

Des Moines Area Community College

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Board of Directors Meeting Minutes

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2-5-1973

### **Board of Directors Meeting Minutes (February 5, 1973)**

DMACC

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DES MOINES AREA COMMUNITY COLLEGE  
2006 Ankeny Boulevard  
Ankeny, Iowa 50021

REGULAR MEETING

FEBRUARY 5, 1973 The regular monthly meeting of the Des Moines Area Community College Board of Directors was held in the Board Room, Ankeny Campus, 2006 Ankeny Blvd., Ankeny, Iowa, on Monday, February 5, 1973. The meeting was called to order by the Board President, Rolland Grefe, at 7:30 p.m.

ROLL CALL

Members present: Rolland Grefe  
Max Kreager  
Walter Hetzel  
Cecil Galvin  
Harold Welin  
William Price  
Ross Cramlet  
Harry Bloomquist

Members absent: Rodney Carlson

Others present: Paul Lowery, Superintendent  
Jack Asby, Asst. Supt., Administrative Services  
Irv Steinberg, Business Manager/Board Secretary  
Dave Palmer, Instructor, Ankeny campus

APPROVAL OF MINUTES

It was moved by R. Cramlet, seconded by H. Welin, that the minutes of the January 8, 1973 meeting be approved as presented. Motion passed.

PERSONNEL

It was moved by H. Welin, seconded by C. Galvin, that employment be offered to the following for the position and salary indicated:

NEW

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Eff. Date</u>
Robert Fulton	Bus. Occup. Instr., Skill Center	\$ 9,600	2-1-73
Linda Marks	Clinical Instr., Ankeny	\$ 35/day	2-5-73

Motion passed.

RESIGNATIONS

It was moved by H. Welin, seconded by C. Galvin, that the resignation of the following be accepted:

Eva Anhorn, PN Instr., Ankeny, effective March 2, 1973  
Patricia A. Falbo, Coordinator, CLC, Ankeny, effective  
January 25, 1973  
John Virden, Upholstery Instr., Skill Center, effective  
January 26, 1973.

Motion passed.

APPROVAL OF MEMBERSHIP IN IACCVTI

It was moved by M. Kreager, seconded by C. Galvin, that the institutional membership fee in IACCVTI for 1972-73 in the amount of \$150 be approved. Motion passed.

- MATERNITY LEAVE POLICY It was moved by W. Hetzel, seconded by M. Kreager, that the policy on maternity leave, a copy of which is attached hereto and made a part of these minutes be approved. Motion passed.
- TUITION AND HOURS CHANGE FOR AGRICULTURAL PROGRAM It was moved by R. Cramlet, seconded by C. Galvin, that the required contact hours for the Veterans Agriculture program be changed from 528 to 440 per year, effective January 1, 1973; and the quarterly tuition for this program be reduced from \$125 to \$121, effective spring quarter 1973. This change is an effort to standardize hours of instruction and tuition for all programs within the state. Motion passed.
- REQUEST FOR USE OF BOONE GYM FOR BAND CONCERT It was moved by H. Welin, seconded by W. Price, that the request received from Mr. Virgil Hudson, principal, Boone Junior-Senior High School, for permission to use the Boone campus gym for a band concert on March 10 or April 4, 1973 be denied. Motion passed.
- APPROVAL TO PROCEED WITH LEGALIZING ACT It was moved by M. Kreager, seconded by H. Welin, that the bill prepared by Attorney Kenneth Haynie to legalize the special vote on the 3/4 mill capital levy, held September 13, 1971, be approved and that the Superintendent be authorized to proceed to effect passage of this bill. Motion passed.
- FY73-74 BUDGET It was moved by W. Hetzel, seconded by H. Welin, that the new programs and new sections of existing programs, as shown on the listing attached hereto and made a part of these minutes, be approved for operation and included in the budget for FY73-74, and that reimbursement be requested from the Department of Public Instruction under the new career services funding. Motion passed.
- CLAIMS AND ACCOUNTS It was moved by H. Welin, seconded by W. Hetzel, that the claims and accounts, as presented, be approved for payment. Motion passed.
- PRESENTATION BY ARCHITECT A presentation and review of detailed drawing of Phase II-B was given by Architect Ken Bussard, followed by a recommendation that the project be put out for bid during the month of March 1973 with two alternates.
- DELETION OF ALTERNATE #2 PHASE II-B It was moved by M. Kreager, seconded by W. Price, that Alternate #2 to Phase II-B, a proposed mall between the Media Center Building #24, and the Public Service Building #31, be deleted from the plans and specifications. Motion passed.
- PURCHASE OF LOT It was moved by C. Galvin, seconded by R. Cramlet, that Lot #1 in Uehlamar Plat #6, located in the city of Ankeny, be purchased for \$7,663.64 for the purpose of construction of a house by the Building Trades students. Motion passed.
- LEGAL SUIT WITH WAYNE MITCHELL Board President Rolland Grefe acknowledged the receipt of a letter from Attorney Lee Rosebrook, dated February 2, 1973, which noted the decision of Judge Oxberger regarding the legal suit of Wayne Mitchell against Des Moines Area Community College. In this regard, Superintendent Lowery was instructed by the Board to discuss with the State Superintendent of Public Instruction the problem involving contracts for staff who are under a specially funded program with budget termination dates other than June 30.

