSOCIATES	60053155	69.62
EDDYS SUPER VALU	60053156	9.08
ELECTRICAL ENG & EQUIP CO	60053157	132.89
EMC PUBLISHING	60053158	12.50
DEANNA DRAPER	60053159	35.00
JON ENGELHARDT	60053160	39.84
FOLLETT LIBRARY BOOK CO	60053161	51.48

PAGE TOTAL

12,026.68

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

SECRETARY

APPROVED

WARRANTS DATED NOVEMBER 20, 1984

VENDOR NAME	WARRANT	AMOUNT
FULLERS STANDARD	60053162	86.45
GALE RESEARCH COMPANY	60053163	81.50
HALDIN CUSTODIAL SUPPLY	60053164	148.50
HARCOURT BRACE JOVANOVICH	60053165	58.89
HARTLEY COURSEWARE, INC.	60053166	12.00
SUSAN HEIN	60053167	10.90
THE HIGHSMITH CO INC	60053168	34.37
HIGHWAY SERVICE CORPORATION	60053169	223.20
MARY HINGTGEN	60053170	23.47
TIMOTHY HOFFMAN	60053171	225.00
IDEA PRESS	60053172	65.34
IOWA AIR FILTER INC.	60053173	86.30
IOWA ASSN OF SCHOOL BOARDS	60053174	234.28
IOWA LEGISLATIVE SERVICE BUREAU	60053175	30.00
IOWA POWER & LIGHT COMPANY	60053176	213.45
IOWAN MAGAZINE	60053177	15.00
JANUS BOOK PUBLISHERS	60053178	25.70
JON JETMUND	60053179	15.36
ROGER JORGENSEN	60053180	118.00
WILLIAM KIMBER	60053181	185.00
J S LATTA COMPANY	60053182	13.37
LUSTRO, INC.	60053183	78.00
MARK TWAIN MEDIA, INC.	60053184	54.06
C. H. MCGUINNESS CO., INC.	60053185	38.89
BOB MCINTYRE	60053186	290.16
MID STATE FORD TRUCK SALES	60053187	141.10
DAVE MILLER	60053188	60.00
MTS NORTHWEST SOUND, INC.	60053189	140.80
NASH MUSIC COMPANY	60053190	479.30
NATIONAL GEOGRAPHIC SOCIETY	60053191	10.68
NATIONAL SCHOOL PRODUCTS	60053192	42.95
JAMES NELSEN	60053193	100.00
STAN NORENBURG	60053194	193.00
OCEANS IV	60053195	66.10
PERMA-BOUND	60053196	71.86
PROFESSIONAL PUBLICATIONS, INC.	60053197	16.00
RADIO SHACK	60053198	15.08

PAGE TOTAL

3,704.06

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

SECRETARY

APPROVED

WARRANTS DATED NOVEMBER 20, 1984

VENDOR NAME	WARRANT	AMOUNT
RICHARDS SANITATION SERVICE	G0053199	61.39
FRANK RIEMAN MUSIC INC	G0053200	243.79
ROYAL OFFICE SYSTEMS, INC.	G0053201	699.00
SAF-T-LINER BUS SALES	G0053202	130.22
SAFETY INDUSTRIES, INC.	G0053203	279.10
SANDE LUMBER CO INC	G0053204	183.66
SAX ARTS & CRAFTS	G0053205	260.53
SCHOLASTIC TESTING SERVICE, INC.	G0053206	64.17
SIMPLEX TIME RECORDER CO	G0053207	306.00
TIM SIX CRANE SERVICE	G0053208	65.00
PAUL STANGL	G0053209	12.24
STATE HISTORICAL SOCIETY OF IOWA	G0053210	30.50
STEFFEY REPAIR CENTER	G0053211	85.00
CARLETON STEWART MUSIC CO	G0053212	17.11
TREASURERS OFFICE, <i>In State Univ.</i>	G0053213 <i>Guidance</i>	74.75 <i>mat.</i>
JANE TRIEFF	G0053214	68.88
VAN WERDEN & HULSE ATTORNEYS	G0053215	80.00
CHARLES WINTERBOER	G0053216	113.00
XEROX EDUCATION PUBLICATIONS	G0053217	68.25

PAGE	TOTAL	2,842.59
DATE	TOTAL	18,573.33
TYPE	TOTAL	18,573.33
DISTRICT TOTAL		18,573.33

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

SECRETARY

Marginal headings of items of business. Items may be numbered consecutively.

