

## NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Education of the Adel-DeSoto-Minburn Community School District will meet at 7:00 o'clock p.m. on the 11th day of December, 1995, in the Middle School Media Center, Adel, Iowa.

The tentative agenda is as follows:

**BOARD MEETING AGENDA**  
**MIDDLE SCHOOL MEDIA CENTER**

December 11, 1995  
7:00 P.M.

**OPENING:**

7:00 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:**

7:30        Student progress reports  
7:50        Open enrollment requests  
7:55        Open enrollment transportation request  
8:00        Bus driver drug testing policy  
8:15        Administrative reports  
8:30        Adjournment  
            Tour of middle school facility

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	Middle School	7:00 p.m.	December	11,	1995
Kind of Meeting	Schoolhouse	Time	Month	Day	Year
	Meeting Place		Day of Week	Monday	

## MEMBERS

Present

Absent

Harold Hill

Presiding Officer

Don Flater

Dan Heefner

Ray Hemphill

Steve Pedersen

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 Don Flater, Dan Heefner, Ray Hemphill, and President Harold Hill. Absent was Steve Pedersen. Visitors included Principals Carole Schlapkohl, Jim Nelsen, Elayne Stover, Dave Elgin, and Greg DeTimmerman.

### Agenda

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

Steve Pedersen arrived.

### Minutes

It was moved by Heefner, seconded by Flater, to approve the minutes of the regular meeting November 13 as presented. Motion carried unanimously.

### Bills

It was moved by Hemphill, seconded by Heefner, to approve the bills as presented. Motion carried unanimously.

### Mo.Fin.Rpts.

Monthly financial reports were reviewed and discussed.

### Welcome of Visitors Open Forum

President Hill welcomed visitors and invited public comments during Open Forum. No comments were made.

### Student Progress Reports

Curriculum Director presented student achievement results for the district's science/reasoning outcomes. Discussion followed.



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

Continuation of regular board meeting held December 11, 1995  
 Month Day Year

Open  
Enrollment  
Requests

Superintendent recommended open enrollment requests for Joshua Duede from Waukee to ADM and for Adam and Bridget Doll from Van Meter to ADM, all for 1995-96. It was moved by Hemphill, seconded by Heefner, to approve open enrollment requests as presented. Motion carried unanimously.

Open  
Enrollment  
Transportation  
Request

Superintendent recommended approval of a request by Karl Doll to transport his children, who are open enrolled from Van Meter, by district school bus since they live so close to the district boundary and our bus is already in the area. Van Meter has already approved this request. It was moved by Hemphill, seconded by Heefner, to approve the open enrollment transportation request as presented. Motion carried unanimously.

Bus Driver  
Drug Testing  
Policy

Superintendent recommended Board policy 403.7 "Drug and Alcohol Testing Program" for first reading approval. It was moved by Heefner, seconded by Flater, to approve the first reading of Board policy 403.7 as presented. Motion carried unanimously.

Administrative  
Reports

In response to a letter from the LeMars CSD, the Board asked the Superintendent to send a supportive letter to the district's legislative representatives.

During financial reports, payments to sports officials was discussed. Board consensus favored a process allowing payment between meetings with approval of the Board President, followed by Board approval at the next regular meeting as outlined in current Board policy.

Superintendent reported on the process for cancelling school due to inclement weather and relayed feedback from the marketing class project for the first semester.

Adjournment

It was moved and seconded to adjourn. Motion carried unanimously and the meeting was adjourned by President Hill at 8:50 p.m.

Minutes approved as presented

Harold Hill  
Harold Hill, President

Dated 1/8/96

Shirley McAdon  
Shirley McAdon, Secretary



## DRUG AND ALCOHOL TESTING PROGRAM

Employees who operate school vehicles are subject to drug and alcohol testing if a commercial driver's license is required to operate the school vehicle and the school vehicle transports sixteen or more persons including the driver or the school vehicle weighs twenty-six thousand one pounds or more. For purposes of the drug and alcohol testing program, the term "employees" includes applicants who have been offered a position to operate a school vehicle.

The employees operating a school vehicle as described above are subject to pre-employment drug testing and random, reasonable suspicion, post-accident, return-to-duty and follow-up drug and alcohol testing.

Employees operating school vehicles shall not perform a safety-sensitive function within four hours of using alcohol. Employees governed by this policy shall be subject to the drug and alcohol testing program beginning the first day they operate or are offered a position to operate school vehicles and continue to be subject to the drug and alcohol testing program as long as they may be required to perform a safety-sensitive function as it is defined in the administrative regulations. Employees with questions about the drug and alcohol testing program may contact the school district contact person, (superintendent/transportation director/other) at

Jim Nelson.

Employees who violate the terms of this policy may be subject to discipline up to and including termination. Employees who violate this policy may be required to successfully participate in a substance abuse evaluation and, if recommended, a substance abuse treatment program. Employees required to participate in and who fail to or refuse to successfully participate in a substance abuse evaluation or recommended substance abuse treatment program may be subject to discipline up to and including termination. \*

It is the responsibility of the superintendent to develop administrative regulations to implement this policy. The superintendent shall also inform applicants of the requirement for drug and alcohol testing in notices or advertisements for employment, in the application form and personally at the first interview with the applicant.