RESOLUTION  
SETTING DATE FOR  
PUBLIC HEARING  
ON PHASE II-B,  
PART 2

Director R. Cramlet introduced the following Resolution titled  
RESOLUTION FIXING DATE FOR PUBLIC HEARING ON PLANS, SPECIFICATIONS,  
AND FORM OF CONTRACT FOR THE CONSTRUCTION OF PHASE II-B, PART 2,  
and moved its adoption. Director M. Kreager seconded the motion to  
adopt, and the roll being called, the vote was as follows:

AYES: R. Grefe  
H. Welin  
W. Price  
R. Cramlet  
C. Galvin  
H. Bloomquist  
W. Hetzel  
M. Kreager

NAYS: None

WHEREUPON, the President of the Board declared the following Resolution  
duly adopted:

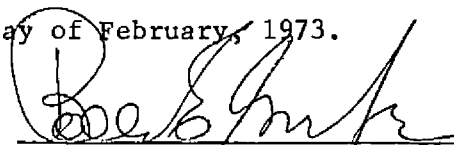
RESOLUTION FIXING DATE FOR PUBLIC HEARING ON PLANS,  
SPECIFICATIONS, AND FORM OF CONTRACT FOR THE  
CONSTRUCTION OF PHASE II-B, PART 2

WHEREAS, plans, specifications, and form of contract are now on file  
in the office of the Secretary of the Board of Directors for the  
construction of Phase II-B, Part 2, and before said plans and  
specifications may be adopted it is necessary to hold a public hear-  
ing thereon.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES  
AREA COMMUNITY COLLEGE that at a meeting of this Board, to be held at  
7:30 p.m. on the 15th day of March, 1973, in the Board Room,  
Administration Building, Ankeny Campus, 2006 Ankeny Blvd., Ankeny,  
Iowa, this Board will hold a public hearing on the matter of the  
adoption of plans, specifications, and form of contract now on file  
in the office of the Secretary of the Board of Directors.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors  
give notice of said public hearing as required by law.

PASSED AND APPROVED this 5th day of February, 1973.

  
\_\_\_\_\_  
President, Board of Directors

ATTEST:

  
\_\_\_\_\_  
Secretary, Board of Directors

RESOLUTION ON  
RECEIPT OF  
BIDS FOR  
PHASE II-B,  
PART 2

Director H. Welin introduced the following Resolution titled  
RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR PHASE II-B, PART 2,  
and moved its adoption. Director C. Galvin seconded the motion to  
adopt, and the roll being called, the vote was as follows:

AYES: R. Grefe  
 R. Cramlet  
 W. Price  
 C. Galvin  
 W. Hetzel  
 H. Welin  
 H. Bloomquist  
 M. Kreager

NAYS: None

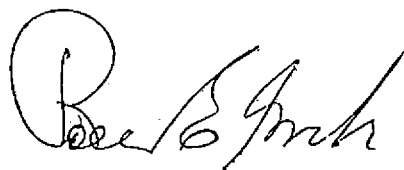
WHEREUPON, the President of the Board declared the following Resolution duly adopted:

RESOLUTION FIXING DATE FOR RECEIPT OF BIDS  
 FOR PHASE II-B, PART 2

RESOLVED, that the Des Moines Area Community College Board of Directors will receive bids until 3:00 p.m., at the Central Administration Office, Building #4, 2006 Ankeny Blvd., Ankeny, Iowa, on April 24, 1973, for the construction of Phase II-B, Part 2; said bids will be publicly opened and read aloud at 3:15 p.m., April 24, 1973, in Room 2428A & B, Building #24, Ankeny Campus.

BE IT FURTHER RESOLVED, that the Secretary of the Board of Directors give notice of said letting as required by law.

PASSED AND APPROVED this 5th day of February, 1973.



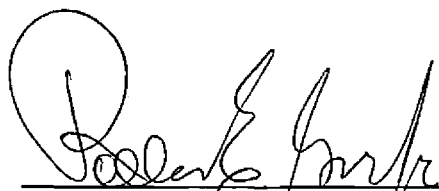
President, Board of Directors

ATTEST:

  
 Secretary, Board of Directors

ADJOURNMENT

It was moved by C. Galvin, seconded by W. Hetzel, that the meeting be adjourned. Motion passed and the meeting was adjourned at 11:30 p.m. The next regular meeting was set for March 15, 1973 in the Board Room. Public hearing was set for this same date at 7:30 p.m.

  
 ROLLAND GREFE, President

  
 IRV STEINBERG, Secretary

## MATERNITY LEAVE POLICY

Disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom are temporary disabilities or illnesses and will be treated as such under existing sick leave policy.

### A. Notification Requirements

1. A pregnant employee shall, by the end of the third month of her pregnancy (a) notify the Personnel office in order that a replacement can be scheduled; (b) sign a waiver of employer liability during the pregnancy period for anything arising out of or in connection with the pregnancy condition.

2. At the end of the seventh month of pregnancy submit a statement from her doctor attesting to the fact that, in the doctor's judgment, she may continue to work up to the specific date he indicates advisable.

The employee meeting these conditions may, if she is willing, continue in employment as long as she, in the best judgment of the college, can perform her duties without impairment of efficiency or place herself in a medically unsafe position.

### B. Benefits During Sick Leave

1. Sick leave may be used by the employee only in the amount of accumulated sick leave and not extend beyond the time that the employee's doctor deems her physically and mentally fit to return to her assigned duties.

2. During the leave the college will continue paying its share of the employee's insurance through the period of sick leave.

### C. Return To Employment

1. As soon as released to return to work an employee shall submit a statement from her doctor certifying that she is able to resume her duties.

2. Notify the Personnel office of the specific date to resume employment.

### D. Extended Leave Without Pay

1. Persons not having sufficient accumulated sick leave to cover the period of illness may take not more than sixty (60) days leave without pay and still retain all rights and privileges afforded her previously, including the right to re-employment in the same position.

2. Persons desiring a more extended leave than mentioned in item #1 above will be permitted a leave of not more than twelve (12) months. There is no guarantee of employment upon return, but it is implied that re-employment will occur if a position exists for which the person is qualified.

