

## 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 8th day of January, 1996, in the High School Conference Room, Adel, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA  
HIGH SCHOOL CONFERENCE ROOM

January 8, 1996  
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 School bus bids  
7:55 Second reading board policy 403.8 - Drug Testing  
8:00 First reading board policies:  
507.5 - Emergency Evacuation Plan  
507.9 - Special Ed Health Procedures  
8:15 ITED results  
8:35 Request for half-time ECSE position  
8:50 Resignations and new contracts  
8:55 Open enrollment requests  
9:00 Hazardous chemicals plan  
9:10 County Conference Board rep  
9:20 Administrative reports  
9:30 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 7:00 p.m. January 8, 1996  
 Kind of Meeting Meeting Place Time Month Day Year  
 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 con-  
 secutively.

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, Steve Pedersen, and President Harold Hill. Visitors included Erwin Epley, Rick Borst, Troy Cortez, Bill Shields, Dave Leonard, and Principals Dave Elgin and Greg DeTimmerman.

## Agenda

It was moved by Hemphill, seconded by Pedersen, to adopt the agenda with the addition of "Assistant Girls' Soccer Coach" at 7:25 p.m. due to the lateness of the receipt of comparative figures. Motion carried unanimously.

## Minutes

It was moved by Pedersen, seconded by Flater, to approve the minutes of the regular meeting December 11 as corrected to an 8:50 p.m. adjournment time. Motion carried unanimously.

## Bills

It was moved by Hemphill, seconded by Pedersen, 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.

Assistant Girls'  
Soccer Coach

Activities Director Hood recommended the addition of an assistant girls' soccer coach for summer 1996 due to the number of



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

Continuation of regular board meeting held January 8, 1996  
Month Day Year

participating students. It was moved by Heefner, seconded by Flater, to add an assistant girls' soccer coach for summer 1996 as presented. Motion carried unanimously.

School  
Bus  
Bids

Transportation Director Epley and bus mechanic Borst presented bus bids for a 77-passenger bus and for an 84-passenger bus. The 84-passenger bus bid from Thomas Bus Sales was recommended due to the additional seating, additional under-carriage storage, additional headroom, and quality of the bus. It was moved by Heefner, seconded by Pedersen, to purchase the 84-passenger Thomas bus for \$74,528.80 as recommended. It was moved by Flater, seconded by Hemphill, to table the awarding of the bid to obtain a bid on a medium-duty Thomas bus. Motion defeated 2-3 (Heefner, Hill, Pedersen). Motion to purchase the 84-passenger Thomas bus as bid carried 4-1 (Flater).

Board  
Policy  
403.8

Superintendent recommended approval of the second reading of Board policy 403.8 "Drug Testing". It was moved by Heefner, seconded by Flater, to approve the second reading of Board policy 403.8 "Drug Testing" with the insertion at the end of the third paragraph of the sentence that the second violation will result in termination. Motion carried unanimously.

Board  
Policies  
507.5 and  
507.9

Superintendent recommended approval of Board policy 507.5 "Emergency Evacuation Plan" and Board policy 507.9 "Special Ed Health Procedures". It was moved by Pedersen, seconded by Heefner, to approve the first reading of Board policies 507.5 and 507.9 as presented. Board member Flater raised some questions to be investigated before final approval. Motion carried unanimously.

ITED  
Results

Principal DeTimmerman presented the results of ITED testing at the high school. Discussion ensued.

Request for  
Half-time  
ECSE  
Position

Superintendent recommended adding a fifth half-time early childhood special ed program for the remainder of the 1995-96 school year due to the increased numbers of students needing services. It is anticipated that next year's needs will be served by the existing four half-time programs. It was moved by Hemphill, seconded by Flater, to add a fifth half-time ECSE position for the remainder of the 1995-96 school year. Motion carried unanimously.

Resignations  
and New  
Contracts

Superintendent recommended a conditional resignation from John Donnelly, high school teacher, effective February 19, 1996, and a resignation from Jeanette Erwin, high school library associate,



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

Continuation of regular board meeting held January 8, 1996  
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1228-B—Hammond & Stephens Co., Fremont, Nebr.

Open  
Enrollment  
Requests

effective January 15, 1996. Superintendent recommended a new contract for Dan Severidt, assistant baseball, summer 1996. It was moved by Hemphill, seconded by Flater, to approve resignations and new contracts as presented. Motion carried unanimously.

Superintendent recommended open enrollment requests from Ashley Ramirez and Joshua Berger from Dallas Center-Grimes to ADM and from Colten and Mikaelyn Llewellyn from ADM to Waukee, all for 1995-96. It was moved by Heefner, seconded by Flater, to approve open enrollment requests as presented. Motion carried unanimously.

Hazardous  
Chemicals  
Plan

Business Manager presented updated information about the district's hazardous chemicals plan. It was moved by Heefner, seconded by Hemphill, to approve the district's hazardous chemicals plan. Motion carried unanimously.

County  
Conference  
Board Rep

Board member Heefner expressed interest in serving as the Board's representative on the County Conference Board and was appointed to that position by Board President Hill.

