

NOTICE OF PUBLIC MEETING

You are hereby notified that the \_\_\_\_\_ Board of Directors  
of the Adel-DeSoto Community School District will meet at \_\_\_\_\_ 7:30 o'clock  
p.m., on the \_\_\_\_\_ 10th \_\_\_\_\_ day of \_\_\_\_\_ December \_\_\_\_\_ 19 84, at \_\_\_\_\_  
Jr-Sr High School Building \_\_\_\_\_, \_\_\_\_\_ Adel \_\_\_\_\_, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA  
LIBRARY - JR-SR HIGH SCHOOL BUILDING

December 10, 1984  
7:30 P.M.

OPENING:

7:30 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:

8:00 P.M.      Resignation  
8:05            Appointment to fill vacancy  
8:15            Discussion of land purchase option (closed session)  
8:45            Discuss litigation of Gideon Bible distribution (closed session)  
9:15            Review softball lease  
9:30            Resignation  
9:40            Discuss job description and hiring process of DeSoto  
                 principalship  
10:00          Ratify contract with teachers  
10:15          Discuss purchase of pickup  
10:30          Second reading to drop policy 402.10  
10:35          Discuss policy 402.4  
10:45          Special education contracts  
10:50          Discuss school bus purchase plans  
11:00          Administrative reports  
11:30          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	7:30 P.M.	December 10,	1984
Kind of Meeting	Meeting Place	Time	Month	Day
			Day	Year
			Day of Week	Monday

## MEMBERS

Present

Absent

Douglas Henderson

Presiding Officer

Ronald Deardorff

Janice Daly

Judy Burgus

Donald Bruce

Tim Hoffman

Superintendent of Schools

Margaret Elliott

Secretary-Board of Education

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

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

Call to order Roll call	Meeting called to order. Present were Ron Deardorff, Jan Daly, Judy Burgus, and Doug Henderson, president. Don Bruce was absent. Visitors included Dave Leonard, Beth Shields, Laura Brenner, Don Flater, Charles Winterboer, Larry Crannell, Principals Nelsen, Jorgenson, Kimber and Norenberg, Marc Stiles of the Dallas County News and Jim Van Werden, school attorney.
Approval of agenda	Motion to approve agenda as presented was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; Deardorff-aye; and Henderson-aye. Carried.
Minutes	Motion to approve minutes of regular meeting of November 20 as amended was made by Deardorff, seconded by Burgus. Deardorff-aye; Burgus-aye; Daly-aye; and Henderson-aye. Carried. First sentence under administrative reports should read: "First quarter attendance report was good - less than 3½% absentee rate."
Bills	Motion to approve bills totaling \$22,117.27 was made by Daly, seconded by Deardorff. Daly-aye; Deardorff-aye; Burgus-aye; and Henderson-aye. Carried.
Monthly Fin. Reports	Monthly financial reports were reviewed and discussed. Hot lunch report was reviewed and discussed. In January, a team from the State Department of Public Instruction will review the Hot Lunch Program for efficiency.
Welcome of Visitors	President Henderson welcomed visitors and asked for concerns during Open Forum. No concerns were expressed.
Resignation/ Director	President Henderson read a letter of resignation from Donald Bruce, Board of Education Director, due to time conflicts with job employment and availability at meeting time. Motion to accept resignation of Don Bruce with regret was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; Deardorff-aye; and Henderson-aye. Carried.
Appointment to fill vacancy	President Henderson read procedure to appoint a director to fill Don Bruce's vacancy as described under Code 279.6 of the Iowa Code. President Henderson entertained nominations for this vacancy. Burgus nominated Larry Crannell to complete Bruce's term until the next election. Crannell has been very active with the building study committee. Ron Deardorff seconded the nomination. No further nominations were made. Burgus-aye; Deardorff-aye; Daly-

Marginal headings of  
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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 December 10, 1984