The superintendent shall also be responsible for publication and dissemination of this policy and its supporting administrative regulations to employees operating school vehicles. The superintendent shall also oversee a substance-free awareness program to educate employees about the dangers of substance abuse and notify them of available substance abuse treatment resources and programs.

**NOTE:** It is important for the school district to read the accompanying administrative regulations and notes very carefully. This policy assumes the school district employs its drivers and owns the school vehicles rather than contracts with a private service provider with its own drug and alcohol testing program. School districts contracting with a private service provider must ensure the provider has a drug and alcohol testing program complying with the federal regulations.

Iowa law does not allow a school district to discipline and/or terminate a driver for their first positive test result on a drug or alcohol test if the driver undergoes a substance abuse evaluation and if the driver successfully completes the treatment, if any, recommended by the substance abuse professional. Drivers who fail to undergo the evaluation or fail to successfully complete the treatment, if any, recommended by the substance abuse professional may be disciplined up to and including termination.

The policy as written provides a significant amount of leeway to the board and the administration to keep a driver who tests positive for alcohol or drugs or otherwise violates the policy even after the second violation. The following revised paragraph three of the policy should be considered by those school districts wishing to terminate a driver upon the a second positive drug test or alcohol test result of 0.04 breath alcohol concentration or greater. *added one sentence*

\* Employees who violate the terms of this policy may be subject to discipline up to and including termination. Employees who violate this policy may be required to successfully participate in a substance abuse evaluation and, if recommended, a substance abuse treatment program. Employees required to participate in and who fail to or refuse to successfully participate in a substance evaluation



or a recommended substance abuse treatment program may be subject to discipline up to and including termination. A second violation of this policy will result in termination.

This policy and the accompanying administrative regulations require the school district to designate a school district contact person for the drug and alcohol testing program. The title of the person designated should be entered in paragraph two. This person will answer questions from employees and others about the program, receive the test results and receive the identification numbers of the drivers who were selected for random testing and notify those drivers. If different persons will be doing these jobs, the policy and accompanying regulations must clearly explain which person handles which part of the drug and alcohol testing program.

Iowa law also requires the school district to provide substance abuse evaluation and treatment if recommended by the substance abuse professional with the costs apportioned according to the employee benefit plan. If there is no employee benefit plan, then the school district must pay the costs of the evaluation and treatment, if any.

The use of leave for the time the driver is off duty for evaluation by a substance abuse professional may be governed by the collective bargaining agreement language and/or past practice of the school district. It is recommended school districts consult with their school attorney prior to making a decision regarding questions they may have about the collective bargaining agreement.

Under Iowa law, the school district must inform applicants/drivers of the requirement for drug and alcohol testing in any notice or advertisement soliciting applicants/drivers for employment, in the application form and personally at the first interview with the applicant/driver.

Legal Reference: Omnibus Transportation Employee Testing Act of 1991.  
42 U.S.C. §§ 12101 et seq. (Supp. 1990).  
41 U.S.C. §§ 701-707 (1988).

49 C.F.R. Pt. 40; 382; 391.81-123 (1994).

34 C.F.R. Pt. 85 (1993).

Local 301, Internat'l Assoc. of Fire Fighters, AFL-CIO,  
and City of Burlington, PERB No. 3876 (3-26-91).

Iowa Code §§ 124; 279.8; 730.5 (1993).

Cross Reference:    403.6    Substance-Free Workplace  
                          409.2    Licensed Employee Personal Illness Leave  
                          414.2    Classified Employee Personal Illness Leave

Approved \_\_\_\_\_    Reviewed \_\_\_\_\_    Revised \_\_\_\_\_

IASB POLICY DEVELOPMENT SERVICE - SAMPLE POLICY - 1995

Evaluate your needs and contact your school attorney before adopting a sample policy.



ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT		
GENERAL FUND		
DECEMBER 11, 1995		
VENDOR	DESCRIPTION	AMOUNT
ABLE NET INC.	SUPP.	\$100.50
ADAPTIVATION, INC.	EQUIP.	\$425.25
ADEL AUTO SUPPLY	SUPP.	\$36.42
ADEL TV & APPLIANCE CO	POSTAGE	\$24.61
ADEL-DESOTO-MINBURN FOOD SERVICE	SUPP.	\$752.55
ADEL-DESOTO-MINBURN PPEL FUND	SUPP.	\$418.83
ALL AMERICAN TURF BEAUTY, INC.	SERVICE	\$1,534.00
AMERICONNECT	TELE.	\$122.52
ANNENR EQUIPMENT, INC.	SUPP.	\$225.70
APPLE COMPUTER, INC.	EQUIP./SUPP.	\$535.30
ARCHER TV & APPLIANCE	SUPP./SERV.	\$254.93
AREA EDUCATION AGENCY 11	LEASE/SUPP.	\$1,837.36
ATLANTIC BOTTLING COMPANY	SUPP.	\$241.10
BAKER & TAYLOR COMPANY	SUPP.	\$119.09
BALDON & SON HARDWARE	SUPP.	\$344.24
THOMAS BAUGHMAN	REG./TRAVEL	\$237.00
BEACON MICROCENTER	SUPP.	\$40.50
HOWARD BELGARDE TRUCKING	SUPP.	\$1,266.62
BELIN HARRIS LAMSON MCCORMICK	PROF.SERV.	\$157.00
BEN FRANKLIN VARIETY STORE	SUPP.	\$335.92
ROXANNA L. BENNETT	SUPP.	\$78.44
BETTER BOOKS COMPANY	SUPP.	\$224.22
TERRY BLANCHARD	MILEAGE	\$48.36
BOUND TO STAY BOUND BOOKS INC	SUPP.	\$29.62
BOYER PETROLEUM COMPANY	SUPP.	\$227.15
BREADEAUX PIZZA	SUPP.	\$80.00
LAURA BRENNER	SUPP.	\$10.25
BURTON E TRACY & CO. P.C.	PROF.SERV.	\$900.00
BUSINESS COMMUNICATIONS CORP.	REPAIR	\$32.00
CARL JARL	SUPP.	\$13.50
CEDAR RAPIDS JANITORIAL SUPPLY	SUPP.	\$546.00
CENTAR INDUSTRIES	SUPP.	\$416.00
CENTER FOR APPLIED RESEARCH	SUPP.	\$36.69
FRANCES J CHRISTENSEN	MILEAGE	\$8.32
CITY OF ADEL	UTIL.	\$1,005.61
CITY OF DESOTO	UTIL	\$458.88
CITY OF MINBURN	UTIL.	\$198.16
CITY OF PERRY	FEES	\$84.00
COOPER WOODWORKING	SUPP.	\$48.00
DALLAS COUNTY NEWS	PUB.	\$287.26
DAUGHERTY SUPER MARKET	SUPP.	\$481.33
DAY-TIMER	SUPP.	\$52.25
DBS OF IOWA, INC.	SERV.	\$266.81
SUZANNE DECAMP	SUPP.	\$23.94



DECKER ATHLETIC SUPPLY CO.	SUPP.	\$623.35
DES MOINES IND. COMM. SCH. DIST.	TUITION	\$249.96
DES MOINES AREA COMMUNITY COLLEG	REG.	\$480.00
DES MOINES REGISTER & TRIBUNE	SUPP.	\$30.00
DEVELOPMENTAL RESOURCES, INC.	REG.	\$178.00
DICK BLICK	SUPP.	\$71.25
DIXIE PLBG. SPECIALTIES	SUPP.	\$41.90
DON'S RADIO & TV INC	SUPP.	\$26.94
EDUCATIONAL INSIGHTS, INC.	SUPP.	\$98.61
ELECTRONIC SOUND CO.	REPAIR/SUPP.	\$23.67
ENVIRONMENTAL CONTROL SYSTEMS, I	SUPP.	\$661.94
FOLLETT LIBRARY BOOK CO	SUPP.	\$30.05
FRANK PAXTON LUMBER COMPANY	SUPP.	\$61.94
FULLERS STANDARD	FUEL	\$2,571.09
CHARLES GABUS FORD, INC.	SUPP.	\$383.25
GENE SCHNECKLOTH & ASSOC.	SERVICE	\$160.00
GENERAL TELEPHONE CO	TELE.	\$185.60
GOODHEART-WILLCOX CO., INC.	SUPP.	\$215.92
GRANT WOOD	REG.	\$60.00
DAVID GRUVER	MILEAGE	\$130.52
DONALD E HANLON, D.O.	EMPLOY. PHYS.	\$140.00
HAWKEYE AUTO SUPPLY	SUPP.	\$160.33
CONNIE HEFNER	FILM DEVEL.	\$14.34
ANN HEITZ	MILEAGE	\$59.80
RACHELLE HEPNER	SUPP.	\$4.54
HI-WAY AUTO AND TIRE SERVICE	SUPP./REPAIR	\$123.80
THE HIGHSMITH CO INC	SUPP.	\$60.78
TIMOTHY HOFFMAN	MILEAGE/SUPP.	\$282.15
HORSESHOE LANES	FEES	\$171.50
THE INSTRUMENTALIST COMPANY	SUPP.	\$22.00
INTERSTATE BATTERY SYSTEM OF CEN	SUPP.	\$318.75
IOWA ASSN OF SCHOOL BOARDS	REG.	\$240.00
IOWA CHAPTER, AMERICAN INSTITUTE	POSTAGE	\$10.00
IOWA COUNCIL OF TEACHERS OF MATH	DUES	\$22.00
IOWA PRISON INDUSTRIES	SUPP.	\$9.00
IOWA ROOFING COMPANY	REPAIR	\$3,831.40
JOHNSTON DISTRIBUTING COMPANY	SUPP.	\$999.31
K & L ARCHERY, INC.	SUPP.	\$24.00
K-L PARTS INC.	SUPP.	\$52.06
KAR PRODUCTS	SUPP.	\$55.86
KARL CHEVROLET	SUPP.	\$53.87
KIMBALL MIDWEST	SUPP.	\$638.85
KNIGHT-RIDDER INFORMATION, INC.	SERVICE	\$2.90
LITERATI SOFTWARE	SUPP.	\$42.50
M & M SALES COMPANY	SUPP.	\$178.85
MALWAUKEE SPRAYER	SUPP.	\$21.95
MARCON SERVICES, LTD.	SERV./EQUIP.	\$1,148.00
MENARD, INC.	SUPP.	\$307.52
PATRICIA A. MERICAL	MILEAGE	\$1.56
MID-IOWA COMPUTER CENTER	SUPP./SERV./TRAVEL	\$534.00