Administrative  
Reports

Superintendent reported that the method for assigning elementary students to attendance centers has worked very well.

Superintendent briefed the Board on potential staffing needs for 1996-97.

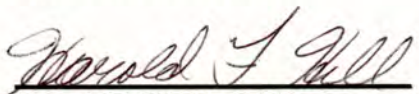
The Board will hold its regular February Board meeting on February 19 due to the political caucuses on February 12.

Principal DeTimmerman reported that some ADM students have worked on a light duty aircraft building project by a company in the district but that it is not a school project.

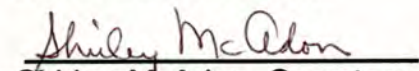
Adjournment

It was moved and seconded to adjourn. Motion carried unanimously and the meeting was adjourned by President Hill at 10:20 p.m.

Minutes approved as Presented

  
Harold Hill, President

Dated 2/19/96

  
Shirley McAdon, Secretary

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secutively.

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

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



# 1996 77 PASSENGER COMPARISONS

THOMAS	BLUEBIRD	AM TRAM
\$20,725.60 Body	\$49,991.00	\$19,708.00 Body
\$31,235.32 Chassis		\$31,238.00 Chassis
<u>- 2,400.00 Trade-in</u>	<u>- 2,850.00 Trade-in</u>	<u>- 2,000.00 Trade-in</u>
\$49,560.00	\$47,519.00	\$49,946.00
	Add \$378.00 for side door	Add \$1,000.00 for side door
		Add \$ for seats
	Did not meet heater specs	Did not meet eng cover specs
	Did not meet removable engine cover specs	Did not meet seat color specs
	Did not meet seat color specs	Did not meet tire specs
	Did not meet floor color specs	Did not meet wheel rim specs

# 1996 84 PASSENGER PUSHER COMPARISONS

THOMAS	BLUEBIRD	AM TRAM
\$76,928.80	\$74,403.00	\$67,418.00
<u>\$2,400.00</u> trade-in	<u>\$2,850.00</u> trade-in	<u>\$2,000.00</u> trade-in
\$74,528.80 <i>(59 passenger Min. Gasoline bus)</i>	\$71,553.00	\$65,418.00
	Add \$ ; did not meet floor covering color	Add \$1,000.00 for side door
	29" side door available	Add \$ for seat cover
	32" was requested	Did not meet engine spec
<i>heavy duty</i>	<i>medium duty</i>	Did not meet front axle spec
\$2,975.80 more		Did not meet entry door spec
		Did not meet eng. heater spec
		Did not meet starting aid spec
1708 lb. more lbs. of vehicle		

## EMERGENCY DRILLS

Students will be informed of the action to take in an emergency. Any student needing special assistance shall have an individual plan developed and communicated to appropriate personnel. Emergency drills for fire, weather, bus evacuation, and other disasters shall be conducted each school year. Fire and tornado drills shall be each conducted regularly during the academic school year.

School district personnel shall participate in emergency drills. Certificated personnel shall be responsible for instructing the proper techniques to be followed in the drill.

Legal Reference: Iowa Code §100.31 (1993).

Cross Reference: 507 Student Health and Well-Being  
712.10 School Bus Safety Instruction  
804 Safety Program

Approved March 13, 1995 Reviewed \_\_\_\_\_ Revised Feb. 19, 1996



## STUDENT SPECIAL HEALTH SERVICES

Some students need special health services to participate in their educational program. These students shall receive special health services concomitant with their educational program. Licensed health personnel shall provide special health services under the auspices of the district. The duties of the licensed personnel include:

- \* to participate as a member of the education team;
- \* to provide the health assessment;
- \* to plan, implement and evaluate the written individual health plan;
- \* to plan, implement and evaluate special emergency health services;
- \* to serve as liaison and encourage participation and communication with health service agencies and individuals providing health care;
- \* to provide health consultation, counseling and instruction to the student, the student's parent and the staff in cooperation and conjunction with the prescriber;
- \* to maintain a record of special health services;
- \* to report unusual circumstances to the prescriber, parent and agency administration, and
- \* to assign, delegate, instruct, provide technical assistance to, and supervise qualified designated personnel, and update knowledge and skills to meet special health service needs.

The record of special health services shall include but not be limited to the following:

- \* student's name;
- \* special health service;
- \* prescriber or person authorizing;
- \* date and time;
- \* signature and title of the person providing the special health service, and
- \* any unusual circumstances in the provision of such services.

Prior to the provision of special health services, at least the following items shall be on file:

- \* a written statement by the prescriber detailing the specific method and schedule of the special health service, when indicated;
- \* a written statement by the student's parent requesting the provision of the special health service;
- \* a written report of the pre-planning staffing or meeting of the education team, and
- \* a written individual health plan.