Continuation of regular board meeting held October 8, 1984

Month Day Year

1228-B—Hammond & Stephens Co., Fremont, Nebr.

Bills

Bills paid between meetings:

Beckley Cardy Co.	Balance due on Inv. 732521	\$ 19.63
Bureau of Labor	Boiler inspection- DeSoto	5.00
Computer Emporium	Imagewriter/Gate program	486.50
Eye Gate Media	Library materials/DeSoto	107.63
Iowa Power	Electric	505.41
National Bank of Waterloo	Late charge on original inv.	27.41
Postmaster, Adel	Stamps for district use	413.50
Project Earth	Workbooks/Special Education	222.60
TV & Stereo Town	VCR, Camera & Color TV/Gate	<u>1,471.70</u>
		\$ 3,259.38

Plus checks written for payroll deductions, school envelopes & electric on 10/25/84 - see attached listing:

\$ 28,644.90

Plus checks written on October 29th to avoid late charges & deduct discounts - see attached listing:

\$ 1,236.13

Plus checks written on November 5th to avoid late charges due to late November meeting - see attached listing:

\$ 12,795.41

GRAND TOTAL: \$ 45,935.82

APPROVED:

Marginal headings of items of business. Items may be numbered consecutively.

Continuation of.....board meeting held.....
 Month Day Year

1228-B—Hammond & Stephens Co., Fremont, Nebr.

HANDWRITTEN

WARRANTS DATED OCTOBER 23, 1984

VENDOR NAME	WARRANT	AMOUNT
TV & STEREO TOWN	60002849	1,471.70

PAGE	TOTAL	1,471.70
DATE	TOTAL	1,471.70
TYPE	TOTAL	4,279.38
DISTRICT	TOTAL	

*Less Port**- 1,020.00**3,259.38*

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

SECRETARY

HANDWRITTEN

WARRANTS DATED OCTOBER 09, 1984

VENDOR NAME	WARRANT	AMOUNT
POSTMASTER	60002841	413.50
BUREAU OF LABOR	60002843	5.00
COMPUTER EMPORIUM INC.	60002844	486.50
IOWA POWER & LIGHT COMPANY	60002845	395.41
PROJECT EARTH	60002846	222.60
EYE GATE MEDIA	60002847	107.63
BECKLEY CARDY COMPANY	60002848	19.63
RUSSELL INSURANCE AGENCY	T0000009	1,020.00
	PAGE	TOTAL
	DATE	TOTAL
		2,670.27
		2,670.27

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

SECRETARY

HANDWRITTEN

WARRANTS DATED OCTOBER 05, 1984

VENDOR NAME	WARRANT	AMOUNT
THE NATIONAL BANK OF WATERLOO	60002839	27.41
IOWA POWER & LIGHT COMPANY	60002840	110.00
	PAGE	TOTAL
	DATE	TOTAL
		137.41
		137.41

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

SECRETARY

HANDWRITTEN

WARRANTS DATED OCTOBER 25, 1984

VENDOR NAME	WARRANT	AMOUNT
BRENTON BANK & TRUST CO.	60002842	261.58
TREASURER STATE OF IOWA	60002850	81.89
IPERS	60002851	7,728.98
IPERS FOAB	60002852	11,444.92
INSURANCE REVOLVING ACCOUNT	60002853	6,492.80
U.S. POSTAL SERVICE	60002854	439.40
IOWA POWER & LIGHT COMPANY	60002855	2,195.33

PAGE	TOTAL	28,644.90
DATE	TOTAL	28,644.90

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

SECRETARY

HANDWRITTEN

WARRANTS DATED OCTOBER 31, 1984

VENDOR NAME	WARRANT	AMOUNT
NORWEST BANK DES MOINES, N.A.	S0000623	500.00
NORWEST BANK DES MOINES, N.A.	S0000624	5,000.00

PAGE	TOTAL	5,500.00
DATE	TOTAL	5,500.00
TYPE	TOTAL	107,688.92
DISTRICT TOTAL		107,688.92

*Less School -**79,044.02*
\$28,644.90
see other
sheet.