MID-STATE DISTRIBUTING CO	SUPP.	\$29.09
MIDAMERICAN ENERGY	UTIL.	\$16,999.53
MIDWEST RADIATOR	SUPP.	\$156.72
MILLBROOK PRESS INC.	SUPP.	\$306.13
MINBURN TELEPHONE COMPANY	TELE.	\$380.66
MOORE MUSIC, INC.	SUPP./REPAIR	\$518.41
MONA MOYER	SUPP.	\$150.00
NASSP CONVENTION	SUPP.	\$154.10
NAT'L COUNCIL OF TEACHERS OF	DUES	\$75.00
NATIONAL ART EDUCATION ASSN.	SUPP.	\$76.00
NATIONAL EDUCATION STANDARDS	SUPP.	\$23.95
JAMES NELSEN	SUPP./MILEAGE/POST	\$95.68
NETINS	SERVICE	\$40.00
DORLA NEWELL	REG./TRAVEL	\$53.00
NUBALL MFG. CO.	SUPP.	\$1,208.50
NANCY O'DONNELL	REG.	\$27.00
OFFICE DEPOT, INC.	SUPP.	\$547.24
OLSON'S BODY AND PAINT	REPAIR	\$900.00
THE P.T. CASTLE CO.	SERVICE	\$1,160.25
PEPSI COLA GENERAL BOTTLERS INC	SUPP.	\$305.10
PER MAR SECURITY & RESEARCH CORP	SUPP./REPAIR	\$421.00
PERFECTION LEARNING CORP.	SUPP.	\$121.73
PERMA-BOUND	SUPP.	\$185.94
PETROLEUM TECHNOLOGY LTD.	SUPP.	\$387.40
PJB AWARDS	SUPP.	\$227.51
POLAROID CORPORATION	SUPP.	\$80.00
PRE-OWNED ELECTRONIC, INC.	EQUIP./SUPP.	\$2,110.31
PRODIRECT, INC.	SUPP.	\$140.00
PRUFROCK PRESS	SUPP.	\$24.95
PUBLISHERS QUALITY LIBRARY SERV	SUPP.	\$151.60
PUCKETT ELECTRIC TOOLS INC	REPAIR	\$14.75
QUILL CORPORATION	SUPP.	\$57.17
FRANK RIEMAN MUSIC INC	SUPP.	\$161.72
TERRY ROLLES	REG.	\$70.00
ROYAL OFFICE SYSTEMS, INC.	SERVICE	\$92.14
SAM'S CLUB DIRECT	SUPP.	\$396.66
SANDE LUMBER CO INC	SUPP.	\$971.56
CAROLE SCHLAPKOHL	MILEAGE/SUPP./TELE	\$109.14
SCHOLASTIC BOOK FAIRS	SUPP.	\$682.22
SCHOLASTIC MAGAZINES	SUPP.	\$255.06
SCHOOL ADMINISTRATORS OF IOWA	REG.	\$120.00
SCHOOL BUS SALES	SUPP.	\$196.50
SCHOOL HEALTH CORPORATION	EQUIP.	\$500.24
SCHOOL SPECIALTY	SUPP.	\$123.71
BONI SCHULTZ	SUPP.	\$30.24
SOPRIS WEST, INC.	SUPP.	\$70.53
SPORTS MEDICINE CENTER	SERVICE	\$630.50
STITZELL ELECTRIC SUPPLY CO	SUPP.	\$736.31
ELAYNE STOVER	SUPP.	\$59.39
SWEDBERG CERAMICS & SUPPLIES	SUPP.	\$192.00




TEACHING STRATEGIES, INC.	SUPP.	\$43.50
THE TRUMPET CLUB FOR RIF	SUPP.	\$99.00
THOMAS BUS SALES OF IOWA, INC.	SUPP.	\$810.85
U S WEST COMMUNICATIONS	TELE.	\$994.48
UNIVERSITY OF CALIFORNIA	SUPP.	\$29.95
US WEST CELLULAR	TELE.	\$54.90
WASTE MANAGEMENT OF IOWA	DISPOSAL	\$689.86
WOLIN & ASSOCIATES, INC.	REPAIR/SERV./SUPP.	\$8,148.34
WOODSMITH STORE	SUPP.	\$46.78
WORLD ALMANAC EDUCATION	SUPP.	\$41.14
YOUNGERMAN MUSIC COMPANY	SUPP.	\$101.95
ZANER BLOSER EDUCATIONAL PUB	SUPP.	\$30.10
ZEP MANUFACTURING COMPANY	SUPP.	\$68.35
<b>TOTAL</b>		<b>\$74,067.68</b>