Licensed health personnel, in collaboration with the education team, shall determine the special health services to be provided and the qualifications of individuals performing the special health services. The documented rationale may include the following:

- \* an analysis and interpretation of the special health service needs, health status stability, complexity of the service, predictability of the service outcome, and risk of improperly performed service;



STUDENT SPECIAL HEALTH SERVICES

- \* the determination that the special health service, task, procedure, or function is part of the person's job description;
- \* the determination of the assignment and delegation based on the student's needs;
- \* a review of the designated person's competence, and
- \* the determination of initial and ongoing level of supervision required to ensure quality services.

Licensed health personnel shall supervise the special health services, define the level of supervision and document the supervision.

Licensed health personnel shall instruct qualified designated personnel to deliver and perform special health services contained in the individual health plan.  
Documentation of instruction and periodic updates shall be on file at the school.

Qualified designated personnel, other than licensed health personnel, shall be presumed to agree to provide the special health service unless presenting to AEA personnel a signed written refusal to provide such service.

Parents shall provide the usual equipment, supplies and necessary maintenance for such. The equipment shall be stored in a secured area. Personnel responsible for the equipment shall be designated in the individual health plan.

Legal Reference: §155A.4(2)"c", Iowa Code.  
Education (281)§41.23(281);§12.3(9)

Cross Reference:

Approved Feb. 19, 1996      Reviewed \_\_\_\_\_      Revised \_\_\_\_\_



ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT		
GENERAL FUND		
JANUARY 8,1996		
VENDOR	DESCRIPTION	AMOUNT
ACES	FEE	\$200.00
AD PRO WINDSHIELD REPAIR	REPAIR	\$35.00
ADEL AUTO SUPPLY	SUPP.	\$206.05
ADEL SUPER VALU	SUPP.	\$57.83
ADEL-DESOTO-MINBURN FOOD SERVICE	SUPP.	\$114.66
AIR FILTER SALES & SERVICES, INC	SUPP.	\$320.36
AMERICAN DATA PRODUCTS	SUPP.	\$421.26
AMERICONNECT	TELE.	\$71.57
AMSCO SCHOOL PUBLICATIONS, INC.	SUPP.	\$663.08
APPLE COMPUTER, INC.	EQUIP.	\$999.00
ARCHER TV & APPLIANCE	SUPP.	\$95.00
AREA EDUCATION AGENCY 11	SUPP./REG.	\$26,075.52
ARTS PIANO SERVICE	REPAIR	\$70.00
ASCD	DUES	\$73.00
ATLANTIC BOTTLING COMPANY	SUPP.	\$157.15
BALDON & SON HARDWARE	SUPP.	\$453.18
BARNES & NOBLE	SUPP.	\$126.49
HOWARD BELGARDE TRUCKING	SERVICE	\$140.00
BEN FRANKLIN VARIETY STORE	SUPP.	\$26.14
MARY BOWE	REFUND	\$8.59
BRITAINS STANDARD PARTS INC	SUPP.	\$40.00
BSN SPORTS	SUPP.	\$219.12
CEDAR RAPIDS JANITORIAL SUPPLY	SUPP.	\$121.25
CHERRY TREE TOYS, INC.	SUPP.	\$29.95
CITY OF ADEL	UTIL.	\$1,099.77
CITY OF DESOTO	UTIL.	\$438.95
CITY OF MINBURN	UTIL.	\$190.50
CITY SUPPLY CORPORATION	SUPP.	\$456.88
COASTAL UNILUBE, INC.	SUPP.	\$108.91
DALLAS CENTER-GRIMES COM. SCHOOL	TUITION	\$6,205.88
DALLAS COUNTY NEWS	PUBL.	\$550.68
DBS OF IOWA, INC.	SERVICE	\$87.44
DECKER ATHLETIC SUPPLY CO.	SUPP.	\$1,191.00
DEMCO	SUPP.	\$4.19
HAROLD L DENMAN	SERVICE	\$125.00
DES MOINES AREA COMM COLLEGE	TUITION/SUPP.	\$633.55
DES MOINES REGISTER & TRIBUNE	SUPP.	\$98.25
GREG DETIMMERMAN	MILEAGE	\$160.16
DICK BLICK	SUPP.	\$142.35
DON'S RADIO & TV INC	SUPP.	\$11.18