Month Day Year

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

	aye; and Henderson-aye. Carried.
Oath of Office/ New Director	Board secretary gave oath of office to Larry Crannell at 8:15 P.M.
Bill from auditor	Supt. presented bill from auditor for payment. He suggested that the bills be amended to approve payment of this invoice in order to receive a discount. Motion to amend bills to include auditor's bill was made by Burgus, seconded by Daly. Burgus-aye; Daly-aye; Deardorff-aye; Crannell-aye; and Henderson-aye. Carried.
Closed session	Motion to hold a closed session as provided in Section 28A.5(1)(j) of the Open Meetings Law to discuss the purchase of particular real estate where premature disclosure could be reasonably expected to increase the price the school district would have to pay for that property was made by Daly, seconded by Deardorff. Daly-aye; Deardorff-aye; Burgus-aye; Crannell-aye; and Henderson-aye. Carried.
	The Board moved to the Superintendent's Office. At 8:26 P.M., the Board entered 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 Deardorff. Burgus-aye; Deardorff-aye; Crannell-aye; Daly-aye; and Henderson-aye. Carried. At 8:50 P.M., the Board returned to open session and the tape recorder was turned off.
Closed session	Motion to hold a closed session as provided in Section 28A.5(1)(c) of the Open Meetings Law to discuss strategy with counsel in matters that are presently in litigation was made by Daly, seconded by Deardorff. Daly-aye; Deardorff-aye; Burgus-aye; Crannell-aye; and Henderson-aye. Carried. At 8:53 P.M., the Board entered into closed session and the tape recorder was turned on.
Return to open session	Motion to return to open session was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; Crannell-aye; Deardorff-aye; and Henderson-aye. Carried. At 9:25 P.M., the Board returned to open session and the tape recorder was turned off. Board returned to the Library.
Softball lease	Jim Van Werden was present to discuss the new softball lease. Discussion was held regarding a new clause covering liability during construction. Lease will be presented to the Board at the next meeting for approval.
Resignation/ DeSoto Principal	Superintendent read letter of resignation from Roger Jorgenson, DeSoto principal. Motion to accept Mr. Jorgenson's resignation with appreciation for his many years of service to the district was made by Burgus, seconded by Daly. Burgus-aye; Daly-aye; Crannell-aye; Deardorff-aye; and Henderson-aye. Carried. Mr. Jorgenson will be retiring at the end of the 1984-85 school year after serving 34 years in education, 30 years at Adel-DeSoto.
Job description & hiring process for DeSoto principal posi- tion	Discussion was held regarding a job description for the DeSoto position and the hiring process. After much discussion, the consensus of the Board was to replace with a full-time administrator but realign some job duties. This position will include the principalship plus the high school activity directorship and possibly Adult Education Co-ordinator. Chapter I responsibilities could be assumed by the Elementary Principal. Board consensus was for the Superintendent to advertise this position in December and early January.

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

Month

Day

Year

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



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

Continuation of regular board meeting held December 10, 1984  
 Month Day Year

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

Ratify contract with teachers

Motion to approve and ratify contract with teachers with 5.77% salary increase and language changes as presented was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; Deardorff-aye; Crannell-abstain; and Henderson-aye. Carried.

Discuss purchase of pickup

Supt. asked the Board to consider the purchase of an additional piece of snow removal equipment for the new school. A 4-wheel drive pickup with a blade would be quicker than a tractor for covering the large parking area at the new school and would also provide the custodial staff a vehicle for weekend and summer use. Supt. recommended the school let bids and make a decision at the time of bids. Board consensus was to go ahead and let bids.

Board Policy 402.10 - local probation

Motion to drop Board Policy 402.10 - local probation was made by Deardorff, seconded by Burgus. Deardorff-aye; Burgus-aye; Crannell-aye; Daly-aye; and Henderson-aye. Carried. This is the second and final reading.

Policy 402.4

Policy 402.4 was discussed. This policy was tabled for further discussion at the next Board meeting.

Spec. Ed. contracts & school bus purchase

Special Education contracts and school bus purchase plans were tabled for the next meeting.

Administrative reports:

Multi-Cultural/Non-Sexist Report

High school Principal Norenberg presented his Multi-Cultural/Non-Sexist Committee report.

Swimming pool comm./city coun.

Judy Burgus and Larry Crannell volunteered to work with the Adel city council on a swimming pool committee.

Sign for site

Sign will be posted at the new high school site and will read as "Future site of the Adel-DeSoto High School".

Audit report

Audit report was tabled for the next meeting.

Adjournment

Meeting adjourned at 11:55 P.M.