SP  
  
 2/29/01



Adel-DeSoto-Minburn Community School District				
Capital Projects Fund/PPEL Fund/Debt Service Fund				
December 11, 1995				
VENDOR	DESCRIPTION	FUND	CK#	AMOUNT
Hubert Norman	Track - expenses	CP	1154	\$229.44
Michael Whisner Const.	Track - press box	CP	1155	2,917.50
ADM General Fund	MS Facelift - salaries	PPEL	1156	15,633.01
Raccoon Valley State Bank	Interest	DS	1157	11,643.43
Adel TV	Track - supplies	CP	1158	152.00
Atlas Track, Inc.	Track construction	CP	1159	17,285.00
Howard Belgarde Trucking	Track - grandstand	CP	1160	393.26
Cochran Farms II	Track - grandstand	CP	1161	230.00
Dave Elgin	MS Facelift - blinds	PPEL	1162	255.80
Donald Gruver	MS Facelift - labor	PPEL	1163	477.75
J & J Fencing	Track - fence	CP	1164	6,024.44
Menards	Track - grandstand	CP	1165	40.90
Payless	Track - grandstand	CP	1166	423.28
Wolin & Assn	MS Facelift - AC	PPEL	1167	351.78
<b>TOTAL</b>				<b>\$56,057.59</b>

SP  
  
 2/5/95



REPORT 110141  
FISCAL YEAR 95-96

VENDOR PERIODIC PAYMENT REPORT  
DISTRICT 0027 ADEL-DESOTO-MINBURN  
11/14/95 THRU 12/11/95

PAGE 1  
12/06/95  
13:45:32

CHECK FORM A

*Student Activity Fund*

VENDOR ..... VENDOR NAME .....			
000000008	ADEL TV & APPLIANCE CO	CD Player	159.00
000000258	ADEL-DESOTO-MINEURN FOOD SERVICE	Refreshments	631.25
000000601	ADEL-DESOTO-MINEURN GENERAL FUND	Donation-TSA Loan	1,967.71
000000433	LORRIE ANDERSON	Film	31.36
000000039	BALDON & SON HARDWARE	Supplies	95.17
000002322	STEVEN G BEBOUT	BB Official	27.50
000000016	BEN FRANKLIN VARIETY STORE	Supplies	264.97
000000889	BONNIES FLOWERS	Supplies	188.00
000002286	KELLY R BURTON	BB Official	55.00
000002287	CAFFREY CIGAR CO. INC.	Dusting Head	36.38
000002233	MARK CHELLEEN	BB Official	70.00
000002234	GREG CHELLEEN	BB Official	70.00
000002283	RANDY DANIELS	BB Official	41.25
000001156	DAUGHERTY SUPER MARKET	Supplies	1,116.04
000000787	DECKER ATHLETIC SUPPLY CO.	Plaque, Warmups, Supply	1,257.87
000000100	DES MOINES STAMP MFG CO	Stamp, ink	28.10
000002122	DAVE ELGIN	Film development	59.01
000002117	FARNER BOCKEN COMPANY	Supplies	617.92
000002297	DON FILKENS	BB Clinic	45.00
000000168	HERFF JONES	Yearbooks	7,634.64
000002319	DAN HERRIN	BB Official	42.00
000000201	HOPKINS SPORTING GOODS INC	Track Supplies	341.98
000000058	PATRICIA A. MERICAL	Mileage	53.56
000002320	PAT MYERS	BB Official	55.00
000002220	GARY D PAULSEN	BB Official	110.00
000002289	RICHARD M PETERSON	BB Official	27.50
000002290	BRENT PRANGE	BB Official	55.00
000000617	<del>RACCOON VALLEY STATE BANK</del>		<del>120.00</del>
000002321	RICH ROBERTS	BB Official	55.00
000002315	DAVID RIPPERGER	Wr Clinic	70.00
000002159	DENNIS D ROBERTS	BB Official	165.00
000002291	ROSE'S THEATRICAL SUPPLY	MS Supplies	134.29
000001711	SAM'S CLUB DIRECT	Snacks	207.35
000000074	SANDE LUMBER CO INC	Marble Dust	108.00
000001312	SPORT ABOUT SCREEN PRINTING	T Shirts	166.80
000001185	MIKE STEELE	BB Clinic	71.20
000002327	THE GRAPHIC EDGE	MS Wr T shirts, shorts	920.10
000002316	TRACK COACHES CLINIC	Clinic Registration	147.00
000001784	US WEST CELLULAR	current charges	29.47
000002292	VALUE CHECKS	Coupons	540.00
000002317	VAN GINKEL'S	Socks	324.80
000002318	DON WINGERT	BB Official	42.00
*** TOTAL FOR CHECK FORM A			18,182.22

*less 120.00*  
*18,062.22*

*SP*  
*249*



REPORT 110141  
FISCAL YEAR 95-96

VENDOR PERIODIC PAYMENT REPORT  
DISTRICT 0027 ADEL-DESOTO-MINBURN  
11/14/95 THRU 12/11/95

PAGE 2  
12/06/95  
13:45:32

CHECK FORM D

*Day Care Fund*

VENDOR .....VENDOR NAME.....

