

Our mission is to enable all students to master the skills, acquire the knowledge, and develop the social skills necessary for them to reach their full potential as citizens who can successfully meet the challenges of society.

NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Directors of the Adel-DeSoto-Minburn Community School District will meet at 7:00 o'clock p.m. on the 12th day of May, 2003, in the High School Media Center, Adel, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA
HIGH SCHOOL MEDIA CENTER

May 12, 2003
7:00 P.M.

OPENING:

7:00 P.M. Call to order
 Roll call
 Emergency additions and adoption of agenda
 Consent agenda
 Approval of minutes
 Approval of bills and claims
 Secretary/Treasurer financial reports
 Personnel contracts
 Early retirement policy
 Athletic sharing agreements
 Graduating seniors
 District handbooks
 Welcome of visitors and open forum

ACTION ITEMS:

 Items removed from consent agenda
7:20 2002-03 budget amendment hearing
7:25 2002-03 budget amendment determination
7:30 DeSoto TIF request
7:45 Open enrollment policy
7:55 District goals
8:15 Construction projects
9:15 Administrative reports
10:00 Adjournment

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT
801 Nile Kinnick Drive S.
Adel, Iowa 50003
(515) 993-4283

Shirley McAdon
Secretary
Board of Directors

MINUTES OF BOARD OF DIRECTORS

<u>Regular</u>	<u>ADM High School</u>	<u>7:00 p.m.</u>	<u>May</u>	<u>12,</u>	<u>2003</u>
Kind of Meeting	Meeting Place	Time	Month	Day	Year
		Day of Week	<u>Monday</u>		

MEMBERSPRESENT

Darrell Weems
Dick Bruce
Tom Hopewell
Paula James
Pat Steele

ABSENT

Tim Hoffman
Superintendent of Schools
Shirley McAdon
Secretary-Board of Education

Call to Order	The meeting was called to order. Roll call was taken. Present were
Roll Call	Dick Bruce, Tom Hopewell, Paula James, Pat Steele, and President Darrell Weems. Visitors were present.
Agenda	It was moved by James, seconded by Bruce, to adopt the agenda as presented. Motion carried unanimously.
Consent Agenda	It was moved by Steele, seconded by James, to approve the items under the consent agenda as presented. Motion carried unanimously. The minutes of April 14 were corrected to read "Dimond" instead of "Dymond". Resignations were accepted from Teresa Scott, teacher associate; Scott Belger, assistant HS boys basketball coach; and Ron Brenner, assistant HS softball coach. Pending successful background checks, new contracts were offered to Hugh DeBerg, fall season weight room supervisor; Jennifer Doman, HS language arts teacher and head speech coach; Steven Krob, HS language arts teacher; Owen Stump, MS girls basketball coach; Randy Tryon, spring season weight room supervisor; Kimberly Wolf, elementary teacher; and Ron Brenner, assistant HS softball coach. Superintendent announced transfers for John Begley from MS girls basketball to MS boys basketball, Connie Hefner from MS reading/language arts to elementary teacher, and Owen Stump from elementary teacher to MS math teacher. The second reading of Board policy 407.4 "Early Retirement Incentive for Certificated Employees" was accepted; an additional change to Board policy 407.4 was made, resulting in a first reading. Athletic sharing agreements with Van Meter for boys and girls soccer for 2003-04 were completed. Pending successful completion of all required courses and credits, seniors as listed will graduate. The district Transportation Handbook was accepted.

Continuation of regular board meeting held May 12, 2003

Welcome of Visitors/ Open Forum	Marilyn Hoy and Mary Gottschalk expressed some concerns regarding the change of staff in one of the first grade rooms; President Weems explained the policy that addresses concerns that district patrons might have. It was noted that it was School Board Appreciation Week; treats were furnished by the HS Student Council along with their thanks.
2002-03 Budget Amendment Hearing	President Weems opened the 2002-03 budget amendment hearing. No written or oral comments were received. President Weems closed the 2002-03 budget amendment hearing.
2002-03 Budget Amendment Determination	Superintendent recommended approval of the 2002-03 budget amendment as published. It was moved by James, seconded by Bruce, to approve the 2002-03 budget amendment as published. Motion carried unanimously.
DeSoto TIF Request	Marty Glanz, mayor of DeSoto, sought support from the Board for a TIF project for a housing development in DeSoto through Dallas County. The consensus of the Board favored the project at this time.
Open Enrollment Policy	Superintendent recommended closing open enrollment for 2003-04 for all students requesting to transfer into ADM for special education services, with exceptions for students that already have siblings attending ADM or for students needed to make a program viable. The recommendation is based primarily on several special education classes with large teacher/students ratios that currently exist. It was moved by Steele, seconded by Hopewell, to close open enrollment for 2003-04 for all students requesting to transfer into ADM for special education services, with exceptions, as presented. Motion carried unanimously. Closing open enrollment for special education students for 2003-04 will mean the denial of an open enrollment request for a student from Waukee to ADM for 2003-04.
District Goals	Superintendent reviewed the short- and long-range goals of the district. Ways to encourage public input were discussed. The Board's goal-setting retreat was set for June 13 at 11:00 a.m. at the high school library.
Construction Projects	The Board began discussion to focus on defining the scope of the construction project on the high school site. In trying to decide between a 6-9 or 8-9 addition, pros and cons were considered. The focus appears to be an 8-9 addition on the high school site but a new idea of converting the current high school to a middle school and building a new high school received some attention. Discussion will continue at the special Board meeting May 14.

Continuation of regular board meeting held May 12, 2003

Administrative Reports

Superintendent announced open enrollment requests from Latasha Blunt, Dessie Luna, and Nicole Reed from ADM to Waukee for 2002-03 and for Jacquelyn Smith from Perry to ADM and Colton Golwitzer from ADM to Van Meter, both for 2003-04.

Principal Jim DePue and Pat Steele presented a report from the vocational education committee. The next meeting will be in October.

Principal Jim DePue announced that the HS department heads were continuing to work toward a recommendation for the number of credits needed for graduation.

Superintendent discussed action plans developed from the DE five-year review. Some recommendations will become building goals; others will be tasks requiring minor changes.

Pat Steele introduced a program for student ambassadors working with the Board; the concept will be further researched.

HS teacher Kelly Thompson is interested in starting a troupe of the International Thespian Society, a new school-supported student club. Board consensus favored the club.

Superintendent presented enrollment for the 2003-04 kindergarten class. Discussion regarding whether to add a section was deferred until May 14.

Adjournment

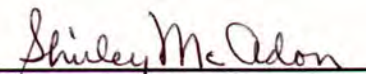
It was moved by Bruce, seconded by Hopewell, to adjourn. Motion carried unanimously and the meeting was adjourned by President Weems at 9:30 p.m.