Minutes approved as presented

Douglas C. Henderson  
 Douglas Henderson  
 President

Date 1-14-85

Margaret Elliott  
 Margaret Elliott  
 Secretary

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

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



APPROVED

WARRANTS DATED DECEMBER 10, 1984

VENDOR NAME	WARRANT	AMOUNT
A T & T INFORMATION SYSTEMS	G0053238	131.25
A-D LUMBER COMPANY	G0053239	88.76
ADEL CITY WATER WORKS	G0053240	793.57
ADEL SUPERMARKET	G0053241	82.62
ADEL TIRE & AUTO CENTER	G0053242	73.50
ADEL-DESOTO ACTIVITIES FUND	G0053243	2,526.96
ADEL-DESOTO LUNCH PROGRAM	G0053244	7.07
AMERICAN SCHOOL BOARD JOURNAL	G0053245	38.00
AREA EDUCATION AGENCY 11	G0053246	282.03
B & B SCHOOL SUPPLY	G0053247	246.44
BAKER & TAYLOR COMPANY	G0053248	126.57
BALDON & SON HARDWARE	G0053249	257.91
BECKLEY CARDY COMPANY	G0053250	731.75
BEN FRANKLIN VARIETY STORE	G0053251	197.57
BILL'S ALL IN ONE SHOP	G0053252	4.70
BLOCK	G0053253	181.00
LAURA BRENNER	G0053254	286.22
BRITAINS STANDARD PARTS INC	G0053255	32.40
BRODART INC	G0053256	48.58
CAPITAL SANITARY SPLY CO INC	G0053257	1.10
CHILDRENS PRESS	G0053258	410.16
MICHAEL COOPER	G0053259	57.60
BYRON CRAWFORD	G0053260	73.44
CULLIGAN WATER CONDITIONING	G0053261	181.83
DALLAS COUNTY NEWS	G0053262	215.17
DEALERS WAREHOUSE CO	G0053263	146.82
DEMCO	G0053264	95.91
LARRY DILLIVAN	G0053265	10.56
JOHN DONNELLY	G0053266	90.40
DUFFIELD & ASSOCIATES	G0053267	63.67
ELECTRONIC ENGINEERING CO	G0053268	63.50
MARGARET ELLIOTT	G0053269	35.00
FOLLETT LIBRARY BOOK CO	G0053270	102.96
FULLER PETROLEUM SERVICE	G0053271	1,621.13
FULLERS STANDARD	G0053272	61.75
GALE RESEARCH COMPANY	G0053273	81.50
GENERAL TELEPHONE CO	G0053274	85.97

PAGE TOTAL

9,535.37

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

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SECRETARY



APPROVED

WARRANTS DATED DECEMBER 10, 1984

VENDOR NAME	WARRANT	AMOUNT
DONALD E HANLON DO	G0053275	164.00
HARCOURT BRACE JOVANOVIH	G0053276	2.45
HARPER & ROW/LIPPINCOTT	G0053277	247.95
HIGHWAY SERVICE CORPORATION	G0053278	424.58
HJORT'S POUR HOUSE	G0053279	11.26
TIMOTHY HOFFMAN	G0053280	225.00
IDEA PRESS	G0053281	23.49
IOWA ASSN OF SCHOOL BOARDS	G0053282	97.50
IOWA POWER & LIGHT COMPANY	G0053283	5,508.35
JANUARY PRODUCTIONS, INC.	G0053284	51.00
ROGER JORGENSEN	G0053285	118.00
K-L PARTS	G0053286	10.09
WILLIAM KIMBER	G0053287	185.00
LABVOLT SYSTEMS	G0053288	640.04
LEARNING POST	G0053289	14.58
LINGUI SYSTEMS, INC.	G0053290	64.00
MACMILLAN PUBLISHING CO INC	G0053291	21.56
MACRA-WEAVE PLUS	G0053292	56.28
BOB MCINTYRE	G0053293	223.68
MICHELS IMPLEMENT	G0053294	39.11
MIDWEST HERITAGE PUBLISHING CO.	G0053295	12.95
MIDWEST OFFICE TECHNOLOGY, INC.	G0053296	90.00
SHARON MULLARKEY	G0053297	147.36
NATIONAL EDUCATION ASSOCIATION	G0053298	10.12
NATIONAL GEOGRAPHIC SOCIETY	G0053299	135.50
JAMES NELSEN	G0053300	100.00
STAN NORENBURG	G0053301	193.00
NORTHWESTERN BELL TELEPHONE CO	G0053302	844.63
OCEANS IV	G0053303	54.71
DEBORAH OWEN	G0053304	104.40
PARADISE DONUT SHOP	G0053305	21.33
PERMA-BOUND	G0053306	5.02
RON POTTER	G0053307	10.56
PUCKETT ELECTRIC TOOLS INC	G0053308	56.85
RADIO SHACK	G0053309	100.38
RICHARDS SANITATION SERVICE	G0053310	61.39
RIVERSIDE PUBLISHING CO	G0053311	17.42

PAGE TOTAL

10,093.54

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

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SECRETARY



APPROVED

WARRANTS DATED DECEMBER 10, 1984

VENDOR NAME	WARRANT	AMOUNT
SAF-T-LINER BUS SALES	60053312	44.58
SANDE LUMBER CO INC	60053313	247.13
SAX ARTS & CRAFTS	60053314	225.37
SCHOOL HEALTH SUPPLY CO	60053315	188.22
BEVERLY SHEETS	60053316	152.50
SOCIETY FOR VISUAL EDUCATION	60053317	73.50
SPECTRUM ELECTRONICS, INC.	60053318	124.39
STITZELL ELECTRIC SUPPLY CO	60053319	158.22
UTRECHT LINENS, INC.	60053320	38.35
UZ ENGINEERED PRODUCTS	60053321	113.36
WADSWORTH, INC.	60053322	107.58
CHARLES WINTERBOER	60053323	73.45
XEROX CORPORATION	60053324	841.71