DES MOINES AREA COMMUNITY COLLEGE  
Agenda - Regular Meeting  
Monday, February 5, 1973 - 7:30 p.m.  
Board Room - Bldg. #4

1. CALL TO ORDER

2. APPROVAL OF MINUTES - January 8, 1973 meeting

*R. Cramlet, 2d # wellin*

3. PERSONNEL

*W. Hetzel, R. Cramlet*

New LINDA MARKS

*#35 day, eff Feb 5, 73 (PT)*

*get info from PL*

- a. ~~Hazel E. Goode~~, Clinical Instructor for Operating Room Technician, Ankeny
- b. Robert R. Fulton, Business Occupations Instructor, Skill Center

Resignations

- a. Eva Anhorn, Practical Nursing Instructor, Ankeny, effective March 2, 1973
- b. Patricia Ann Falbo, Coordinator, Comprehensive Learning Center, Ankeny, effective January 25, 1973
- c. John Virden, Upholstry Instr, DMSC - *Jan 2, 73 Jan 26, 73*

4. REPORTS

- ✓ a. Iowa Council of Area School Boards; dinner reservations for Feb. -9 - Kreager
- ✓ b. Regional computer center - Price
- ✓ c. Legislation
- ✓ d. Iowa Coordinating Council - Lowery
- ✓ e. 1972 calendar year annual investment report - Lowery
- ✓ f. 1971-72 property valuations comparative summary
- ✓ g. Financial
- ✓ h. Report of efforts toward installing MBO system - Lowery
- ✓ i. ACCT regional seminar - Kreager
- ✓ j. Governor's recommendations for provisions of formula for state aid--74 & 75 - Kreager
- ✓ k. Report of meeting with Regents committee on articulation - Lowery
- 1. General Advisory committee--chairman has scheduled meeting with chairmen of subcommittees on February 8 - Lowery
- ✓ m. Career education and college parallel fall enrollment in all area schools - Lowery
- ✓ n. Problems with students on paying tuition - Lowery
- o. One day workshop by the North Central staff to assist colleges in doing self-study, preparing application, and preparing for the visiting team, February 9 - Lowery

*Bovarin Hse*

*review with Bd at later date*

*TOLEDO*

5. COMMUNICATIONS

- ✓ a. Excerpts from "Let's Get Serious about the Management Team" by Larry Mong to Iowa Association of School Boards on professional negotiations
- ✓ b. Request for salary and fringe benefit considerations from the Institutional Welfare committee
- ✓ c. Communication from IASB concerning IPERS and court case in which individuals were ordered to pay damages to a teacher who had been dismissed

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- a. Consideration of institutional membership fee in IACCVTI for 1972-73 in the amount of \$150. - *Moved M. Kwasa 2d C. Galvin*
- b. Tentative budget

*need invoice*

*wellin 2d C. Galvin*

*ASK LINDA ABOUT CHECK FROM TOLEDO*

## 7. NEW BUSINESS (continued)

*→ ? eff. when*

✓ c. Change in contact hours for the veterans agriculture program from 528 to 440 per year, and a change in tuition from \$125 per quarter to \$121 per quarter. The effort is to standardize hours and tuition across the state.

d. Complete review by architects of Phase IIB, along with specific presentations concerning Bldgs. #22A, #30 and #31, including certain site improvements

8. OTHER

9. PRESENTATION OF CLAIMS AND ACCOUNTS

10. ADJOURNMENT



Resume' of New Personnel

Name: Hazel E. Goode  
Age: 47  
Position: Clinical instr., Operating Room Technician, part-time  
Division: Career Education  
Recommended salary: \$35.00/day  
Most recent salary: \$9,000 annual  
Salary in relation to staff  
w/similar qualifications: Similar  
Education: Diploma in nursing  
Experience: 1 yr. teaching; 22 yrs. nursing  
Reason for recommending this  
person: Previous experience as O.R. nurse and familiarity  
with Veterans Hospital  
Beginning date of employment: January 15, 1973  
Length of contract: January 15, 1973 - March 30, 1973  
Reason for employment: Replacement for Elizabeth VanWyk

~~\*\* \*\* \*~~

Name: Robert Fulton  
Age: 34  
Position: Business Occupations instructor  
Division: Skill Center  
Recommended salary: \$9,600 annual  
Most recent salary: \$7,700 (9 mos.)  
Salary in relation to staff  
w/similar qualifications: Comparable  
Education: B.S.  
Experience: 1½ yrs. teaching; 8½ yrs. business  
Reason for recommending this  
person: Have observed his work at the Skill Center as  
a regular substitute  
Beginning date of employment: February 1, 1973  
Length of contract: February 1, 1973 - August 31, 1973  
Reason for employment: Replacement for Steven Melsha

PROJECT IIB, PART 2

Advertise - Hearing	March 2, 1973
Advertise - Bids	March 13, 1973
Public Hearing -	March 15, 1973 7:30 P.M. Board Room, Building 4
Advertise - Bids	March 20, 1973
Open Bids -	April 5, 1973 2:00 P.M. <del>Auditorium</del> , Building 24, Room 2428A & B (Receive Bids in Building 4, Board Secretary, until 1:30 P.M., April 5, then in the Auditorium, Building 24, until 2:00 P.M.)
Action on Bids	April 9, 1973 7:30 P.M. Board Room, Building 4

Don Zuck  
2/6/73

cc: Mr. Lowery  
Irv Steinberg  
Wilkins, Bussard & Dikis

DES MOINES AREA COMMUNITY COLLEGE

February 5, 1973

NEW SECTIONS OF EXISTING PROGRAMS AND NEW PROGRAMS BEING  
CONSIDERED FOR FY 74

<u>PROGRAMS</u> (Listed in order of priority within each group.)	<u>FTE</u>	<u>BUDGET</u> (Direct and Indirect Costs)
<u>Additional Sections of Existing Programs</u>		
Associate Degree Nursing	80	\$106,316
Fashion Merchandising	32	14,910
Building Trades	20	26,270
Law Enforcement	20	23,430
Criminalistics	20	31,950
Corrections	20	21,300
Accounting Specialist	20	26,270
Office Occupations - Urban Campus	20	27,491
Office Occupations - Boone Campus	20	37,250
<u>New Career Programs</u>		
Medical Lab Technician	14	3,493
Dental Hygiene	20	168,042
Financial Marketing	37	25,258
Legal Secretary	35	21,487
Medical Secretary	35	2,148
Inhalation Therapy	12	4,558
Child Care Associate	14	16,815
Bricklaying	24	25,358
Plumbing	32	47,107
Veterinarian Office Assistant	32	41,569
Lumber Yard Management	32	23,251
Dietary Technician	18	17,750
<u>New Para-Professional Programs</u>		
Social Service Associate	26	34,080
Alcohol & Drug Counseling	24	36,210
Community Mental Health	20	34,080
Developmental Disabilities	17	34,080
Environmental Control Technician - Boone	12	45,440
Recreational Leadership - Boone	12	36,210
Fire Science Technician	15	47,570
Journalism	20	41,180
Labor Management	18	33,370
Legal Assistant	20	34,080
Environmental Safety	15	37,630
Public Administrator	15	22,720
Total	771	1,148,673

Steinberg

DES MOINES AREA COMMUNITY COLLEGE

BOARD OF DIRECTORS MEETING - FEBRUARY 5, 1973

Following is a brief unofficial summary of the matters discussed and the action taken at the February meeting of the Board of Directors of the Des Moines Area Community College. The meeting was held Monday, February 5, 1973, in the Board Room, Ankeny Campus, Ankeny, Iowa.