Minutes approved as presented


Darrell Weems, President

Dated

June 9, '03


Shirley McAdon, Secretary

Department of Management
Form S-A

**NOTICE OF PUBLIC HEARING
ADEL-DESOTO-MINBURN SCHOOL DISTRICT
AMENDMENT OF CURRENT BUDGET
FISCAL YEAR 2002/2003**

Date of Public Hearing: May 12, 2003

Time of Public Hearing: 7:00 PM

Location of Public Hearing: ADM High School

The Board of Directors will conduct a public hearing at the above-noted time and place for the purpose of amending the current school budget by changing estimates of expenditures in the following areas by the following amounts:

Area	From	To	Reasons
<i>Instruction</i>			
<i>Total Support Services</i>			
<i>Noninstructional Programs</i>	536,268	600,000	Equipment repair
<i>Total Other Expenditures</i>	1,006,476	3,650,000	Bond refunding, repair fire damage, portable building

This change in estimates of expenditures will be financed from increased receipts and balances not budgeted or considered in the current budget. There will be no increase in taxes to be paid in the fiscal year ending June 30, 2003.

At the hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed amendment. A detailed statement of additional receipts other than taxes, balances on hand at the close of the preceding fiscal year, and proposed expenditures, both past and anticipated, will be available at the hearing.

District Secretary

Shirley McAdon

Record of Hearing and Adoption of Budget Amendment

The Board of Directors met in session for the purpose of amending the current school budget. There was present a quorum as required by law. The Board found that the notice of time and place of hearing had been published as required by law and that the affidavit of publication was on file with the county auditor. After hearing all taxpayers to be heard, the Board adopted the amendment by changing estimates of expenditures in the following areas by the following amounts:

Date of Hearing: May 12, 2003

Date of Publication: April 24, 2003

Area	From	To	Reasons
<i>Instruction</i>			
<i>Total Support Services</i>			
<i>Noninstructional Programs</i>	536,268	600,000	Equipment repair
<i>Total Other Expenditures</i>	1,006,476	3,650,000	Bond refunding, repair fire damage, portable building

District Secretary

Shirley McAdon

Check #	Vendor Name	Description	Total Check
0064490	3E ELECTRICAL	SUPP.	440.65
0064500	ADAMS DOOR COMPANY	SERV.	126.00
0064501	ADEL ROTARY CLUB	FEES	110.00
0064502	ADEL TV & APPLIANCE	SUPP.	11.99
0064503	ADT SECURITY	SERV.	135.00
0064491	AEA 11	SUPP.	100.00
0064504	AEA 11	SUPP.	307.06
0064505	AIR FILTER SALES & SERVICES, I	SUPP.	44.23
0064508	ANNENBERG EQUIPMENT	SUPP.	113.49
0064509	APPLE COMPUTER	EQUIP.	9,380.00
0064510	ARCHER TV	EQUIP.	347.99
0064511	ARNOLD MOTOR SUPPLY	SUPP.	428.01
0064512	THE ART STORE	SUPP.	47.60
0064513	ASCD	SUPP.	23.95
0064477	AT&T	TEL.	511.78
0064478	AT&T WIRELESS	TEL.	72.90
0064514	ATI	SUPP.	431.85
0064515	BALDON HARDWARE	SUPP.	435.14
0064517	BAND SHOPPE	SUPP.	30.45
0064518	JODI BANSE	SUPP.	6.36
0064519	BARNES & NOBLE	SUPP.	474.50
0064520	BEACON MICROCENTER	SERV.	732.36
0064521	BEN FRANKLIN	SUPP.	151.97
0064522	DIANE BOHLEN	SUPP.	79.13
0064524	BORDERS BOOK SHOP	SUPP.	27.00
0064462	BRENDA BOWERS	REFUND	75.00
0064525	BREADEAUX PIZZA	SUPP.	24.99
0064527	BRODART CO.	SUPP.	202.34
0064528	BUDGETEXT	SUPP.	88.13
0064529	CALLOWAY HOUSE	SUPP.	16.95
0064530	CANTER & ASSOCIATES, INC	SUPP.	38.75
0064531	CAPITAL SANITARY	SUPP.	688.75
0064532	CAPSTONE PRESS	SUPP.	228.09
0064533	CAROLINA BIOLOGICAL SUPPLY	SUPP.	93.89
0064534	CARSON-DELLOSA	SUPP.	34.42
0064536	CHILDREN'S LIBRARY RESOURCES	SUPP.	124.06
0064537	CHRISTIAN PHOTO	SUPP.	179.00
0064538	CIS-RETCO	SUPP.	112.20
0064539	CITY OF ADEL	UTIL.	1,241.48
0064540	CITY OF DESOTO	UTIL.	363.68
0064541	CITY OF MINBURN	UTIL.	425.92
0064542	CLASSIC AUDIO VIDEO	SUPP.	157.08
0064543	CLASSROOM DIRECT	SUPP.	544.24
0064544	COMPASS POINT BOOKS	SUPP.	185.98
0064545	COMPUSA, INC.	EQUIP.	671.09
0064546	CORD LAWN CARE	SERV.	1,222.60
0064547	CULLIGAN	SERV.	71.70
0064548	CUMMINS GREAT PLAINS	SUPP.	8.64
0064549	CYBERED, INC	SUPP.	245.99
0064551	D & H DISTRIBUTING COMPANY	SUPP.	134.90
0064552	DALLAS CENTER-GRIMES CSD	TUITION	7,964.70
0064553	DALLAS COUNTY AUDITOR	SERV.	4,176.35

Check #	Vendor Name	Description	Total Check
0064554	DALLAS COUNTY NEWS	PUBL.	287.70
0064555	JIM DEPUE	TRAVEL/STIPEND	78.60
0064556	DES MOINES PUBLIC SCHOOLS	TUITION	4,599.28
0064557	DES MOINES REGISTER	PUBL.	1,754.35
0064558	DES MOINES STAMP	SUPP.	53.60
0064559	DEWEY FORD	SUPP.	464.21
0064560	DIAM PEST CONTROL	SERV.	165.00
0064561	DICK BLICK	SUPP.	775.96
0064562	DICK CLARK	SERV.	60.00
0064563	DIDAX	SUPP.	80.24
0064564	DIRECT ADVANTAGE	SUPP.	185.94
0064565	DISNEY	SUPP.	868.84
0064566	DMACC	TUITION	8,689.90
0064568	EBSO SUBSCRIPTION SERVICES	SUPP.	1,795.48
0064569	EDUCATIONAL RESOURCES	SUPP.	128.63
0064570	ELECTRONIX EXPRESS	SUPP.	158.20
0064573	ETA CUISENAIRE	SUPP.	23.95
0064574	FACTORY MOTOR PARTS	SUPP.	44.04
0064575	JAY FARROW	MOWING	2,737.50
0064487	CAROL FLATER	SUPP.	18.02
0064576	FOLLETT LIBRARY RESOURCE	SUPP.	1,823.19
0064577	FORT DODGE STEEL	SUPP.	72.06
0064579	FRANK RIEMAN	SUPP.	3,136.61
0064580	FRANKLIN	SUPP.	54.95
0064581	FREY SCIENTIFIC CO	SUPP.	167.07
0064584	THE GALE GROUP	SUPP.	536.34
0064585	ANN GEADELMANN	TRAVEL	100.80
0064587	GOPHER SPORTS	SUPP.	758.29
0064589	HALF PRICE BOOKS	SUPP.	43.09
0064590	HAMMOND & STEPHENS	SUPP.	176.30
0064593	HEARTLAND CO-OP	FUEL	691.25
0064594	HEINEMANN PROFESSIONAL DEVELOP	FEES	545.00
0064595	HERFF JONES	SUPP.	287.30
0064596	HICKS PHARMACY	SUPP.	33.15
0064597	HIGHSMITH CO	SUPP.	217.39
0064599	TIMOTHY HOFFMAN	TRAVEL	33.60
0064600	HORSESHOE LANES	FEES	1,260.00
0064602	HW WILSON CO	SUPP.	456.00
0064493	IA DCI	FEES	13.00
0064603	IJUMP, INC	UTIL.	10,088.67
0064604	IKON OFFICE SOLUTIONS	SERV.	220.00
0064605	INTERSTATE ALL BATTERY	SUPP.	48.58
0064606	INTERSTATE MUSIC SUPPLY	SUPP.	55.76
0064608	IOWA JEWELERS SUPPLY	SUPP.	17.34
0064479	IOWA TELECOM	TEL.	297.85
0064451	IOWA TELECOM	TEL.	406.50
0064609	J W PEPPER	SUPP.	186.35
0064610	JALMAR PRESS	SUPP.	21.95
0064612	JIM'S SUPERVALU	SUPP.	281.00
0064613	JMC	SUPP.	714.00
0064614	JOHN JONES	TRANSP.	285.30
0064615	DEB KAHLER	TEL./TRAVEL	120.40

