

## NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Education of the Adel-DeSoto-Minburn Community School District will meet at 8:00 o'clock p.m. on the 19th day of September, 1994, in the High School Conference Room, Adel, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA  
HIGH SCHOOL CONFERENCE ROOM

September 19, 1994  
8:00 P.M.

### OPENING:

8:00 PM      Call to order  
                 Roll call  
                 Emergency additions and adoption of agenda  
                 Approval of minutes  
                 Approval of bills and claims  
                 Secretary/Treasurer financial reports  
                 Welcome of visitors and open forum

### ACTION ITEMS:

8:30            Canvas of votes/organization of Board of Education  
8:35            Oath of office  
8:40            Selection of officers  
8:50            Approve use of signature stamps  
8:55            Pre-approve purchases  
9:00            Select negotiation team  
9:05            Select IASB delegate/alternate and Network rep  
9:10            Resignations, modifications, and new contracts  
9:20            District handbooks  
9:25            Open enrollment requests  
9:30            Amend negotiated agreement  
9:45            Early retirement plan  
10:00          Administrative reports  
10:30          Adjournment

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

Shirley McAdon  
Secretary  
Board of Education



## MINUTES OF BOARD OF EDUCATION

Regular

Schoolhouse

8:00 p.m. September 19, 1994

Kind of Meeting

Meeting Place

Time

Month

Day

Year

Day of Week Monday

## MEMBERS

Present

Absent

Ray Hemphill

Presiding Officer

Dan Heefner

Harold Hill

Douglas Hjort/Steve Pedersen

Craig Saveraid

Tim Hoffman

Superintendent of Schools

Shirley McAdon

Secretary-Board of Education

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

Form 228 Pioneer Publishing Co., Kearney, Nebr.

Call to Order  
Roll Call

The meeting was called to order. Roll call was taken. Present were Dan Heefner, Harold Hill, Douglas Hjort, Craig Saveraid, and President Ray Hemphill. Visitors included Dave Leonard; Pat Stalter; Steve Pedersen; and Principals Carole Schlapkohl, Jim Nelsen, Bill Kimber and Greg DeTimmerman.

Agenda

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

Minutes

It was moved by Hjort, seconded by Saveraid, to approve the minutes of the regular meeting August 8 as corrected by replacing the word "policy" with the word "practice" on page 2 dealing with open enrollment policy. Motion carried unanimously.

Bills

It was moved by Heefner, seconded by Hjort, to approve the bills totaling \$268,157.59 and bills between meetings as presented. Motion carried unanimously.

Mo.Fin.Rpts.

Monthly financial reports were reviewed and discussed. The LEA CAR was reviewed by the Board and accepted.

Welcome of  
Visitors  
Open Forum

President Hemphill welcomed visitors and invited public comments during Open Forum. Dave Leonard asked whether state aid payments were on time; payments currently are on time. President Hemphill presented a plaque to retiring Board member Doug Hjort, recognizing seven years of service to the ADM Schools with the Board's thanks.



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

Continuation of regular board meeting held September 19, 1994  
Month Day Year

Canvas of Votes/  
Organization of  
Board of Education

The canvas of votes was read by the Board Secretary and affirmed the election of Ray Hemphill and Steven Pedersen to the Board.

Oath of Office

The oath of office was administered to Steve Pedersen and to Ray Hemphill by the Board Secretary. Steve Pedersen took his seat.

Selection of  
Officers

Board Secretary received nominations for the offices of president and vice president. It was moved by Saveraid, seconded by Heefner, to nominate Ray Hemphill for the office of president. It was moved by Hemphill, seconded by Heefner, to nominate Craig Saveraid for the office of president. It was moved by Hill, seconded by Pedersen, that nominations cease. Motion carried unanimously. Board consensus favored past practice of the candidate with the second highest vote tally accepting the office of vice president. Board Secretary counted the votes and announced the election of Ray Hemphill to the office of president and the election of Craig Saveraid to the office of vice president. Board President resumed chairing the meeting.

Approve Use  
of Signature  
Stamps

It was moved by Hill, seconded by Saveraid, to allow the Board Secretary to stamp her signature and that of the Board President on all documents officially approved by the Board. Motion carried unanimously.

Pre-approve  
Purchases

It was moved by Heefner, seconded by Saveraid, to allow the Board President to approve a purchase prior to a Board meeting with approval to follow at the next Board meeting. Motion carried unanimously.

Select  
Negotiation  
Team

Superintendent announced that the language in the master contract will be open as well as the salary schedule this year. Administrators will begin negotiations and it will be decided later whether a negotiator should be hired. Saveraid and Heefner indicated interest in serving as the Board's representatives on the negotiation team. It was moved by Hill, seconded by Pedersen, to appoint Saveraid and Heefner to the negotiation team. Motion carried unanimously.

Select IASB  
Delegate

Hill indicated interest in serving as IASB delegate and as Legislative Network representative. Pedersen indicated interest in serving as an alternate delegate. It was moved by Heefner, seconded by Saveraid, to appoint Hill to serve as the Board's Legislative Network representative and its IASB delegate with Steve Pedersen serving as alternate delegate. Motion carried unanimously.