Please note that decisions are not final until the Board has approved the official minutes at its regular meeting.

Personnel

Approved the employment of the following personnel:

Linda Marks, Clinical Instr. for O.R.T., Ankeny  
Robert Fulton, Business Occupations Instr., Skill Center

Accepted the resignation of the following personnel:

Eva Anhorn, PN Instr., Ankeny  
Patricia Falbo, Coord., CLC, Ankeny  
John Virden, Upholstering Instr., Skill Center

Reports

Max Kreager announced that Marv Seldon and Dr. Benton would be on the program at the Iowa Council of Area School Boards meeting Friday, February 9.

Wm. Price reported that the regional computer center was solvent and would operate at a slightly reduced budget during the coming year.

Mr. Lowery reported that the regents institutions and the private institutions had prepared and made firm recommendations concerning the 1202 Commission.

Irv Steinberg had, by careful investing of idle funds, earned \$15,000 interest during the past year.

Received a tabulation of the increased property valuations throughout the district. The increase in value over 72 will mean an additional \$38,000 revenue on each 3/4 mill levy to the college.

The Governor's recommendation to the Legislature for area schools was reduced by \$469,000 during fiscal 74, and \$1,400,000 during fiscal 75. The original request amounted to an approximate 6% increase of the total budgets of the area schools. The Governor's recommendation amounts to a little less than a 4% increase.

Mr. Lowery reported that the regents are desirous that the area schools list all courses and all grades given on the transcript, including failures.

A report was distributed showing fall term enrollment for all the area schools in the state, with Des Moines Area Community College being 500 students ahead of the next highest.

P. Lowery reported that he and Rus Slicker will attend a one day workshop by the North Central staff to assist colleges in doing self-study, and preparing for accreditation visitations.

Heard a presentation from the architects concerning buildings 22A, 30 and 31.

#### New Business

Adopted a policy that would in effect cover absences associated with pregnancy under the standard sick leave policy.

Approved a number of new sections and programs and a tentative budget for the same in career education for 1974.

Approved a change in contact hours for the Veterans Agriculture program from 528 to 440 per year; also a change in tuition from \$125 per quarter to \$121 per quarter. This change is an effort to standardize hours of instruction and tuition for all programs within the state.

Approved the purchase of a lot on Trilein Street upon which the Building Trades class will construct a house.

Adopted a resolution instructing the superintendent to convey the message to the State Superintendent of Public Instruction that the Des Moines Area Community College is not interested in continuing the operation of the Skill Center unless funding can be forthcoming on a more stable basis.

Approved the institutional membership fee in IACCVTI for 1972-73 in the sum of \$150.

#### Other

Instructed the superintendent to proceed in an effort to obtain legislative approval of an Act that would legalize the vote taken in the 11-county district approving the 3/4 mill levy for capital improvements.

\*\*        \*\*        \*\*

The next regular meeting has been scheduled for Thursday, March 15, 1973, 7:30 p.m.

BILLS TO BE BOARD APPROVED

February 5, 1973

Abigail Book	Service	\$	6.00
Abbott Laboratories	Publication		3.50
Michael Abrams, M.D.	Lecture		20.00
Addressograph Multigraph Corp.	Supplies		91.60
Ahern Pershing	Equipment		1,189.95
" "	"		68.45
" "	"		103.10
" "	"		67.20
" "	"		822.00
" "	Supplies		79.05
" "	Equipment	2,794.00	68.45
" "	"		165.70
" "	"		27.95
" "	"		201.60
" "	Supplies		.55
Ahlers, Cooney, Corweiler, Allbee & Haynie	Service		850.00
Air Products	Repairs		21.87
Air Products	Supplies	97.00	40.13
" "	Repairs		35.00
Alexander Electronics	Supplies		1,419.08
Allyl & Bacon, Inc.	Book		8.46
" "	"	16.12	7.66
Thomas Altemier, M.D.	Lecture		20.00
American Hospital Association	Book		3.50
American Inst. of Certified Public Accts.	Books		90.00
American Institute for Political Communication	Book		4.50
American Oil Co.	Gas		5.31
American Marking Co.	Supplies		3.20
" " "	"	12.97	3.60
" " "	"		6.17
American Meat Institute	Pamphlet		31.60
American Society for Testing	Books		26.78
American Stamp Co.	Supplies		4.45
American Vocational Association	Books		7.36
Amsco School Publications, Inc.	"		28.98
Carl A. Anderson Co.	Supplies		23.50
Ankeny Tractors, Inc.	Repairs		6.10
Ankeny Walgreen Agency Drug Store	Supplies		1.47
" " " " "	"	3.02	1.55
Appleton-Century-Crofts	Book		11.01
Arnold Motor Supply	Supplies		15.18
The Art Store	"		74.56
" " "	"	81.99	7.43
Association-Sterling Films	Film rental		11.25
Audio Visual Center	" "		4.35