Check #	Vendor Name	Description	Total Check
0064616	KARLA KEARNEY	SUPP.	89.76
0064618	KIMBALL MIDWEST	SUPP.	237.18
0064619	KINDY'S	SUPP.	74.25
0064620	LAKESHORE	SUPP.	437.99
0064621	LASER RESOURCES	SUPP.	180.00
0064622	LEADER BEARING SUPPLY COMPANY	SUPP.	19.05
0064452	THE LEARNING POST	SUPP.	389.24
0064623	THE LEARNING POST	SUPP.	116.47
0064624	LEARNING WELL	SUPP.	41.36
0064625	LEE BOOKSELLERS	SUPP.	383.28
0064627	LIBRARY BOOK SELECTION	SUPP.	193.97
0064629	M & M SALES COMPANY	SUPP.	75.63
0064471	DEBRA MCCALLEY	REFUND	75.00
0064631	MCGRAW - HILL	SUPP.	283.50
0064634	MENARD, INC.	SUPP.	27.85
0064636	CLAUDIA MESTDAGH	TRAVEL	66.58
0064637	MICRO WAREHOUSE	SUPP.	745.29
0064638	MIDAMERICAN	UTIL.	9,700.63
0064639	MINBURN TELEPHONE	TEL.	688.45
0064640	MINOLTA CORP	SERV.	6,980.67
0064641	MODERN SCHOOL SUPP.	SUPP.	431.13
0064642	NAPA AUTO PARTS	SUPP.	13.33
0064643	NASCO	SUPP.	187.02
0064644	NATIONAL SCHOOL PRODUCTS	SUPP.	104.23
0064645	NEWBRIDGE	SUPP.	109.78
0064454	NEXTEL PARTNERS	TEL.	45.87
0064646	NJL ASSOCIATES	SUPP.	561.00
0064648	NORTHERN TOOL	SUPP.	209.86
0064649	O'REILLY AUTO PARTS	SUPP.	75.66
0064650	TERRY M ODAM	TRANSP.	151.20
0064652	OFFICE DEPOT	SUPP.	1,091.36
0064653	PCI EDUCATIONAL PUBLISHING	SUPP.	34.45
0064654	PEPSI COLA BOTTLERS	SUPP.	286.00
0064655	PERFECTION LEARNING	SUPP.	153.46
0064656	PERMA-BOUND	SUPP.	41.43
0064657	PERRY CSD	TUITION	1,579.20
0064658	PLUMB SUPPLY COMPANY	SUPP.	400.00
0064659	POMEROY	SERV.	65.00
0064455	POSTMASTER	POSTAGE	1,173.00
0064488	POSTMASTER	POSTAGE	245.72
0064661	PROFESSIONAL ASSOCIATES	SUPP.	52.20
0064662	PUBLISHERS QUALITY LIBRARY	SUPP.	818.27
0064663	QUILL	SUPP.	74.90
0064482	QWEST COMMUNICATIONS	TEL.	828.98
0064483	QWEST INTERPRISE	TEL.	676.88
0064665	REALLY GOOD STUFF INC	SUPP.	88.55
0064666	REGAL	SUPP.	152.32
0064668	RIGBY EDUCATION	SUPP.	130.80
0064669	RIO GRANDE	SUPP.	205.50
0064670	RIVERSIDE PUBLISHING CO	SUPP.	1,706.45
0064671	HELENE ROGERS	TRANSP.	151.20
0064672	RS MEANS	SUPP.	237.85

Check #	Vendor Name	Description	Total Check
0064675	SADDLEBACK EDUCATIONAL INC.	SUPP.	102.96
0064676	SARGENT-WELCH	SUPP.	944.75
0064677	SAX ARTS & CRAFTS	SUPP.	122.07
0064678	CAROLE SCHLAPKOHL	TRAVEL/STIPEND	114.60
0064679	SCHOLASTIC BOOK CLUBS, INC	SUPP.	42.90
0064680	SCHOLASTIC BOOK FAIRS	SUPP.	481.87
0064681	SCHOLASTIC, INC.	SUPP.	27.20
0064682	SCHOOL MATE	SUPP.	805.00
0064683	SCHOOL SPECIALTY	SUPP.	2,776.00
0064685	SCIBA	SUPP.	21.20
0064489	SEABURY & SMITH	INSURANCE	55,469.15
0064688	SMART APPLE MEDIA	SUPP.	359.30
0064692	SOCIAL STUDIES	SUPP.	96.91
0064694	SOFTWARE PLUS	SUPP.	182.13
0064695	SOFTWARE UNLIMITED, INC	SERV.	1,775.00
0064696	SOUTH DALLAS COUNTY LANDFILL	FEES	92.00
0064697	SPORTIME	SUPP.	474.37
0064698	STANDARD STATIONERY	SUPP.	557.71
0064699	STENHOUSE PUBLISHERS	SUPP.	23.37
0064458	CAROL STEWART	TRAVEL	435.50
0064700	JANE STILLINGER	TRAVEL	63.00
0064701	STRAUSS LOCK CO	SUPP.	89.21
0064702	DAVE STRAWN	TRANSP.	151.20
0064703	SUMMIT LEARNING	SUPP.	46.00
0064704	TARGET STORES	SUPP.	409.99
0064705	TEACHERS DISCOVERY	SUPP.	176.70
0064706	TEE'S PLUS	SUPP.	77.00
0064707	THOMAS BUS SALES	SUPP.	372.25
0064710	KIM TIMMERMAN	TRAVEL	25.50
0064711	TOYS FOR SPECIAL	SUPP.	33.95
0064484	TRANSCARD	FUEL	3,412.01
0064712	TRC	SUPP.	440.67
0064475	U S CELLULAR	TEL.	55.81
0064714	UPSTART	SUPP.	27.65
0064718	CAMIE WALKER	TRAVEL	11.10
0064719	WASTE MANAGEMENT	DISPOSAL	756.46
0064485	NORMA WEBB	PAYROLL	150.00
0064721	DELLA WEEMS	TRAVEL/SUPP.	10.00
0064723	WEST CENTRAL VALLEY CSD	TUITION	4,825.03
0064724	WEST DES MOINES CSD	TUITION	1,128.00
0064725	WINTERSET CSD	TUITION	4,557.81
0064726	WOLIN MECHANICAL	SERV.	6,520.57
0064727	WORLD ALMANAC EDUCATION	SUPP.	620.64
0064728	MYRITTIS YONTZ	SUPP.	6.76
0064476	MARY YOUNG	REFUND	75.00
0064729	YOUNGERMAN MUSIC	SUPP.	340.29
			=====
Fund Total:			202,184.20