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

Continuation of regular board meeting held September 19, 1994  
Month Day Year

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

Resignations,  
Modifications,  
and New  
Contracts

Superintendent recommended resignations from Kerri Byl, special ed associate, and Edith Hantsbarger, food service worker. Superintendent recommended the modification of Teresa Hall's contract from half-time special ed associate at Minburn to full-time special ed associate at DeSoto. Superintendent recommended new contracts for Donna Haxton, half-time special ed associate at Minburn; Laura McCord, full-time special ed associate at DeSoto; Melissa Hagemeier, elementary teacher; Janet Meyer, high school special ed teacher; David Ripperger, assistant high school wrestling; Nancy O'Donnell, middle school volleyball; Janette Weil, food service worker; Ron Kilker, high school shuttle bus driver; substitute bus drivers Glenda Arthur, Howard Belgarde, and David McGlothlin; Steve Schlafke, head softball, summer 1995; Chick Schwarzkopf, middle school softball, summer 1995; Allison Carrico, middle school softball, summer 1995; and Bill Shields, head soccer, spring 1995. It was moved by Saveraid, seconded by Heefner, to approve resignations, modifications, and new contracts as presented. Motion carried unanimously.

District  
Handbooks

It was moved by Heefner, seconded by Hill, to approve the Adel Elementary handbook as presented. Motion carried unanimously.

Open  
Enrollment  
Requests

Superintendent recommended open enrollment requests from Robert Lehman from ADM to Des Moines; Eric Clark from ADM to Perry; Angel, Heather, and Shane Black from Panorama to ADM; Nathan and Alicia Stokes and Kendal and Robert Dotson from Dexfield to ADM; Stephen Manning from Dexfield to ADM; and Rocky Dacre from Waukee to ADM, all for 1994-95. It was moved by Hill, seconded by Heefner, to approve open enrollment requests as presented. Motion carried unanimously.

Amend  
Negotiated  
Agreement

Superintendent reported that draft language was still not complete. If language is ready, it will be considered at the October meeting.

Early  
Retirement  
Plan

Superintendent recommended adoption of an early retirement plan for 1994-95 only, as offered in other years, since staff reductions are possible this spring. It was moved by Hill, seconded by Heefner, to offer an early retirement plan for 1994-95 with an extension of the deadline for application to March 1, 1995. Motion carried unanimously.

Administrative  
Reports

Superintendent drew the Board's attention to his letter written to Gene Maddox, State Senator, commenting on the school finance formula and offering opinions to be considered by the school finance legislative interim committee.



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

Continuation of regular board meeting held September 19, 1994  
 Month Day Year

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

Superintendent reported preliminary enrollment figures for 1994-95.

Superintendent reviewed bus routes.

Superintendent will meet soon with the district advisory committee, which meets on an annual basis, for the purpose of receiving information on student achievement and offering such other advice as solicited by the Board.

Superintendent will trade one van this year and will plan to trade one service vehicle each year.

Expanded facilities were discussed. Crowding at the high school could be alleviated by portable classrooms or an addition.

The sports complex committee is re-working its plans to accommodate soccer in the design of the track. The grandstand will be delayed until spring when the track layout will be complete.

Superintendent announced that a school auction will be held in early October.

The IASB Convention will be held November 17-18 in Des Moines.

Adjournment

It was moved and seconded to adjourn. Motion carried unanimously and the meeting was adjourned by President Hemphill at 10:00 p.m.

Minutes approved as presented

Ray Hemphill  
 Ray Hemphill, President

Dated 10/10/94

Shirley McAdon  
 Shirley McAdon, Secretary

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

Continuation of regular board meeting held September 19, 1994  
Month Day Year

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

Bills Between  
Meetings

Bills paid between meetings:

GENERAL FUND:

OPERATING FUND:

Brenton Bank	FICA & Fed W/H, September payroll	\$107,124.36
Holiday Inn	Lodging for Nobel Conference	142.00
Insurance Revolving	Employer's portion, Sept. payroll	24,650.76
IHSMA	Entry fees	292.00
IPERS	Employer's portion, Sept. payroll	22,310.48
Gustavus Adolphus	Nobel Conference registration	25.00
Pella Middle School	SAC registration	245.00
Postmaster	Postage	150.09

FUND TOTAL

\$154,939.69

*PA 2/29/ SCP*

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.



**EARLY RETIREMENT INCENTIVE FOR ADEL-DESOTO-MINBURN EMPLOYEES  
1994-95 ONLY**

A full-time employee (40 hours) of Adel-DeSoto-Minburn Community School District who has completed at least ten (10) years of service in the Adel-DeSoto-Minburn Community School District and is at least fifty-nine (59) years of age through sixty-five (65) years of age, as provided under provisions of the Management Levy, shall be eligible for early retirement incentive pay upon resignation of employment from the District. To be eligible for this benefit, the employee must make application on the appropriate form to the Board of Education no later than ~~February~~ <sup>March</sup> 1, 1995; the application shall be accompanied by the letter of resignation. Early retirement incentive pay shall not be granted to any employee who (1) is scheduled for layoff or staff reduction, (2) has received an official notice of layoff or termination, or (3) is subject to termination pursuant to Iowa Code Sections 279.15 or 279.27 (1991).

A recipient of benefits pursuant to this policy may elect to continue coverage under the District's medical plan at the District's group rate by paying the monthly premium in full to the District's business office prior to the date the District's premium payment is made to the insurance carrier.

Unless otherwise required by law, all insurance coverage shall cease when the employee reaches age sixty-five (65); secures other employment for which employer provided insurance coverage is available; dies; or becomes ineligible pursuant to the rules or regulations of the insurance carrier. Insurance for dependents will cease at the same time as the retiree's.

The base rate for early retirement incentive pay for each eligible individual shall be calculated at 44% of the individuals 1994-95 salary (not to include Phase I, II or III monies).