PAGE	TOTAL	2,388.36
DATE	TOTAL	22,017.27
TYPE	TOTAL	22,017.27
DISTRICT	TOTAL	22,017.27

LLD  
REN  
JAB

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

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SECRETARY



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

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

## Bills

## Bills paid between meetings:

Farmers Coop. Elev.	L.P. Cylinder for ceramic firing/avoid penalty	\$ 50.00
Insurance Revolving	Employer share, hosp., life & dis./Nov. payroll	6,490.58
IPERS	Employer share, Nov. payroll	7,620.35
IPERS(FOAB)	Employer share, Nov. payroll	11,170.29
David Miller	Reimbursement for transportation	
	James Frazier	<u>84.00</u>

TOTAL \$25,415.22

APPROVED:

*JLD*  
*RCB.*  
*JAB*

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

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



HANDWRITTEN

WARRANTS DATED NOVEMBER 28, 1984

VENDOR NAME	WARRANT	AMOUNT
IPERS FOAB	60002858	11,170.29
IPERS	60002859	7,620.35
INSURANCE REVOLVING ACCOUNT	60002860	6,490.58

PAGE	TOTAL	25,281.22
DATE	TOTAL	25,281.22
TYPE	TOTAL	26,838.22
DISTRICT	TOTAL	26,838.22

*Less School - 1,125.00*  
*Unc. - 298.00*  
*\$ 25,415.22*

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

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SECRETARY

HANDWRITTEN

WARRANTS DATED NOVEMBER 14, 1984

VENDOR NAME	WARRANT	AMOUNT
FARMERS COOP ELEVATOR CO	60002857	50.00
	PAGE	TOTAL
	DATE	TOTAL
		50.00
		50.00

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

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SECRETARY



HANDWRITTEN

WARRANTS DATED NOVEMBER 05, 1984

VENDOR NAME	WARRANT	AMOUNT
DAVE MILLER	60002856	84.00
	PAGE	TOTAL
	DATE	TOTAL
		84.00
		84.00

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

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SECRETARY

HANDWRITTEN

WARRANTS DATED NOVEMBER 15, 1984

VENDOR NAME	WARRANT	AMOUNT
IA DEPT OF JOB SERVICE	E0002281	298.00
	PAGE	TOTAL
	DATE	TOTAL
		298.00
		298.00

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

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SECRETARY



HANDWRITTEN

WARRANTS DATED NOVEMBER 07, 1984

VENDOR NAME	WARRANT	AMOUNT
NORWEST BANK DES MOINES, N.A.	S0000646	125.00
	PAGE	TOTAL
	DATE	TOTAL
		125.00
		125.00

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

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SECRETARY

HANDWRITTEN

WARRANTS DATED NOVEMBER 02, 1984

VENDOR NAME	WARRANT	AMOUNT
PAUL HUSCHER	S0000625	1,000.00
	PAGE	TOTAL
	DATE	TOTAL
		1,000.00
		1,000.00

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SECRETARY



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

November 1984

<u>GENERAL FUND REVENUE</u>	<u>PREVIOUS</u>	<u>TO DATE</u>	<u>THIS MONTH</u>
LOCAL SOURCES	389,331.60	675,255.17	285,923.57
STATE SOURCES	568,101.35	640,606.35	72,505.00
FEDERAL SOURCES	<u>8,140.00</u>	<u>8,140.00</u>	<u>.00</u>
TOTALS	965,572.95	1,324,001.52	358,428.57

TORT FUND REVENUE	1,826.93	3,381.10	1,554.17
UNEMPL COMP REVENUE	1,673.82	2,887.25	1,213.43

SCHOOLHOUSE FUND REVENUE

CAPITOL LOAN NOTES (67½¢ levy)	3,900.93	3,900.93	.00
CAPITOL PROJECT (42)	3,492,913.75	3,513,805.11	20,891.36
DEBT SERVICE	1,279.81	2,309.97	1,030.16
SITE	<u>10,414.31</u>	<u>18,094.74</u>	<u>7,680.43</u>

TOTAL ALL FUNDS	4,477,582.50	4,868,380.62	390,798.12
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GENERAL FUND EXPENSES