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ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT Board Report - For Board

05-07-2003 15:55:17

Fund: 21 STUDENT ACTIVITY FUND

Updated C

Check #	Vendor Name	Description	Total Check
0064459	JEFF ABBAS	OFFICIAL	25.00
0064502	ADEL TV & APPLIANCE	SUPP.	109.98
0064504	AEA 11	SUPP.	165.25
0064460	LOUIS AGOCS	OFFICIAL	80.00
0064507	ANITA PRINTING SERVICES INC	SERV.	417.50
0064461	MIKE BALLARD	OFFICIAL	80.00
0064516	BALLARD HIGH SCHOOL	FEES	80.00
0064492	JUD BARR	OFFICIAL	80.00
0064521	BEN FRANKLIN	SUPP.	1.58
0064523	BONDURANT-FARRAR HIGH SCHOOL	FEES	45.00
0064463	JIM BRAUCKMAN	OFFICIAL	80.00
0064464	MARK CARLSON	OFFICIAL	80.00
0064535	CHAMPION DANCE	FEES	300.00
0064550	CYCLONE ATHLETIC TRAINING	FEES	466.00
0064465	MIKE DELEON	OFFICIAL	80.00
0064467	JOSE DIAZ	OFFICIAL	40.00
0064468	TOM DOUGHERTY	OFFICIAL	40.00
0064571	ELIZABETH ERWIN	SUPP.	56.76
0064572	ESSDACK INT/622	SUPP.	103.00
0064582	FULLERS STANDARD	FUEL	7.60
0064583	FUND RAISING CORP.	SUPP.	2,491.29
0064586	GEORGE LONG CO	SUPP.	80.00
0064588	THE GRAPHIC EDGE	SUPP.	1,075.44
0064591	HANCOCK FABRICS	SUPP.	159.91
0064607	IOWA HS ATHLETIC ASSOCIATION	FEES	8.50
0064612	JIM'S SUPERVALU	SUPP.	18.95
0064626	DEB LENZ	REFUND	434.21
0064480	MICHAEL N MALLBERG	OFFICIAL	65.00
0064494	MICHAEL N MALLBERG	OFFICIAL	190.00
0064472	MARK MCFALL	OFFICIAL	40.00
0064473	E WILLIAM MUELLER	OFFICIAL	65.00
0064495	E WILLIAM MUELLER	OFFICIAL	65.00
0064657	PERRY CSD	TUITION	95.00
0064660	PORTA PHONE	EQUIP.	1,389.00
0064664	REAL IMPRESSIONS	SUPP.	1,079.60
0064667	JIM REID	OFFICIAL	80.00
0064674	DANIEL RUTWELL	OFFICIAL	80.00
0064474	JACK SAWYER	OFFICIAL	80.00
0064497	SCOTT SCHROEDER	FEES/TRAVEL	45.00
0064684	SCOTT SCHROEDER	FEES/TRAVEL	13.50
0064498	RAY SCHWICHTENBERG	OFFICIAL	80.00
0064686	DENNIS SENSENBRENNER	OFFICIAL	80.00
0064687	SKEETER KELL	SUPP.	735.00
0064499	RICHARD SNYDER	OFFICIAL	80.00
0064690	SOCCER CONNECTIONS	SUPP.	102.80
0064691	SOCCER INTERNATIONALE	SUPP.	540.00
0064693	SODEXHO MANAGEMENT	SERV.	4,392.25
0064708	KELLY THOMPSON	SUPP.	11.79
0064709	TICKETCRAFT	SUPP.	91.40
0064713	TROPHIES PLUS	SUPP.	465.61
0064715	URBANDALE HS	FEES	195.00
0064716	VILLAGE BOOTERY	SUPP.	30.00

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT Board Report - For Board
05-07-2003 15:55:19 Fund: 21 STUDENT ACTIVITY FUND

Updated C

Check #	Vendor Name	Description	Total Check
0064717	VOLUNTEER SERVICE CENTER	DONATION	200.00
0064720	WAUKEE CSD	TUITION	250.00
0064721	DELLA WEEMS	TRAVEL/SUPP.	13.65
0064722	JOELLEN WESSELMANN	TRAVEL/FEES	430.32
			=====
Fund Total:			17,590.89

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT Board Report - For Board
05-07-2003 15:55:20 Fund: 23 PHYSICAL PLANT & EQUIP FUND

Updated C

Check #	Vendor Name	Description	Total Check
0064726	WOLIN MECHANICAL	SERV.	1,189.90
			=====
Fund Total:			1,189.90

DEW
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ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT Board Report - For Board

05-07-2003 15:55:20

Fund: 51 SCHOOL NUTRITION FUND

Updated C

Check #	Vendor Name	Description	Total Check
0064506	ANDERSON ERICKSON	SUPP.	5,370.89
0064567	EARTHGRAINS CO	SUPP.	1,093.46
0064592	HAWKEYE FOOD	SUPP.	3,434.89
0064598	HOCKENBERG EQUIP CO	EQUIP.	6,100.00
0064612	JIM'S SUPERVALU	SUPP.	29.19
0064617	KECK, INC.	SUPP.	465.15
0064453	MARTIN BROS	SUPP.	2,534.51
0064470	MARTIN BROS	SUPP.	1,981.96
0064481	MARTIN BROS	SUPP.	2,804.42
0064630	MARTIN BROS	SUPP.	2,672.85
0064632	MCKEE FOODS CORP	SUPP.	303.48
0064633	JULIE MCWEENEY	REFUND	20.70
0064635	MENARDS	SUPP.	14.85
0064647	NOR-LAKE INC	SUPP.	100.32
0064482	QWEST COMMUNICATIONS	TEL.	29.30
0064673	DENNIS RUSSO	REFUND	16.05
0064489	SEABURY & SMITH	INSURANCE	2,214.29
0064726	WOLIN MECHANICAL	SERV.	498.90
			=====
Fund Total:			29,685.21

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT Board Report - For Board

05-07-2003 15:55:21

Fund: 52 DAY CARE FUND

Updated C

Check #	Vendor Name	Description	Total Check
0064521	BEN FRANKLIN	SUPP.	23.53
0064612	JIM'S SUPERVALU	SUPP.	8.69
0064489	SEABURY & SMITH	INSURANCE	252.74
			=====
Fund Total:			284.96