An employee may choose to receive early separation pay in equal annual installments over a two-year period on September 25 of each year beginning in 1995, or in a lump sum on September 25, 1995, or on September 25, 1996, or leave all or part in an escrow account with the District and use the benefit to pay insurance premiums until age sixty-five (65) or until the retirement benefit due is exhausted. Any early retirement benefit money not used for insurance premiums will be paid in one lump sum to the retiree in the month after the insurance coverage ends. No interest will be paid on the escrow account money. In the event of death, any sum remaining will be paid to the employee's designated beneficiary/estate.

The adoption of this procedure shall not vest any right in any employee whether or not the employee is currently eligible for early retirement. The Board shall have the complete discretion to amend or repeal this procedure at any time when, in the judgment of the Board, the District no longer realizes economic benefits from this procedure or otherwise determines that the policy is not in the best interests of the District. Furthermore, the District shall not be obligated to provide any of the benefits to



any employee after the date of such amendment or repeal except to those employees whose early retirement pursuant to this procedure has commenced prior to the amendment or repeal.

Employees who retire early under this procedure shall not be eligible to be rehired in any capacity with the Adel-DeSoto-Minburn Community School District, except for temporary substitute duty, nor shall the Adel-DeSoto-Minburn Community School District be required to accept an application for employment. Each employee who retires early must specifically agree to hold the District harmless and indemnify it if the employee attempts to submit an employment application or otherwise to be reemployed with the District.



APPROVED

WARRANTS DATED SEPTEMBER 19, 1994

VENDOR NAME	WARRANT	AMOUNT
A & W ELECTRICAL CONTRACTORS INC <i>repair</i>	G0071982	344.39
A-1 CAPITAL CITY LOCKSMITH <i>sew.</i>	G0071983	91.95
ACADEMIC BOOK SERVICES, INC. <i>textbooks</i>	G0071984	78.20
ADEL AUTO SUPPLY <i>supp.</i>	G0071985	133.04
ADEL SUPER VALU <i>supp.</i>	G0071986	9.38
ADEL TREE CO. <i>sew.</i>	G0071987	610.00
ADEL TV & APPLIANCE CO <i>equip./repair/supp.</i>	G0071988	2,160.78
ADEL-DESOTO-MINBURN ACTIVITIES <i>postage/fees/tuition</i>	G0071989	2,048.76
ADEL-DESOTO-MINBURN FOOD SERVICE <i>supp.</i>	G0071990	161.80
ADVANCED SYSTEMS & PERIPHERALS <i>supp.</i>	G0071991	110.25
ALL AMERICAN <i>equip./repair/supp.</i>	G0071992	2,202.81
ALL AMERICAN TURF BEAUTY, INC. <i>sew.</i>	G0071993	330.05
AMERICAN ASS. OF SCHOOL ADMIN. <i>dues</i>	G0071994	219.00
ANNEAR EQUIPMENT, INC. <i>supp.</i>	G0071995	77.35
APPLE COMPUTER, INC. <i>equip./supp.</i>	G0071996	6,173.00
ARATEX SERVICES, INC. <i>sew.</i>	G0071997	55.79
AREA EDUCATION AGENCY 11 <i>fees/supp./sew.</i>	G0071998	2,763.80
AREA EDUCATION AGENCY 7 <i>supp.</i>	G0071999	900.00
ARTS PIANO SERVICE <i>sew.</i>	G0072000	115.00
ASSOCIATED BOOK PUBLISHERS, INC <i>supp.</i>	G0072001	19.20
AT&T <i>tel.</i>	G0072002	39.10
BAKER & TAYLOR COMPANY <i>books</i>	G0072003	291.25
BALDON & SON HARDWARE <i>supp.</i>	G0072004	563.76
BEACON MICROCENTER <i>supp.</i>	G0072005	24.00
BECKLEY CARDY COMPANY <i>supp.</i>	G0072006	119.32
BELGARDE TRUCKING <i>sew.</i>	G0072007	134.95
LORI BELGARDE <i>employ. phys.</i>	G0072008	13.10
BEN FRANKLIN VARIETY STORE <i>supp.</i>	G0072009	106.57
LAURA BRENNER <i>tuition</i>	G0072010	70.00
CALLOWAY HOUSE INC <i>supp.</i>	G0072011	38.50
CAMBRIDGE DEVELOPMENT LABORATORY <i>supp.</i>	G0072012	431.95
CARDINAL ARTS & CRAFTS <i>supp.</i>	G0072013	472.59
CAROLINA BIOLOGICAL SUPPLY CO <i>supp.</i>	G0072014	9.11
CEDAR RAPIDS JANITORIAL SUPPLY <i>supp.</i>	G0072015	75.75
CENTER FOR APPLIED PSYCHOLOGY IN <i>supp.</i>	G0072016	17.95
CHIME TIME <i>supp.</i>	G0072017	82.99
FRANCES J CHRISTENSEN <i>travel</i>	G0072018	12.22

