

NOTICE OF PUBLIC MEETING

You are hereby notified that the _____ Board of Directors
of the Adel-DeSoto Community School District will meet at _____ 6:30 _____ o'clock
p.m., on the _____ 9th _____ day of _____ April _____ 19 84, at _____ Library, _____
Jr-Sr High School Building _____, _____ Adel _____, Iowa.

The tentative agenda is as follows:

ADEL-DeSOTO COMMUNITY SCHOOL

BOARD MEETING AGENDA
HIGH SCHOOL LIBRARY

April 9, 1984
6:30 P.M.

OPENING:

6:30 P.M.

Call to order
Roll call
Emergency additions and adoption of agenda
Approval of minutes
Approval of bills and claims
Secretary/Treasurer's financial reports
Welcome of visitors and Open Forum

ACTION ITEMS:

7:00 P.M.	Review contract with architect firm
7:15 P.M.	Discuss purchase of real estate (closed session)
7:30 P.M.	Receive petitions for school bond election
7:45 P.M.	Request for leave of absence
7:50 P.M.	Review high school course offerings for 1984-85
8:00 P.M.	Approve junior high schedule
8:10 P.M.	Staffing changes for 1984-85
8:25 P.M.	Classified salary and contracts
8:55 P.M.	Approve resignations
9:00 P.M.	Review Chapter I Summer Program
9:10 P.M.	Receive bids on Driver Education car
9:25 P.M.	Substitute teacher pay rate for 1984-85
9:30 P.M.	Review of 1983-84 school calendar
9:35 P.M.	Statement of concerns for IASB
9:45 P.M.	Board meeting time
9:50 P.M.	Administrative reports
10:30 P.M.	Adjournment

ADEL-DeSOTO COMMUNITY SCHOOL DISTRICT
215 N. 11th Street
Adel, Iowa 50003

Margaret Elliott
Secretary, Board of Education

Telephone No. 993-4283

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: The Board of Directors of the Adel-DeSoto Community School District, in the Counties of Dallas and Madison, State of Iowa.

Date of Meeting: April 9, 1984.

Time of Meeting: 6:00 o'clock P.M.

Place of Meeting: Library, Jr-Sr High School Building,
Adel-DeSoto Community School District,
Adel, Iowa.

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

\$3,490,000.00 School Bonds.

- Minutes re AEA approval.

Such additional matters as are set forth on the additional 1 pages(~~s~~) attached hereto.
(number)

This notice is given at the direction of the President pursuant to Chapter 28A, Code of Iowa, and the local rules of said governmental body.

Margaret Elliott
Secretary, Adel-DeSoto Community
School District

MINUTES OF BOARD OF EDUCATION

Regular	Schoolhouse	6:30 P.M.	April	9,	1984
Kind of Meeting	Meeting Place	Time	Month	Day	Year
			Day of Week		Monday

MEMBERS

Present

Absent

Dallas Bowman

Presiding Officer

Doug Henderson

Janice Daly

Judy Burgus

Donald Bruce

Tim Hoffman

Superintendent of Schools

Margaret Elliott

Secretary-Board of Education

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

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

Call to order Roll Call	Meeting called to order by the chairman. Present were Jan Daly, Judy Burgus, Doug Henderson, Don Bruce and Dallas Bowman, president. There were about 12 visitors present including Jim Van Werden, school attorney and Beth Dalbey of the Dallas County News.
Motion to approve agenda	Motion to approve agenda as presented was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; Bruce-aye; Henderson-aye; and Bowman-aye. Carried.
Minutes	Motion to approve minutes of regular meeting of March 13 and special meeting of April 2 as presented was made by Burgus, seconded by Henderson. Burgus-aye; Henderson-aye; Daly-aye; Bruce-aye; and Bowman-aye. Carried.
Bills	Motion to approve bills totaling \$25,337.22 was made by Henderson, seconded by Burgus. Henderson-aye; Burgus-aye; Daly-aye; Bruce-aye; and Bowman-aye. Carried.
Monthly Fin. Reports - Qtrly Report	Board reviewed and discussed monthly financial reports. Board reviewed the hot lunch report. Motion to approve Quarterly Report for publication was made by Daly, seconded by Bruce. Daly-aye; Bruce-aye; Burgus-aye; Henderson-aye; and Bowman-aye. Carried.
Welcome of visitors	President Bowman welcomed visitors and asked for concerns during Open Forum. No concerns were presented.
Review con- tract with architect firm	Jim Van Werden reviewed proposed contract with architect firm with the Board. Van Werden had visited with a representative of Dana, Larson, Roubal, Merle Rambo, earlier that afternoon to review the contract. Van Werden stated that our cost would be 6% with a successful bond issue and \$2,000 with an unsuccessful issue.
	At 7:05 P.M., Merle Rambo and Mark Dunbar, representatives from Dana, Larson & Roubal, arrived to answer questions from the Board. After much review and discussion with the representatives, the concern of what the district cost would be if the bond issue failed twice was presented. Merle Rambo suggested

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

Continuation of board meeting held
Month Day Year

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

Continuation of regular board meeting held April 9, 1984

Month Day Year

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

Review contract with architect	a cover letter attached to the contract stating: "In the event of more than two unsuccessful events (bond issues), it is our understanding that should we elect to terminate the contract with Dana, Larson & Roubal Architect firm, the district liability is limited to \$2,000.00 outlined for bond issues and study costs plus any reimburseable out of pocket costs."
Motion to approve contract with architect firm	After further discussion, motion to approve contract as amended to include cover letter was made by Henderson, seconded by Burgus. Henderson-aye; Burgus-aye; Daly-aye; Bruce-aye; and Bowman-aye. Carried.
Closed session	<p>Motion for closed meeting to discuss the purchase of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property. The minutes and the tape-recording of a session closed (under this exemption) shall be available for public examination when the transaction discussed is completed was made by Daly, seconded by Henderson. Daly-aye; Henderson-aye; Burgus-aye; Bruce-aye; and Bowman-aye. Carried.</p> <p>At 8:03 P.M. the Board reconvened to the Superintendent's office for the closed session. Tape recorder was turned on.</p>
Return to open session	Motion to return to open session was made by Henderson, seconded by Burgus. Henderson-aye; Burgus-aye; Daly-aye; Bruce-aye; and Bowman-aye. Carried. Tape recorder turned off at 8:57 P.M. and the Board reconvened in the Library.
A-D Facility Study Committee presents petitions to school board asking for special bond election	<p>On behalf of Larry Crannell, president of the Adel-DeSoto Facility Study Committee, Don Flater presented to the Board 27 petitions with 266 signatures requesting the Board to call a special bond election on issuing not to exceed \$3,490,000 of school bonds.</p> <p>The President of the Board called for a discussion on the action that should now be taken by the Board on the Petition filed, asking that the Board call a special bond election on issuing not to exceed \$3,490,000.00 of School Bonds of said District for the school building program outlined in said Petition, a copy of which petition is attached to these minutes marked Exhibit "A" and by this reference made a part of these minutes.</p> <p>The School Board then discussed the provisions of Sections 297.7(3) and 296.3, Code of Iowa, as amended, and the effect these Code sections have as to the school building program covered by the above mentioned Petition. The President advised the Board that according to the provisions of the above Code sections, before an election is held on the issuance of general bonds for the construction or renovation of any school building, the following procedure must be followed: (1) That immediately upon receipt of a Petition filed under Iowa Code Section 296.2 the Board shall inform the Board of the Area Education Agency in which the School District is located of said filing; (2) That the Administrator of the Area Education Agency shall send information about the construction or renovation by regular mail to the boards of school districts contiguous to the school district proposing the issuance of general obligation bonds and to the Board of the Area Education Agency. Within 20 days following receipt of the information, the Area Education Agency Board or the Board of a School District contiguous to the district making the proposal may request a meeting with the</p>

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

Month

Day

Year

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

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Continuation of regular board meeting held April 9, 1984
 Month Day Year

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

Special bond election proposal

Board of the district making the proposal. This meeting shall be held within 10 days following the request for a meeting; (3) That the President of the Board who received the Petition shall within 10 days after considering the suggestions of the Area Education Agency, call a meeting of the Board which shall then take action to call the bond election, including directing the Secretary to give official notification of the time of election to the County Commissioner of Elections, together with fixing other election details; and (4) If no request for a meeting is made within the time specified by the Code of Iowa, the Board can proceed immediately to call a meeting to fix the election date and other usual election details.

Motion was then made by Director Daly, seconded by Director Henderson that the School Secretary be and is hereby instructed on behalf of the Board to immediately notify the Board of the Area Education Agency in which this School District is located of the filing of the above mentioned Petition, including the filing of a certified copy of these minutes and the Petition Form with the Area Education Agency, and requesting the Area Education Agency to take the necessary action required in Chapter 297 of the Code of Iowa, and to report back to this Board their suggestions, if any, concerning alternate solutions to the proposed school building program encompassed in said Petition filed. On roll call the vote was:

Ayes: Daly, Henderson, Burgus, Bruce & Bowman

Nays: None

Carried.

Whereupon, the President declared the above motion duly adopted. The President announced that a meeting of the Board of Directors of this District would be called to formally act on the Petition filed, requesting that a bond issue election be called, within 10 days after considering the suggestions of the Area Education Agency or earlier if no request for a meeting is filed pursuant to Section 297.7(3) of the Code of Iowa.

Request for leave/Kearney

Request for leave of absence for Karla Kearney for the first semester of 1984-85 through December 21, 1984. Motion to approve request for leave for Karla Kearney subject to suitable replacement was made by Bruce, seconded by Burgus. Bruce-aye; Burgus-aye; Daly-aye; Henderson-aye; and Bowman-aye. Carried.

H.S. course offerings 84-85

Motion to approve High School course offerings for 1984-85 as presented was made by Burgus, seconded by Bruce. Burgus-aye; Bruce-aye; Daly-aye; Henderson-aye; and Bowman-aye. Carried.

Jr Hi Schedule

Motion to approve proposed Jr. High Schedule was made by Daly, seconded by Henderson. Daly-aye; Henderson-aye; Bruce-aye; Burgus-aye; and Bowman-aye. Carried.

Staff changes & additions

Superintendent recommended the following staff changes and additions:

1. add position in J.H. reading - needed for new program.
2. add a second J.H. Volleyball coach - numbers warrant extra position and we have dropped one J.H. Softball coach.