DISTRICT WIDE	259,404.48	280,559.25	21,154.77
JR-SR HIGH	368,945.04	453,397.43	84,452.39
ALL ELEMENTARY	16,682.53	22,297.50	5,614.97
ADEL ELEMENTARY	190,901.80	239,896.18	48,994.38
DeSOTO ELEMENTARY	158,828.94	195,517.66	36,688.72
SPEC ED OUT	.00	144.00	144.00
NON-PUBLIC	<u>1,001.91</u>	<u>1,001.91</u>	<u>.00</u>
TOTALS	995,764.70	1,192,813.93	197,049.23

TORT FUND EXPENSE	1,395.00	1,395.00	.00
UNEMPL COMP EXPENSE	.00	298.00	298.00

SCHOOLHOUSE FUND EXPENSE

CAPITOL PROJECT (42)	73,544.02	73,544.02	.00
DEBT SERVICE	5,500.00	5,625.00	125.00
SITE	<u>1,069.00</u>	<u>2,069.00</u>	<u>1,000.00</u>
TOTAL ALL FUNDS	1,077,272.72	1,275,744.95	198,472.23

# RECAPITULATION OF FUNDS - NOVEMBER 1984

## GENERAL FUND

	<u>Operating Fund</u>
Balance, October 31, 1984	\$365,588.48
Receipts, November	359,091.90
Expenses, November	<u>197,712.56</u>
Fund Balance:	\$526,967.82
Less Accts. Receivable (Hot Lunch)	<u>11,797.54</u>
Balance, November 30, 1984	<u>\$515,170.28</u>
Invested: Money Market Account	<u>\$514,586.18</u>
Cash: NOW Account @ $5\frac{1}{4}\%$ Interest	<u>\$ 584.10</u>

410,569.00  
292,167.00  
204,221.00  
488,515.00

	<u>Tort Fund</u>	<u>Unemployment Fund</u>
Balance, October 31, 1984	\$2,822.56	\$15,069.36
Receipts, November	1,554.17	1,213.43
Expenses, November	<u>.00</u>	<u>298.00</u>
Balance, November 30, 1984	\$4,376.73	\$15,984.79
Invested: Money Market Acct.	<u>4,156.49</u>	<u>15,270.45</u>
Cash: NOW Acct. @ $5\frac{1}{4}\%$ Int.	<u>\$ 220.24</u>	<u>\$ 714.34</u>

4255.00

11,677.00



# RECAPITULATION OF FUNDS - NOVEMBER 1984

## SCHOOLHOUSE FUND

	<u>Bonds &amp; Interest</u>	<u>Site</u>
Balance, October 31, 1984	\$(277.72)	\$114,261.35
Receipts, November	1,030.16	7,680.43
Expenses, November	<u>125.00</u>	<u>1,000.00</u>
Balance, November 30, 1984	\$ 627.44	\$120,941.78
Invested: Money Market Acct.	<u>549.22</u>	<u>119,736.21</u>
Cash: NOW Acct. @ $5\frac{1}{4}$ Int.	<u>\$ 78.22</u>	<u>1,205.57</u>

## Capital Loan Notes (67 $\frac{1}{2}$ ¢ Levy)

Balance, October 31, 1984	\$523,900.93
Receipts, November	.00
Expenses, November	<u>.00</u>
Balance, November 30, 1984	\$523,900.93
Invested: CD #16637	\$523,900.93

## Capital Project (Building - 42)

Balance, October 31, 1984	\$3,493,869.73
Receipts, November	20,891.36
Expenses, November 30	<u>.00</u>
Balance, November 30, 1984	\$3,514,761.09
Invested: C.D.s	3,490,000.00
Money Market Fund	<u>23,783.02</u>
Cash: NOW Acct. @ $5\frac{1}{4}$ Interest	<u>\$ 978.07</u>