000000601	ADEL-DESOTO-MINEURN GENERAL FUND	Salary/Benefits	1,918.17
000000016	BEN FRANKLIN VARIETY STORE	Supplies	29.69

\*\*\* TOTAL FOR CHECK FORM D 1,947.86

*SP*  
*2/7/96*

03

BUSINESS FORMS

Adel-DeSoto-Minburn Community School District  
School Nutrition Fund  
December 11, 1995

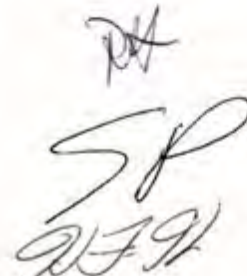
	<u>Ck#</u>	<u>Amount</u>
ADM School-payroll-benefits	8923	16,232.68
Daugherty's-supplies	8924	7.46
ADM School-telephone bill	8925	39.37
Harker's-meat	8926	517.72
ADM School-insurance on van	8927	334.00
Donald Hanlon D.O.-physical Tammy Sawhill	8928	35.00
Ben Franklin-supplies	8929	6.75
Heartland Area Ed-food	8930	346.75
Gold Kist Poultry-food	8931	1,117.80
Norma Hubbard-faucet spray	8932	5.30
Liz Severidt-mileage	8933	88.57
Keck,Inc.-food	8934	736.30
Continental Baking-bread	8935	798.25
Al's Distributing-ala carte items	8936	112.00
Midwest Food-food-supplies	8937	5,149.73
Hawkeye Food-food-supplies	8938	4,409.43
		<u>\$29,937.11</u>

SP  
JH  
2/9/96



ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT  
DECEMBER 1995 PAYROLL

Phase III	
Lorrie Anderson	\$100.00
Jane Bishop	120.00
Diane Bohlen	152.50
Jerry Bond	75.00
Linda Burk	330.00
Darryl Downs	420.00
John Erickson	45.00
Ann Gadelmann	130.00
Teresa Harpster	15.00
Connie Hefner	117.50
Susan Heiland	102.50
Colleen Hood	210.00
Mary Kay Johnson	37.50
Pat Melroy	190.00
Claudia Mestdagh	120.00
Sharon Mullarkey	15.00
Alice Myers	10.00
Daryl Nelson	15.00
Dorla Newell	135.00
Martha Norenberg	165.00
Cheri Parton	75.00
Pam Peters	5.00
Amy Reis	45.00
Lynne Rinehart	12.50
Nancy Schroeder	55.00
Boni Schultz	260.00
Lana Shea	90.00
Beth Shields	135.00
Chris Short	160.00
JoAnn Slater	35.00
Terri Tiffany	12.50
Marjorie Vaagen	52.50
Sue Walker	15.00
JoEllen Wesselmann	25.00
Deb Zwiefel	130.00
	\$3,612.50
Tutoring/Saturday School	
Darryl Downs	\$12.00
John Erickson	144.00
Erica Light	12.00
Claudia Mestdagh	24.00
Martha Norenberg	60.00
Boni Schultz	12.00
	264.00
Tiger Tribune	
Darryl Downs	\$48.00
Repairs & Maintenance	
Daryl Nelson	\$368.75
<b>TOTAL</b>	<b>\$4,293.25</b>





Adel-DeSoto-Minburn Community School District  
Cash Receipts & Expenditures  
Recapitulation of Funds - November 1995  
Governmental Funds

General Fund

Balance, October 31, 1995	\$ 707,429.97
Receipts, November	1,069,447.23
Expenditures, November	<u>628,969.43</u>
Balance, November 30, 1995	1,147,907.77
Invested	<u>1,099,835.88</u>
Cash	<u>\$ 48,071.89</u>
Balance, November 30, 1994	\$1,073,096.38

Capital Projects Fund

Balance, October 31, 1995	( \$ 2,690.11 )
Receipts, November	10,000.00
Expenditures, November	<u>3,689.69</u>
Balance, November 30, 1995	\$ 3,620.20
Invested	<u>.00</u>
Cash	<u>\$ 3,620.20</u>
Balance, November 30, 1994	\$ .00

Debt Service Fund

Balance, October 31, 1995	\$ 80,852.97
Receipts, November	117,746.60
Expenditures, November	<u>.00</u>
Balance, November 30, 1995	\$ 198,599.57
Invested	<u>198,599.57</u>
Cash	<u>.00</u>
Balance, November 30, 1994	\$ 187,324.30



Adel-DeSoto-Minburn Community School District  
Cash Receipts & Expenditures  
Recapitulation of Funds - November 1995  
Governmental Funds  
Special Revenue Funds

Management Fund

Balance, October 31, 1995	\$ 116,392.56
Receipts, November	25,705.96
Expenditures, November	<u>2,693.00</u>
Balance, November 30, 1995	\$ 139,405.52
Invested	<u>139,288.53</u>
Cash	<u><u>\$ 116.99</u></u>
Balance, November 30, 1994	\$ 110,993.55

Physical Plant & Equipment Fund

Balance, October 31, 1995	\$ 78,399.40
Receipts, November	46,619.89
Expenditures, November	<u>32,469.36</u>
Balance, November 30, 1995	\$ 92,549.93
Invested	<u>36,189.91</u>
Cash	<u><u>\$ 56,360.02</u></u>
Balance, November 30, 1994	( \$ 2,082.17 )

Student Activity Fund

Balance, October 31, 1995	\$ 35,378.99
Receipts, November	22,211.25
Expenditures, November	<u>13,343.42</u>
Balance, November 30, 1995	\$ 44,246.82
Invested	<u>13,092.72</u>
Cash	<u><u>\$ 31,154.10</u></u>
Balance, November 30, 1994	\$ 118,433.17

Adel-DeSoto-Minburn Community School District  
Cash Receipts & Expenditures  
Recapitulation of Funds - November 1995  
Proprietary Funds  
Enterprise Funds