DAVE ELGIN	MILEAGE	\$23.58
ENVIRONMENTAL CONTROL SYSTEMS, I	SUPP.	\$108.61
FAIRTRON CORPORATION	SUPP./SERV.	\$133.00
FINE ART PHOTOGRAPHY & GALLERY	SUPP.	\$1,800.00
FRANK PAXTON LUMBER COMPANY	SUPP.	\$44.00
FULLERS STANDARD	FUEL	\$2,450.43
CHARLES GABUS FORD, INC.	SUPP.	\$128.75
GENERAL CAR & TRUCK LEASING	RENTAL	\$97.12
GENERAL TELEPHONE CO	TELE.	\$178.55
GIFFORD BROWN, INC.	SUPP.	\$25.18
GROLIER PUBLISHING COMPANY	SUPP.	\$137.62
DAVID GRUVER	SUPP.	\$41.99
DONALD GRUVER	SERVICE	\$275.62
HARLAND HARDWARE	SUPP.	\$26.99
HAWKEYE AUTO SUPPLY	SUPP.	\$23.09
HEARTLAND CO-OP	FUEL	\$1,020.29
RACHELLE HEPNER	SUPP.	\$15.00
TIMOTHY HOFFMAN	MILEAGE	\$30.42
KELLEY HOOD	SUPP.	\$9.43
IOWA ASSN OF SCHOOL BOARDS	REG.	\$80.00
IOWA ASSN OF SCHOOL BUSINESS OFFICIALS	REG.	\$50.00
IHSSA	REG.	\$174.00
JMC COMPUTER SERVICE INC	SUPP.	\$130.00
JOHNSON CONTROLS	SUPP.	\$61.11
MARY KAY JOHNSON	EMPLOY. PHYSICAL	\$34.00
KARL CHEVROLET	SUPP.	\$270.00
KEM MANUFACTURING CORPORATION	SUPP.	\$412.38
JASON KILKER	MILEAGE	\$75.00
KNIGHT-RIDDER INFORMATION, INC.	SERVICE	\$6.31
KUM & GO	FUEL	\$58.27
LEARNING POST	SUPP.	\$15.50
ERICA LIGHT	SUPP.	\$7.52
MAC USER	SUPP.	\$40.50
MAC WAREHOUSE	EQUIP.	\$222.00
MALECKI MUSIC INC	SUPP.	\$28.86
LYNETTE MAYHEW	REG.	\$90.00
CELIA MCCOLLUM	EMPLOY. PHYSICAL	\$35.00
PAT MELROY	SUPP.	\$49.98
MERCY HOSPITAL MEDICAL CENTER	WELLNESS SCREENING	\$1,040.00
MIDAMERICAN ENERGY	UTIL.	\$12,511.58
MIDWEST TECH PRODUCTS & SERVICES	SUPP.	\$84.96
MINBURN TELEPHONE COMPANY	TELE.	\$347.70
MOORE MUSIC, INC.	SUPP.	\$438.36
NET INS	SERVICE	\$40.00
NUBALL MFG. CO.	SUPP.	\$1,555.68
OFFICE DEPOT, INC.	SUPP./EQUIP.	\$446.38



DEBORAH OWEN	MILEAGE	\$364.00
J.W. PEPPER OF MINNEAPOLIS	SUPP.	\$261.16
PEPSI COLA GENERAL BOTTLERS INC	SUPP.	\$168.12
PER MAR SECURITY & RESEARCH CORP	SERVICE	\$912.00
PERRY COMMUNITY SCHOOL DISTRICT	TUITION	\$2,093.17
PAM PETERS	SUPP.	\$29.70
PIONEER PUBLISHING COMPANY	SUPP.	\$190.81
POSTMASTER	POSTAGE	\$150.86
PRINCIPAL MUTUAL	INS. PREM.	\$36,020.45
PUCKETT ELECTRIC TOOLS INC	SUPP.	\$112.14
FRANK RIEMAN MUSIC INC	REPAIR	\$30.00
ROYAL OFFICE SYSTEMS, INC.	SUPP./SERV.	\$236.74
SAM'S CLUB DIRECT	SUPP.	\$91.41
SAX ARTS & CRAFTS	SUPP.	\$292.95
CAROLE SCHLAPKOHL	MILEAGE/SUPP.	\$33.55
SCHOOL ADMINISTRATORS OF IOWA	REG.	\$40.00
SCHOOL SPECIALTY	SUPP.	\$112.13
LANA SCHROCK	SUPP.	\$8.40
SCIENCE CENTER	FEES	\$1,034.00
LANA SHEA	SUPP.	\$2.64
SIMPSON COLLEGE	REG. FEES	\$27.50
SPORTSGRAPHICS, INC.	REPAIR/SUPP.	\$114.00
PATRICIA STALTER	REG.	\$50.00
STITZELL ELECTRIC SUPPLY CO	SUPP.	\$31.96
SUN MEDIA	SUPP.	\$54.89
SWEDBERG CERAMICS & SUPPLIES	SUPP.	\$167.70
THANH LE REPAIR	REPAIR/SERV.	\$186.05
THOMAS BUS SALES OF IOWA, INC.	SUPP.	\$462.79
TIM SIX CRANE SERVICE INC.	SERVICE	\$105.00
U S WEST COMMUNICATIONS	TELE.	\$1,027.10
UNIVERSITY PHOTO	SUPP.	\$26.10
US WEST CELLULAR	TELE.	\$38.52
UTRECHT MANUFACTURING CORP.	SUPP.	\$344.39
MARJ VAAGEN	SUPP.	\$19.95
WASTE MANAGEMENT OF IOWA	DISPOSAL	\$25.00
WAUKEE HIGH SCHOOL	TRAVEL	\$224.42
WEAR-GUARD	SUPP.	\$189.17
WOLIN & ASSOCIATES, INC.	SERVICE/SUPP.	\$336.60
WRESTLING AIDS	SUPP.	\$202.85
YOUNGS	EQUIP.	\$243.62
ZEP MANUFACTURING COMPANY	SUPP.	\$72.85
<b>TOTAL</b>		<b>\$113,238.34</b>