**APPROVED**

*Max [Signature]*

BOARD MEMBER

BOARD MEMBER

## BILLS PAID PRIOR TO BOARD APPROVAL

25445	U. S. Postmaster	Postage	\$ 32.00
25449	" " "	"	116.53
25450	Helen I. Adams	Refund	39.00
25451	Alumnae Advisory Center Inc.	Supplies	10.75
25452	American Dental Asst. Assoc.	"	5.50
25453	Ankeny Paint & Wallpaper	"	441.67
25454	Assn. for Childhood Ed.	Books	2.50
25455	Sue Baldus	Refund	52.00
25456	Ballard Comm. Schools	Reimbursement	28.10
25457	" Feed & Ag. Serv. Inc.	Supplies	85.00
25458	Gary L. Boorum	Expenses	29.60
25459	Jane M. Burnette	Refund	26.00
25460	Rick Burr	"	15.00
25461	Patrice M. Calgaard	"	48.00
25462	Linda Cox	"	91.00
25463	DMACC Boone Campus	Petty Cash	36.83
25464	Des Moines Ind. Towel & Uniform	Service	418.31
25465	" " Water Works	"	142.44
25466	Doug Dorr	Refund	17.00
25468	Roger H. Huston	"	13.00
25469	Industrial Safety Assoc. of Ia.	Membership	10.00
25470	Mr. Rdo Kent, Dir. Adult Ed.	Reimbursement	349.93
25471	Knoxville Comm. Schools	"	18.00
25472	Langan Paper Co.	Supplies	34.32
25473	Terry Leinen	Refund	44.00
25474	Jeff McDermott	"	39.00
25475	Jeff R. McGowan	"	39.00
25476	Vernon Willis Maxon	"	66.00
25477	Northwestern Bell Telephone Co.	Service	6.60
25478	Stephen E. Olson	Refund	52.00
25479	Max D. Perryman	"	46.80
25480	Keith E. Peterson for Douglas E.	"	15.00
25481	Pictograph Corp.	Book	10.00
25482	Larry Richards	Refund	39.00
25483	School Sisters of St. Francis	"	21.53
25484	John Thoren	"	13.00
25485	Elizabeth Marie Topf	"	26.00
25486	Steven Truemper	"	44.00
25487	Larry Tyler	Reimbursement	14.69
25488	U. S. Postmaster	Postage	10.00
25489	Wauke Comm. Schools	Reimbursement	13.42
25490	West Des Moines Water Works	Service	4.83

**APPROVED**

*W.L. H*  
BOARD MEMBER

BOARD MEMBER

25491	Wholesale Book Corp.	Books	\$ 2.70
25492	John Williams	Refund	26.00
25493	U. S. Postmaster	Postage	21.42
25494	Ankeny National Bank	Bad Checks	14.65
25495	William Rainey Harper College	Registration	75.00
25497	Cozetta S. Huhn	Travel	18.30
25498	Paul Lowery	"	172.62
25499	Max W. Kreager	"	238.79
25500	Clair W. Fisher	"	10.65
25501	Betty Vandenburg	"	7.50
25502	Jeanette E. Smith	"	14.20
25503	Byron Hamilton	"	23.80
25504	Lupe T. Holder	"	5.80
25505	Russell N. Priestley	"	6.80
25506	Dorothy R. McCreary	"	10.50
25507	Rich Byerly	"	254.03
25508	Phil Langerman	"	12.00
25509	Marilyn Burdick	"	20.30
25510	Loretta Rife	"	29.30
25511	Gary Frederick	"	11.10
25512	Donald R. Huntoon	"	66.28
25513	Peggy Rooney	"	20.00
25514	Alan W. Teel	"	75.00
25515	W. Diane Hockett	"	5.60
25516	Robert Surran	"	17.00
25517	Mrs Shirley Winner	"	4.00
25518	Gayle French	"	5.60
25519	Gary L. Boorum	"	13.75
25520	Lawrence Snyder	"	25.50
25521	Dale Thompson	"	17.20
25522	Marie Swartzbaugh	"	16.00
25523	Edwin L. James	"	100.00
25524	Karen S. Vroman	"	36.00
25525	David A. Briley	"	5.60
25526	Gene Olson	"	100.00
25527	Norman A. Luiken	"	46.94
25528	Judy Gossen	"	50.10
25529	Jerry Bravard	"	47.50
25530	Mary Feuling	"	20.50





25531	Melody Powell	Travel	\$	15.20
25532	Ardelle Keating	"		6.50
25533	James Leising	"		18.50
25534	Larry Saville	"		47.80
25535	Harold Gamm	"		41.60
25536	Homer Jigenheimer	"		19.30
25537	Linda Carson	"		14.00
25538	Mary Leffler	"		36.50
25539	Sharon Moore	"		7.80
25540	Linda K. Pederson	"		34.40
25541	R. L. Gartin	"		34.00
25542	Willard Biner	"		9.50
25543	Jeanette Edwards	"		90.24
25544	Richard Linter	"		28.80
25545	Janet Frederick	"		75.00
25546	Christine Ziuchkovski	"		14.10
25547	Robert Eicher	"		26.00
25548	Don Bell	"		28.00
25549	Irv Steinberg	"		15.50
25550	E. J. Stadel	"		42.99
25551	Mike Perry	"		29.60
25552	Dennis Krehbiel	"		10.00
25553	Margaret Watt	"		26.00
25554	Charles Baugous	"		19.30
25555	Evelyn Anderson	"		15.00
25556	Ron McClurg	"		9.70
25557	Donald R. Kerr	"		11.50
25558	Dale W. Wagner	"		67.44
25559	Thomas E. Dart	"		24.30
25560	Maralee Frazee	"		9.70
25561	Leonard Bengtson	"		32.85
25562	Nick Bellizzi	"		31.10
25563	Jack Rolinger	"		10.80
25564	Eugene W. Boldt	"		10.00
25565	Irene Sherbibi	"		12.50
25566	Dorothy Gilliland	"		9.00
25567	Don Zuck	"		26.50
25568	Clair Abbott	"		7.50
25569	Virjama R. Hamilton	"		61.75
25570	Alan Lumpkins	"		17.40