21,107.66

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ABOVE LIST OF BILLS IS CORRECT AND HAS BEEN PA

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SECRETARY



APPROVED

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VENDOR NAME	WARRANT	AMOUNT
CIRCLE B CASHWAY <i>Supp.</i>	G0072019	4.79
CITY OF ADEL <i>util.</i>	G0072020	1,189.65
CITY OF MINBURN <i>util.</i>	G0072021	162.92
COASTAL UNILUBE, INC. <i>Supp.</i>	G0072022	78.96
CONNIE COOPER <i>employ. phys.</i>	G0072023	35.00
MICHAEL COOPER <i>employ. phys.</i>	G0072024	35.00
CORONET/MTI <i>Supp.</i>	G0072025	150.12
CRESCENT ELECTRIC SUPPLY COMPANY <i>Supp.</i>	G0072026	71.10
CULLIGAN WATER CONDITIONING <i>repair</i>	G0072027	37.70
CYCLONE TRUCK STOPS <i>fuel</i>	G0072028	31.08
DALLAS COUNTY NEWS <i>pub./sub.</i>	G0072029	85.86
DALTON BOOKSELLER <i>Supp.</i>	G0072030	11.90
DAUGHERTY SUPER MARKET <i>Supp./sew.</i>	G0072031	502.94
DBS OF IOWA, INC. <i>maint.</i>	G0072032	219.69
DECKER ATHLETIC SUPPLY CO. <i>equip./supp.</i>	G0072033	4,808.00
DELMAR PUBLISHERS INC. <i>Supp.</i>	G0072034	358.14
DES MOINES REGISTER & TRIBUNE <i>Supp.</i>	G0072035	639.00
DES MOINES STAMP MFG CO <i>Supp.</i>	G0072036	82.40
DIAM PEST CONTROL <i>sew.</i>	G0072037	240.00
EARL MAY SEED & NURSERY CO. <i>Supp.</i>	G0072038	15.98
EBSCO SUBSCRIPTION SERVICES <i>sub.</i>	G0072039	17.25
ECONO-CLAD BOOKS <i>books</i>	G0072040	78.09
ED M FELD EQUIPMENT CO., INC. <i>sew.</i>	G0072041	282.40
EDUCATIONAL RESEARCH SERVICE <i>Supp.</i>	G0072042	27.50
EDUCATIONAL RESOURCES <i>Supp.</i>	G0072043	494.00
ELECTRIC PUMP <i>repair</i>	G0072044	193.07
ELECTRONIC SUPPLY OF AMES, INC. <i>equip./supp.</i>	G0072045	315.35
ELECTRONICS NOW <i>sub.</i>	G0072046	16.00
ERWIN E EPLEY <i>Supp./travel</i>	G0072047	153.56
JOHN ERICKSON <i>employ. phys.</i>	G0072048	35.00
EWALD, INC. <i>equip.</i>	G0072049	825.00
DARLENE FARROW <i>employ. phys.</i>	G0072050	35.00
JAY FARROW <i>mowing</i>	G0072051	1,366.00
FULLERS STANDARD <i>fuel</i>	G0072052	538.49
SUSAN GAARD <i>travel</i>	G0072053	30.00
CHARLES GABUS FORD, INC. <i>Supp.</i>	G0072054	424.78
GENERAL TELEPHONE CO <i>tel.</i>	G0072055	174.42

13,766.14

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

AUTHORIZED

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SECRETARY



APPROVED

WARRANTS DATED SEPTEMBER 19, 1994

VENDOR NAME	WARRANT	AMOUNT
GLEN PRODUCTS, INC. <i>Supp.</i>	G0072056	45.25
GOODHEART-WILCOX CO., INC. <i>Supp.</i>	G0072057	114.57
HAGEMEIER, MELISSA <i>Supp.</i>	G0072058	59.87
DONALD E HANLON, D.O. <i>employ. phys.</i>	G0072059	560.00
HARLAND HARDWARE <i>Supp.</i>	G0072060	66.84
HEARTLAND CO-OP <i>fuel</i>	G0072061	339.66
D C HEATH & CO <i>Supp.</i>	G0072062	1,190.95
THE HIGHSMITH CO INC <i>equip.</i>	G0072063	425.40
TIMOTHY HOFFMAN <i>travel</i>	G0072064	36.14
KELLEY HOOD <i>employ. phys.</i>	G0072065	35.00
HOUGHTON MIFFLIN COMPANY <i>Supp.</i>	G0072066	386.11
INLAND TRUCK PARTS CO <i>Supp.</i>	G0072067	60.00
IOWA ASSN OF SCHOOL BOARDS <i>reg./supp.</i>	G0072068	115.00
IOWA FAMILY COMM NETWORK <i>Supp.</i>	G0072069	73.50
IOWA NETWORK SERVICES, INC <i>tel.</i>	G0072070	126.86
IOWA PRISON INDUSTRIES <i>equip.</i>	G0072071	2,964.90
IOWA TESTING PROGRAMS <i>serv.</i>	G0072072	892.43
ITP EDUCATION DIVISION <i>Supp.</i>	G0072073	793.65
JOHNSTON DISTRIBUTING COMPANY <i>Supp.</i>	G0072074	686.81
KAR PRODUCTS <i>Supp.</i>	G0072075	109.70
KARLA KEARNEY <i>Supp.</i>	G0072076	86.94
KIMBALL MIDWEST <i>Supp.</i>	G0072077	229.54
WILLIAM KIMBER <i>travel/repair</i>	G0072078	273.16
LAKESHORE <i>Supp.</i>	G0072079	20.71
LARRYS TELEPHONE SERVICE <i>repair/equip.</i>	G0072080	190.00
J S LATTA COMPANY <i>equip./supp.</i>	G0072081	833.98
LUBRICATION ENGINEERS, INC. <i>Supp.</i>	G0072082	256.25
LUELLEN BROTHERS, INC. <i>repair</i>	G0072083	331.29
M & M SALES COMPANY <i>maint.</i>	G0072084	438.00
MAC WAREHOUSE <i>equip.</i>	G0072085	233.00
MCGRAW - HILL <i>Supp.</i>	G0072086	2,832.99
MALECKI MUSIC INC <i>Supp.</i>	G0072087	21.00
MARCON SERVICES, LTD. <i>repair/maint.</i>	G0072088	1,171.00
MCCOY SERVICES INC. <i>serv.</i>	G0072089	319.50
C. H. MCGUINNESS CO., INC. <i>Supp.</i>	G0072090	41.41
PATRICIA A. MERICAL <i>Supp.</i>	G0072091	34.00
MICHAEL TODD AND COMPANY, INC. <i>Supp.</i>	G0072092	156.21
		16,551.62