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

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

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Continuation of regular board meeting held April 9, 1984

Month Day Year

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

	<p>3. add Gary Seaholm as golf assistant for \$400 - same position and salary as last year.</p>
Staffing changes	<p>Motion to approve staffing changes as presented was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; Bruce-aye; Henderson-aye; and Bowman-aye. Carried.</p> <p>Discussed possible need of additional H.S. L.D. position, fifth section of kindergarten due to numbers, and a fifth section of first grade due to numbers and academic need.</p> <p>Supt. stated that staffing changes at the Elementary include:</p> <p>Linda Biermann will go to third grade at her request; Deb Rainer from first to second grade; and Sue Hein to first grade. Kris Cawthorn has asked to transfer to the DeSoto building, fourth grade.</p>
Classified salary schedule	<p>Supt. reviewed classified salary schedule for 1984-85. Supt. stated that this would only serve as a guideline. Actual salary will be determined by job performance. Motion to approve classified staff schedule for 1984-85 as presented and Board Secretary at 5% was made by Bruce, seconded by Burgus. Bruce-aye; Burgus-aye; Daly-aye; Henderson-aye; and Bowman-aye. Carried.</p>
Resignations Shuttle bus driver, Hot Lunch Supervisor, Aide	<p>Supt. read letters of resignation from Jim Miller, shuttle bus driver, due to time conflicts with his ministry; Pat Standley, Hot Lunch Supervisor, who is getting married and leaving the district; and Jane Pasco, Spec. Ed. aide, due to personal time conflicts. Motion to accept resignations as presented was made by Henderson, seconded by Daly. Henderson-aye; Daly-aye; Bruce-aye; Burgus-aye; and Bowman-aye. Carried.</p>
Chap. I summer program/summer pre-kindergarten	<p>Supt. discussed Chapter I - summer program. Supt. recommends we drop remedial summer school due to Federal financing cutbacks but maintain the summer pre-kindergarten program. Supt. stated that our cost to maintain the pre-kindergarten program could be \$2,000-\$3,000. Motion to accept Superintendent's recommendation to drop remedial summer school due to financing but maintain pre-kindergarten program was made by Daly, seconded by Bruce. Daly-aye; Bruce-aye; Burgus-aye; Henderson-aye; and Bowman-aye. Carried. Principal Jim Nelsen will encourage remedial students and their parents to use the library for extra help.</p>
Bids on Driver Education Car	<p>Supt. presented bids for Driver Education vehicle: Adel Chrysler: 1984 Aries or Reliant for \$8,100 without trade-in. Offered \$2,000 for present Driver Education car. Mitchell Motors: 1984 Tempo for \$8,180.50 without trade-in. Offered \$1,800 for our present Driver Education car.</p> <p>Motion to accept low bid from Adel Chrysler with trade-in was made by Henderson, seconded by Daly. Henderson-aye; Daly-aye; Bruce-aye; Burgus-aye; and Bowman-aye. Carried.</p>
Sub teacher salary increase	<p>Motion to increase substitute teacher salary from \$36 to \$40 for the 1984-85 school year was made by Burgus, seconded by Bruce. Burgus-aye; Bruce-aye; Daly-aye; Henderson-aye; and Bowman-aye. Carried.</p>
School calendar	<p>Supt. stated that we have missed one day of school for the state tournament. This would reduce the number of teaching days by one to end school</p>

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

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

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Continuation of regular board meeting held April 9, 1984
 Month Day Year

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

School calendar	on May 24th. Should we change calendar to include make-up day? Motion to keep calendar as is was made by Daly, seconded by Burgus. Daly-aye; Burgus-aye; Bruce-aye; Henderson-aye; and Bowman-aye. Carried.
IASB Statement of concern	Superintendent asked for statement of concern from the Board for the IASB legislative beliefs and resolutions. After some discussion, the Board directed the Supt. to notify the IASB that the Board feels they should become more aggressive in sponsoring legislation.
Board mtg time	Motion to go to 8 o'clock board meeting time in May was made by Henderson, seconded by Burgus. Henderson-aye; Burgus-aye; Daly-aye; Bruce-aye; and Bowman-aye. Carried.
	Administrative reports:
Plaques for retirees	Supt. asked about plaques for retirees. Board requested a plaque for Alfa Mostrom who has over five years service and also for Pat Standley, as former Board Member and Hot Lunch Supervisor to be presented at graduation.
IASB delegate repre.	Discussed need for IASB delegate representative. Adel-DeSoto has represented the district for several years. The Board encourages another district representative to take part but either Daly or Burgus would be willing to be a representative.
Positive phone calls	Adel-DeSoto has received national recognition in the magazine, "It Starts In The Classroom", for our program of positive phone calls to parents.
Workshop/ Amana/Supt	Supt. attended a workshop in Amana with city clerk Jerry Roberts and two city council members, Spatz and McAdon. Very worthwhile meeting. Encouraged making the school available more than 8-4 and new cooperative programs between the school and the city.
Teacher adv. comm. suggestion	Teacher advisory committee has suggested blocking off Rapids Street when we unload and load buses. This would stop through traffic for 5 to 10 minutes. We could have someone man a stop sign for this time period. Board consensus is that this would be a good idea and for the Supt. to pursue with the city for implementation.
Add't portable bldg	Discussion was held regarding need for additional portable building at DeSoto.
Bus monitor proposal	Supt. discussed with the Board how they would feel about a bus monitor for discipline problems on the school bus. One who could ride different buses as needed. Could ride with substitute driver to help out with discipline and route. Student attitude is a problem when they get in school if there has been trouble on the bus route. It would also improve safety by helping the drivers. Our routes are large and buses filled to capacity. Could be tied into with chauffer's license for substitute driver.
Adjournment	Meeting adjourned at 10:41 P.M.

Minutes approved as presented

Dallas Bowman
 Dallas Bowman, President

Date 5-14-84

Margaret Elliott
 Margaret Elliott, Secretary

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

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

APPROVED

WARRANTS DATED APRIL 09, 1984

VENDOR NAME	WARRANT	AMOUNT
A T & T INFORMATION SYSTEMS	G0052108	183.41
ADEL TV & APPLIANCE CO	G0052109	319.80
ADEL-DESOTO ACTIVITIES FUND	G0052110	2,601.69
ADEL-DESOTO LUNCH PROGRAM	G0052111	6.90
AMERICAN LIBRARY ASSOCIATION	G0052112	23.00
AMERICAN LUNG ASSOCIATION OF IA.	G0052113	6.50
AMOCO OIL COMPANY	G0052114	47.60
AREA EDUCATION AGENCY 11	G0052115	120.80
THE ART STORE	G0052116	79.92
ARTS PIANO SERVICE	G0052117	84.50
AWARDS GALLERY	G0052118	10.52
B & B SCHOOL SUPPLY	G0052119	13.00
BAKER & TAYLOR COMPANY	G0052120	125.91
BALDON & SON HARDWARE	G0052121	142.34
BILL'S ALL IN ONE SHOP	G0052122	9.50
BORG WARNER EDUC SYSTEMS	G0052123	135.00
LAURA BRENNER	G0052124	20.23
BRITAINS STANDARD PARTS INC	G0052125	5.44
BRODART INC	G0052126	193.84
BUREAU OF DENTAL HEALTH EDUCATIO	G0052127	3.56
CAMPUS BOOK STORE	G0052128	26.50
CENTRAL IOWA FS INC	G0052129	432.21
CHRISTY BROS A G I	G0052130	24.32
CHRONICLE GUIDANCE PUB., INC.	G0052131	98.73
CITY SUPPLY CORPORATION	G0052132	914.42
CONNEY SAFETY PRODUCTS	G0052133	57.20
COOK'S BOOK COMPANY	G0052134	44.57
BYRON CRAWFORD	G0052135	47.04
DALLAS COUNTY NEWS	G0052136	109.20
CITY OF DESOTO	G0052137	326.12
DESOTO SKELGAS	G0052138	204.00
D.O.K. PUBLISHERS, INC.	G0052139	20.74
JOHN DONNELLY	G0052140	198.75
DUFFIELD & ASSOCIATES	G0052141	25.33
EBSCO SUBSCRIPTION SERVICES	G0052142	1,586.58
JON ENGELHARDT	G0052143	11.28
EYE GATE MEDIA	G0052144	374.85

PAGE TOTAL 8,635.30

[Handwritten Signature]
DPS

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

SECRETARY

APPROVED

WARRANTS DATED APRIL 09, 1984

VENDOR NAME	WARRANT	AMOUNT
FOOTHILL WORKSHOP	60052145	15.99
FULLER PETROLEUM SERVICE	60052146	1,372.43
FULLERS STANDARD	60052147	148.35
GENERAL TELEPHONE CO	60052148	70.14
HALDIN CUSTODIAL SUPPLY	60052149	42.90
HAWKEYE AUTO SALVAGE, INC.	60052150	35.00
HICKS PHARMACY	60052151	14.48
HIGHWAY SERVICE CORPORATION	60052152	497.94
TIMOTHY HOFFMAN	60052153	122.05
HORSESHOE BOWLING LANES	60052154	14.30
INSTRUMENTALIST	60052155	50.98
INTER COLLEGIATE PRESS	60052156	16.50
IOWA ASSN OF SCHOOL BOARDS	60052157	175.00
IOWA POWER & LIGHT COMPANY	60052158	8,794.05
IOWA SURPLUS PROPERTY DIVISION	60052159	25.00
K-L PARTS	60052160	185.78
J S LATTA COMPANY	60052161	72.24
LIBRARY BOOK SELECTION SERVICE	60052162	107.30
MACRA-WEAVE PLUS	60052163	6.47
BOB MCINTYRE	60052164	355.50
MERRILL AXLE & WHEEL SERVICE	60052165	124.81
MIDWEST OFFICE TECHNOLOGY, INC.	60052166	107.86
SHARON MULLARKEY	60052167	73.92
NASH MUSIC COMPANY	60052168	117.29
NATIONAL GEOGRAPHIC SOCIETY	60052169	12.00
NORTHWESTERN BELL TELEPHONE CO	60052170	534.10
ODYSSEY	60052171	11.95
PERMA-BOUND	60052172	62.06
PIONEER PUBLISHING COMPANY	60052173	8.79
THE PREDICAMENT	60052174	10.00
PUBLIC SEATING INC	60052175	135.25
PUCKETT ELECTRIC TOOLS INC	60052176	21.05
RICHARDS SANITATION SERVICE	60052177	30.00
RIVER VALLEY SCHOOL, AEA 4	60052178	945.20
JERRY ROBERTS	60052179	54.00
SAF-T-LINER BUS SALES	60052180	205.24
SANDE LUMBER CO INC	60052181	178.73

PAGE TOTAL

14,754.65

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

SECRETARY

APPROVED

WARRANTS DATED APRIL 09, 1984

VENDOR NAME	WARRANT	AMOUNT
SILVER BURDETT CO	60052182	13.07
SPECIAL SCHOOL DISTRICT NO.1	60052183	30.50
PAUL STANGL	60052184	8.00
STATE CHEMICAL MANUFACTURING CO.	60052185	207.72
STEFFEY REPAIR CENTER	60052186	35.00
STRAUSS SAFE & LOCK	60052187	322.99
SUNDANCE PAPERBACK DISTRIBUTORS	60052188	79.71
TANDY LEATHER COMPANY	60052189	27.91
JANE TRIEFF	60052190	1.68
CHARLES WINTERBOER	60052191	164.30
XEROX CORPORATION	60052192	928.85
YOUNGERMAN MUSIC CO.	60052193	127.54

PAGE	TOTAL	1,947.27
DATE	TOTAL	25,337.22
TYPE	TOTAL	25,337.22
DISTRICT	TOTAL	25,337.22

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

SECRETARY

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

Continuation of regular board meeting held March 13, 1984

Month Day Year

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

Bills

Bills paid between meetings:

Postmaster	Stamps	\$ 345.00
Insurance Revolving	Board share, March payroll	5,874.01
IPERS	Board share, March payroll	8,416.69
IPERS(FOAB)	Board share, FICA, March payroll	10,647.18
Iowa Power	Electric/DeSoto Building	543.83
	TOTAL	<u>\$25,826.71</u>

APPROVED:

Handwritten signature and initials 'DPB' in blue ink.