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT Board Report - For Board

05-07-2003 15:55:21

Fund: 76 AGENCY FUND

Updated C

Check #	Vendor Name	Description	Total Check
0064524	BORDERS BOOK SHOP	SUPP.	465.67
0064526	TERI BRECK	JUDGE	90.00
0064448	SHARON BRINDLE	STIPEND	1,000.00
0064486	CARNIVAL COACHES	RENTAL	2,040.00
0064449	JIM DEPUE	TRAVEL/STIPEND	1,000.00
0064466	STEPHANIE DEVOS	TRAVEL	20.00
0064450	DAVE ELGIN	STIPEND	1,000.00
0064588	THE GRAPHIC EDGE	SUPP.	577.78
0064601	HOTEL PATTEE	SERV.	1,219.53
0064469	HUMAN-I-TEES	SUPP.	5,507.00
0064628	LINDA'S TROPHIES	SUPP.	62.82
0064496	RACCOON RIVER CONFERENCE	FEES	304.00
0064456	CAROLE REINDL	STIPEND	1,000.00
0064457	CAROLE SCHLAPKOHL	TRAVEL/STIPEND	1,000.00
0064689	ANNA SOBASKI	JUDGE	90.00
			=====
Fund Total:			15,376.80

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Adel-DeSoto-Minburn Community School District
MAY 2003
Payroll Report

TUTORING

T. CALVIN	\$52.00
K. COURTNEY	\$32.00
D. DRAPER-TRAUSCH	\$72.00
J. HARRISON	\$144.00
C. MESTAGH	\$48.00
L. MILLSAP	\$12.00
C. MOELLER	\$16.00
M. NYSTROM	\$176.00
N. SIMPSON	\$64.00
A. STARMAN	\$88.00
A. WELCH	\$812.00
C. WINTERBOER	\$436.00

TOTAL	\$1,952.00
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GRAND TOTAL	\$1,952.00
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Adel-DeSoto-Minburn Community School District
Cash Receipts & Expenditures
Recapitulation of Funds - April 2003
Governmental Funds

	<u>General Fund</u>
Balance, March 31, 2003	\$1,246,700.06
Receipts, April	1,255,300.70
Expenditures, April	<u>799,442.97</u>
Balance, April 30, 2003	<u>\$1,702,557.79</u>
Balance, April 30, 2002	\$1,653,966.34

	<u>Debt Service Fund</u>
Balance, March 31, 2003	\$379,693.43
Receipts, April	101,226.66
Expenditures, April	<u>500.00</u>
Balance, April 30, 2003	<u>\$480,420.09</u>
Balance, April 30, 2002	\$463,472.34

Adel-DeSoto-Minburn Community School District
Cash Receipts & Expenditures
Recapitulation of Funds - April 2003
Governmental Funds
Special Revenue Funds

Management Fund

Balance, March 31, 2003	\$95,636.09
Receipts, April	18,826.66
Expenditures, April	<u>0.00</u>
Balance, April 30, 2003	<u>\$114,462.75</u>
Balance, April 30, 2002	\$180,694.92

Physical Plant & Equipment Fund

Balance, March 31, 2003	(\$133,400.73)
Receipts, April	56,317.03
Expenditures, April	<u>0.00</u>
Balance, April 30, 2003	<u>(\$77,083.70)</u>
Balance, April 30, 2002	(\$125,564.81)

Student Activity Fund

Balance, March 31, 2003	\$104,527.69
Receipts, April	22,514.55
Expenditures, April	<u>22,117.36</u>
Balance, April 30, 2003	<u>\$104,924.88</u>
Balance, April 30, 2002	\$82,887.10

Adel-DeSoto-Minburn Community School District
Cash Receipts & Expenditures
Recapitulation of Funds - April 2003
Proprietary Funds
Enterprise Funds

School Nutrition Fund

Balance, March 31, 2003	\$137,223.90
Receipts, April	55,600.55
Expenditures, April	<u>46,973.99</u>
Balance, April 30, 2003	<u>\$145,850.46</u>
Balance, April 30, 2002	\$122,441.76

Day Care Fund

Balance, March 31, 2003	\$26,867.39
Receipts, April	4,195.15
Expenditures, April	<u>4,654.80</u>
Balance, April 30, 2003	<u>\$26,407.74</u>
Balance, April 30, 2002	\$33,743.35

Fiduciary Funds

Agency Fund

Balance, March 31, 2003	\$1,811.65
Receipts, April	12,083.68
Expenditures, April	<u>11,040.19</u>
Balance, April 30, 2003	<u>\$2,855.14</u>
Balance, April 30, 2002	\$5,797.41

Adel-DeSoto-Minburn Community School District
Revenue & Expenditure Totals
April 2003

	<u>PREVIOUS</u>	<u>THIS MONTH</u>	<u>TO DATE</u>	<u>BUDGET</u>	<u>83.3% OF BUDGET</u>
<u>GOVERNMENTAL FUNDS REVENUE</u>					
<u>GENERAL FUND</u>					
LOCAL SOURCES	\$2,323,417.39	\$725,216.48	\$3,048,633.87	\$3,939,107.00	77.4%
STATE SOURCES	4,174,956.51	527,579.53	4,702,536.04	5,754,461.00	81.7%
FEDERAL SOURCES	<u>84,775.36</u>	<u>0.00</u>	<u>84,775.36</u>	<u>177,260.00</u>	<u>47.8%</u>
SUBTOTAL	\$6,583,149.26	\$1,252,796.01	\$7,835,945.27	\$9,870,828.00	79.4%
<u>SPECIAL REVENUE FUNDS</u>					
<u>MANAGEMENT FUND</u>	\$50,267.49	\$18,826.66	\$69,094.15	\$89,308.00	77.4%
<u>PHYSICAL PLANT & EQUIP. FUND</u>	202,169.85	56,412.43	258,582.28	315,022.00	82.1%
<u>STUDENT ACTIVITY FUND</u>	146,469.39	22,514.55	168,983.94	192,979.00	87.6%
<u>DEBT SERVICE FUND</u>	2,804,295.78	101,226.66	2,905,522.44	3,010,315.00	96.5%
<u>PROPRIETARY FUNDS REVENUE</u>					
<u>SCHOOL NUTRITION FUND</u>	379,470.91	13,207.14	392,678.05	459,150.00	85.5%
<u>DAY CARE FUND</u>	39,138.10	4,195.15	43,333.25	45,500.00	95.2%
<u>FIDUCIARY FUNDS REVENUE</u>					
<u>AGENCY FUND</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,150.00</u>	<u>0.0%</u>
TOTAL ALL FUNDS	<u>\$10,204,960.78</u>	<u>\$1,469,178.60</u>	<u>\$11,674,139.38</u>	<u>\$13,986,252.00</u>	<u>83.5%</u>
<u>GOVERNMENTAL FUNDS EXPENDITURES</u>					
<u>GENERAL FUND</u>					
DISTRICT WIDE	\$1,852,082.71	\$183,813.42	\$2,035,896.13	\$2,625,141.00	77.6%
HIGH SCHOOL	1,544,568.66	172,178.85	1,716,747.51	2,109,612.00	81.4%
MIDDLE SCHOOL	1,165,626.86	132,322.87	1,297,949.73	1,587,327.00	81.8%
DESOTO INTERMEDIATE	925,767.15	110,896.36	1,036,663.51	1,342,971.00	77.2%
MINBURN ELEMENTARY	534,231.16	73,140.63	607,371.79	756,012.00	80.3%
ADEL ELEMENTARY	<u>1,019,895.94</u>	<u>123,978.65</u>	<u>1,143,874.59</u>	<u>1,462,226.00</u>	<u>78.2%</u>
SUBTOTAL	\$7,042,172.48	\$796,330.78	\$7,838,503.26	\$9,883,289.00	79.3%
<u>SPECIAL REVENUE FUNDS EXPENDITURES</u>					
<u>MANAGEMENT FUND</u>	\$153,607.77	0.00	\$153,607.77	\$153,789.00	99.9%
<u>PHYSICAL PLANT & EQUIP. FUND</u>	250,543.23	95.40	250,638.63	238,107.00	105.3%
<u>STUDENT ACTIVITY FUND</u>	96,071.74	22,117.36	118,189.10	194,552.00	60.8%
<u>DEBT SERVICE FUND</u>	2,595,593.82	500.00	2,596,093.82	2,986,973.00	86.9%
<u>PROPRIETARY FUNDS REVENUE</u>					
<u>SCHOOL NUTRITION FUND</u>	363,541.06	46,973.99	410,515.05	476,000.00	86.2%
<u>DAY CARE FUND</u>	40,042.25	4,654.78	44,697.03	62,090.00	72.0%
<u>FIDUCIARY FUNDS EXPENDITURES</u>					
<u>AGENCY FUND</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,250.00</u>	<u>0.0%</u>
TOTAL ALL FUNDS	<u>\$10,541,572.35</u>	<u>\$870,672.31</u>	<u>\$11,412,244.66</u>	<u>\$13,998,050.00</u>	<u>81.5%</u>