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

SECRETARY

HANDWRITTEN

WARRANTS DATED OCTOBER 30, 1984

VENDOR NAME	WARRANT	AMOUNT
EF HUTTON	S0000996	5,890.00
NEWS BANKNOTE, INC.	S0000997	302.50
MOODY'S INVESTORS SERVICE	S0000998	3,000.00
NORTHERN BANK NOTE COMPANY	S0000999	1,221.05
DANA LARSON ROUBAL & ASSOCIATES	S0001000	63,130.47

PAGE	TOTAL
DATE	TOTAL

73,544.02
73,544.02

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

SECRETARY

APPROVED

WARRANTS DATED OCTOBER 29, 1984

VENDOR NAME	WARRANT	AMOUNT
AMOCO OIL COMPANY	60053072	24.03
BMI EDUCATIONAL SERVICES	60053073	32.74
CAROLINA BIOLOGICAL SUPPLY CO	60053074	58.43
COLE SUPPLY	60053075	62.77
COMPUTER EMPORIUM INC.	60053076	45.00
CREATIVE LEARNING PRESS, INC.	60053077	16.95
ELECTRICAL ENG & EQUIP CO	60053078	149.54
ENGINE-UNITY, LTD.	60053079	17.55
FUNDS N GAMES	60053080	41.16
W W GRAINGER INC	60053081	145.39
HARCOURT BRACE JOVANOVIH	60053082	65.25
IOWA GRAPHICS SERVICE	60053083	118.00
MEMBERS OF DESOTO FIRE DEPT.	60053084	8.75
PIONEER PUBLISHING COMPANY	60053085	41.51
PRENTICE-HALL, INC.	60053086	29.29
THOMPSON ENAMEL	60053087	1.60
UZ ENGINEERED PRODUCTS	60053088	378.17

PAGE	TOTAL	1,236.13
DATE	TOTAL	1,236.13
TYPE	TOTAL	1,236.13

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

SECRETARY

APPROVED

WARRANTS DATED NOVEMBER 05, 1984

VENDOR NAME	WARRANT	AMOUNT
A T & T INFORMATION SYSTEMS	60053089	328.34
ADDISON-WESLEY	60053090	44.67
ADEL SUPERMARKET	60053091	25.19
ADEL-DESOTO ACTIVITIES FUND	60053092	7.95
BAKER & TAYLOR COMPANY	60053093	9.68
BALDON & SON HARDWARE	60053094	309.88
BILL'S ALL IN ONE SHOP	60053095	6.20
CENTURY LABORATORIES INC	60053096	182.60
COMPUTER EMPORIUM INC.	60053097	21.00
CUSTOM PRINTING & MAILING CO.	60053098	135.36
DLM, INC.	60053099	15.68
EDUCATIONAL AUDIO VISUAL INC	60053100	172.54
FULLER PETROLEUM SERVICE	60053101	2,045.03
GENERAL TELEPHONE CO	60053102	93.42
GOOD APPLE INCORPORATED	60053103	20.00
JUNIOR GOODSON	60053104	85.00
HARCOURT BRACE JOVANOVIH	60053105	373.59
INFOMAX OFFICE SYSTEMS, INC.	60053106	23.92
IOWA POWER & LIGHT COMPANY	60053107	5,682.79
JAMESTOWN PUBLISHERS	60053108	44.83
LEARNING POST	60053109	30.35
MACMILLAN PUBLISHING CO INC	60053110	67.35
MACRA-WEAVE PLUS	60053111	62.91
MICHEL'S IMPLEMENT	60053112	5.42
NATIONAL SCHOOL PUB REL ASSN	60053113	75.00
NORTHWESTERN BELL TELEPHONE CO	60053114	591.97
RANDOM HOUSE INC	60053115	59.83
RIVERSIDE PUBLISHING CO	60053116	11.82
ROYAL OFFICE SYSTEMS, INC.	60053117	28.40
RUSSELL LOAN & TITLE CO.	60053118	145.00
SCHOLASTIC BOOK SERVICES	60053119	23.16
SCHOLASTIC MAGAZINES INC	60053120	164.50
BEVERLY SHEETS	60053121	155.00
UTRECHT LINENS, INC.	60053122	37.68
XEROX CORPORATION	60053123	1,659.85
XEROX EDUCATION PUBLICATIONS	60053124	49.50