25571	Bill Johnson	Travel	\$ 77.70
25572	James Allen	Refund	15.60
25573	Ankeny Post Office	Postage	40.00
25574	Scott Barkley	Tutoring	19.25
25575	Barb Boesch	Refund	22.00
25576	Esta Rae Borrall	"	26.00
25577	Central Distributors	Supplies	26.41
25578	Mr. Donald W. Curtis	Testing	27.00
25579	Dana Corp.	Equipment	99.50
25580	The Dartnell Corp.	Supplies	33.35
25581	Dee Ann Debok	Refund	48.00
25582	1st Western Ins.	Premium	1,126.00
25583	Toni M. Fontanini	Refund	18.20
25584	Freestyle Sales Co. Inc.	Supplies	12.58
25585	Linda Gilbert	Tutoring	3.05
25586	Mr. Nelson R. Goodman	Testing	50.00
25587	Richard G. Hawkins	Refund	20.00
25588	Mark Henderson	"	22.00
25589	Randall L. Herring	"	22.00
25590	James Harold Hicks	"	26.00
25591	Intext Educational Publishers	Books	8.50
25592	Iowa Electric Light & Power Co.	Service	2,179.05
25593	Linda S. Irons	Refund	26.00
25594	Mark A. Jensen	"	78.00
25595	John S. Martin Jr.	"	22.00
25596	Miller's Hardware Inc.	Supplies	8.38
25597	Jerome Miller	Refund	26.00
25598	Virgil Moore	Tutoring	6.12
25599	National Education Assn.	Supplies	1.50
25600	Northwestern Bell Telephone Co.	Service	295.03
25601	Parrish & Pugh Assoc. Inc.	Ad	315.00
25602	Polk County Recorder	Fee	3.50
25605	Robins Industries Corp.	Supplies	24.20
25606	Becky L. Ruhland	Refund	22.00
25607	Frances Ryerson	"	10.00
25608	Jerry Shields	"	22.00
25609	Darrell Staley	Reimbursement	40.02
25610	Harold Tiedmann	Tutoring	3.05



25611	Linda Uecker	Refund	\$ 33.26
25612	Dennis E. Wadsworth	"	22.00
25613	ABC Metals	Equipment	825.00
25685	Ankeny National Bank	Bad Checks	7.50
25646	U. S. Postmaster	Postage	1,307.27
25676	U. S. Postmaster	"	482.87
25734	" " "	"	1,000.00
25781	" " "	"	210.72
26018	AACJC Convention	Registration	35.00
26019	Mr. Ed Acela	Testing	72.90
26020	Dale Allen Jr.	Service	69.75
26021	American Council on Ed.	Books	2.50
26023	Steve Appleby	Refund	22.00
26024	Artistic Typing Headquarters	Supplies	8.50
26025	Vicki L. Brown	Refund	5.00
26026	Danny Case	Service	80.00
26027	DMACC Gen. Activity Account	Postage	200.00
26029	DMACC Petty Cash	Reimbursement	61.02
26031	Des Moines Water Works	Service	38.44
26032	Duke University	Supplies	1.33
26033	Engineering Extension	Services	135.00
26034	Faune Husted	Reimbursement	6.00
26035	Integrated Training Systems Inc.	Equipment	8,385.91
26036	Ia. Assn. of School Board Sec.	Registration	15.00
26038	Iowa Power & Light Co.	Service	2,976.54
26039	Iowa Vocational Assn.	Membership	22.00
26040	Max Kaplan	Supplies	22.97
26041	Lakeshore Tech. Institute	"	7.95
26042	Mail Order Mart Dept. 14	"	3.50
26043	Meredith Corp.	Books	2.25
26044	Ann Morton	Refund	22.00
26045	Murmil Assoc. Inc.	Books	35.88
26046	NCR Co.	Repairs	29.00
26047	Natl. School Public Relations Assoc.	Books	4.00
26048	Northwestern Bell Telephone Co.	Service	1,027.49
26049	Office Supplies Inc.	Supplies	10.08
26050	Roland D. Parker	Refund	13.00
26051	Rock Island Motor Transit Co.	Freight	10.85
26052	South East Polk Comm. Schools	Reimbursement	177.05
26053	Southern Ill. University	Books	3.00
26054	University of Texas	Supplies	2.00
26055	Ankeny Natl. Bank	Bad Checks	20.50
26022	American Institute of Architects	Books	8.00



26056	U. S. Post Office	Postage	\$ 21.35
26057	A. A. C. J. C. Convention	Registration	35.00
26058	Des Moines Skill Center	Reimbursement	49.54
26059	American Business Comm. Assoc.	Subscription	15.00
26060	American Society of Agronomy	Supplies	10.00
26061	Mr. Tom Beck	Service	36.00
26062	Boone County Hospital	Correction	3.00
26063	Boone Water Works	Service	104.43
26064	City of Ankeny Water Dept.	"	236.52
26065	The Hertz Corp.	Rent	20.57
26067	Human Behavior	Supscription	14.00
26068	Iowa Dental Assoc.	"	2.00
26069	Iowa Power & Light Co.	Service	12,119.58
26070	Iowa State University	Subscription	5.00
26071	Bill E. Kresl	Refund	39.00
26072	Victor O. Ladipo	"	270.00
26073	Kelly Morgan	Testing	70.20
26074	National Business Education Assoc.	Supplies	10.00
26075	Northwestern Bell Telephone Co.	Service	598.01
26077	Postmaster U. S. Post Office	Postage	10.00
26078	Time Education Program	Books	3.00
26079	United Telephone Co.	Service	10.80
26080	The H. W. Wilson Co.	Books	237.00
26082	Bell Ave. Realty	Rent	4,429.58
26083	Mid America Realty	"	6,731.17
26084	Friedman's Leasing Corp.	Lease	138.54
26085	Communtiy Concerns Corp.	Rent	2,128.50
26086	Mary Coppola	"	250.00