05-06-2003 16:19:59

FOR PERIOD ENDING APRIL 30

FUND: 10 GENERAL FUND

Account Number	Account Name	Beg Balance	Expenses	Revenues	Bal Chng	Balance
10 771 001 8010	ADULT ED FUND BALANCE	2,999.61	0.00	0.00	0.00	2,999.61
10 771 001 8090	INSTRUMENT RENTAL FUND BALANCE	3,173.51	137.50	55.00	0.00	3,091.01
10 771 001 8180	PADLOCKS FUND BALANCE	600.31	0.00	0.00	0.00	600.31
10 771 001 8190	TOWELS FUND BALANCE	15,455.24	234.10	1.28	0.00	15,222.42
10 771 001 8200	NURSE DONATIONS FUND BALANCE	200.00	0.00	0.00	0.00	200.00
10 771 109 8020	HS ART RESALE FUND BALANCE	-1,559.56	0.00	0.00	0.00	-1,559.56
10 771 109 8035	HS CONTRIBUTIONS FUND BALANCE	479.43	0.00	0.00	0.00	479.43
10 771 109 8040	HS BAND RESALE FUND BALANCE	-1,014.32	25.75	0.00	0.00	-1,040.07
10 771 109 8050	HS MUSIC FEES FUND BALANCE	6,296.16	0.00	0.00	0.00	6,296.16
10 771 109 8070	HS METALS RESALE FUND BALANCE	563.91	311.66	0.00	0.00	252.25
10 771 109 8080	HS WOODS RESALE FUND BALANCE	-1,406.58	137.52	0.00	0.00	-1,544.10
10 771 109 8110	HS STAFF LOUNGE FUND BALANCE	3,288.15	200.44	112.00	0.00	3,199.71
10 771 109 8160	HS STUDENT PARKING FUND BAL	11,668.52	0.00	0.00	0.00	11,668.52
10 771 109 8170	HS CLASS COMPOSITE FUND BAL	3,735.00	0.00	0.00	0.00	3,735.00
10 771 209 8035	MS CONTRIBUTIONS FUND BALANCE	253.20	0.00	0.00	0.00	253.20
10 771 209 8040	MS BAND RESALE FUND BALANCE	62.84	83.53	211.40	0.00	190.71
10 771 209 8060	MS BOOK FAIR FUND BALANCE	428.96	0.00	0.00	0.00	428.96
10 771 209 8110	MS STAFF LOUNGE FUND BALANCE	3,212.32	0.00	0.00	0.00	3,212.32
10 771 409 8030	AE PACT FUND BALANCE	3,214.23	1,648.97	0.00	0.00	1,565.26
10 771 409 8035	AE CONTRIBUTIONS FUND BALANCE	3,454.35	112.00	0.00	0.00	3,342.35
10 771 409 8060	AE BOOK FAIR FUND BALANCE	1,688.44	1,019.00	0.00	0.00	669.44
10 771 409 8110	AE STAFF LOUNGE FUND BALANCE	2,270.02	80.29	26.12	0.00	2,215.85
10 771 418 8035	DS CONTRIBUTIONS FUND BALANCE	816.20	0.00	3,989.62	0.00	4,805.82
10 771 418 8040	DS BAND RESALE FUND BALANCE	-1,091.39	85.95	0.00	0.00	-1,177.34
10 771 418 8060	DS BOOK FAIR FUND BALANCE	3,481.01	872.67	0.00	0.00	2,608.34
10 771 418 8110	DS STAFF LOUNGE FUND BALANCE	2,729.85	19.50	0.00	0.00	2,710.35
10 771 421 8035	ME CONTRIBUTIONS FUND BALANCE	2,055.17	166.80	0.00	0.00	1,888.37
10 771 421 8040	ME BAND RESALE FUND BALANCE	25.65	0.00	34.50	0.00	60.15
10 771 421 8060	ME BOOK FAIR FUND BALANCE	184.00	0.00	0.00	0.00	184.00
10 771 421 8100	ME RIF FUND BALANCE	-28.30	0.00	500.00	0.00	471.70
10 771 421 8110	ME STAFF LOUNGE RUND BALANCE	813.12	98.40	0.00	0.00	714.72
FUND TOTAL:		68,049.05	5,234.08	4,929.92	0.00	67,744.89