PAGE	TOTAL	12,795.41
DATE	TOTAL	12,795.41
TYPE	TOTAL	12,795.41
DISTRICT TOTAL		12,795.41

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

SECRETARY

RECAPITULATION OF FUNDS - OCTOBER 1984

GENERAL FUND

	<u>Operating Fund</u>
Balance, September 30, 1984	\$277,450.40
Receipts, October	386,302.21
Expenses, October	223,664.13
Less Transfer to Building Fund (42)	<u>74,500.00</u>
Fund Balance:	\$365,588.48
Less Accts. Receivable (Hot Lunch)	<u>5,946.89</u>
Balance, October 31, 1984	\$359,641.59
Nov. checks in Oct. expense*	<u>12,795.41</u>
	\$372,437.00
Invested: Money Market Account	<u>371,946.07</u>
Cash: NOW Account @ 5 $\frac{1}{4}$ % Interest	<u>\$ 490.93</u>

	<u>Tort Fund</u>	<u>Unemployment Fund</u>
Balance, September 30, 1984	\$2,228.35	\$13,862.20
Receipts, October	1,614.21	1,207.16
Expenses, October	<u>1,020.00</u>	<u>.00</u>
Balance, October 31, 1984	\$2,822.56	\$15,069.36
Invested: Money Market Acct.	<u>2,630.64</u>	<u>14,448.72</u>
Cash: NOW Acct. @5 $\frac{1}{4}$ % Int.	<u>\$ 191.92</u>	<u>\$ 620.64</u>

*Computer center ran checks dated November 5, 1984 before they ran my month end close. Amount is indicated in October expenses but checks were not issued until November 5th.

RECAPITULATION OF FUNDS - OCTOBER 1984

SCHOOLHOUSE FUND

	<u>Bonds & Interest</u>	<u>Site</u>
Balance, September 30, 1984	\$4,120.31	\$106,512.41
Receipts, October	1,101.97	7,748.94
Expenses, October	<u>5,500.00</u>	<u>.00</u>
Balance, October 31, 1984	\$(277.72)	\$114,261.35
Invested: Money Market Acct.	<u>(321.01)</u>	<u>113,359.84</u>
Cash: NOW Acct. @5¼% Int.	<u>\$ 43.29</u>	<u>\$ 901.51</u>

Capital Loan Notes (67½¢ Levy)

Balance, September 30, 1984	\$521,579.50
Receipts, October	2,321.43
Expenses, October	<u>.00</u>
Balance, October 31, 1984	\$523,900.93
Invested: CD #16637	\$523,900.93

Capital Project (Building - 42)

Balance, September 30, 1984	\$.00
Receipts, October	3,492,913.75
Additional receipts - loan transfer from General Fund	74,500.00
Expenses, October	<u>73,544.02</u>
Balance, October 31, 1984	\$3,493,869.73
Invested: C.D.s	3,490,000.00
Money Market Fund	<u>2,913.75</u>
Cash: NOW Acct. @5¼% Interest	<u>\$ 955.98</u>