*Handwritten signature/initials*



Adel-DeSoto-Minburn Community School District			
Capital Projects Fund/PPEL Fund/Debt Service Fund			
January 8, 1996			
VENDOR	DESCRIPTION	FUND	AMOUNT
Hubert Norman	Track - track carrier	CP	\$322.24
M-F Athletic Co., Inc.	Track - supplies	CP	635.55
Comm. Engineering Co.	MS Facelift - intercom repair	PPEL	188.00
Donald Gruver	MS Facelift - labor	PPEL	624.75
Johnson Controls	MS Facelift - supplies	PPEL	339.12
Nu-ball	MS Facelift - supplies	PPEL	98.00
Payless	MS Facelift - supplies	PPEL	27.03
<b>TOTAL</b>			<b>\$2,234.69</b>

9/7/91  
 SP  
 PH

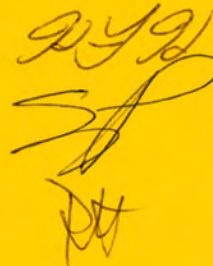


ADEL-DESOTO-MINBURN COMMUNITY SCHOOL		
STUDENT ACTIVITY FUND		
JANUARY 8, 1996		
VENDOR	DESCRIPTION	AMOUNT
ADEL-DESOTO-MINBURN GENERAL FUND	TSA Loan & TSA Camcorder Reimb	\$ 222.71
ALL AMERICAN	FB Camp Supplies	\$ 233.55
BEN FRANKLIN VARIETY STORE	Red Ribbon	\$ 7.70
JERRY BOND	Mileage 92 mi	\$ 23.92
DAUGHERTY SUPER MARKET	Supplies	\$ 466.83
DECKER ATHLETIC SUPPLY CO.	Supplies	\$ 1,441.25
DICK BLICK	Foam Board	\$ 22.80
FARNER BOCKEN COMPANY	Concession Supplies	\$ 156.34
HOPKINS SPORTING GOODS INC	Tag Ankle Brace	\$ 21.00
I.F.S.	Fund Raiser Supplies	\$ 1,999.55
IHSAA	Registration	\$ 30.00
PEPSI COLA GENERAL BOTTLERS INC	Concession Supplies	\$ 106.50
SAM'S CLUB DIRECT	TSA Supplies	\$ 323.56
US WEST CELLULAR	Current Charges	\$ 29.10
VAN GINKEL'S	Wrestling Singlets	\$ 364.83
WRESTLING AIDS	Wrestling Supplies	\$ 54.34
4 SEASONS FUND RAISING	TSA Fundraiser	\$ 927.75
		\$ 6,431.73


# JANUARY OFFICIALS

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL		
JANUARY OFFICIALS		
JANUARY 8, 1996		
		AMOUNT
DANIEL BAKER	F/JV GIRLS OFFICIAL	\$42.00
RICHARD BOOGE	MS BOYS BASKETBALL OFFICIAL	\$35.00
RICHARD L JESS	BASKETBALL OFFICIAL	\$55.00
GLEN C JONES	F/JV GIRLS & FROSH BOYS OFFICIAL	\$67.00
DON RICHARDSON	MS BOYS BASKETBALL OFFICIAL	\$35.00
ROBERT STICKLER	F/JV GIRLS & FROSH BOYS OFFICIAL	\$67.00
GLEN THOMPSON	F/JV GIRLS BASKETBALL OFFICIAL	\$42.00
CRAIG E WIERSON	BASKETBALL OFFICIAL	\$55.00
	TOTAL	\$398.00





Adel-DeSoto-Minburn Community School District  
Student Activity  
December 22, 1995

		<u>Amount</u>
David Bagly	MS Official	\$ 35.00
John Ballenger	F/JV Official	\$ 42.00
Greg Chelleen	MS Official	\$ 35.00
Mark Chelleen	MS Official	\$ 35.00
Greg Dockum	F/JV Official	\$ 42.00
Larry Jablonski	MS Official	\$ 35.00
Richard Jess	BB Official	\$ 84.00
Terry Kemp	MS Official	\$ 35.00
Don Richardson	MS Official	\$ 35.00
	TOTAL	\$ 378.00

OK to Pay  
per H. Hill,  
Board President,  
by phone 12/27/95  
S. McAdon

SP  
SP

Adel-DeSoto-Minburn Community School District  
Student Activity  
December 18, 1995

		<u>Amount</u>
Mark Becker	Wr Official	\$65.00
Richard Booge	MS Basketball Official	\$70.00
Dave Coco	MS Basketball Official	\$70.00
Ralph Edwards	Basketball Official	\$55.00
Charles Fowler	Boys Basketball Official	\$42.00
Steve Fowler	Boys Basketball Official	\$42.00
Dan Herrin	Girls Basketball Official	\$42.00
Dave Howlett	Wr Official	\$65.00
Bob Rabey	Basketball Official	\$55.00
Kyle Robertson	MS Wr Official	\$35.00
Kirby White	MS Wr Official	\$70.00
Don Wingert	Girls Basketball Official	\$42.00
	<b>TOTAL</b>	<b>\$653.00</b>