HANDWRITTEN

WARRANTS DATED MARCH 25, 1984

VENDOR NAME	WARRANT	AMOUNT
IPERS FOAB	G0002493	10,647.18
IPERS	G0002494	8,416.69
INSURANCE REVOLVING ACCOUNT	G0002495	5,874.01
	PAGE	TOTAL
	DATE	TOTAL
		24,937.88
		24,937.88

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

SECRETARY

REVENUE & EXPENDITURE TOTALS

GENERAL, TORT, UNEMPLOYMENT & SCHOOLHOUSE FUNDS

MARCH 1984 GENERAL FUND REVENUE	PREVIOUS	TO DATE	THIS MONTH	ESTIMATED	REMAINING
LOCAL SOURCES	713,922.35	724,942.00	11,019.65	1,368,635.00	643,693.00
STATE SOURCES	923,898.53	998,314.53	74,416.00	1,478,628.00	480,313.47
FEDERAL SOURCES	37,413.00	45,508.00	8,095.00	41,000.00	4,508.00
TOTALS	1,675,233.88	1,768,764.53	93,530.65	2,888,263.00	1,119,498.47
TORT FUND REV.	3,353.86	3,393.59	39.73	6,200.00	2,806.41
UNEMPL COMP REV.	4,851.51	4,909.17	57.66	9,000.00	4,090.83
SCHOOLHOUSE FUND DEBT SERVICE SITE	745.81 19,790.00	773.53 20,369.22	27.72 579.22	528.00 33,581.00	245.53 13,211.78
TOTAL ALL FUNDS	1,703,975.06	1,798,210.04	94,234.98	2,937,572.00	1,139,361.96
GENERAL FUND EXPENSES DISTRICT WIDE	275,405.01	302,245.38	26,840.37	519,145.00	217,199.62
JR JR HIGH	702,259.21	793,589.73	91,330.52	1,146,009.00	352,419.27
ALL ELEMENTARY	97,567.45	110,230.29	12,662.84	170,110.00	59,879.71
ADEL ELEMENTARY	383,081.53	436,177.44	53,095.91	534,885.00	198,707.56
DESOTO ELEMENTARY	230,323.89	263,846.06	33,522.17	405,720.00	141,873.94
SPEC ED OUT NON-PUBLIC	9,428.01 460.00	15,029.58 460.00	5,601.57 0.00	65,000.00 1,520.00	49,970.42 1,060.00
TOTALS	1,698,525.10	1,921,578.48	223,053.38	2,942,689.00	1,021,110.52
TORT FUND EXP. UNEMPL COMP EXP.	1,104.00 2,662.34	1,104.00 2,662.34	0.00 0.00	6,200.00 9,000.00	5,096.00 6,337.66
SCHOOLHOUSE FUND DEBT SERVICE SITE	5,750.00 25,586.00	5,750.00 25,650.00	0.00 64.00	6,375.00 50,000.00	625.00 24,350.00
TOTAL ALL FUNDS	1,733,627.44	1,956,744.82	223,117.38	3,014,264.00	1,057,519.18

REPORT OF STUDENT BODY ACTIVITIES - MARCH 1984

	<u>RECEIVED THIS MONTH</u>	<u>EXPENDITURES THIS MONTH</u>	<u>PREVIOUS BALANCES</u>	<u>NEW BALANCES</u>
ATHLETICS	5,934.18	5,661.08	7,141.46	7,414.56
BAND RESALE	46.31	37.82	159.90	151.41
BAND & UNIFORM		17.62	1,033.41	1,015.73
INSTRUMENT RENT			162.75	162.75
POM-POM GIRLS	590.70	204.22	128.76	515.24
CLASS OF '83			412.39	412.39
CLASS OF '84			0.00	0.00
CLASS OF '85	1,456.67	679.71	2,180.68	2,957.64
BUTTON CLUB	498.00		326.81	171.19
CHEERLEADERS			264.84	264.84
DRAMA			2,378.06	2,378.06
H.S. STUDENT COUNCIL	109.00		811.71	920.71
ACCOMMODATIONS		1,525.92	1,075.36	2,601.78
ADEL ELEM. FUND			748.26	748.26
ADULT EDUCATION		258.07	1,754.61	1,496.54
ART	156.50		1,601.57	1,758.07
CAP & GOWN	10.00		22.98	12.98
CHANGE	100.00	200.00	100.00	200.00
COMM. AWARENESS PROG.		47.80	52.88	100.68
ELEM. IND. ARTS		232.46	403.17	164.71
CAF. LOUNGE	147.00	113.92	321.58	354.76
INSURANCE			32.75	32.75
INDUSTRIAL ARTS RESALE	278.06	241.34	139.20	175.92
INSURANCE REVOLVING	8,853.87	17,238.50	9,792.53	1,407.90
LIBRARY BOOK FINES	10.00	66.87	118.74	61.87
MISC. REC. & EXP.	279.93		8,288.14	8,568.07
PADLOCK FEE			409.14	409.14
PEP BUS	132.00		325.06	457.06
PHOTOGRAPHY FUND			0.00	0.00
POPCORN FUND			696.63	696.63
REVOLVING	889.75	889.75	0.00	0.00
SCHOLARSHIP			418.51	418.51
SOC. SEC. REFUND			1,404.03	1,404.03
TEXTBOOK	38.00	252.41	10,981.57	10,767.16
VOCAL FUND	79.50	100.71	52.88	74.09
TOWEL FUND	1.00		1,521.04	1,522.04
WILDROWS			1,096.70	1,096.70
WORKBOOKS		56.21	526.89	583.10
YEARBOOK	515.00	1,150.70	4,606.57	3,970.87
TOTAL	20,125.47	28,981.17	56,790.26	47,934.56
INVESTMENTS	0.00	200.76	32,602.61	32,803.37

RECAPITULATION OF FUNDS - MARCH 1984

	<u>GENERAL FUND</u>		
	<u>Operating Fund</u>	<u>Tort Fund</u>	<u>Unemployment Comp. Fund</u>
Balance, February 29, 1984	\$393,119.04	\$4,588.30	\$10,236.40
Receipts, March	94,991.53 ²	39.73	57.66
Expenses, March	<u>224,514.26*</u>	<u>.00</u>	<u>.00</u>
Balance, March 31, 1984	\$263,596.31	\$4,628.03	\$10,294.06
Invested: Money Market Account	<u>263,187.05</u>		
Cash: NOW Acct. @5¼% Interest	\$ <u>409.26</u>	<u>\$4,628.03</u>	<u>\$10,294.06</u>

	<u>SCHOOLHOUSE FUND</u>	
	<u>Bonds & Interest</u>	<u>Site</u>
Balance, February 29, 1984	\$4,211.32	\$63,181.95
Receipts, March	27.72	579.22
Expenses, March	<u>.00</u>	<u>64.00</u>
Balance, March 31, 1984	\$4,239.04	\$63,697.17
Invested: Money Market Account	<u>4,228.50</u>	<u>62,704.20</u>
Cash: NOW Acct @5¼% Interest	\$ <u>10.54</u>	\$ <u>992.97</u>
TOTAL CASH: <u>\$1,003.51</u>	TOTAL INVESTED: <u>\$66,932.70</u>	TOTAL SCHOOLHOUSE FUND: <u>\$67,936.21</u>

	<u>ACTIVITY FUND</u>
Balance, February 29, 1984	\$56,790.26
Receipts, March	20,125.47
Expenses, March	<u>28,981.17</u>
Balance, March 31, 1984	\$47,934.56
Invested: Money Market Account	<u>32,803.37</u>
Cash: NOW Acct. @5¼% Interest	<u>\$15,131.19</u>

*These figures include \$7,430.00 Memorandum Receipt & Expenditure for AEA.

Adel-DeSoto Comm. School
Hot Lunch Financial Report
March 1984

Receipts for March

Student Lunches-----	\$ 8,044.30
Special Milk-----	1,067.10
Seconds-----	136.95
Adult Lunches-----	549.00
Federal Reimb.(February)-----	5,001.27
Interest-----	47.23
Other Income-----	191.80
Total Income for March-----	\$ 15,037.65

Expenses for March

Food-----	\$ 7,438.22
Net Salary-----	3,533.89
Federal Taxes(Employee Only)-----	228.00
Soc. Security(Includes Employee Share)-----	587.15
IPERS(Includes Employee Share)-----	372.22
Insurance-----	339.46
Other Expenses-----	585.63
Total Expenses for March-----	\$ 13,084.57

Previous Receipts-----	\$ 88,445.46
March Receipts-----	15,037.65
Total Income for Year to Date-----	103,483.11
Opening Cash Balance-----	9,844.52
Total Cash Available-----	\$113,327.63

Previous Expenses-----	\$ 86,624.88
March Expenses-----	13,084.57
Total Expenses for Year to Date-----	\$ 99,709.45

Bank Statement Balance-----	\$ 13,779.88
Less Outstanding Checks-----	161.70
Total-----	13,618.18
Plus Undeposited Funds(From Schedule)-----	0.00
Reconciled Bank Statement Balance-----	\$ 13,618.18

QUARTERLY REPORT

ADEL-DeSOTO COMMUNITY SCHOOL

JANUARY 1, 1984 THROUGH MARCH 31, 1984

OPERATING FUND

Balance, January 1, 1984	\$383,334.04
Receipts (AEA Memo Rec. & Exp. of \$44,580.00 included)	572,626.54
Expenses (AEA Memo Rec. & Exp. of \$44,580.00 included)	<u>692,364.27</u>
Balance, March 31, 1984	<u>\$263,596.31</u>
(Invested: <u>\$263,187.05</u> ; Cash: <u>\$409.26</u>)	