Charles M. Babcock	Repairs	\$	6.80	✓
Backman Sheet Metal Works	Supplies		17.50	
Baker Electric Co.	Repairs		1,240.17	
C.L. Bales Corp.	"		55.00	
Ballard's 66 Service Inc.	gas		6.20	
Bargain City	Equipment		58.00	
Barton Solvents Inc.	Supplies		72.20	
Baty Art & Sign Service	Service		102.00	
John Z. Beamer Co.	Supplies		78.18	
" " "	"		<del>26.45</del>	
" " "	"	217.41	139.23	
Beaverdale Photo Supplies	"		8.80	
Behavioral Research Laboratories	Supplies		35.88	
" " "	"	<i>Revolving Fund 5/1/66</i>	115.78	
Bell & Howell	Subscription		357.00	
Micro Publishers Inc. (Bell & Howell)	"		337.50	
Chas. A. Bennett Co.	Books		14.06	
James Blessman, M.D.	Lecture		20.00	
Boesen Florist	Supplies		60.55	
Bolton & Hay	"		5.85	
" " "	Equipment	326.65	53.80	
" " "	"		267.00	
Boone Blank Book Co.	Supplies		11.20	
Boone News Republican	Ad		113.60	
R.R. Bowker Co.	Publication		32.00	
" " "	Subscription		32.50	
" " "	Renewal		32.50	
" " "	Books	104.35	<del>77.30</del>	
" " "	"		<del>75.35</del> = 4.90	
" " "	"		14.95	
Bro-Dart, Inc.	Supplies		133.26	
" " "	"	263.76	32.00	
" " "	"		98.50	
Brooklyn Botanic Garden	Books		5.75	
Brown Bros., Inc.	Service		31.85	
Larry Brown	Lecture		15.00	
Wm. C. Brown Co.	Book		10.25	
Wm. C. Brown Co.	Books	20.20	9.95	
Building Maintenance Service	Service		5,179.40	
Burgess Publishing Co.	Book		5.16	
Burroughs Corp.	Service		57.60	
Business & Institutional Furniture	Equipment		69.70	
Butler Paper Co.	Supplies		38.97	
CTB/McGraw Hill	"		160.51	
Cambridge Book Co.	"		290.36	
Cambridge University Press	Book		13.26	



I B M	Maintenance Agreement	\$ 1,894.25
"	Service	51.49
"	Repairs	37.20
"	Service	24.26
"	Service	16.72
"	Supplies	96.00
"	Equipment	510.00
"	Supplies	450.00
"	Supplies	49.38
Guidance Center IPGA	Ad	100.00
IIT Educational Services	Books	19.35
Indian Historian Press	Books	19.00
Indianola Community Schools	Reimbursement	133.16
Insurance Information Institute	Filmstrip	5.00
International Harvester Co.	Equip. Rental	150.00
International Scholarly Book Serv.	Books	10.50
Iowa Association of School Boards	Supplies	9.75
Iowa Asbestos Co.	Service	176.14
Iowa Dental Supply Co.	Repairs	29.50
" " " "	Supplies	8.00
" " " "	Repairs	32.50
Iowa Industrial Products	Supplies	15.28
Iowa Machinery & Supply	Equipment	320.00
" " " "	Supplies	332.03
Iowa Manufacturers Association	Service	10.00
" " " "	Supplies	3.00
Iowa Regional Transit Corp.	Service	358.81
Iowa Safety Equipment Co.	Supplies	30.45
Iowa State Agency for Surplus Property	Supplies	5.00
Iowa State University	"	286.52
" " "	Film rental	321.45
" " "	Equipment	116.70
" " "	Supplies	567.09
" " "	"	136.98
" " "	"	285.41
" " "	"	372.73
" " "	"	6.25
" " "	"	13.05
Iowelder Supply Co.	"	17.45
Itek Business Products	Equipment	1,473.00
" " "	Supplies	223.20
Wes Jarnagin, Inc.	Service	52.60
Frank Johnson	Supplies	26.30
Jonard Industries Corp.	"	120.15
Jossey-Bass, Inc.	Books	8.29
Kansas City Star Co.	Ad	42.90

*2 checks to IBM*

*1,139.05*

*729.67*

*70,00*

*652.03*

*13,00*

*2,106.18*

*1,696.20*

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BOARD MEMBER

*[Signature]*

BOARD MEMBER

Keo Saw Works, Inc.	Service	\$	1.45
Kilmer Broadcasting Co.	Ad		85.80
Koch Brothers	Supplies		37.58
" "	"		8.06
" "	"	374.84	43.00
" "	"		252.60
" "	"		33.60
L.H. Kurtz Co.	Supplies		2.19
"	"	85.60	83.41
Lab Systems Research Inc.	Equipment		51.00
" " " "	Supplies	58.95	7.95
Lane Magazine & Book Co.	Books		8.15
Langan Paper Co.	Supplies		35.72
" " "	"		34.51
" " "	"	102.32	21.18
" " "	"		10.91
Latta's School Supplies	Supplies		103.26
" " "	"		108.86
" " "	"	361.14	23.08
" " "	"		125.94
Lee Town News	Ad		4.50
Lennox Industries	Parts		79.81
Leslie Paper	Supplies		252.30
Libraries Unlimited	Book		.21
Library of Computer & Information	Books		18.64
" " "	Books		11.74
Licensed Practical Nurses Asso.	Workshop		308.58
J.B. Lippincott Co.	Book		5.95
" " "	"		41.21
Little, Brown, & Co.	Books		9.81
David Llewelyn, D.D.S.	Service		42.00
Lomond Systems	Book		15.50
Lukas Microscope Service	Equipment		85.00
McGraw Hill Book Co.	Supplies		52.25
" " " "	"		13.69
" " " "	"		8.00
" " " "	Books	Revolving 185.31	89.45
" " " "	"		17.92
" " " "	"		21.92
C.H. McGuiness Co.	Service		58.26
"	Supplies	75.34	17.08
M B & R Enterprises	Equipment		141.50
" " "	Supplies	197.90	7.20
" " "	"		49.20
" " "	"		23.33
" " "	"		369.26
" " "	"	405.88	36.62