REPORT OF STUDENT BODY ACTIVITIES - NOVEMBER 1984

	<u>RECEIVED THIS MONTH</u>	<u>EXPENDITURES THIS MONTH</u>	<u>PREVIOUS BALANCES</u>	<u>NEW BALANCES</u>
ATHLETICS	2,625.50	2,859.23	5,521.55	5,287.82
BAND RESALE		449.78	69.86	(379.92)
BAND UNIFORM			2,050.18	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			1,008.10	1,008.10
CLASS OF '86	666.46	492.35	1,071.09	1,245.20
BUTTON CLUB	7.60	180.00	66.51	(105.89)
CHEERLEADERS			202.79	202.79
DRAMA	1,416.00	1,570.50	3,455.53	3,301.03
H.S. STUDENT COUNCIL			746.12	746.12
ACCOMODATIONS	2,401.75	2,507.96	(2,397.75)	(2,503.96)
ADEL ELEM. FUND	138.69	110.15	1,060.38	1,088.92
ADULT EDUCATION			1,730.55	1,730.55
ART	114.50		2,869.91	2,984.41
CAP & GOWN FEE			712.52	712.52
CHANGE	875.00	875.00	(50.00)	(50.00)
COMM. AWARENESS PROG.			215.00	215.00
ELEM. IND. ARTS			293.26	293.26
FACULTY LOUNGE	147.00	167.80	455.58	434.78
ICE CREAM FUND	367.76	1,644.40	(1,517.62)	(2,794.26)
IND. ARTS RESALE	98.24	67.96	(511.82)	(481.54)
INSURANCE	13.50	13.50	(29.00)	(29.00)
INSURANCE REVOLVING	9,223.69	9,335.30	1,851.40	1,739.79
LIBRARY BOOK FINES	25.00		74.76	99.76
MISC. REC. & EXP.	337.44	30.98	10,329.52	10,635.98
PADLOCK FEE			194.30	194.30
PEP BUS			424.06	424.06
PHOTOGRAPHY FUND			17.24	17.24
POPCORN FUND			896.63	896.63
REVOLVING			0.00	0.00
SCHOLARSHIP			843.51	843.51
SOC. SEC. REFUND	6,608.35		1,404.03	8,012.38
TEXTBOOK	256.80	24.00	7,235.54	7,468.34
TOWEL FUND	4.00		504.95	508.95
VOCAL FUND			(421.59)	(421.59)
WILDROWS			1,178.96	1,178.96
WORKBOOKS			0.00	0.00
YEARBOOK	1,510.50	56.20	2,359.77	3,814.07
TOTALS	26,837.78	20,385.11	44,516.18	50,968.85
INVESTMENTS	282.22		40,405.14	40,687.36



RECAPITULATION OF ACTIVITY FUND

NOVEMBER 1984

Balance, October 31, 1984	\$ 44,516.18
Receipts, November	26,837.78
Expences, November	<u>20,385.11</u>
Balance, November 30, 1984	\$ 50,968.85
Invested: Money Market Acct.	<u>40,687.36</u>
Cash: NOW Acct. @5¼ Int.	\$ <u>10,281.49</u>

Adel-DeSoto Community Schools

Hot Lunch Financial Report

November, 1984

Receipts for November

Student Lunches-----	\$ 8,318.95
Special Milk-----	989.50
Seconds-----	47.50
Adult Lunches-----	564.35
Federal Reimbursement(August & September)-----	6,181.19
Interest-----	30.05
Other Income-----	130.73
Total Income for November-----	\$16,262.27

Expenses for November

Food-----	\$12,965.58
Salary & Fringe Benefits(October)-----	5,946.89
Other Expenses-----	342.09
Total Expenses for November-----	\$19,254.56

Previous Receipts-----	\$30,547.86
November Receipts-----	16,262.27
Total Income for Year to Date-----	46,810.13
Opening Cash Balance-----	598.58
Total Cash Available-----	\$47,408.71

*Last yr*  
*\$51,859.00*

Previous Expenses-----	\$25,577.15
November Expenses-----	19,254.56
Total Expenses for Year to Date-----	\$44,831.71

Bank Statement Balance-----	\$ 8,604.56
Less Outstanding checks-----	6,027.56
Total-----	2,577.00
Plus Undeposited checks(From Schedule)-----	0.00
Reconciled Bank Statement Balance-----	\$ 2,577.00

*\$6,867.00*

Outstanding debt to General Fund for November payroll-\$5,850.65

NOTE: Received October Federal Reimbursement in amount of \$5,101.00 on December 5, 1984. General Fund will be reimbursed as funds become available.



Peggy

## November Other Expenses.

6 dishclothes	-	18.00
5 lg Spoons	-	44.50
993-4188-phone bill	-	41.70 (October)
Lunch Refund	-	5.30
Lime Remover	-	122.30
2 Cash boxes	-	32.22
Laundry bill	-	35.00
993-4188-phone bill	-	<u>42.07 (November)</u>
Total		\$ 342.09

## Bills that have been paid in December.

A+++	-	\$4.50
I++ Continental	-	121.04
CFS Continental	-	742.60
Ben Franklin	-	12.48
PVA/Monarch	-	494.46
Hankys Food	-	1129.90
A-O. Sato Schools	-	<u>5.85</u>
Total		\$2,510.83

We haven't received the milk bill yet which will be around \$2650.00.

1209 So. 15th St.  
Adel, Iowa 50003  
Dec. 3, 1984

To: Doug Henderson, Pres., and Adel-DeSoto Board members

It is with regret that I feel obligated at this time to submit my resignation from the position I currently hold on the Board of Education for the Adel-DeSoto school district, effective Dec. 10, 1984.