OK to Pay by phone  
per Board President  
Harold Hill 12/19/95  
S. McAdon  
WPH  
SP  
WPH



Adel-DeSoto-Minburn Community School District  
Student Activity  
December 11, 1995

		<u>Amount</u>
David Bagly	MS Official	\$35.00
Rich Gray	Wr Official	\$50.00
Terry Kemp	MS Official	\$35.00
Joe Mengel	F/JV Official	\$42.00
Rick Molden	F/JV Official	\$42.50
Joe Robinson	F/JV Official	\$42.00
Daniel Baker	F/JV Official	\$42.00
Glen Thompson	F/JV Official	\$42.00
TOTAL		\$330.50

OK to Pay  
per Board President  
Harold Hill 12/11/95  
S. McAdams

*[Signature]*

*[Signature]*

*[Signature]*



Adel-DeSoto-Minburn Community School District  
Day Care  
January 8, 1996

		<u>Amount</u>
ADM General Fund	Dec Salaries	\$ 1,612.74
ADM General Fund	Dec Benefits	\$ 206.15
ADM Food Service	Snacks, Juice	\$ 711.85
	 TOTAL	 \$ 2,530.74

*WJH*  
*SP*  
*RA*



Adel-DeSoto-Minburn Community School District  
School Nutrition Fund  
January 8, 1996

	<u>Ck#</u>	<u>Amount</u>
ADM School-payroll-benefits	8939	15,825.09
Roberts Dairy-milk bill	8940	4,479.94
Continental Baking-bread bill	8941	590.33
Lance, Inc.-crackers	8942	31.05
Harker's-pizza	8943	499.15
Iowa Fire Equipment-system service	8944	105.80
Hawkeye Food-food-paper-chemicals	8945	4,344.07
ADM School-telephone bill	8946	38.55
Heartland Area Ed.-food-handling	8947	304.61
Midwest Food-food-paper-chemicals	8948	4,329.51
Harker's-chicken patties	8949	494.80
Daugherty's Super Market-produce	8950	4.53

\$ 31,047.43

*21792*

*58*  
*48*



ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT  
JANUARY 1996 PAYROLL

Tutoring	
Ann Geadelmann	\$60.00
Rhonda Hopewell	24.00
Erica Light	24.00
Pat Stalter	72.00
Deb Zwiefel	44.00
	\$224.00
Tiger Tribune	
Darryl Downs	\$16.00
Repairs & Maintenance	
Daryl Nelson	\$456.25
<b>TOTAL</b>	<b>\$696.25</b>

*ASD*  
*SP*  
*KA*



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

	<u>General Fund</u>
Balance, November 30, 1995	\$1,147,907.77
Receipts, December	528,584.39
Expenditures, December	<u>573,806.24</u>
Balance, December 31, 1995	1,102,685.92
Invested	<u>1,081,484.43</u>
Cash	<u>\$ 21,201.49</u>
Balance, December 31, 1994	\$1,009,073.28

	<u>Capital Projects Fund</u>
Balance, November 30, 1995	\$ 3,620.20
Receipts, December	20,928.68
Expenditures, December	<u>24,548.88</u>
Balance, December 31, 1995	\$ .00
Invested	<u>.00</u>
Cash	<u>\$ .00</u>
Balance, December 31, 1994	\$ .00

	<u>Debt Service Fund</u>
Balance, December 31, 1995	\$ 198,599.57
Receipts, December	13,682.92
Expenditures, December	<u>3.64</u>
Balance, December 31, 1995	\$ 212,278.85
Invested	<u>212,278.85</u>
Cash	<u>.00</u>
Balance, December 31, 1994	\$ 195,440.83



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

Management Fund

Balance, November 30, 1995	\$ 139,405.52
Receipts, December	16,328.04
Expenditures, December	<u>.00</u>
Balance, December 31, 1995	\$ 155,733.56
Invested	<u>139,781.88</u>
Cash	<u>\$ 15,951.68</u>
Balance, December 31, 1994	\$ 125,820.65

Physical Plant & Equipment Fund

Balance, November 30, 1995	\$ 92,549.93
Receipts, December	5,636.24
Expenditures, December	<u>33,653.80</u>
Balance, December 31, 1995	\$ 64,532.37
Invested	<u>36,416.66</u>
Cash	<u>\$ 28,115.71</u>
Balance, December 31, 1994	( \$ 3,871.86 )

Student Activity Fund

Balance, November 30, 1995	\$ 44,246.82
Receipts, December	13,314.36
Expenditures, December	<u>19,391.72</u>
Balance, December 31, 1995	\$ 38,169.46
Invested	<u>13,135.76</u>
Cash	<u>\$ 25,033.70</u>
Balance, December 31, 1994	\$ 80,966.51