Monthly Activity Fund Balance Report
FOR PERIOD ENDING APRIL 30

Page 1

4-06-2003 16:12:24

FUND: 21 STUDENT ACTIVITY FUND

Account Number	Account Name	Beg Balance	Expenses	Revenues	Bal Chng	Balance
21 769 001 7200	INTEREST FUND BALANCE	9,116.23	0.00	70.60	0.00	9,186.83
21 769 109 6645	HS CC FUND BALANCE	1,230.05	0.00	190.00	0.00	1,420.05
21 769 109 6660	HS GOLF FUND BALANCE	4,081.95	520.00	0.00	0.00	3,561.95
21 769 109 6675	HS CO-ED WEIGHT PROG FUND BAL	389.00	0.00	0.00	0.00	389.00
21 769 109 6710	HS BBB FUND BALANCE	5,210.41	850.89	612.05	0.00	4,971.57
21 769 109 6720	HS FOOTBALL FUND BALANCE	9,609.94	1,654.65	450.00	0.00	8,405.29
21 769 109 6725	HS BSC FUND BALANCE	717.03	515.43	320.00	0.00	521.60
21 769 109 6730	HS BSB FUND BALANCE	4,070.97	434.50	0.00	0.00	3,636.47
21 769 109 6740	HS BTR FUND BALANCE	1,413.79	1,393.26	110.00	0.00	130.53
21 769 109 6790	HS WRESTLING FUND BALANCE	2,244.21	180.22	758.00	0.00	2,821.99
21 769 109 6810	HS GBB FUND BALANCE	891.90	595.91	0.00	0.00	295.99
21 769 109 6815	HS VB FUND BALANCE	1,774.93	1,389.05	0.00	0.00	385.88
21 769 109 6825	HS GSC FUND BALANCE	3,998.06	1,366.00	3,789.75	0.00	6,421.81
21 769 109 6835	HS SB FUND BALANCE	5,658.77	455.81	2,604.00	0.00	7,806.96
21 769 109 6840	HS GTR FUND BALANCE	1,527.64	1,942.18	1,161.50	0.00	746.96
21 769 109 6870	HS GIRLS SWIMMING FUND BALANCE	0.00	0.00	0.00	0.00	0.00
21 769 109 7010	BUTTON CLUB FUND BALANCE	392.45	0.00	0.00	0.00	392.45
21 769 109 7020	CLASS OF 03 FUND BALANCE	1,104.65	0.00	0.00	0.00	1,104.65
21 769 109 7030	CLASS OF 02 FUND BALANCE	1,752.93	0.00	0.00	0.00	1,752.93
21 769 109 7040	CLASS OF 04 FUND BALANCE	0.00	295.00	6,070.00	0.00	5,775.00
21 769 109 7050	CLASS OF 01 FUND BALANCE	0.00	0.00	0.00	0.00	0.00
21 769 109 7060	SPECIAL EVENTS FUND BALANCE	3,792.89	1,286.00	1,190.06	0.00	3,696.95
21 769 109 7070	DRAMA FUND BALANCE	11,766.04	209.97	0.00	0.00	11,556.07
21 769 109 7075	SPRING PLAY FUND BALANCE	766.80	1,109.44	1,817.00	0.00	1,474.36
21 769 109 7080	FRENCH CLUB FUND BALANCE	966.31	0.00	0.00	0.00	966.31
21 769 109 7110	DANCE TEAM FUND BALANCE	5,227.15	1,300.00	0.00	0.00	3,927.15
21 769 109 7120	SADD FUND BALANCE	2,096.30	0.00	0.00	0.00	2,096.30
21 769 109 7130	SPANISH CLUB FUND BALANCE	0.00	0.00	0.00	0.00	0.00
21 769 109 7140	SPEECH CLUB FUND BALANCE	963.83	187.90	35.00	0.00	810.93
21 769 109 7150	HS STUDENT COUNCIL FUND BAL	1,398.35	2.07	87.41	0.00	1,483.69
21 769 109 7170	TSA FUND BALANCE	-26.61	30.00	48.98	0.00	-7.63
21 769 109 7180	YEARBOOK FUND BALANCE	16,572.67	4,429.01	821.00	0.00	12,964.66
21 769 109 7220	ATHLETIC RESALE FUND BALANCE	-7,485.47	1,418.55	1,257.20	0.00	-7,646.82
21 769 109 7230	HS CHEERLEADING FUND BALANCE	1,933.45	0.00	0.00	0.00	1,933.45
21 769 209 6645	MS CROSS COUNTRY FUND BALANCE	0.00	0.00	0.00	0.00	0.00
21 769 209 6710	MS BOYS BASKETBALL FUND BAL	1,165.00	0.00	0.00	0.00	1,165.00
21 769 209 6720	MS FOOTBALL FUND BALANCE	-618.69	113.90	0.00	0.00	-732.59
21 769 209 6730	MS BASEBALL FUND BALANCE	1,060.00	0.00	0.00	0.00	1,060.00
21 769 209 6740	MS BOYS TRACK FUND BALANCE	-158.00	76.31	325.00	0.00	90.69
21 769 209 6790	MS WRESTLING FUND BALANCE	234.00	0.00	0.00	0.00	234.00
21 769 209 6810	MS GIRLS BASKETBALL FUND BAL	748.00	0.00	0.00	0.00	748.00
21 769 209 6815	MS VOLLEYBALL FUND BALANCE	1,248.45	0.00	0.00	0.00	1,248.45
21 769 209 6835	MS SOFTBALL FUND BALANCE	970.00	0.00	0.00	0.00	970.00
21 769 209 6840	MS GIRLS TRACK FUND BALANCE	25.00	76.31	797.00	0.00	745.69
21 769 209 7160	MS STUDENT COUNCIL FUND BAL	6,328.70	285.00	0.00	0.00	6,043.70
21 769 418 7190	DS STUDENT COUNCIL FUND BAL	368.61	0.00	0.00	0.00	368.61
=====						
FUND TOTAL:		104,527.69	22,117.36	22,514.55	0.00	104,924.88

Our mission is to enable all student to master the skills, acquire the knowledge, and develop the social skills necessary for them to reach their full potential as citizens who meet the challenges of society.

NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Directors of the Adel-DeSoto-Minburn Community School District will meet at 7:30 a.m. on the 30th day of April, 2003, in the High School ICN Room, Adel, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA
HIGH SCHOOL ICN ROOM

April 30, 2003
7:30 A.M.

OPENING:

7:30 A.M. Call to order
Roll call
Emergency additions and adoption of agenda

ACTION ITEMS:

7:30 Contracting technical service providers for construction
7:45 Adjournment

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT
801 Nile Kinnick Drive South
Adel, Iowa 50003
(515) 993-4283

Shirley McAdon
Secretary
Board of Directors

MINUTES OF BOARD OF DIRECTORS

<u>Special</u>	<u>ADM High School</u>	<u>7:30 a.m.</u>	<u>April</u>	<u>30,</u>	<u>2003</u>
Kind of Meeting	Meeting Place	Time	Month	Day	Year
		Day of Week	<u>Wednesday</u>		

MEMBERSPRESENTABSENT

Darrell Weems
Dick Bruce
Tom Hopewell
Paula James
Pat Steele

Tim Hoffman
 Superintendent of Schools
Shirley McAdon
 Secretary-Board of Education

Call to Order
 Roll Call

The meeting was called to order. Roll call was taken. Present were Dick Bruce, Tom Hopewell, Pat Steele, and President Darrell Weems. Paula James arrived later. Visitors were present.

Agenda

It was moved by Steele, seconded by Bruce, to adopt the agenda as presented, with the addition of "Resignation" at 7:30 a.m. in order to be able to advertise the position in a timely manner should the resignation be accepted. Motion carried unanimously.

Paula James arrived at 7:35 a.m.

Resignation

Superintendent recommended accepting the resignation of Julie McWeeny, elementary teacher, effective at the end of the school year. It was moved by Bruce, seconded by Steele, to accept the resignation as presented. Motion carried unanimously.

Contracting
 Technical Service
 Providers for
 Construction

The Board reviewed the services provided by project managers, architects, and construction managers. The Board will set a special meeting in the next week or two to meet with some architectural firms to explore the scope of services they might offer.

Adjournment

It was moved by Bruce, seconded by James, to adjourn. Motion carried unanimously and the meeting was adjourned by President Weems at 8:30 a.m.