In the few months preceding this letter, my job situation has developed into one in which there is uncertainty in my schedule. I thought perhaps at first I might be able to continue in my duties on the Board and to give a portion of my time which those duties require. After completing several months on my new schedule, I find it impossible to not only give the time required, but also my availability for the Board meetings is in question. In view of the preceding developments, I feel I should take this action, and allow someone to assume the responsibility of the Board that is in a better position to do so.

At this time, I would also take the opportunity to express my appreciation to the people in the District who elected me to this position. Only after serving for several years have I found out how vital a school board is in making those decisions which will affect our most valued and loved resource, our children. The Adel-DeSoto District is fortunate indeed to have not only a Board that works well together, but also an excellent administration and staff.

Thank you for giving me this opportunity - it has been both educational and rewarding.

*Donald P. Bruce*

Donald P. Bruce



## CHAPTER 279

## DIRECTORS--POWERS AND DUTIES

- 279.1 Organization.
- 279.2 Special meetings.
- 279.3 Appointment of secretary and treasurer.
- 279.4 Quorum.
- 279.5 Temporary officers.
- 279.6 Vacancies--qualification--tenure.
- 279.7 Vacancies filled by special election--qualification--tenure.
- 279.8 General rules--bonds of employees.
- 279.9 Use of tobacco.
- 279.10 School year.
- 279.11 Number of schools--attendance--terms.
- 279.12 Contracts--elections of teachers.
- 279.13 Contracts with teachers--automatic continuation.
- 279.14 Evaluation criteria and procedures.
- 279.15 Notice of termination--request for hearing.
- 279.16 Private hearing--decision--record.
- 279.17 Appeal by teacher to adjudicator.
- 279.18 Appeal by either party to court.
- 279.19 Probationary period.
- 279.20 Superintendent--term.
- 279.21 Principals.
- 279.22 Residence of employees.
- 279.23 Continuing contract for administrators.
- 279.24 Contract with administrators--automatic continuation or termination.
- 279.25 Discharge of administrator.
- 279.26 Lease arrangements.
- 279.27 Discharge of teacher.
- 279.28 Insurance--supplies--textbooks.
- 279.29 Claims.
- 279.30 Exceptions.
- 279.31 Settlement with treasurer.
- 279.32 Compensation of officers.
- 279.33 Annual settlements.
- 279.34 Financial statement--publication.
- 279.35 Other districts--filing statement.
- 279.36 Summary of warrants published.
- 279.37 Employment of counsel.
- 279.38 Membership in association of school boards.
- 279.39 Repealed.
- 279.40 Sick leave.
- 279.41 Schoolhouses and sites sold--funds.
- 279.42 Gifts to schools.

279.1 ORGANIZATION. The board of directors of each school corporation shall meet and organize at two o'clock p.m., or at seven-thirty o'clock p.m., if so ordered by the president of the board, on the third Monday in September each year at some suitable place to be designated by the secretary. Notice of the place and hour of such meeting shall be given by the secretary to each member and each member-elect of the board.

Such organization shall be effected by the election of a president from the members of the board, who shall be entitled to vote as a member.

279.2 SPECIAL MEETINGS. Such special meetings may be held as may be determined by the board, or called by the president, or by the secretary upon the written request of a majority of the members of the board, upon notice specifying the time and place, delivered to each member in person, or by registered letter, but attendance shall be a waiver of notice.

279.3 APPOINTMENT OF SECRETARY AND TREASURER. At a regular or special meeting of the board held in July prior to or on July 15 the board shall appoint a secretary who shall not be a teacher employed by the board but may be another employee of the board. The board shall also appoint a treasurer who may be another employee of the board. However, the board may appoint one person to serve as the secretary and the treasurer.

These officers shall be appointed from outside the membership of the board for terms of one year beginning with the date of appointment, and the appointment and qualification shall be entered of record in the minutes of the secretary. They shall qualify within ten days following appointment by taking the oath of office in the manner required by section 277.28 and filing a bond as required by section 291.2 and shall hold office until their successors are appointed and qualified.

279.4 QUORUM. A majority of the board of directors of any school corporation shall constitute a quorum for the transaction of business, but a less number may adjourn from time to time.

279.5 TEMPORARY OFFICERS. The board shall appoint a temporary president or secretary, in the absence of the regular officers.

279.6 VACANCIES--QUALIFICATION--TENURE. Vacancies occurring among the officers or members of a school board shall be filled by the board by appointment. A person so appointed to fill a vacancy in an elective office shall hold office until a successor is elected and qualified pursuant to section 69.12. A person appointed to fill a vacancy in an appointive office shall hold such office for the residue of the unexpired term and until his successor is appointed and qualified. Any person so appointed shall qualify within ten days thereafter in the manner required by section 277.28.