School Nutrition Fund

Balance, October 31, 1995	( \$ 2,340.44 )
Receipts, November	43,648.64
Expenditures, November	<u>48,570.63</u>
Balance, November 30, 1995	( \$ 7,262.43 )
Invested	<u>.00</u>
Cash	( <u>\$ 7,262.43</u> )
Balance, November 30, 1994	\$ 5,375.80

Day Care Fund

Balance, October 31, 1995	\$ 17,626.30
Receipts, November	3,670.81
Expenditures, November	<u>1,947.86</u>
Balance, November 30, 1995	\$ 19,349.25
Invested	<u>.00</u>
Cash	<u>\$ 19,349.25</u>
Balance, November 30, 1994	\$ 12,283.37



41.69%

Adel-DeSoto-Minburn Community School District  
Revenue & Expenditure Totals  
November 1995

	<u>PREVIOUS</u>	<u>THIS MONTH</u>	<u>TO DATE</u>	<u>% OF BUDGET</u>
<u>GOVERNMENTAL FUNDS REVENUE</u>				
<u>GENERAL FUND</u>				
LOCAL SOURCES	\$ 642,320.14	\$ 611,625.68	\$1,253,945.82	45.1
STATE SOURCES	881,770.91	416,181.65	1,297,952.56	29.2
FEDERAL SOURCES	<u>36,732.00</u>	<u>.00</u>	<u>36,732.00</u>	68.6
SUBTOTAL	1,560,823.05	1,027,807.33	2,588,630.38	35.6
<u>SPECIAL REVENUE FUNDS</u>				
<u>MANAGEMENT FUND</u>	\$ 31,815.12	\$ 25,705.96	\$ 57,521.08	49.7
<u>PHYSICAL PLANT &amp; EQUIP. FUND</u>	61,592.46	46,619.89	108,212.35	55.9
<u>STUDENT ACTIVITY FUND</u>	36,646.16	21,955.75	58,601.91	71.1
<u>CAPITAL PROJECTS FUND</u>	411,805.95	10,000.00	421,805.95	88.8
<u>DEBT SERVICE FUND</u>	137,682.38	117,746.60	255,428.98	49.1
<u>PROPRIETARY FUNDS REVENUE</u>				
<u>SCHOOL NUTRITION FUND</u>	83,277.12	43,648.64	126,925.76	32.3
<u>DAY CARE FUND</u>	<u>6,891.36</u>	<u>3,670.81</u>	<u>10,562.17</u>	37.7
TOTAL ALL FUNDS	<u>\$2,330,533.60</u>	<u>\$1,297,154.98</u>	<u>\$3,627,688.58</u>	40.3
<u>GOVERNMENTAL FUNDS EXPENDITURES</u>				
<u>GENERAL FUND</u>				
DISTRICT WIDE	\$ 346,498.47	\$ 123,301.37	\$ 469,799.84	27.0
HIGH SCHOOL	556,026.64	159,659.63	715,686.27	38.9
MIDDLE SCHOOL	396,756.49	91,298.59	488,055.08	39.5
DESOTO INTERMEDIATE	335,345.60	88,898.36	424,243.96	39.8
MINBURN ELEMENTARY	158,098.12	33,789.63	191,887.75	38.0
ADEL ELEMENTARY	<u>301,932.22</u>	<u>96,672.17</u>	<u>398,604.39</u>	39.7
SUBTOTAL	\$2,094,657.54	\$ 593,619.75	\$2,688,277.29	36.4
<u>SPECIAL REVENUE FUNDS EXPENDITURES</u>				
<u>MANAGEMENT FUND</u>	\$ 114,917.56	\$ 2,693.00	\$ 117,610.56	98.8
<u>PHYSICAL PLANT &amp; EQUIP. FUND</u>	533,514.17	32,469.36	565,983.53	93.2
<u>STUDENT ACTIVITY FUND</u>	82,692.85	13,087.92	95,780.77	76.0
<u>CAPITAL PROJECTS FUND</u>	414,496.06	3,689.69	418,185.75	96.4
<u>DEBT SERVICE FUND</u>	160,365.00	.00	160,365.00	25.1
<u>PROPRIETARY FUNDS REVENUE</u>				
<u>SCHOOL NUTRITION FUND</u>	91,631.62	48,570.63	140,202.25	35.6
<u>DAY CARE FUND</u>	<u>7,120.42</u>	<u>1,947.86</u>	<u>9,068.28</u>	30.2
TOTAL ALL FUNDS	<u>\$3,499,395.22</u>	<u>\$ 696,078.21</u>	<u>\$4,195,473.43</u>	43.1