TORT LIABILITY FUND

Balance, January 1, 1984	\$ 4,312.44
Receipts	315.59
Expenses	<u>.00</u>
Balance, March 31, 1984	\$ <u>4,628.03</u>

UNEMPLOYMENT COMPENSATION FUND

Balance, January 1, 1984	\$ 11,760.77
Receipts	458.08
Expenses	<u>1,924.79</u>
Balance, March 31, 1984	\$ <u>10,294.06</u>

SCHOOLHOUSE FUND

	<u>Bonds & Interest</u>	<u>Site</u>
Balance, January 1, 1984	\$4,136.67	\$ 61,030.41
Receipts	102.37	2,730.76
Expenses	<u>.00</u>	<u>64.00</u>
Balance, March 31, 1984	\$4,239.04	\$ 63,697.17
vested:	<u>4,228.50</u>	<u>62,704.20</u>
Cash:	<u>10.54</u>	<u>992.97</u>

TOTAL INVESTED: \$66,932.70 TOTAL CASH: \$1,003.51 TOTAL SCHOOLHOUSE FUND: \$67,936.21

CHECK FORM G

	VENDOR	VENDOR NAME.....	3RD QUARTER
4			
5	000000696	A +	15.49
6	000000002	A B DICK PRODUCTS CO	212.52
7	000000878	A S C D	40.68
8	000000322	A T & T INFORMATION SYSTEMS	495.48
9	000000092	A V SERVICES	7.40
10	000000004	A-D LUMBER COMPANY	42.65
11	000000242	ADEL '66'	2,558.26
12	000000005	ADEL AUTO SUPPLY	156.94
13	000000007	ADEL CHAMBER OF COMMERCE	50.00
14	000000390	CITY OF ADEL	123.51
15	000000006	ADEL CITY WATER WORKS	1,192.88
16	000000980	ADEL TIRE & AUTO CENTER	657.80
17	000000008	ADEL TV & APPLIANCE CO	382.93
18	000000257	ADEL-DESOTO ACTIVITIES FUND	1,641.98
19	000000258	ADEL-DESOTO LUNCH PROGRAM	28.80
20	000000350	LINDA HINDS, TREAS. <i>AEA FLO-THRU</i>	2,901.69
21	000001046	AETNA LIFE INS. & ANNUITY CO.	420.00
22	000000337	AID ASSOCIATION FOR LUTHERANS	180.00
23	000000095	AMERICAN ECONO CLAD SERVICES	12.96
24	000000767	AMERICAN SCHOOL BOARD JOURNAL	64.00
25	000000021	AREA EDUCATION AGENCY 2	57.50
26	000000011	AREA EDUCATION AGENCY 11	5,077.32
27	000000012	THE ART STORE	66.77
28	000000645	ARTS & ACTIVITIES	15.00
29	000000441	ARTS PIANO SERVICE	104.00
30	000000864	AUDIO VISUAL CENTER	12.62
31	000000014	BAKER & TAYLOR COMPANY	384.28
32	000000039	BALDON & SON HARDWARE	639.49
33	000000132	BEAMANS FABRICS	5.00
34	000000015	BECKLEY CARDY COMPANY	2,239.45
35	000000016	BEN FRANKLIN VARIETY STORE	691.05
36	000000520	BICYCLE MOTOCROSS ACTION	14.50
37	000000852	BILL'S ALL IN ONE SHOP	15.70
38	000000131	BOBBS-MERRILL COMPANY, INC.	14.47
39	000000253	BOBS AUTO PARTS	70.81
40	000000889	BONNIES FLOWERS	70.00
41	000000017	BOUND TO STAY BOUND BOOKS INC	161.87
42	000000411	BOY SCOUTS OF AMERICA	10.80
43	000000393	LAURA BRENNER	43.20
44	000000297	BRENTON BANK & TRUST CO.	56,074.70
45	000000018	BRITTAINS STANDARD PARTS INC	146.31
46	000000019	BRODART INC	133.23
47	000000949	BUREAU OF BUSINESS PRACTICE	4.64
48	000000434	BUSINESS COMMUNICATIONS CORP.	38.00
49	000000522	CAPITAL SANITARY SPLY CO INC	77.70
50	000000097	CARDINAL ARTS & CRAFTS	660.33
51	000000312	CENTER FOR APPLIED RESEARCH	44.99
52	000000157	CENTRAL IOWA FS INC	361.87
53	000001047	CENTRAL LIFE	150.00
54	000000129	CHRISTY BROS A G I	30.64
55	000000914	CLAYTON'S INC.	5.90
56	000000893	COMPUTE!	20.00
57	000000850	COMPUTER EMPORIUM INC.	86.00
	000000644	3 2 1 CONTACT	10.95

44,580.00

CHECK FORM 6

	VENDOR	VENDOR NAME.....	3RD QUARTER
4			
5	000000890	CREATIVE LEARNING INC.	254.80
6	000000639	CULLIGAN WATER CONDITIONING	175.45
7	000000025	CURRICULUM ASSOCIATES INC	34.66
8	000000161	DALE SEYMOUR PUBLICATIONS	45.60
9	000000026	DALLAS COUNTY NEWS	499.89
10	000000027	DEMCO	66.15
11	000000727	DES MOINES IND. COMM. SCH. DIST.	4,446.00
12	000000430	DES MOINES AREA COMM. COLLEGE	5,601.57
13	000000029	DES MOINES REGISTER & TRIBUNE	335.83
14	000001013	DES MOINES SANITARY SUPPLY	70.40
15	000000135	CITY OF DESOTO	346.63
16	000000094	DESOTO SKELGAS	662.57
17	000000138	DEVELOPMENTAL LEARNING MATERIALS	31.35
18	000000096	DIAM, INC.	65.00
19	000000030	DIAMOND OIL COMPANY	149.94
20	000000560	JOHN DONNELLY	522.05
21	000000943	DUFFIELD & ASSOCIATES	211.90
22	000000101	EDDYS SUPER VALU	983.23
23	000000833	EDUCATIONAL DIMENSIONS GROUP	76.65
24	000000508	EDUCATIONAL RECORD CENTER	125.81
25	000000407	ELECTRONIC ENGINEERING CO	132.95
26	000000032	ELECTRONIC SOUND COMPANY	188.59
27	000000467	JON ENGELHARDT	139.92
	000000464	EQUITABLE LIFE ASSUR SOC OF US	225.00
29	000000352	EQUITABLE LIFE INS CO OF IOWA	150.00
30	000000033	JOHN ERICKSON	224.77
31	000001070	ESTAL & ASSOCIATES, P.C.	1,875.00
32	000001042	PEGGY EWERS	19.74
33	000000164	EYE GATE MEDIA	17.50
34	000001000	FARM BUREAU LIFE INS. CO.	150.00
35	000000338	FIRST FEDERAL SAVINGS & LOAN	499.98
36	000000316	FOLLETT LIBRARY BOOK CO	69.95
37	000000462	SUE FRANDSON	17.85
38	000000340	FRANKLIN LIFE INSURANCE CO	126.00
39	000000104	FULLER PETROLEUM SERVICE	11,900.62
40	000000105	FULLERS STANDARD	207.50
41	000000605	G/C/T PUBLISHING CO.	14.00
42	000000374	GABRIEL SERVICE & SUPPLY CORP.	218.55
43	000000035	GALE RESEARCH COMPANY	77.55
44	000000037	GENERAL TELEPHONE CO	212.63
45	000000040	W W GRAINGER INC	58.24
46	000000680	GREENHAVEN PRESS, INC.	12.95
47	000000458	SANDRA HAGEMER	25.00
48	000000981	CATHY HALDEMANN	220.00
49	000000107	HALDIN CUSTODIAL SUPPLY	169.06
50	000000167	HAMMOND & STEPHENS	636.39
51	000000041	DONALD E HANLON DO	29.00
52	000000229	HARVEYS UPTOWN DX	91.00
	000001037	SUSAN HEIN	26.96
	000000042	HICKS PHARMACY	17.23
55	000000043	THE HIGHSMITH CO INC	35.19
56	000000491	HIGHWAY SERVICE CORPORATION	2,160.81
57	000000555	HJORT'S POUR HOUSE	25.12
58	000001024	TIMOTHY HOFFMAN	323.61

CHECK FORM G

	VENDOR	VENDOR NAME.....	3RD QUARTER
4			
5	000000111	HOUGHTON MIFFLIN CO	37.67
6	000000868	IA. DEPT. OF SOCIAL SERVICES	150.00
7	000000046	IDEA PRESS	342.31
8	000000432	THE INSTRUCTOR PUBLICATIONS INC	13.97
9	000000778	INSURANCE REVOLVING ACCOUNT	24,902.95
10	000000172	INTER COLLEGIATE PRESS	236.72
11	000000112	IOWA ASSN OF SCHOOL BOARDS	25.00
12	000000048	IOWA POWER & LIGHT COMPANY	42,407.07
13	000000677	IOWA SICKROOM SUPPLY INC.	17.35
14	000000207	IOWA STATE INDUSTRIES	37.48
15	000000174	IOWA TESTING PROGRAMS	306.39
16	000000448	IOWAN MAGAZINE	13.75
17	000000089	IPERS	41,313.51
18	000000090	IPERS FOAB	61,760.40
19	000000968	ISEA CREDIT UNION	694.59
20	000000304	J.R. ASSOCIATES	63.00
21	000000231	JOSTENS	222.20
22	000000209	K-L PARTS	378.30
23	000000342	KANSAS CITY LIFE INSURANCE CO	900.00
24	000000271	KARLA KEARNEY	23.81
25	000000343	KNIGHTS OF COLUMBUS	307.80
26	000000419	JANE KUYRKENDALL	14.40
27	000000051	LABVOLT SYSTEMS	750.19
28	000000827	THE LAMP SHOP	58.68
29	000000052	J S LATTA COMPANY	169.13
30	000000178	LEARNING POST	12.90
31	000000053	H B LEISEROWITZ COMPANY	234.63
32	000000054	LESLIE PAPER	793.50
33	000000344	LIFE INVESTORS INC	2,520.00
34	000000345	LINCOLN NATIONAL LIFE INS CO	750.45
35	000000965	LISTENING LIBRARY INC.	166.97
36	000000966	LUTHERAN BROTHERHOOD	300.00
37	000000550	LYNCH TIME CONTROLS	92.25
38	000000274	M & M SALES CO	507.61
39	000000114	MACMILLAN PUBLISHING CO INC	58.76
40	000000431	MACRA-WEAVE PLUS	48.89
41	000000410	MELINDA MAJOR	2.40
42	000000996	MARK TWAIN MEDIA, INC.	44.44
43	000000056	MCGRAW HILL BOOK COMPANY	48.36
44	000000057	BOB MCINTYRE	1,062.00
45	000000296	MID STATE FORD TRUCK SALES	614.94
46	000000498	MIDWEST VISUAL EDUC SERVICE INC	68.90
47	000000061	MINNESOTA CLAY	138.80
48	000000501	MODERN SOUND PICTURES	70.00
49	000000589	MONROE	101.50
50	000000788	MARY KAYE MOWRER	4.14
51	000000526	MULL'S AUTO REPAIR	54.00
52	000000771	SHARON MULLARKEY	69.84
53	000000398	MULTIGRAPHICS	31.40
54	000000960	MUSIC UNLIMITED PRO SHOP	23.87
55	000001035	NANCY MUSSETTER	69.84
56	000000064	NASH MUSIC COMPANY	516.89
57	000000570	NATL.COUNCIL/TEACHERS OF ENGLISH	11.50
	000000065	NATIONAL GEOGRAPHIC SOCIETY	322.55