However, if a member of a school board resigns from the board prior to the time for filing nomination papers for office as a school board member, as provided in section 277.4, and he specifies in his resignation that the resignation will be effective on the date the next term of office for elective school officials begins, the president of the board shall declare the office vacant as of that date and nomination papers shall be received for the unexpired term of the resigning member. The person elected at the next regular school election to fill the vacancy shall take office at the same time and place as the other elected school board members.

279.7 VACANCIES FILLED BY SPECIAL ELECTION--



T E N T A T I V E   A G R E E M E N T

between the

ADEL-DeSOTO COMMUNITY SCHOOL DISTRICT

and the

ADEL-DeSOTO EDUCATION ASSOCIATION



SUPPLEMENT TO THE 1984-87 AGREEMENT

EFFECTIVE August 15, 1985

Article V: Vacations and Holidays

Section A: Change 1/195 to 1/189

Section B: (changes)

1. Fall vacation shall be Thanksgiving and the following Friday.
2. Winter vacation shall be a minimum of December 24 through January 1, inclusively.
3. Spring vacation shall be a minimum of three days connected to a weekend, and between the dates of March 15 and April 15.

Article XII: Wages and Supplemental Pay

The teaching salary and extra pay schedules should be increased by 5.77%.

(See copy of schedule)

The extra pay schedules should have the following adjustments before the 5.77% increase:

1. Elementary music \$500
2. Head baseball and softball \$1,270-\$1,732
3. Assistant baseball and softball \$770-\$1,199
4. Junior high volleyball \$400-\$812
5. Drama \$400-\$812
6. Speech \$371-\$606
7. Junior class sponsor - add "if concession responsibility is eliminated, chairperson shall receive \$100."

THE BASE SALARY IS 13800  
 THE BA INCREMENT IS 510  
 INCREMENT FOR BA +12 520  
 THE INCREMENT FOR BA+24 IS 530  
 THE MA INCREMENT IS 540  
 BA-BA+ IS 450  
 BA+12-BA+30 IS 400  
 BA+30 -MA 400

YEARS	BA	BA+12	BA+24	MA
0	13800	14250	14650	15050
* 1	14310	14770	15180	15590
2	14820	15290	15710	16130
3	15330	15810	16240	16670
4	15840	16330	16770	17210
5	16350	16850	17300	17750
	16860	17370	17830	18290
7	17370	17890	18360	18830
8	17880	18410	18890	19370
9	18390	18930	19420	19910
10	18900	19450	19950	20450
11	19410	19970	20480	20990
12	19920	20490	21010	21530
13	20430	21010	21540	22070
14	0	21530	22070	22610
15	0	22050	22600	23150
16	0	0	23130	23690
17	0	0	0	24230
18	0	0	0	24770

TOTAL SALARIES 1.40169E+06

SALARY INCREASE 76421.6

SALARY PERCENT .057665

INCREASE PER PERSON 1069.73

THE TOTAL SALARY FOR 72.44 TEACHERS IS 1.45245E+06

THE TOTAL INCREASE FOR 72.44 TEACHERS IS 77885.2



TO: BOARD OF EDUCATION  
FROM: STAN NORENBURG  
SUBJECT: Meeting of the MultiCultural Non-Sexist School Committee

The MultiCultural Non-Sexist School committee met in the lunchroom on Thursday, December 6 at 10:00 - 11:00 a.m. Members in attendance were Tami Britain, Jane Payne, Beth Shield, Elsie Riley, Mike Steele, Jack Dubbs, and Clarke Button. Absent members were: George Lane, Jesse Montes, Lanny Tuttle, and Julian Costales.

The committee represents Adel-DeSoto men, women, minorities, the clergy, the retired, the handicapped, teachers, and school administrators.

MC-NS information was presented by chairman, Norenberg, concerning the purpose and goals of the MC-NS program in the Adel-DeSoto Community School. The school MC-NS handbook was distributed to all committee members to review material and to ask questions as to how the handbook information will help a good school become a better one.

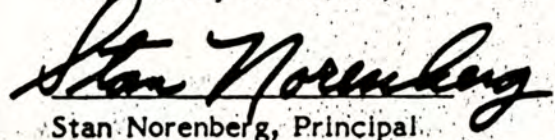
Other items discussed were textbook selection, extra-curricular activities in the school, and the grievance procedure available to patrons of the district.

Immediate items of concern were:

1. Encourage administrators to actively search for more male elementary teachers when vacancies occur.
2. Consider women applicants for the DeSoto Elementary administrator opening in 1985.
3. Arrange for at least two handicap parking spaces at the junior-senior high school building.

There being no further business, the meeting adjourned at 11:00 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Stan Norenberg". The signature is written in dark ink and is positioned above the printed name.

Stan Norenberg, Principal