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WARRANTS DATED SEPTEMBER 19, 1994

VENDOR NAME	WARRANT	AMOUNT
MID-STATE DISTRIBUTING CO <i>Supp.</i>	G0072093	39.56
MIDWEST GAS CO. <i>nat. gas</i>	G0072094	181.13
MIDWEST MICROSCOPE SERVICE <i>repair</i>	G0072095	330.50
MIDWEST POWER <i>elect.</i>	G0072096	7,183.88
MIDWEST WHEEL COMPANIES <i>supp.</i>	G0072097	274.73
MINBURN TELEPHONE COMPANY <i>tel.</i>	G0072098	139.16
MONTEITH/KRYGER GLASS <i>repair</i>	G0072099	145.00
MOORE MUSIC, INC. <i>Supp.</i>	G0072100	411.10
NAEYC <i>dues</i>	G0072101	35.00
NATIONAL TEXTBOOK CO. <i>Supp.</i>	G0072102	43.70
NATIONAL GEOGRAPHIC SOCIETY <i>sew.</i>	G0072103	92.50
NATIONAL GEOGRAPHIC SOCIETY <i>Supp.</i>	G0072104	1,120.00
NATIONAL MIDDLE SCHOOL ASSOCIAT <i>dues</i>	G0072105	75.00
JAMES NELSEN <i>travel/supp.</i>	G0072106	107.11
NUBALL MFG. CO. <i>Supp./repair</i>	G0072107	657.81
OFFICE DEPOT, INC. <i>equip./Supp.</i>	G0072108	535.40
ORCHARD HOUSE, INC. <i>Supp.</i>	G0072109	34.95
J.W. PEPPER OF MINNEAPOLIS <i>Supp.</i>	G0072110	485.22
PERFECTION LEARNING CORP. <i>Supp.</i>	G0072111	289.72
PERRY PAINT & GLASS <i>Supp.</i>	G0072112	66.70
PHI DELTA KAPPA <i>Supp./dues</i>	G0072113	96.50
POUND CONSTRUCTION <i>sew.</i>	G0072114	98.81
PROJECTS IN METAL <i>sub.</i>	G0072115	21.00
QUILL CORPORATION <i>Supp.</i>	G0072116	56.54
MORRISON, RICHARD L. <i>repair</i>	G0072117	200.00
FRANK RIEMAN MUSIC INC <i>repair</i>	G0072118	125.00
RITA'S FLOORING & DECORATING <i>Supp./sew.</i>	G0072119	417.45
RIVERSIDE PUBLISHING CO <i>su</i>	G0072120	228.34
KIM ROBY <i>Supp./sew.</i>	G0072121	38.85
ROYAL OFFICE SYSTEMS, INC. <i>maint.</i>	G0072122	129.79
SAM'S CLUB DIRECT <i>Supp.</i>	G0072123	65.08
SANDE LUMBER CO INC <i>Supp.</i>	G0072124	229.81
SAX ARTS & CRAFTS <i>Supp.</i>	G0072125	121.56
CAROLE SCHLAPKOHL <i>travel/employ, phys.</i>	G0072126	76.60
SCHOLASTIC, INC. <i>Supp.</i>	G0072127	25.15
ROCHELE SCHULTE <i>Supp.</i>	G0072128	36.06
J.A. SEXAUER <i>Supp.</i>	G0072129	21.51

14,236.22

I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWL  
 ABOVE LIST OF BILLS IS CORRECT AND HAS BEEN PA

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SECRETARY



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REPORT 110062

L B I L L S  
INBURN

DATE 09/  
TIME 12:

APPROVED

WARRANTS DATED SEPTEMBER 19, 1994

VENDOR NAME	WARRANT	AMOUNT
SHELLEY'S ELECTRONICS/EARLHAM <i>equip./repair</i>	G0072130	977.00
SHORT PLUMBING & HEATING INC. <i>Sub.</i>	G0072131	80.00
SILVER BURDETT & GINN <i>Supp.</i>	G0072132	429.22
SIMPLEX TIME RECORDER CO <i>repair</i>	G0072133	138.85
STECK VAUGHN COMPANY <i>Supp.</i>	G0072134	235.86
STITZELL ELECTRIC SUPPLY CO <i>Supp.</i>	G0072135	1,044.96
STRAUSS SAFE & LOCK <i>Supp.</i>	G0072136	82.86
SUMMIT LEARNING <i>Supp.</i>	G0072137	133.98
SUNDANCE <i>Supp.</i>	G0072138	6.32
SUPERINTENDENT OF DOCUMENTS <i>Supp.</i>	G0072139	16.00
STRICKLAND, SUSAN <i>travel</i>	G0072140	5.46
HALL, TERESA <i>travel</i>	G0072141	20.80
THANH LE REPAIR <i>repair</i>	G0072142	224.35
THOMAS BUS SALES OF IOWA, INC. <i>Supp./repair</i>	G0072143	280.71
TIE SYSTEMS MISSOURI <i>Supp.</i>	G0072144	53.00
TROLL ASSOCIATES <i>Supp.</i>	G0072145	53.10
U S WEST COMMUNICATIONS <i>tel.</i>	G0072146	757.15
U.S. TOY COMPANY, INC. <i>Supp.</i>	G0072147	259.06
UNITED BRICK AND TILE CO <i>Supp.</i>	G0072148	80.00
LORI VETTER <i>tuition</i>	G0072149	75.00
R.B. WALTER <i>Supp.</i>	G0072150	24.46
WASTE MANAGEMENT OF IOWA <i>garbage sew.</i>	G0072151	536.38
WEAR-GUARD <i>Supp.</i>	G0072152	779.81
WINGERT-JONES MUSIC, INC. <i>Supp.</i>	G0072153	700.90
WRITER PUBLICATIONS <i>Sub.</i>	G0072154	49.50
YOUNGS <i>equip.</i>	G0072155	314.51
3E ELECTRICAL ENGINEERING EQUIP. <i>Supp.</i>	G0072156	165.33
Postmaster	G 3517	76.00
ISDTA	G 3578	25.00
		7,524.57
		73,186.21
		73,186.21
		73,186.21
		7625.57
		73,287.21