CHECK FORM G

VENDOR	VENDOR NAME.....	3RD QUARTER
4		
5	000000346 NATIONAL RESERVE LIFE INS CO	75.00
6	000000388 NATIONAL WILDLIFE FEDERATION	10.50
7	000000214 NATL ASSN OF SEC SCH PRIN	40.75
8	000000973 JAMES NELSEN	161.69
9	000000586 DORLA NEWELL	248.64
10	000000420 MARTHA NORENBURG	8.64
11	000000564 THE NORTH SLOPE	122.50
12	000000068 NORTHWESTERN BELL TELEPHONE CO	1,472.50
13	000000735 OCEANS IV	23.61
14	000000795 PAUL'S SAW SERVICE	19.25
15	000000481 FRANK PAXTON LUMBER COMPANY	168.49
16	000000184 PERFECTION FORM CO	60.92
17	000000757 PERKINS STATIONARY	140.97
18	000000185 PERMA-BOUND	61.61
19	000001010 PETERSON GUIDES	8.96
20	000000225 PETROLEUM MAINTENANCE SERVICE	42.64
21	000000069 PIONEER PUBLISHING COMPANY	29.68
22	000000845 POPPLERS MUSIC STORE	78.17
23	000000149 POSTMASTER	721.00
24	000000739 PRENTICE-HALL MEDIA INC.	5.88
25	000000347 PRUDENTIAL INS CO OF AMERICA	225.00
26	000000070 PUCKETT ELECTRIC TOOLS INC	132.64
27	000000314 QUILL CORPORATION	47.92
	000000327 RADIO SHACK	230.93
	000000306 RANDOM HOUSE INC	454.11
30	000000457 REDBOOK	9.97
31	000000072 RICHARDS SANITATION SERVICE	223.37
32	000000073 FRANK RIEMAN MUSIC INC	205.56
33	000000009 RIVER VALLEY SCHOOL, AEA 4	945.20
34	000000284 RIVERSIDE PUBLISHING CO	83.48
35	000001023 ROYAL OFFICE SYSTEMS, INC.	526.35
36	000000364 SAF-T-LINER BUS SALES <i>SALARIES</i>	68.46
37	000000074 SANDE LUMBER CO INC	1,008.34
38	000000286 SARGENT WELCH SCIENTIFIC CO	154.76
39	000000075 SAX ARTS & CRAFTS	10.47
40	000000077 SCHOLASTIC MAGAZINES INC	77.95
41	000000483 SCHOOL ARTS	15.00
42	000000355 BONI SCHULTZ	30.40
43	000000125 SCOGGIN-DICKEY BUICK-GMC	37.51
44	000000218 SCOTTYS FURNITURE	5.40
45	000000672 THE SECRET MAGIC & JOKE SHOP	4.16
46	000000288 SILVER BURDETT CO	13.07
47	000000954 TIM SIX CRANE SERVICE	65.00
48	000000331 JEAN SMITH	231.84
49	000000255 SNYDER AUTO AND BODY	80.00
50	000000862 DARYLE SPATZ	44.20
51	000000587 STATE HISTORICAL SOCIETY OF IOWA	5.00
52	000000987 STEEL WAREHOUSING, INC.	83.40
	000000123 CARLETON STEWART MUSIC CO	31.99
	000000080 STITZELL ELECTRIC SUPPLY CO	664.28
55	000000081 TANDY LEATHER COMPANY	231.06
56	000000484 TIME	44.20
57	000000351 TREASURER STATE OF IOWA	16,344.02
	000000616 TREASURERS OFFICE	14.70

310,996.62

CHECK FORM G

VENDORVENDOR NAME.....

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000000082	TRIANGLE SCHOOL SERVICE	667.38
000000292	JANE TRIEFF	151.20
000000313	TRIMED SURGICAL COMPANY, INC.	35.92
000000191	TROLL ASSOCIATES	11.33
000001071	U.S. POSTAL SERVICE	549.25
000000879	U. S. GENERAL SUPPLY CORPORATION	72.50
000000768	UNITED LEARNING	92.70
000000532	VAN HORN PLASTIC	65.85
000000967	THE VARIABLE ANNUITY LIFE INS.CO	3,000.00
000000539	VIERK SUPPLY CO., INC.	111.68
000000598	MONTGOMERY WARDS & CO.	1,279.94
000000194	WAUKEE COMMUNITY SCHOOL	3,091.61
000000875	JACK WEST	8.00
000000240	WESTON WOODS	130.90
000000086	CHARLES WINTERBOER	487.60
000000512	THE WOODWORKERS' STORE	16.74
000000241	THE WORLD ALMANAC	118.13
000000635	WRESTLING USA MAGAZINE	14.00
000000294	XEROX CORPORATION	3,414.58

*** TOTAL FOR CHECK FORM G

692,364.27
~~336,787.65~~

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document B141

**Standard Form of Agreement Between
Owner and Architect**

1977 EDITION

*THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH
AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION*

AGREEMENT

made as of the **Twenty-Second** day of **March** in the year of Nineteen
Hundred and **Eighty Four**

BETWEEN the Owner: **ADEL-DESOTO COMMUNITY SCHOOL DISTRICT**
Adel, Iowa

and the Architect: **DANA LARSON ROUBAL AND ASSOCIATES, INC.**
Omaha, Nebraska

For the following Project:

(Include detailed description of Project location and scope.)

School facilities through all Planning and Construction Phases addressed within this Agreement.

The Owner and the Architect agree as set forth below.

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TERMS AND CONDITIONS OF AGREEMENT BETWEEN OWNER AND ARCHITECT

ARTICLE 1

ARCHITECT'S SERVICES AND RESPONSIBILITIES

BASIC SERVICES

The Architect's Basic Services consist of the five phases described in Paragraphs 1.1 through 1.5 and include normal structural, mechanical and electrical engineering services and any other services included in Article 15 as part of Basic Services.

1.1 SCHEMATIC DESIGN PHASE

1.1.1 The Architect shall review the program furnished by the Owner to ascertain the requirements of the Project and shall review the understanding of such requirements with the Owner.

1.1.2 The Architect shall provide a preliminary evaluation of the program and the Project budget requirements, each in terms of the other, subject to the limitations set forth in Subparagraph 3.2.1.

1.1.3 The Architect shall review with the Owner alternative approaches to design and construction of the Project.

1.1.4 Based on the mutually agreed upon program and Project budget requirements, the Architect shall prepare, for approval by the Owner, Schematic Design Documents consisting of drawings and other documents illustrating the scale and relationship of Project components.

1.1.5 The Architect shall submit to the Owner a Statement of Probable Construction Cost based on current area, volume or other unit costs.

1.2 DESIGN DEVELOPMENT PHASE

1.2.1 Based on the approved Schematic Design Documents and any adjustments authorized by the Owner in the program or Project budget, the Architect shall prepare, for approval by the Owner, Design Development Documents consisting of drawings and other documents to fix and describe the size and character of the entire Project as to architectural, structural, mechanical and electrical systems, materials and such other elements as may be appropriate.

1.2.2 The Architect shall submit to the Owner a further Statement of Probable Construction Cost.

1.3 CONSTRUCTION DOCUMENTS PHASE

1.3.1 Based on the approved Design Development Documents and any further adjustments in the scope or quality of the Project or in the Project budget authorized by the Owner, the Architect shall prepare, for approval by the Owner, Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the Project.

1.3.2 The Architect shall assist the Owner in the preparation of the necessary bidding information, bidding forms, the Conditions of the Contract, and the form of Agreement between the Owner and the Contractor.

1.3.3 The Architect shall advise the Owner of any adjust-

ments to previous Statements of Probable Construction Cost indicated by changes in requirements or general market conditions.

1.3.4 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

1.4 BIDDING OR NEGOTIATION PHASE

1.4.1 The Architect, following the Owner's approval of the Construction Documents and of the latest Statement of Probable Construction Cost, shall assist the Owner in obtaining bids or negotiated proposals, and assist in awarding and preparing contracts for construction.

1.5 CONSTRUCTION PHASE—ADMINISTRATION OF THE CONSTRUCTION CONTRACT

1.5.1 The Construction Phase will commence with the award of the Contract for Construction and, together with the Architect's obligation to provide Basic Services under this Agreement, will terminate when final payment to the Contractor is due, or in the absence of a final Certificate for Payment or of such due date, sixty days after the Date of Substantial Completion of the Work, whichever occurs first.

1.5.2 Unless otherwise provided in this Agreement and incorporated in the Contract Documents, the Architect shall provide administration of the Contract for Construction as set forth below and in the edition of AIA Document A201, General Conditions of the Contract for Construction, current as of the date of this Agreement.

1.5.3 The Architect shall be a representative of the Owner during the Construction Phase, and shall advise and consult with the Owner. Instructions to the Contractor shall be forwarded through the Architect. The Architect shall have authority to act on behalf of the Owner only to the extent provided in the Contract Documents unless otherwise modified by written instrument in accordance with Subparagraph 1.5.16.

1.5.4 The Architect shall visit the site at intervals appropriate to the stage of construction or as otherwise agreed by the Architect in writing to become generally familiar with the progress and quality of the Work and to determine in general if the Work is proceeding in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of such on-site observations as an architect, the Architect shall keep the Owner informed of the progress and quality of the Work, and shall endeavor to guard the Owner against defects and deficiencies in the Work of the Contractor.

1.5.5 The Architect shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, for the acts or omissions of the Contractor, Sub-

contractors or any other persons performing any of the Work, or for the failure of any of them to carry out the Work in accordance with the Contract Documents.