Continuation of special board meeting held April 30, 2003

Minutes approved as presented

Darrell Weems
Darrell Weems, President

Dated 05/12/03

Shirley McAdon
Shirley McAdon, Secretary

Our mission is to enable all student to master the skills, acquire the knowledge, and develop the social skills necessary for them to reach their full potential as citizens who meet the challenges of society.

NOTICE OF PUBLIC MEETING

You are hereby notified that the Board of Directors of the Adel-DeSoto-Minburn Community School District will meet at 6:00 p.m. on the 22nd day of April, 2003, in the High School Media Center, Adel, Iowa.

The tentative agenda is as follows:

BOARD MEETING AGENDA
HIGH SCHOOL MEDIA CENTER

April 22, 2003
6:00 P.M.

OPENING:

6:00 P.M. Call to order
 Roll call
 Emergency additions and adoption of agenda
 Consent agenda
 Personnel contracts
 Renew tuition out options

ACTION ITEMS:

6:05 Early retirement policy
6:15 Marketing class survey
6:30 Future construction projects
8:30 Staff reduction
8:40 Student registration fees
9:00 Summer PPEL projects
9:15 Visitation report from Department of Education
9:30 Administrative reports
10:00 Adjournment

ADEL-DESOTO-MINBURN COMMUNITY SCHOOL DISTRICT
801 Nile Kinnick Drive South
Adel, Iowa 50003
(515) 993-4283

Shirley McAdon
Secretary
Board of Directors

MINUTES OF BOARD OF DIRECTORS

<u>Special</u>	<u>ADM High School</u>	<u>6:00 p.m.</u>	<u>April</u>	<u>22</u>	<u>2003</u>
Kind of Meeting	Meeting Place	Time	Month	Day	Year
		Day of Week	<u>Tuesday</u>		

MEMBERSPRESENT

Darrell Weems
Dick Bruce
Tom Hopewell
Paula James
Pat Steele

ABSENT

Tim Hoffman
 Superintendent of Schools
Shirley McAdon
 Secretary-Board of Education

Call to Order Roll Call	The meeting was called to order. Roll call was taken. Present were Dick Bruce, Tom Hopewell, Paula James, Pat Steele, and President Darrell Weems. Visitors were present.
Agenda	It was moved by Bruce, seconded by James, to adopt the agenda as presented. Motion carried unanimously.
Consent Agenda	It was moved by Steele, seconded by Hopewell, to approve the items under the consent agenda as presented. Motion carried unanimously. A resignation was accepted from Del Buchman, assistant baseball coach for summer 2004. Pending successful background checks, new contracts were offered to Lindsay Millsap, pom pons coach; Shana Steinlage, elementary special education teacher; and John Wesselmann, MS baseball coach. The tuitioning of students to other local school districts for selected courses with the approval of the high school office was reinstated for the 2003-04 school year.
Welcome of Visitors/ Open Forum	President Weems welcomed visitors and invited public comments during Open Forum. No comments were made.
Early Retirement Policy	Superintendent recommended a change in the early retirement policy that would allow hiring our past retirees for parttime, hard-to-fill positions and a change from one lump sum pay out to two equal installments with pay dates of September and the following January. It was moved by James, seconded by Hopewell, to change the early retirement policy as presented. Motion carried unanimously.

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Marketing Class Survey	Marketing class instructor Dan Severidt and student Jessie Prunty presented the results of the District Needs Assessment Survey, describing the process of putting the survey together and explaining the different sections of the final product. The entire report is available by contacting the school; an executive summary will be composed. In closing, the television ad created by the marketing class for a local business was viewed.
Future Construction Projects	Merle Rambo, Rambo Associates, Inc., presented information and options for construction projects gleaned from previous meetings that might be considered by the Board. During discussion, support was voiced for an 8-9 addition at the high school and improvements at all three elementary buildings. While there are long-range financial savings from including a 6-7 addition at the high school, more study is needed on that option. Board members will submit names of community members to be included on a committee to review options for construction projects and methods to pay for them, along with bond issue timelines. A special Board meeting was set for April 30 at 7:30 a.m. at the high school to consider references and scope of services for Rambo Associates, Inc. to make a decision on whether to hire the firm for project manager services.
Staff Reduction	Because of the possibility of going to arbitration with the teachers' union and being forced into a settlement well above the district's new money, Superintendent sought guidance regarding staff reductions that might be needed to offset the increased costs because the deadline for notice of staff reduction is April 30. Superintendent recommended not hiring the additional music position which was approved in March, not filling current vacancies such as second grade, and/or reducing high school class elective course offerings as positions that could be reduced if necessary rather than reducing existing employees. A package settlement of a 4% increase would not require these reductions; therefore, the positions could be filled. It was moved by James, seconded by Steele, to support not filling vacancies versus layoffs as presented. Motion carried unanimously.
Student Registration Fees	Superintendent recommended three increases for fees for 2003-04. They included athletic participation, due to the extremely tight budget and the additional cost of athletic uniforms; increasing summer school tuition to actual costs; and a five dollar increase for in-town bus transportation to cover actual costs. Fee waivers will apply for free and reduced status students. Superintendent also proposed offering a discount to families with multiple riders of the in-town bus transportation of \$80/\$60/\$40. It was moved by James, seconded by Steele, to approve the schedule of student registration fees for 2003-04 as presented, except for an in-town bus fee of \$75/\$60/\$40. Motion carried unanimously.

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Summer PPEL
Projects

Superintendent presented the district's five-year PPEL plan and recommended the projects listed for 2002-03 and approval of the remaining projects to be done this summer. It was moved by James, seconded by Steele, to approve the summer PPEL projects as presented. Motion carried unanimously.

Visitation Report
from Department
of Education

The Board reviewed the Iowa Department of Education Comprehensive Site Visit Report. Superintendent provided a copy, marking the items considered the most important, and a copy of the response made to the DE. The principals provided written responses to items concerning their buildings, with key items identified by them and by their staffs for improvement and plans to address those items.

Administrative
Reports

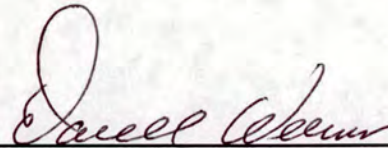
Superintendent announced open enrollment requests for Jana Ferguson from ADM to Earlham and Breanne and Emily Geneser from ADM to Earlham, all for 2002-03, and for Taylor Manning from Earlham to ADM and Jack Geneser from ADM to Earlham, both for 2003-04.

Superintendent may recommend, at a future date, closing open enrollment-in for special education students for 2003-04 due to lack of space, except for students of siblings already attending. The situation will be monitored. In addition, a rule change for open enrollment that occurs after the deadline for automatic approval has passed requires a receiving district to deny a request unless the sending district asks the receiving district to approve it. Some surrounding districts have indicated that they do not intend to ask receiving districts to approve such requests; therefore, ADM should consider whether it will continue to allow requests after the deadline since they will not be reciprocated.

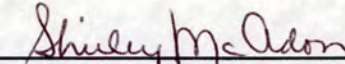
Adjournment

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

Minutes approved as presented


Darrell Weems, President

Dated 05/12/03


Shirley McAdon, Secretary