REPORT 110114

ADEL-DESOLO-MINBURN

PAGE 1

MONTHLY SUMMARY REPORT

REPORT TO BOARD OF EDUCATION  
FUND: 21/STUDENT ACTIVITY FUNDDATE: 12/04/95  
TIME: 17:57:51

FAC#	ACCOUNT NAME	BALANCE (11/02/95)	AMOUNT RECEIVED	AMOUNT DISBURSED	BALANCE (12/04/95)
0001	ACTIVITIES & ATHLET	81,425.68-			81,425.68-
3109	ATHLETIC RESALE	669.32-	2,826.75		2,157.43
3109	BASEBALL	182.70	500.00	107.98	574.72
2209	BOYS BASKETBALL	0.00	208.00		208.00
3109	BOYS BASKETBALL	653.46	1,324.55	856.74	1,121.27
2209	BOYS TRACK	1,162.40-	500.00		662.40-
3109	BOYS TRACK	385.00-	500.00	39.03	75.97
3109	BUTTON CLUB	294.01			294.01
3109	CHEERLEADING	293.60	190.50-	52.60	50.50
3109	CLASS OF 95	0.00			0.00
3109	CLASS OF 96	3,406.55			3,406.55
3109	CLASS OF 97	3,014.80	297.00	972.23	2,339.57
3109	CLASS OF 98	27.75-			27.75-
3109	CO-ED CROSS COUNTRY	202.00	443.20	536.70	108.50
3109	CO-ED GOLF	109.00	316.00	39.03	385.97
3109	DANCE FUND	1,407.34	257.60	690.46	974.48
3109	DRAMA	4,288.81	1,025.00	103.43	5,210.38
2209	FOOTBALL	3,594.00-	1,800.00	195.00	1,989.00-
3109	FOOTBALL	3,456.27	200.00	3,148.06	508.21
3109	FRENCH CLUB	1,196.88	74.00		1,270.88
2209	GIRLS BASKETBALL	0.00	200.00		200.00
3109	GIRLS BASKETBALL	404.00	1,825.00	354.17	1,874.83
2209	GIRLS TRACK	1,162.39-	500.00		662.39-
3109	GIRLS TRACK	305.00-	500.00	39.02	155.98
2209	GIRLS VOLLEYBALL	211.39	200.00	1,223.75	812.36-
3109	GIRLS VOLLEYBALL	2,407.39	563.90	1,063.11	1,908.18
0001	INTEREST	4,940.92	147.89		5,088.81
3109	NATIONAL HONOR SOCI	2.33			2.33
0001	NURSE FUND	158.20		97.85	60.35
3109	POM PONS	415.58-	486.30	35.50	35.22
3109	SADD	37.74			37.74
3109	SOCCER	0.00	250.00	39.02	210.98
3109	SOCCER	0.00	250.00	39.03	210.97
2209	SOFTBALL	2,117.50-	1,000.00		1,117.50-
3109	SOFTBALL	0.49	512.79	197.05	316.23
3109	SPANISH CLUB	896.85			896.85
3109	SPEECH CLUB	2,535.33		2,257.36	277.97
3109	STUDENT COUNCIL-HS	1,501.34		67.04	1,434.30
2209	STUDENT COUNCIL-HS	4,721.78	729.17	254.56	5,196.39
3109	TSA	346.56	581.10	416.93	510.68
2209	WRESTLING	0.00	200.00	86.00	114.00
3109	WRESTLING	1,076.25	500.00	216.22	1,360.03
3109	YEARBOOK	7,471.94	3,428.00	40.00-	10,939.94
FUND TOTAL		346,046.69-	\$21,955.75	\$13,087.92	\$337,178.86-

35,378.99

44,246.82



REPORT 110114  
MONTHLY SUMMARY REPORT

ADEL-DESOTO-MINNBURN  
REPORT TO BOARD OF EDUCATION  
FUND: 10/GENERAL

PAGE 1  
DATE: 12/04/95  
TIME: 17:57:51

FAC#	ACCOUNT NAME	BALANCE (11/02/95)	AMOUNT RECEIVED	AMOUNT DISBURSED	BALANCE (12/04/95)
0001	ADULT ED	2,674.05			2,674.05
3109	ART RESALE	264.47-	19.00		245.47-
0001	ATHLETIC RESALE	0.00			0.00
1418	BAND RESALE	550.83	1,090.70-	539.87-	0.00
1421	BAND RESALE	11.54	95.70	87.87	19.37
2209	HAND RESALE	554.03-	995.00	1,449.02	1,008.05-
3109	BAND RESALE	714.14-	23.21	177.93	868.86-
3109	BAND UNIFORM	3,376.72	24.00-		3,352.72
1409	BOOK FAIR	281.43	675.31		956.74
1418	BOOK FAIR	377.88			377.88
3109	CLASS COMPOSITE	2,047.75	160.00		2,207.75
0001	INSTRUMENT RENTAL	325.70-			325.70-
3109	METALS RESALE	96.02-	5.00		91.02-
0001	PADLOCKS	400.24-			400.24-
0001	PE TOWELS	5,646.88	130.00		5,776.88
1421	RIF	390.00		99.00	291.00
1409	STAFF LOUNGE	2,365.78		72.44	2,293.34
1418	STAFF LOUNGE	47.45-	245.35	73.65	124.25
1421	STAFF LOUNGE	352.88		90.23	262.65
2209	STAFF LOUNGE	1,026.07		2,945.00	1,918.93-
3109	STAFF LOUNGE	1,996.92	385.55	1,806.07	576.40
3109	VOCAL ROSES	1,492.50	59.00		1,551.50
0001	WELLNESS	4,801.56			4,801.56
3109	WOODS RESALE	400.67	100.00		500.67

FUND TOTAL	\$25,391.41	\$1,778.42	\$6,261.34	\$20,908.49
------------	-------------	------------	------------	-------------