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

School Nutrition Fund

Balance, November 30, 1995	( \$ 7,262.43 )
Receipts, December	36,537.91
Expenditures, December	<u>29,623.25</u>
Balance, December 31, 1995	( \$ 347.77 )
Invested	<u>.00</u>
Cash	<u>( \$ 347.77 )</u>
Balance, December 31, 1994	\$ 12,126.65

Day Care Fund

Balance, November 30, 1995	\$ 19,349.25
Receipts, December	3,689.84
Expenditures, December	<u>1,818.89</u>
Balance, December 31, 1995	\$ 21,220.20
Invested	<u>.00</u>
Cash	<u>\$ 21,220.20</u>
Balance, December 31, 1994	\$ 12,651.18



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

58%

	<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	\$1,253,945.82	\$ 96,867.81	\$1,350,813.63	48.3
STATE SOURCES	1,297,952.56	744,697.79	2,042,650.35	46.0
FEDERAL SOURCES	<u>36,732.00</u>	<u>.00</u>	<u>36,732.00</u>	68.6
SUBTOTAL	2,588,630.38	841,565.60	3,430,195.98	47.0
<u>SPECIAL REVENUE FUNDS</u>				
<u>MANAGEMENT FUND</u>	\$ 57,521.08	\$ 15,994.04	\$ 73,515.12	63.5
<u>PHYSICAL PLANT &amp; EQUIP. FUND</u>	108,212.35	5,217.41	113,429.76	58.5
<u>STUDENT ACTIVITY FUND</u>	58,601.91	11,471.36	70,073.27	85.0
<u>CAPITAL PROJECTS FUND</u>	421,805.95	20,928.68	442,734.63	93.2
<u>DEBT SERVICE FUND</u>	255,428.98	25,322.71	280,751.69	54.0
<u>PROPRIETARY FUNDS REVENUE</u>				
<u>SCHOOL NUTRITION FUND</u>	126,925.76	36,537.91	163,463.67	41.6
<u>DAY CARE FUND</u>	<u>10,562.17</u>	<u>3,689.84</u>	<u>14,252.01</u>	50.9
TOTAL ALL FUNDS	<u>\$3,627,688.58</u>	<u>\$ 960,727.55</u>	<u>\$4,588,416.13</u>	50.7
<u>GOVERNMENTAL FUNDS EXPENDITURES</u>				
<u>GENERAL FUND</u>				
DISTRICT WIDE	\$ 469,799.84	\$ 423,311.97	\$ 893,111.81	51.3
HIGH SCHOOL	715,686.27	150,096.02	865,782.29	47.1
MIDDLE SCHOOL	488,055.08	102,838.91	590,893.99	47.8
DESOTO INTERMEDIATE	424,243.96	85,103.05	509,347.01	47.8
MINBURN ELEMENTARY	191,887.75	40,533.54	232,421.29	46.1
ADEL ELEMENTARY	<u>398,604.39</u>	<u>84,857.52</u>	<u>483,461.91</u>	47.8
SUBTOTAL	\$2,688,277.29	\$ 886,741.01	\$3,575,018.30	48.3
<u>SPECIAL REVENUE FUNDS EXPENDITURES</u>				
<u>MANAGEMENT FUND</u>	\$ 117,610.56	(\$ 334.00 )	\$ 117,276.56	98.5
<u>PHYSICAL PLANT &amp; EQUIP. FUND</u>	565,983.53	33,234.97	599,218.50	96.6
<u>STUDENT ACTIVITY FUND</u>	95,780.77	17,548.72	113,329.49	89.9
<u>CAPITAL PROJECTS FUND</u>	418,185.75	24,548.88	442,734.63	102.0
<u>DEBT SERVICE FUND</u>	160,365.00	11,643.43	172,008.43	26.9
<u>PROPRIETARY FUNDS REVENUE</u>				
<u>SCHOOL NUTRITION FUND</u>	140,202.25	29,623.25	169,825.50	43.2
<u>DAY CARE FUND</u>	<u>9,068.28</u>	<u>1,818.89</u>	<u>10,887.17</u>	36.3
TOTAL ALL FUNDS	<u>\$4,195,473.43</u>	<u>\$1,004,825.15</u>	<u>\$5,200,298.58</u>	53.3



REPORT 110114

ADEL-DESOTO-MINBURN

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REPORT TO BOARD OF EDUCATION