REVENUE & EXPENDITURE TOTALS
GENERAL, TORT, UNEMPLOYMENT & SCHOOLHOUSE FUNDS

October 1984

<u>GENERAL FUND REVENUE</u>	<u>PREVIOUS</u>	<u>TO DATE</u>	<u>THIS MONTH</u>
LOCAL SOURCES	77,147.78	389,331.60	312,183.82
STATE SOURCES	495,596.35	568,101.35	72,505.00
FEDERAL SOURCES	<u>6,730.00</u>	<u>8,140.00</u>	<u>1,410.00</u>
TOTALS	579,474.13	965,572.95	386,098.82
<hr/>			
TORT FUND REVENUE	212.72	1,826.93	1,614.21
UNEMPL COMP REVENUE	466.66	1,673.82	1,207.16
<u>SCHOOLHOUSE FUND REVENUE</u>			
CAPITOL LOAN NOTES (67½¢ levy)	1,579.50	3,900.93	2,321.43
CAPITOL PROJECT (42)	.00	3,492,913.75	3,492,913.75
DEBT SERVICE	177.84	1,279.81	1,101.97
SITE	<u>2,665.37</u>	<u>10,414.31</u>	<u>7,748.94</u>
TOTAL ALL FUNDS	584,576.22	4,477,582.50	3,893,006.28
<hr/>			
<u>GENERAL FUND EXPENSES</u>			
DISTRICT WIDE	231,549.36	259,404.48	27,855.12
JR-SR HIGH	277,739.65	368,945.04	91,205.39
ALL ELEMENTARY	9,204.91	16,682.53	7,477.62
ADEL ELEMENTARY	139,376.06	190,901.80	51,525.74
DeSOTO ELEMENTARY	113,468.46	158,828.94	45,360.48
SPEC ED OUT	.00	.00	.00
NON-PUBLIC	<u>961.35</u>	<u>1,001.91</u>	<u>40.56</u>
TOTALS	772,299.79	995,764.70	223,464.91
<hr/>			
TORT FUND EXPENSE	375.00	1,395.00	1,020.00
UNEMPL COMP EXPENSE	.00	.00	.00
<u>SCHOOLHOUSE FUND EXPENSE</u>			
CAPITOL PROJECT (42)	.00	73,544.02	73,544.02
DEBT SERVICE	.00	5,500.00	5,500.00
SITE	<u>1,069.00</u>	<u>1,069.00</u>	<u>.00</u>
TOTAL ALL FUNDS	773,743.79	1,077,272.72	303,528.93

REPORT OF STUDENT BODY ACTIVITIES - OCTOBER 1984

Reg

	<u>RECEIVED THIS MONTH</u>	<u>EXPENDITURES THIS MONTH</u>	<u>PREVIOUS BALANCES</u>	<u>NEW BALANCES</u>
A ETICS	4,132.78	3,396.94	4,785.71	5,521.55
BAND RESALE	135.50	68.85	3.21	69.86
BAND UNIFORM		37.35	2,087.53	2,050.18
INSTRUMENT RENT			372.25	372.25
POM PON GIRLS			246.89	246.89
CLASS OF '84			(18.78)	(18.78)
CLASS OF '85		78.00	1,086.10	1,008.10
CLASS OF '86	1,261.83	754.91	564.17	1,071.09
BUTTON CLUB	28.00		38.51	66.51
CHEERLEADERS			202.79	202.79
DRAMA	2,752.00	929.53	1,633.06	3,455.53
H.S. STUDENT COUNCIL	411.05	11.00	346.07	746.12
ACCOMODATIONS	.09	1,074.28	(1,323.56)	(2,397.75)
ADEL ELEM. FUND	1,560.60	1,248.48	748.26	1,060.38
ADULT EDUCATION	90.00	375.00	2,015.55	1,730.55
ART	586.00	35.34	2,319.25	2,869.91
CAP & GOWN FEE		11.00	723.52	712.52
CHANGE	1,050.00	1,000.00	(100.00)	(50.00)
C.M. AWARENESS PROG.			215.00	215.00
ELEM. IND. ARTS			293.26	293.26
FACULTY LOUNGE	201.00	116.38	370.96	455.58
ICE CREAM FUND	50.05	1,567.67	0.00	(1,517.62)
IND. ARTS RESALE	84.43	437.81	(158.44)	(511.82)
INSURANCE			(29.00)	(29.00)
INSURANCE REVOLVING	9,225.91	19,175.04	11,800.53	1,851.40
LIBRARY BOOK FINES			74.76	74.76
MISC. REC. & EXP.	282.58	62.00	10,108.94	10,329.52
PADLOCK FEE			194.30	194.30
PEP BUS			424.06	424.06
PHOTOGRAPHY FUND	7.50		9.74	17.24
POPCORN FUND			896.63	896.63
REVOLVING	194.25	194.25	0.00	0.00
SCHOLARSHIP			843.51	843.51
SOC. SEC. REFUND			1,404.03	1,404.03
TEXTBOOK	159.95	446.66	7,522.25	7,235.54
TOWEL FUND	4.00	244.00	744.95	504.95
VOCAL FUND	3.00	532.50	107.91	(421.59)
WILDROWS			1,178.96	1,178.96
WORKBOOKS			0.00	0.00
YEARBOOK	1,241.75	4,323.72	5,441.74	2,359.77
TOTALS	23,462.27	36,120.71	57,174.62	44,516.18
INVESTMENTS	237.86		40,167.28	40,405.14