*RA DPA*  
*CAS*

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

AUTHORIZ

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SECRETARY

03  
BUSINESS FORMS



# PHYSICAL PLANT & EQUIPMENT FUND

	CK #	\$	
Adel Auto Supply - supp.	1013	16.61	
Ahern-Pershing-Isaacson-design serv.	1014	1,230.00	
Allied Construction Services-flooring/acoustics	1015	35,966.00	
American Time & Signal-clocks	1016	243.58	9
Baldon Hardware-supp.	1026	743.68	
City Supply-plumbing supp.	1017	13,278.60	
Cooper Woodworking-doors	1018	1,510.00	
Drywall Dist.-supp.	1019	99.20	
D. Eklov Plastering & Drywall-walls	1020	3,032.00	
Electronic Contracting-intercom	1021	584.25	
Grainger-supp.	1022	143.17	
Darin Gruver-plumbing	1023	1,116.00	
<del>Ingle's Hauling Service-freight</del>		<del>22.00</del>	Void
J.S. Latta Co.-screens	1024/1025	886.34	
Menards-supp.	1027	133.57	
Mid-Iowa Glass-glass	1028	555.00	
NuBall Mfg. Co.-supp.	1029	544.80	
Payless Cashways-supp.	1030	260.38	
Sande Lumber-supp.	1031	1,105.34	
Stitzell Electric-lighting	1032	7,894.83	
Van Meter Electric-supp.	1033	71.62	
Waste Management-disposal	1034	437.25	
3E Electrical-lighting	1035	<del>2,404.28</del>	2,301.47 disc. taken
		<del>72,278.50</del>	72,153.70

McGill Restoration-tuckpointing

1036/1042 41,607.00

\$~~113,885.50~~ 113,760.70

*[Handwritten signatures]*



MANAGEMENT FUND

Iowa Association of School Boards -  
unemployment insurance program

CK #

M24

\$ 348.68

Russell Insurance Agency-insurance

M23

80,751.00

\$ 81,099.68

*Handwritten signatures:*  
JH  
JRH  
CH



ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT  
CASH RECEIPTS & EXPENDITURES  
RECAPITULATION OF FUNDS - AUGUST 1994  
GENERAL FUND

	<u>Operating Fund</u>
Balance July 31, 1994	\$ 854,609.81
Receipts, August	218,299.37
Expenses, August	<u>543,498.87</u>
Balance, August 31, 1994	529,410.31
Invested: Money Market Acct.	<u>528,007.37</u>
Cash: NOW Acct.	<u><u>\$ 1,402.94</u></u>
Balance, August 31, 1993	\$ 334,710.24

	<u>Management Fund</u>
Balance, July 31, 1994	\$ 125,841.63
Receipts, August	439.13
Expenses, August	<u>.00</u>
Balance, August 31, 1994	\$ 126,280.76
Invested: Money Market Acct.	<u>113,201.36</u>
Cash: NOW Acct.	<u><u>\$ 13,079.40</u></u>
Balance, August 31, 1993	\$ 84,067.06



ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT  
CASH RECEIPTS & EXPENDITURES  
RECAPITULATION OF FUNDS - AUGUST 1994  
SCHOOLHOUSE FUND

Debt Service Fund

Balance, July 31, 1994	\$ 107,769.76
Receipts, August	258.17
Expenses, August	<u>.00</u>
Balance, August 31, 1994	\$ 108,027.93
Invested: Money Market Acct.	<u>105,927.67</u>
Cash: NOW Acct.	<u>\$ 2,100.26</u>
Balance, August 31, 1993	\$ 106,232.14

Physical Plant & Equipment

Balance, July 31, 1994	\$ 74,257.78
Receipts, August	160.04
Expenses, August	<u>26,228.39</u>
Balance, August 31, 1994	\$ 48,189.43
Invested: Money Market Acct.	<u>33,077.61</u>
Cash: NOW Acct.	<u>\$ 15,111.82</u>
Balance, August 31, 1993	\$ 97,718.53



ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT  
REVENUE & EXPENDITURE TOTALS  
GENERAL & SCHOOLHOUSE FUNDS  
AUGUST 1994