DATE: 12/29/95

MONTHLY SUMMARY REPORT

FUND: 10/GENERAL

TIME: 18:06:37

		BALANCE (12/04/95)	AMOUNT RECEIVED	AMOUNT DISBURSED	BALANCE (12/29/95)
1					
2	FAC# ACCOUNT NAME				
3					
4					
5	0001 ADULT ED	2,674.05			2,674.05
6	3109 ART RESALE	245.47-			245.47-
7	0001 ATHLETIC RESALE	0.00			0.00
8	1418 BAND RESALE	0.00			0.00
9	1421 BAND RESALE	19.37	10.00	1.10	28.27
10	2209 BAND RESALE	1,008.05-	488.81	172.18	691.42-
11	3109 BAND RESALE	868.86-	47.00	70.09	891.95-
12	3109 BAND UNIFORM	3,352.72			3,352.72
13	1409 BOOK FAIR	956.74		675.31	281.43
14	1418 BOOK FAIR	377.88			377.88
15	3109 CLASS COMPOSITE	2,207.75			2,207.75
16	0001 INSTRUMENT RENTAL	325.70-			325.70-
17	3109 METALS RESALE	91.02-	10.00		81.02-
18	0001 PADLOCKS	400.24-	39.00	13.50	374.74-
19	0001 PE TOWELS	5,776.88	3.00		5,779.88
20	1421 RIF	291.00		126.98	164.02
21	1409 STAFF LOUNGE	2,293.34	54.80	88.09	2,260.05
22	1418 STAFF LOUNGE	124.25		241.10	116.85-
23	1421 STAFF LOUNGE	262.65	129.00	84.80	306.85
24	2209 STAFF LOUNGE	1,918.93-			1,918.93-
25	3109 STAFF LOUNGE	576.40	439.95	285.76	730.59
	3109 VOCAL ROBES	1,551.50	568.25	1,160.25	959.50
	0001 WELLNESS	4,801.56		783.47	4,018.09
	3109 WOODS RESALE	500.67	188.81	85.94	603.54
29					
30					
31	FLND TOTAL	\$20,903.49	\$1,978.62	\$3,788.57	\$19,098.54
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EPORT 110114

ADEL-DESOTO-MINBURN

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## MONTHLY SUMMARY REPORT

REPORT TO BOARD OF EDUCATION

DATE: 12/29/95

FUND: 21/STUDENT ACTIVITY FUND

TIME: 18:06:37

	BALANCE (12/04/95)	AMOUNT RECEIVED	AMOUNT DISBURSED	BALANCE (12/29/95)
0001 ACTIVITIES & ATHLET	81,425.68-			81,425.68-
3109 ATHLETIC RESALE	2,157.43	1,246.10	1,777.32	1,626.21
3109 BASEBALL	574.72		58.95	515.77
2209 BOYS BASKETBALL	203.00	227.45	210.00	225.45
3109 BOYS BASKETBALL	1,121.27	436.50	1,592.45	34.68-
2209 BOYS TRACK	662.40-		341.98	1,004.38-
3109 BOYS TRACK	75.97		147.00	71.03-
3109 BUTTON CLUB	294.01	28.00		322.01
3109 CHEERLEADING	50.50		7.14	43.36
3109 CLASS OF 95	0.00			0.00
3109 CLASS OF 96	3,406.55		40.14	3,366.41
3109 CLASS OF 97	2,339.57	1,053.99	715.08	2,678.48
3109 CLASS OF 98	27.75-			27.75-
3109 CO-ED CROSS COUNTRY	108.50		7.75	100.75
3109 CO-ED GOLF	385.97			385.97
3109 DANCE FUND	974.48	311.44	546.98	1,238.94
3109 DRAMA	5,210.38		108.51	5,101.87
2209 FOOTBALL	1,989.00-			1,989.00-
3109 FOOTBALL	508.21	1,413.00	897.00	1,024.21
3109 FRENCH CLUB	1,270.88	2,947.96		4,218.84
2209 GIRLS BASKETBALL	200.00	77.40	350.00	72.60-
3109 GIRLS BASKETBALL	1,374.83	463.50	679.50	1,658.83
2209 GIRLS TRACK	662.39-			662.39-
3109 GIRLS TRACK	155.98			155.98
2209 GIRLS VOLLEYBALL	312.36-			312.36-
3109 GIRLS VOLLEYBALL	1,908.18		626.56	1,281.62
0001 INTEREST	5,088.81	144.81	28.10	5,205.52
3109 NATIONAL HONOR SOCI	2.33			2.33
0001 NURSE FUND	60.35			60.35
3109 POM PONS	35.22		34.62	0.60
3109 SADD	37.74		31.36	6.38
3109 SOCCER	210.98			210.98
3109 SOCCER	210.97			210.97
2209 SOFTBALL	1,117.50-		75.00	1,192.50-
3109 SOFTBALL	316.23		151.44	164.79
3109 SPANISH CLUB	896.85			896.85
3109 SPEECH CLUB	277.97	1,175.00		1,452.97
3109 STUDENT COUNCIL-HS	1,434.30		175.50	1,258.80
2209 STUDENT COUNCIL-MS	5,196.39	1,446.49-	590.26	3,159.64
3109 TSA	510.68	967.70	330.06	1,148.32
2209 WRESTLING	114.00	34.00	141.38	6.62
3109 WRESTLING	1,360.03	1,636.00	250.00	2,746.03
3109 YEARBOOK	10,939.94	255.00	7,634.64	3,560.30
FUND TOTAL	<del>537,178.86-</del> 44,246.82	\$11,471.36	\$17,548.72	<del>543,250.22-</del> 38,169.46