RECAPITULATION OF ACTIVITY FUND
OCTOBER 1984

Balance, September 30, 1984	\$57,174.62
Receipts, October	23,462.27
Expenses, October	<u>36,120.71</u>
Balance, October 31, 1984	\$44,516.18
Invested: Money Market Acct.	<u>40,405.14</u>
Cash: NOW Acct. @5¼ Int.	<u>\$ 4,111.04</u>

OCTOBER 1984

<u>SPORT</u>	<u>PREVIOUS</u>	<u>RECEIVED</u>	<u>EXPENSES</u>	<u>NEW BALANCES</u>
BASEBALL	588.72			588.72
BOYS BASKETBALL	(10.17)		1,081.29	(1,091.46)
GIRLS BASKETBALL	(4.43)		256.25	(260.68)
FOOTBALL	1,106.94	3,030.05	716.24	3,420.75
FOOTBALL BOOSTER	71.67			71.67
GOLF	(17.92)			(17.92)
SOFTBALL	54.98		60.00	(5.02)
BOYS TRACK	(58.54)	112.50	59.92	(5.96)
LS TRACK	129.36	121.50	59.91	190.95
VOLLEYBALL	(400.11)	237.00	272.07	(435.18)
WRESTLING	3.07	241.73	253.32	(8.52)
TOURNAMENT	<u>3,322.14</u>	<u>390.00</u>	<u>637.94</u>	<u>3,074.20</u>
TOTALS	<u>4,785.71</u>	<u>4,132.78</u>	<u>3,396.94</u>	<u>5,521.55</u>

ADEL-DeSOTO COMMUNITY SCHOOL

Administrative Procedure Concerning Student Bus Conduct

The primary responsibility of the school bus system is to provide Adel-DeSoto students with safe passage to and from school daily. Also every passenger should be free from physical as well as verbal abuse from other passengers. Printed below is an administrative procedure to be used in regard to student bus conduct. Bus drivers, student passengers as well as student's parents may be involved in this process as school officials deal with any student whose behavior compromises the safety and well being of the passengers on any bus.

Generally, school administrators will adhere to the following sequence of events if a serious incident involving a child or children occurs on the bus while it is transporting youngsters to and from school.

Drivers, like teachers, are expected to handle routine discipline problems through the use of verbal reprimand, seating charts, parental contact, etc. When a student fails to respond to normal discipline, the driver should inform the student and parents, that continued violation may result in suspension from the bus. If another violation occurs, it will be viewed as insubordination. The driver should report the student to the principal and inform the principal that a suspension warning was given to the student and parent. In most cases, the principal will support the driver's recommendation to suspend and will set the length of time. Parents and driver will be notified of any suspension.

If a driver reports a student to the principal and has not warned both student and parent of a possible suspension, the principal will usually follow these guidelines:

First Report : Following a bus driver's first report of student mis-conduct, that student may be notified that further mis-conduct will result in his/her being suspended from the bus for a period of 1-10 days. The student's parents will be notified that further mis-conduct by the student will in all probability result in bus suspension.

Second Report : Following a driver's second report of a student's misconduct that student may be suspended from riding the bus for a period of 1-10 days. The student's parents will be notified of this suspension as soon as possible.

Further incidents and mis-behavior may result in a consideration of permanent suspension from the bus by the Adel-DeSoto School Board. It is the responsibility of the superintendent or the building principal to make the final decision and/or recommendation to the Board as to how the child is to be disciplined for bus misconduct. The seriousness of the incident may prescribe that the outlined process above be ignored in favor of more decisive discipline even on the first offense.

A STUDENT'S OWN CONDUCT WILL LET HIM OR HER RIDE THE BUS WITHOUT INCIDENT!!!