1.5.6 The Architect shall at all times have access to the Work wherever it is in preparation or progress.

1.5.7 The Architect shall determine the amounts owing to the Contractor based on observations at the site and on evaluations of the Contractor's Applications for Payment, and shall issue Certificates for Payment in such amounts, as provided in the Contract Documents.

1.5.8 The issuance of a Certificate for Payment shall constitute a representation by the Architect to the Owner, based on the Architect's observations at the site as provided in Subparagraph 1.5.4 and on the data comprising the Contractor's Application for Payment, that the Work has progressed to the point indicated; that, to the best of the Architect's knowledge, information and belief, the quality of the Work is in accordance with the Contract Documents (subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to the results of any subsequent tests required by or performed under the Contract Documents, to minor deviations from the Contract Documents correctable prior to completion, and to any specific qualifications stated in the Certificate for Payment); and that the Contractor is entitled to payment in the amount certified. However, the issuance of a Certificate for Payment shall not be a representation that the Architect has made any examination to ascertain how and for what purpose the Contractor has used the moneys paid on account of the Contract Sum.

1.5.9 The Architect shall be the interpreter of the requirements of the Contract Documents and the judge of the performance thereunder by both the Owner and Contractor. The Architect shall render interpretations necessary for the proper execution or progress of the Work with reasonable promptness on written request of either the Owner or the Contractor, and shall render written decisions, within a reasonable time, on all claims, disputes and other matters in question between the Owner and the Contractor relating to the execution or progress of the Work or the interpretation of the Contract Documents.

1.5.10 Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in written or graphic form. In the capacity of interpreter and judge, the Architect shall endeavor to secure faithful performance by both the Owner and the Contractor, shall not show partiality to either, and shall not be liable for the result of any interpretation or decision rendered in good faith in such capacity.

1.5.11 The Architect's decisions in matters relating to artistic effect shall be final if consistent with the intent of the Contract Documents. ~~The Architect's decisions on any other claims, disputes or other matters, including those in question between the Owner and the Contractor, shall be subject to arbitration as provided in this Agreement and in the Contract Documents.~~

1.5.12 The Architect shall have authority to reject Work which does not conform to the Contract Documents. Whenever, in the Architect's reasonable opinion, it is

necessary or advisable for the implementation of the intent of the Contract Documents, the Architect will have authority to require special inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work be then fabricated, installed or completed.

1.5.13 The Architect shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for conformance with the design concept of the Work and with the information given in the Contract Documents. Such action shall be taken with reasonable promptness so as to cause no delay. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

1.5.14 The Architect shall prepare Change Orders for the Owner's approval and execution in accordance with the Contract Documents, and shall have authority to order minor changes in the Work not involving an adjustment in the Contract Sum or an extension of the Contract Time which are not inconsistent with the intent of the Contract Documents.

1.5.15 The Architect shall conduct inspections to determine the Dates of Substantial Completion and final completion, shall receive and forward to the Owner for the Owner's review written warranties and related documents required by the Contract Documents and assembled by the Contractor, and shall issue a final Certificate for Payment.

1.5.16 The extent of the duties, responsibilities and limitations of authority of the Architect as the Owner's representative during construction shall not be modified or extended without written consent of the Owner, the Contractor and the Architect.

1.6 PROJECT REPRESENTATION BEYOND BASIC SERVICES

1.6.1 If the Owner and Architect agree that more extensive representation at the site than is described in Paragraph 1.5 shall be provided, the Architect shall provide one or more Project Representatives to assist the Architect in carrying out such responsibilities at the site.

1.6.2 Such Project Representatives shall be selected, employed and directed by the Architect, and the Architect shall be compensated therefor as mutually agreed between the Owner and the Architect as set forth in an exhibit appended to this Agreement, which shall describe the duties, responsibilities and limitations of authority of such Project Representatives.

1.6.3 Through the observations by such Project Representatives, the Architect shall endeavor to provide further protection for the Owner against defects and deficiencies in the Work, but the furnishing of such project representation shall not modify the rights, responsibilities or obligations of the Architect as described in Paragraph 1.5.

1.7 ADDITIONAL SERVICES

The following Services are not included in Basic Services unless so identified in Article 15. They shall be provided if authorized or confirmed in writing by the Owner, and they shall be paid for by the Owner as provided in this Agreement, in addition to the compensation for Basic Services.

Services lined out below (that are normally considered Additional Services) shall be included as portions of Basic Services when applicable to the Project.

~~1.7.1 Providing analyses of the Owner's needs, and programming the requirements of the Project.~~

~~1.7.2 Providing financial feasibility or other special studies.~~

~~1.7.3 Providing planning surveys, site evaluations, environmental studies or comparative studies of prospective sites, and preparing special surveys, studies and submissions required for approvals of governmental authorities or others having jurisdiction over the Project.~~

1.7.4 Providing services relative to future facilities, systems and equipment which are not intended to be constructed during the Construction Phase.

1.7.5 Providing services to investigate existing conditions or facilities or to make measured drawings thereof, or to verify the accuracy of drawings or other information furnished by the Owner.

1.7.6 Preparing documents of alternate, separate or sequential bids or providing extra services in connection with bidding, negotiation or construction prior to the completion of the Construction Documents Phase, when requested by the Owner.

1.7.7 Providing coordination of Work performed by separate contractors or by the Owner's own forces.

~~1.7.8 Providing services in connection with the work of a construction manager or separate consultants retained by the Owner.~~

1.7.9 Providing Detailed Estimates of Construction Cost, analyses of owning and operating costs, or detailed quantity surveys or inventories of material, equipment and labor.

1.7.10 Providing interior design and other similar services required for or in connection with the selection, procurement or installation of furniture, furnishings and related equipment.

~~1.7.11 Providing services for planning tenant or rental spaces.~~

1.7.12 Making revisions in Drawings, Specifications or other documents when such revisions are inconsistent with written approvals or instructions previously given, are required by the enactment or revision of codes, laws or regulations subsequent to the preparation of such documents or are due to other causes not solely within the control of the Architect.

~~1.7.13 Preparing Drawings, Specifications and supporting data and providing other services in connection with Change Orders to the extent that the adjustment in the Basic Compensation resulting from the adjusted Construction Cost is not commensurate with the services required of the Architect, provided such Change Orders are required by causes not solely within the control of the Architect.~~

1.7.14 Making investigations, surveys, valuations, inventories or detailed appraisals of existing facilities, and services required in connection with construction performed by the Owner.

1.7.15 Providing consultation concerning replacement of any Work damaged by fire or other cause during con-

struction, and furnishing services as may be required in connection with the replacement of such Work.

1.7.16 Providing services made necessary by the default of the Contractor, or by major defects or deficiencies in the Work of the Contractor, or by failure of performance of either the Owner or Contractor under the Contract for Construction.

1.7.17 Preparing a set of reproducible record drawings showing significant changes in the Work made during construction based on marked-up prints, drawings and other data furnished by the Contractor to the Architect.

1.7.18 Providing extensive assistance in the utilization of any equipment or system such as initial start-up or testing, adjusting and balancing, preparation of operation and maintenance manuals, training personnel for operation and maintenance, and consultation during operation.

1.7.19 Providing services after issuance to the Owner of the final Certificate for Payment, or in the absence of a final Certificate for Payment, more than sixty days after the Date of Substantial Completion of the Work.

1.7.20 Preparing to serve or serving as an expert witness in connection with any public hearing, arbitration proceeding or legal proceeding.

1.7.21 Providing services of consultants for other than the normal architectural, structural, mechanical and electrical engineering services for the Project.

1.7.22 Providing any other services not otherwise included in this Agreement or not customarily furnished in accordance with generally accepted architectural practice.

1.8 TIME

1.8.1 The Architect shall perform Basic and Additional Services as expeditiously as is consistent with professional skill and care and the orderly progress of the Work. Upon request of the Owner, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services which shall be adjusted as required as the Project proceeds, and shall include allowances for periods of time required for the Owner's review and approval of submissions and for approvals of authorities having jurisdiction over the Project. This schedule, when approved by the Owner, shall not, except for reasonable cause, be exceeded by the Architect.

ARTICLE 2

THE OWNER'S RESPONSIBILITIES

2.1 The Owner shall provide full information regarding requirements for the Project including a program, which shall set forth the Owner's design objectives, constraints and criteria, including space requirements and relationships, flexibility and expandability, special equipment and systems and site requirements.

2.2 If the Owner provides a budget for the Project it shall include contingencies for bidding, changes in the Work during construction, and other costs which are the responsibility of the Owner, including those described in this Article 2 and in Subparagraph 3.1.2. The Owner shall, at the request of the Architect, provide a statement of funds available for the Project, and their source.

2.3 The Owner shall designate, when necessary, a representative authorized to act in the Owner's behalf with respect to the Project. The Owner or such authorized representative shall examine the documents submitted by the Architect and shall render decisions pertaining thereto promptly, to avoid unreasonable delay in the progress of the Architect's services.

2.4 The Owner shall furnish a legal description and a certified land survey of the site, giving, as applicable, grades and lines of streets, alleys, pavements and adjoining property; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and complete data pertaining to existing buildings, other improvements and trees; and full information concerning available service and utility lines both public and private, above and below grade, including inverts and depths.

2.5 The Owner shall furnish the services of soil engineers or other consultants when such services are deemed necessary by the Architect. Such services shall include test borings, test pits, soil bearing values, percolation tests, air and water pollution tests, ground corrosion and resistivity tests, including necessary operations for determining subsoil, air and water conditions, with reports and appropriate professional recommendations.

2.6 The Owner shall furnish structural, mechanical, chemical and other laboratory tests, inspections and reports as required by law or the Contract Documents.

2.7 The Owner shall furnish all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including such auditing services as the Owner may require to verify the Contractor's Applications for Payment or to ascertain how or for what purposes the Contractor uses the moneys paid by or on behalf of the Owner.

2.8 The services, information, surveys and reports required by Paragraphs 2.4 through 2.7 inclusive shall be furnished at the Owner's expense, and the Architect shall be entitled to rely upon the accuracy and completeness thereof.

2.9 If the Owner observes or otherwise becomes aware of any fault or defect in the Project or nonconformance with the Contract Documents, prompt written notice thereof shall be given by the Owner to the Architect.

2.10 The Owner shall furnish required information and services and shall render approvals and decisions as expeditiously as necessary for the orderly progress of the Architect's services and of the Work.

ARTICLE 3

CONSTRUCTION COST

3.1 DEFINITION

3.1.1 The Construction Cost shall be the total cost or estimated cost to the Owner of all elements of the Project designed or specified by the Architect.

3.1.2 The Construction Cost shall include at current market rates, including a reasonable allowance for overhead and profit, the cost of labor and materials furnished by the Owner and any equipment which has been de-

signed, specified, selected or specially provided for by the Architect.