	<u>PREVIOUS</u>	<u>THIS MONTH</u>	<u>TO DATE</u>
<u>GENERAL FUND REVENUE</u>			
<u>OPERATING FUND</u>			
LOCAL SOURCES	\$ 117,850.74	\$ 8,108.29	\$ 125,959.03
STATE SOURCES	263,317.00	179,633.00	442,950.00
FEDERAL SOURCES	<u>.00</u>	<u>16,614.00</u>	<u>16,614.00</u>
SUBTOTAL	381,167.74	204,355.29	585,523.03
<u>MANAGEMENT FUND</u>	4,130.99	439.13	4,570.12
<u>SCHOOLHOUSE FUND REVENUE</u>			
<u>DEBT SERVICE FUND</u>	14,957.29	258.17	15,215.46
<u>PHYSICAL PLANT &amp; EQUIP. FUND</u>	<u>5,072.12</u>	<u>160.04</u>	<u>5,232.16</u>
TOTAL ALL FUNDS	<u>\$ 405,328.14</u>	<u>\$ 205,212.63</u>	<u>\$ 610,540.77</u>
<u>GENERAL FUND EXPENDITURES</u>			
<u>OPERATING FUND</u>			
DISTRICT WIDE	\$ 66,975.64	\$ 72,980.84	\$ 139,956.48
HIGH SCHOOL	117,005.07	142,149.75	259,154.82
MIDDLE SCHOOL	91,676.36	105,725.10	197,401.46
DESOTO INTERMEDIATE	71,777.38	82,017.18	153,794.56
MINBURN ELEMENTARY	37,158.27	41,096.87	78,255.14
ADEL ELEMENTARY	<u>71,490.03</u>	<u>85,585.05</u>	<u>157,075.08</u>
SUBTOTAL	\$ 456,082.75	\$ 529,554.79	\$ 985,637.54
<u>MANAGEMENT FUND</u>	.00	.00	.00
<u>SCHOOLHOUSE FUND EXPENDITURES</u>			
<u>DEBT SERVICE FUND</u>	.00	.00	.00
<u>PHYSICAL PLANT &amp; EQUIP. FUND</u>	<u>.00</u>	<u>26,228.39</u>	<u>26,228.39</u>
TOTAL ALL FUNDS	<u>\$ 456,082.75</u>	<u>\$ 555,783.18</u>	<u>\$1,011,865.93</u>



# MONTHLY STUDENT ACTIVITIES

	PREVIOUS BALANCE	RECEIPTS	EXPENDITURES	BALANCE
ATHLETICS	(\$3,778.16)	\$11,171.50	\$1,671.92	\$5,721.42
HS BAND RESALE	(\$673.40)			(\$673.40)
MS BAND RESALE	(\$293.04)	\$56.50	\$56.89	(\$293.43)
INSTRUMENT RENTAL	(\$39.70)	\$297.00	\$54.70	\$202.60
BAND & UNIFORM	\$2,071.73	\$1,136.00		\$3,207.73
POM PON	\$40.78			\$40.78
CLASS OF 95	\$2,810.37			\$2,810.37
CLASS OF 96	\$75.00			\$75.00
CLASS OF 94	\$2,093.11			\$2,093.11
TSA	(\$504.85)	\$227.52	\$173.80	(\$451.13)
BUTTON CLUB	\$237.26			\$237.26
DRAMA	\$5,966.45		\$1,370.75	\$4,595.70
FRENCH CLUB	\$965.51			\$965.51
SPANISH CLUB	\$896.50			\$896.50
S.A.D.D.	\$98.41			\$98.41
NATIONAL HONOR SOCIETY	\$2.33			\$2.33
SPEECH CLUB	\$482.48		\$155.00	\$327.48
MINBURN STUDENT ACCT	(\$42.55)			(\$42.55)
HS STUDENT COUNCIL	\$204.64			\$204.64
MS STUDENT COUNCIL	\$3,247.62	\$32.00		\$3,279.62
TIGER BASKETBALL CAMP	\$654.45			\$654.45
TIGER TEAM CAMP FOOTBAL	\$1,373.53	\$1,253.25		\$2,626.78
LADY TIGER BASKETBALL C/	\$623.64	\$195.00	\$630.00	\$188.64
ADM WRESTLING CAMP	\$814.85			\$814.85
VOLLEYBALL CAMP	\$96.73			\$96.73
ACCOMMODATIONS	(\$1,046.04)	\$1,046.04	\$2,048.76	(\$2,048.76)
MINBURN CLEARING	\$374.25		\$25.31	\$348.94
ADEL ELEM FUND	\$243.80			\$243.80
COMMUNITY EDUCATION	\$12,299.48	\$60.00	\$1,359.80	\$10,999.68
DESOTO INTERMED SHIRT FUI	\$5,840.16			\$5,840.16
DESOTO INTERMED LIB FUND	\$377.88			\$377.88
DESOTO INTERMED MUSIC	\$40.50	\$264.00		\$304.50
ADM SPORTS COMPLEX	\$1,786.32			\$1,786.32
ART FEES	\$0.00	\$3,210.00		\$3,210.00
ART RESALE	\$276.16			\$276.16
CAP & GOWN	(\$37.25)	\$2,575.00		\$2,537.75
CHANGE	\$0.00	\$150.00	\$175.00	(\$25.00)
DANCE FUND	\$1,307.19			\$1,307.19
HS FACULTY LOUNGE	\$662.42	\$263.90		\$926.32
MINBURN FACULTY LOUNGE	\$154.59	\$134.50		\$289.09
MS FACULTY LOUNGE	\$467.39			\$467.39
ADEL ELEM POP FUND	\$1,079.78	\$26.40		\$1,106.18
GIFTS	\$1,138.00			\$1,138.00
HALL OF FAME	\$193.31			\$193.31
IND ARTS METALS RESALE	(\$214.65)			(\$214.65)
IND ARTS WOODS RESALE	\$1,160.74			\$1,160.74