3.1.3 Construction Cost does not include the compensation of the Architect and the Architect's consultants, the cost of the land, rights-of-way, or other costs which are the responsibility of the Owner as provided in Article 2.

3.2 RESPONSIBILITY FOR CONSTRUCTION COST

3.2.1 Evaluations of the Owner's Project budget, Statements of Probable Construction Cost and Detailed Estimates of Construction Cost, if any, prepared by the Architect, represent the Architect's best judgment as a design professional familiar with the construction industry. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Project budget proposed, established or approved by the Owner, if any, or from any Statement of Probable Construction Cost or other cost estimate or evaluation prepared by the Architect.

3.2.2 No fixed limit of Construction Cost shall be established as a condition of this Agreement by the furnishing, proposal or establishment of a Project budget under Subparagraph 1.1.2 or Paragraph 2.2 or otherwise, unless such fixed limit has been agreed upon in writing and signed by the parties hereto. If such a fixed limit has been established, the Architect shall be permitted to include contingencies for design, bidding and price escalation, to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents, to make reasonable adjustments in the scope of the Project and to include in the Contract Documents alternate bids to adjust the Construction Cost to the fixed limit. Any such fixed limit shall be increased in the amount of any increase in the Contract Sum occurring after execution of the Contract for Construction.

3.2.3 If the Bidding or Negotiation Phase has not commenced within three months after the Architect submits the Construction Documents to the Owner, any Project budget or fixed limit of Construction Cost shall be adjusted to reflect any change in the general level of prices in the construction industry between the date of submission of the Construction Documents to the Owner and the date on which proposals are sought.

3.2.4 If a Project budget or fixed limit of Construction Cost (adjusted as provided in Subparagraph 3.2.3) is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall (1) give written approval of an increase in such fixed limit, (2) authorize rebidding or renegotiating of the Project within a reasonable time, (3) if the Project is abandoned, terminate in accordance with Paragraph 10.2, or (4) cooperate in revising the Project scope and quality as required to reduce the Construction Cost. In the case of (4), provided a fixed limit of Construction Cost has been established as a condition of this Agreement, the Architect, without additional charge, shall modify the Drawings and Specifications as necessary to comply

with the fixed limit. The providing of such service shall be the limit of the Architect's responsibility arising from the establishment of such fixed limit, and having done so, the Architect shall be entitled to compensation for all services performed, in accordance with this Agreement, whether or not the Construction Phase is commenced.

ARTICLE 4

DIRECT PERSONNEL EXPENSE

4.1 Direct Personnel Expense is defined as the direct salaries of all the Architect's personnel engaged on the Project, and the portion of the cost of their mandatory and customary contributions and benefits related thereto, such as employment taxes and other statutory employee benefits, insurance, sick leave, holidays, vacations, pensions and similar contributions and benefits.

ARTICLE 5

REIMBURSABLE EXPENSES

5.1 Reimbursable Expenses are in addition to the Compensation for Basic and Additional Services and include actual expenditures made by the Architect and the Architect's employees and consultants in the interest of the Project for the expenses listed in the following Subparagraphs:

5.1.1 Expense of transportation in connection with the Project; living expenses in connection with out-of-town travel; long distance communications; and fees paid for securing approval of authorities having jurisdiction over the Project. (SEE ARTICLE 15.8)

5.1.2 Expense of reproductions, postage and handling of Drawings, Specifications and other documents, excluding reproductions for the office use of the Architect and the Architect's consultants.

5.1.3 Expense of data processing and photographic production techniques when used in connection with Additional Services.

5.1.4 If authorized in advance by the Owner, expense of overtime work requiring higher than regular rates.

5.1.5 Expense of renderings, models and mock-ups requested by the Owner.

5.1.6 Expense of any additional insurance coverage or limits, including professional liability insurance, requested by the Owner in excess of that normally carried by the Architect and the Architect's consultants.

ARTICLE 6

PAYMENTS TO THE ARCHITECT

6.1 PAYMENTS ON ACCOUNT OF BASIC SERVICES

6.1.1 An initial payment as set forth in Paragraph 14.1 is the minimum payment under this Agreement.

6.1.2 Subsequent payments for Basic Services shall be made monthly and shall be in proportion to services performed within each Phase of services, on the basis set forth in Article 14.

6.1.3 If and to the extent that the Contract Time initially established in the Contract for Construction is exceeded

or extended through no fault of the Architect, compensation for any Basic Services required for such extended period of Administration of the Construction Contract shall be computed as set forth in Paragraph 14.4 for Additional Services.

6.1.4 When compensation is based on a percentage of Construction Cost, and any portions of the Project are deleted or otherwise not constructed, compensation for such portions of the Project shall be payable to the extent services are performed on such portions, in accordance with the schedule set forth in Subparagraph 14.2.2, based on (1) the lowest bona fide bid or negotiated proposal or, (2) if no such bid or proposal is received, the most recent Statement of Probable Construction Cost or Detailed Estimate of Construction Cost for such portions of the Project.

6.2 PAYMENTS ON ACCOUNT OF ADDITIONAL SERVICES

6.2.1 Payments on account of the Architect's Additional Services as defined in Paragraph 1.7 and for Reimbursable Expenses as defined in Article 5 shall be made monthly upon presentation of the Architect's statement of services rendered or expenses incurred.

6.3 PAYMENTS WITHHELD

6.3.1 No deductions shall be made from the Architect's compensation on account of penalty, liquidated damages or other sums withheld from payments to contractors, or on account of the cost of changes in the Work other than those for which the Architect is held legally liable.

6.4 PROJECT SUSPENSION OR TERMINATION

6.4.1 If the Project is suspended or abandoned in whole or in part for more than three months, the Architect shall be compensated for all services performed prior to receipt of written notice from the Owner of such suspension or abandonment, together with Reimbursable Expenses then due and all Termination Expenses as defined in Paragraph 10.4. If the Project is resumed after being suspended for more than three months, the Architect's compensation shall be equitably adjusted.

ARTICLE 7

ARCHITECT'S ACCOUNTING RECORDS

7.1 Records of Reimbursable Expenses and expenses pertaining to Additional Services and services performed on the basis of a Multiple of Direct Personnel Expense shall be kept on the basis of generally accepted accounting principles and shall be available to the Owner or the Owner's authorized representative at mutually convenient times.

ARTICLE 8

OWNERSHIP AND USE OF DOCUMENTS

8.1 Drawings and Specifications as instruments of service are and shall remain the property of the Architect whether the Project for which they are made is executed or not. The Owner shall be permitted to retain copies, including reproducible copies, of Drawings and Specifications for information and reference in connection with the Owner's use and occupancy of the Project. The Drawings and Specifications shall not be used by the Owner on

other projects, for additions to this Project, or for completion of this Project by others provided the Architect is not in default under this Agreement, except by agreement in writing and with appropriate compensation to the Architect.

8.2 Submission or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Architect's rights.

ARTICLE 9

ARBITRATION

9.1 All claims, disputes and other matters in question between the parties to this Agreement, arising out of or relating to this Agreement or the breach thereof, shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then obtaining unless the parties mutually agree otherwise. No arbitration, arising out of or relating to this Agreement, shall include, by consolidation, joinder or in any other manner, any additional person not a party to this Agreement except by written consent containing a specific reference to this Agreement and signed by the Architect, the Owner, and any other person sought to be joined. Any consent to arbitration involving an additional person or persons shall not constitute consent to arbitration of any dispute not described therein or with any person not named or described therein. This Agreement to arbitrate and any agreement to arbitrate with an additional person or persons duly consented to by the parties to this Agreement shall be specifically enforceable under the prevailing arbitration law.

9.2 Notice of the demand for arbitration shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. The demand shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for arbitration be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

9.3 The award rendered by the arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

ARTICLE 10

TERMINATION OF AGREEMENT

10.1 This Agreement may be terminated by either party upon seven days' written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.

10.2 This Agreement may be terminated by the Owner upon at least seven days' written notice to the Architect in the event that the Project is permanently abandoned.

10.3 In the event of termination not the fault of the Architect, the Architect shall be compensated for all services performed to termination date, together with Reimbursable Expenses then due and all Termination Expenses as defined in Paragraph 10.4.

10.4 Termination Expenses include expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount computed as a percentage of the total Basic and Additional Compensation earned to the time of termination, as follows:

- .1** 20 percent if termination occurs during the Schematic Design Phase; or
- .2** 10 percent if termination occurs during the Design Development Phase; or
- .3** 5 percent if termination occurs during any subsequent phase.

ARTICLE 11

MISCELLANEOUS PROVISIONS

11.1 Unless otherwise specified, this Agreement shall be governed by the law of the principal place of business of the Architect.

11.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201, General Conditions of the Contract for Construction, current as of the date of this Agreement.

11.3 As between the parties to this Agreement: as to all acts or failures to act by either party to this Agreement, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than the relevant Date of Substantial Completion of the Work, and as to any acts or failures to act occurring after the relevant Date of Substantial Completion, not later than the date of issuance of the final Certificate for Payment.

11.4 The Owner and the Architect waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages covered by any property insurance during construction as set forth in the edition of AIA Document A201, General Conditions, current as of the date of this Agreement. The Owner and the Architect each shall require appropriate similar waivers from their contractors, consultants and agents.

ARTICLE 12

SUCCESSORS AND ASSIGNS

12.1 The Owner and the Architect, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither the Owner nor the Architect shall assign, sublet or transfer any interest in this Agreement without the written consent of the other.

ARTICLE 13

EXTENT OF AGREEMENT

13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Architect.

ARTICLE 14
BASIS OF COMPENSATION

The Owner shall compensate the Architect for the Scope of Services provided, in accordance with Article 6, Payments to the Architect, and the other Terms and Conditions of this Agreement, as follows:

~~14.1 AN INITIAL PAYMENT of _____ dollars (\$ _____)
shall be made upon execution of this Agreement and credited to the Owner's account as follows:~~

14.2 BASIC COMPENSATION

14.2.1 FOR BASIC SERVICES, as described in Paragraphs 1.1 through 1.5, and any other services included in Article 15 as part of Basic Services, Basic Compensation shall be computed as follows:

(Here insert basis of compensation, including fixed amounts, multiples or percentages, and identify Phases to which particular methods of compensation apply, if necessary.)

To be based upon Category "B" of the attached Fee Schedule.

14.2.2 Where compensation is based on a Stipulated Sum or Percentage of Construction Cost, payments for Basic Services shall be made as provided in Subparagraph 6.1.2, so that Basic Compensation for each Phase shall equal the following percentages of the total Basic Compensation payable:

(Include any additional Phases as appropriate.)

Progress billings submitted monthly and due during each Phase shall approximate the proportioning listed below as applied to the above Fee Structures (14.2.1).

Schematic Design Phase:	Twenty-Five	percent (25 %)
Design Development Phase:	Twenty	percent (20 %)
Construction Documents Phase:	Thirty	percent (30 %)
Bidding or Negotiation Phase:	Five	percent (5 %)
Construction Phase:	Twenty	percent (20 %)

14.3 FOR PROJECT REPRESENTATION BEYOND BASIC SERVICES, as described in Paragraph 1.6, Compensation shall be computed separately in accordance with Subparagraph 1.6.2.

14.4 COMPENSATION FOR ADDITIONAL SERVICES

14.4.1 FOR ADDITIONAL SERVICES OF THE ARCHITECT, as described in Paragraph 1.7, and any other services included in Article 15 as part of Additional Services, but excluding Additional Services of consultants, Compensation shall be computed as follows:

(Here insert basis of compensation, including rates and/or multiples of Direct Personnel Expense for Principals and employees, and identify Principals and classify employees, if required. Identify specific services to which particular methods of compensation apply, if necessary.)

Any Additional Services for which this clause applies must be authorized by the Owner. If the Owner directs the Architect to perform Additional Services for which an hourly basis of compensation is applicable, a charge rate of Forty-Five Dollars (\$45.00) per hour shall be uniformly applied to work on the Project by all employees of the Architect. Where an hourly charge basis is not directly applicable, appropriate Fees may be negotiated.

14.4.2 FOR ADDITIONAL SERVICES OF CONSULTANTS, ~~including additional structural, mechanical and electrical engineering services and those provided under Subparagraph 1.7.21 or identified in Article 15 as part of Additional Services,~~ a multiple of One and One-Half ~~1-1/2~~ times the amounts billed to the Architect for such services. (This clause is applicable to Topographic Survey and Soils Testing and Analysis Consultants)

(Identify specific types of consultants in Article 15, if required.)

14.5 FOR REIMBURSABLE EXPENSES, as described in Article 5, and any other items included in Article 15 as Reimbursable Expenses, a multiple of One (1) times the amounts expended by the Architect, the Architect's employees and consultants in the interest of the Project.

14.6 Payments due the Architect and unpaid under this Agreement shall bear interest from the date payment is due at the rate entered below, or in the absence thereof, at the legal rate ~~prevailing~~ at the principal place of business of the Architect.

(Here insert any rate of interest agreed upon.) Fourth ~~One and One-Half~~ (1-1/4) percent per month

(Usury laws and requirements under the Federal Truth in Lending Act, similar state and local consumer credit laws and other regulations at the Owner's and Architect's principal places of business, the location of the Project and elsewhere may affect the validity of this provision. Specific legal advice should be obtained with respect to deletion, modification, or other requirements such as written disclosures or waivers.)

14.7 The Owner and the Architect agree in accordance with the Terms and Conditions of this Agreement that:

14.7.1 ~~IF THE SCOPE of the Project or of the Architect's Services is changed materially, the amounts of compensation shall be equitably adjusted.~~

14.7.2 IF THE SERVICES covered by this Agreement have not been completed within Twenty-Four (24) months of the date hereof, through no fault of the Architect, the amounts of compensation, rates and multiples set forth herein shall be equitably adjusted.

ARTICLE 15

OTHER CONDITIONS OR SERVICES

15.1 FACILITIES EVALUATION AND UTILIZATION ANALYSIS

15.1.1 The Architect shall make an evaluation of existing conditions of District facilities in Adel and DeSota, and shall analyse present and future options for utilization of these facilities for various educational or alternative usages. This Study will include projections of reasonable life expectancy for the basic buildings as well as their supportive mechanical and electrical systems, and will delineate notable deficiencies relative to current jurisdictional criteria incorporated in applicable fire, life safety and building codes, and educational facilities standards as outlined by DPI. Educational Programming options and alternatives shall be reviewed.

15.1.2. Results of this Study shall be presented to the Board and community representatives in a workshop format. Fees applicable to the Study shall be accumulated on an hourly basis, with total fees not to exceed One Thousand Five Hundred Dollars (\$1,500.00).

15.2 ASSISTANCE DURING PREPARATION OF A BOND ISSUE

15.2.1 Should the District proceed with a Bond Issue to support financing for facilities, the Architect shall provide sketches, narratives, assistance in development of the selected Educational Program, and assistance necessary for organization and promotion of the Bond Issue.

15.2.2 Fees applicable to this work performed prior to the Bond Issue shall not exceed Five Hundred Dollars (\$500.00), and shall be fully credited toward Basic Services outlined in this Agreement upon passage of the Bond Issue. Should successive attempts be required for passage of the Bond Issue, the Architect's employment shall be continued with compensation and all other provisions above remaining in effect.

15.3 OPTIONAL MASTER PLANNING ACCOMMODATION FOR FUTURE FACILITIES

Upon direction of the Owner, the Architect shall provide comprehensive Master Planning and preliminary Construction Cost Guidelines for the Owner's anticipated future growth of adjacent facilities, additions and other site developments. Compensation for these Additional Services shall be on an hourly basis as defined in ARTICLE 14.4.1.

15.4 OPTIONAL ADDITIONAL SERVICES DURING THE CONSTRUCTION PHASE

The Owner may elect to extend Basic Services normally provided by the Architect during the Construction Phase (Administration of the Construction Contract). If Additional Services are desired during this Phase, the Owner shall establish the scope of selected services to the Architect in writing prior to the commencement of the Construction Phase. Compensation for the services shall be as outlined in ARTICLE 14.4.1.

ARTICLE 15

OTHER CONDITIONS OR SERVICES (Continued)

(As a portion of this Agreement, the Architect shall assign Twenty (20) percent of total Fees for Basic Services to the Construction Phase and the period thereafter for sixty (60) days following the specified Substantial Completion Date. This amount will be allocated at a uniform charge rate of Forty Five Dollars (\$45.00) per hour to establish time to be made available by employees of the Architect within Basic Services during the Construction Phase.)

15.5 OWNER'S OPTION TO SELECT ADDITIONAL SERVICES IN CONSTRUCTION COST CONTROL, CONSTRUCTION MANAGEMENT AND/OR ALTERNATIVE CONSTRUCTION CONTRACT SYSTEMS

Basic Services defined in this Agreement include the preparation of Contract Documents for a single, Combined Construction Contract. Should the Owner request separate or other alternative Construction Contract systems, the Architect shall prepare appropriate additional Contract Documents and provide necessary adjustments in services during the Construction Phase. At the Owner's request, the Architect, shall also offer various specialized Construction Cost Control techniques (including full Life-Cycle Costing and Comprehensive Value Engineering Services), and Construction Management Services. Fees for these Additional Services shall be negotiated in response to Owners specific requests for optional Construction Contract systems. The Architect shall familiarize the Owner with typical Contract systems which may be applicable to the Project, as well as the potential effects of cost savings, construction times, and coordination responsibilities inherent to each system. The Owner's decision to utilize an alternative Construction Contract system must be presented to the Architect prior to commencement of Construction Documents Phase.

15.6 OWNER'S OPTION TO INCLUDE FURNISHINGS AND SPECIAL EQUIPMENT IN THE PROJECT

As directed and defined by the Owner, the Architect shall incorporate Furnishings and Special Equipment (Food Service or Educational Equipment not included in the general portion of the Combined Construction Contract) into the various Phases of the Project to assure design accommodation of these items in the completed project. Compensation for Basic Services applied to these items shall be as defined in Project Group "D" of attached Fee Schedule.

15.7 ALTERNATIVE APPLICATIONS OF CODE AND REGULATORY AGENCY CRITERIA

When authorized by the Owner, the Architect shall assist in research and preparation of materials to be utilized for special or unusually detailed reviews or hearings by various regulatory agencies and/or reviewing board, particularly where waivers are requested by the Owner. Compensation for these Additional Services shall be as stipulated in ARTICLE 14.4.1.

ARTICLE 15

OTHER CONDITIONS OR SERVICES
(Continued)

15.8 TRANSPORTATION AND LIVING EXPENSES

Transportation and living expenses relating to travel between the Architect's office and the Project site incurred by employees of the Architect shall be considered as a part of Basic Services compensation addressed in Article 14.2.1 for the various Phases of the Project defined in Article 1.

Robert Berman

This Agreement entered into as of the day and year first written above.

OWNER

ARCHITECT

ADEL-DESOTO COMMUNITY SCHOOL DISTRICT

DANA LARSON ROUBAL AND ASSOCIATES, INC.

BY

Dallas Bowman

President
Board of Directors

BY

Merle W. Rambo

Merle W. Rambo, AIA
Partner in the Firm

ADEL-DeSOTO COMMUNITY SCHOOL

WAGE GUIDELINES - CLASSIFIED STAFF, 1984-85.

Effective July 1, 1984

	<u>Years with District</u>		
	<u>1st/3rd</u>	<u>4th/6th</u>	<u>Over 6</u>
<u>Secretarial (per hour)</u>			
Supt., High School	\$5.37	\$5.61	\$5.86
Junior High, Elementary	5.23	5.47	5.70
Guidance, DeSoto	5.08	5.32	5.54
Elem. Office Assistant	4.84	5.08	5.32
Teacher Aides	4.69	4.91	5.14
Clerk-Typists, Library Helper	4.53	4.76	4.99
<u>School Lunch (per hour)</u>			
Secretary, Head Cook	\$5.61	\$5.86	\$6.08
Cook	4.64	4.91	5.14
Helper, Van Driver	4.53	4.76	4.99
<u>Custodial (per hour)</u>			
Head Custodian	\$7.48	\$7.77	\$8.09
Night Custodian (High School)	6.44	6.68	6.91
Building Custodian	6.21	6.44	6.68
Night Custodian (Part Time)	4.93	5.14	5.35
Helper - Full-Time	4.69	4.91	5.14
Helper - Part-Time	4.53	4.76	5.00
<u>Bus Drivers (monthly)</u>			
DeSoto Route & Shuttle	\$608	\$632	\$655
Adel Route	484	499	515
Shuttle (a.m. & p.m.)	281	290	300
Kindergarten Route - Regular	218	226	233
Kindergarten Route - Short	110	113	118
Bus Driver Training Course - \$6 per month			
<u>SUMMER MAINTENANCE</u>		<u>STUDENT HELP</u>	
Bob McIntyre	\$9.36	New	\$3.35-\$3.50
John Erickson	5.80	Experienced	\$3.50-\$3.90
Esther Gray	5.80		
Charles Winterboer	5.55		
John Donnelly	5.55		

EXPERIENCE SCHEDULE SHALL ONLY SERVE AS A GUIDELINE. ACTUAL SALARY WILL BE DETERMINED BY JOB PERFORMANCE.