AUGUST 31, 1994



# MONTHLY STUDENT ACTIVITIES

INSURANCE	\$4.00			\$4.00
INSURANCE REVOLVING	(\$722.54)	\$33,833.77	\$32,880.09	\$231.14
MISC. RECEIPTS/EXPENDITURE	\$16,373.39	\$3,295.29	\$12.65	\$19,656.03
NURSE FUND	\$228.42			\$228.42
PADLOCK	\$966.53		\$25.00	\$941.53
PEP BUS	\$0.00			\$0.00
PHOTOGRAPHY	\$91.01			\$91.01
PHYSICAL EDUCATION	\$0.00	\$6,827.00	\$10.00	\$6,817.00
POPCORN FUND	\$1,154.74			\$1,154.74
REVOLVING	(\$392.79)	\$18,900.75	\$16,915.25	\$1,592.71
B HIGHLAND MEMORIAL SCHOOL	\$1,260.46			\$1,260.46
SCHOLARSHIP	\$1,258.50	\$350.00		\$1,608.50
SOCIAL SECURITY REFUNDS	\$58.37			\$58.37
SP ED PLANTS	\$81.35			\$81.35
TEXTBOOKS	\$0.00	\$23,356.00	\$48.00	\$23,308.00
TOWEL	\$4,453.66	\$1,995.00	\$3.00	\$6,445.66
HS VOCAL FUNDS	\$360.61	\$508.00		\$868.61
MS VOCAL FUNDS	\$424.89			\$424.89
WELLNESS	\$667.53		\$219.13	\$448.40
YEARBOOK	\$6,202.75		\$2.00	\$6,200.75
AUGUST 31, 1994 TOTALS	\$75,998.60	\$111,164.42	\$57,837.05	\$129,325.97
INVESTMENTS - MM ACCT	\$55,633.05	\$163.47		\$55,796.52
CASH NOW ACCOUNT	\$20,365.55	\$111,000.95	\$57,837.05	\$73,529.45
AUGUST 31, 1993 TOTALS				\$114,392.54
INVESTMENTS - MM ACCT				\$54,200.30
CASH NOW ACCOUNT				\$60,192.24

AUGUST 31, 1994



# MONTHLY SUMMARY - AUGUST 1994

	PREVIOUS BALANCE	RECEIPTS	EXPENDITURES	BALANCE
ATHLETIC RESALE	(\$841.40)	\$1,682.55		\$841.15
ATHLETIC REVOLVING	\$3,493.52	\$700.00	\$1,141.00	\$3,052.52
BASEBALL	(\$2,793.31)			(\$2,793.31)
BOYS BASKETBALL	\$1,601.88			\$1,601.88
BOYS TRACK	(\$5,270.15)			(\$5,270.15)
CHEERLEADING	(\$36.08)			(\$36.08)
CROSS COUNTRY TRACK	\$502.46			\$502.46
FOOTBALL	\$2,851.28			\$2,851.28
GIRLS BASKETBALL	\$4,385.80			\$4,385.80
GIRLS TRACK	(\$1,610.91)			(\$1,610.91)
GOLF	(\$2,654.69)			(\$2,654.69)
MS BOYS BASKETBALL	(\$467.95)			(\$467.95)
MS GIRLS BASKETBALL	(\$314.00)			(\$314.00)
MS FOOTBALL	(\$2,572.85)			(\$2,572.85)
MS SOFTBALL	(\$2,151.12)	\$120.00		(\$2,031.12)
MS TRACK	(\$1,896.49)			(\$1,896.49)
MS VOLLEYBALL	\$153.15			\$153.15
MS WRESTLING	(\$480.36)			(\$480.36)
DISTRICT 7 FOOTBALL	\$61.60			\$61.60
SOCCER	(\$815.41)			(\$815.41)
SOFTBALL	(\$2,530.21)			(\$2,530.21)
TOURNAMENT	\$7,208.78	\$8,668.95	\$530.92	\$15,346.81
VOLLEYBALL	(\$712.86)			(\$712.86)
WRESTLING	\$1,111.16			\$1,111.16
TOTALS	(\$3,778.16)	\$11,171.50	\$1,671.92	\$5,721.42

AUGUST 31, 1994



ADEL-DESOTO-MINBURN COMMUNITY SCHOOL  
FOOD SERVICE FINANCIAL REPORT  
AUGUST 1994

Receipts for August

Student Lunches	\$ 18,619.60
Student Milk	1,417.60
Other Food Items	185.35
Adult Lunches	449.60
Interest	19.55
Breakfast Program	702.50
Other Income	215.50
Federal Reimbursement	.00
State Reimbursement	.00
Reimbursement for Food Items	187.00
Miscellaneous	28.50

Total Income for August	\$ 21,609.70
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Expenses for August

Food	\$ 598.50
Other Supplies	.00
Salary	10,259.78
Benefits	2,269.18
Purchased Services	144.60
Equipment	.00
Misc.	3,213.00
Total Expenses for August	\$ 16,485.06

Year to Date

Previous Receipts	\$ 3,352.75
August Receipts	21,609.70
Total Income Year-to-Date.	24,962.45
Opening Cash Balance	10,947.10
Total Cash Available	35,909.55

Previous Expenses	\$ 12,498.08
August Expenses	16,485.06
Total Expenses Year-to-Date	28,983.14

Balance August 31, 1994	\$ 6,926.41
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Balance August 31, 1993	\$ 24,777.79
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