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*David P. [Signature]*

BOARD MEMBER

BOARD MEMBER

MCB  
M & M Sales  
M & M Sales

*Separate Checks*

Macmillan Publishing Co.	Book		\$ 2.22
" "	Books	130.13	127.91
Matthews Book Co.	"	19.30	14.35
" "	"		4.95
David Mattson Co.	Repairs	412.95	22.95
" "	Equipment		390.00
Al Maupin	Lecture		15.00
Robert S. Means Co.	Book		6.00
Charles E. Merrill Publishing	Supplies		76.99
G & C Merriman Co.	Books		71.00
Midcontinent Equipment Co.	Repairs		83.80
Mid Iowa Educational Computer Center	Supplies		51.14
Mid Iowa I-80 Truck Plaza	Signs		21.90
Mid States Distributing Co.	Equipment		36.60
Midwestern Paper Co.	Supplies	153.49	114.29
" "	"		39.20
Midwest Carbon Co.	"		141.04
Midwest Library Service	Books	228.35	195.54
" " "	"		27.81
Midwest Visual Education Service	Equipment		222.95
" " " "	Supplies		9.95
" " " "	"	1,044.82	795.95
" " " "	"		15.97
Minneapolis Star-Tribune	Ad		44.04
Minnesota Valley Laboratories	Book		10.00
MIT Press	"		2.09
" "	"	15.87	13.78
Mobile Auto Glass of Iowa	Repairs		30.20
Mobile Lock Service	Supplies		14.25
Model Cities Planning Prof.	Supplies		14.28
Monroe Calculator Co.	"		13.65
Moore Business Forms	"		71.54
Sharon Moore	Service		50.00
V. Mueller Co.	Equipment		253.88
Multigraphics	Supplies		300.72
Municipal Supply	"		277.65
Ismael Naames, M.D.	Lecture		20.00
Namark Products	Supplies		1.00
Nasco	"		28.83
National Assoc. for Education of Children	Books		21.45
National Chemsearch Corp.	Supplies		405.34
National Directory Service	Book		5.35
National League for Nursing	Books		9.25
National Live Stock & Meat Board	Pamphlets		22.00
National Steel Service	Supplies		47.03





New Readers Press  
 Bob Noble  
 Northwest Office  
 Nu-Ball Manufacturing Co.  
 Office Machine Service  
 Office Services  
 Office Specialty Co.  
 Office Supplies & Equipment  
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 Olivetti Corp.  
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 Olson Graphics  
 " "  
 " "  
 Omaha World Herald  
 Oravisual Co.  
 Oxford University Press  
 Paper Corporation  
 " "  
 " "  
 Patterson Dental Supply  
 Frank Paxton Lumber Co.  
 Peerless Supply  
 " "  
 " "  
 " "  
 Pella Community Schools  
 B.G. Peterson Co.  
 Linda Peterson  
 Gene Phillips  
 Phillips Petroleum Co.  
 " " "  
 Physicians' Record Co.  
 Pickett Industries  
 Pitman Publishing

Supplies	\$	121.72
lecture		30.00
Repairs		34.50
Supplies		30.26
Equipment		167.20
Supplies		2.00
Repairs		35.00
Equipment		44.00
Supplies		46.56
"		30.40
"		22.47
"		7.92
"		24.34
Equipment		28.80
Supplies		14.80
"		118.00
"		17.88
"		24.76
Service		22.50
"		26.50
Repairs		51.00
Supplies		108.00
"		31.00
"		38.50
"		3.00
Ad		22.32
Supplies		18.40
Books		31.50
Supplies		76.78
"		683.24
"		589.63
"		196.80
"		95.10
"		22.11
"		283.38
"		249.63
"		84.68
Reimbursement		48.80
Parts		37.91
Supplies		19.87
Lecture		30.00
Gas		18.44
Car Expenses		71.65
Books		29.20
Equipment		40.71
Books		63.54

379.93

2 checks to Olivetti 100.00

72.50

1,349.65

639.80

90.09

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*Rees E. Crumb*  
 BOARD MEMBER

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Paul From, M.D.	Lecture	20.00
National School Public Relations Assn.	Subscription	21.00
Electrical Construction & Maintenance	Reprints	7.50
Electrical Engineering & Equipment	Repair	28.03
" " "	Supplies	171.80
" " "	Service	238.25
Electronic Supplies	Supplies	2.50
" " "	"	5.95
Encyclopedia Britannica Corp.	Books	75.24
Fandrei, Inc.	Equipment	360.00
E.C. Geiger	Supplies	107.23
General Learning Corp.	Books	5.60
General Press Sales	Repairs	.55
General Radio Co.	Supplies	13.85
James German, M.D.	Lecture	20.00
Elwood C. Giberson Co.	Supplies	250.00
" " "	Service	20.00
Gifford Brown, Inc.	Supplies	7.60
Goodlaxson Piano Service	Service	25.00
Goodyear Store	Equipment	233.75
David Gordon, M.D.	Lecture	20.00
Graphic Forms, Inc.	Supplies	639.63
Graybar Electric Co.	Repairs	129.93
Grayson Book Service Co.	Books	110.83
Groat Implement Co.	Chains	24.05
Hamilton Hardware, Inc.	Supplies	5.71
Harper & Row, Publishers	Book	4.93
" " "	Book	2.51
Hatfield Duplicating Machine	Supplies	4.00
Hawkeye Auto Supply	"	21.40
" " "	Equipment	137.00
" " "	Supplies	153.30
Hawkeye Bindery Inc.	"	35.00
Hawkeye Laundry & Dry Cleaning	Service	34.40
Hawkeye Safety Equipment	Supplies	28.99
Hawkeye Systems, Inc.	Supplies	28.12
Hawkeye Tours	Travel	144.00
Hawkeye Truck Equipment Co.	Repairs	86.50
Hertz Corp.	Service	39.52
Hewlett Packard	Supplies	37.20
Holt, Rinehart, & Winston	Book	35.37
Howell Auto Parts	Supplies	24.18
Hoxie Institutional Wholesale Co.	"	3.10
Robert Hutt	Lecture	20.00
HyVee	Supplies	5.87
"	"	20.58
"	"	.78
"	"	9.65



199.83

8.45

270.00

7.44

311.70

36.88

Denniston & Partridge Lumber Co.	Supplies	\$	12.89
Denoyer-Geppert	Book		35.07
" "	Supplies	242.74	80.10
" "	"		127.57
Dental Economics	Books		95.00
Derby Refining Co.	Gas		26.33
Des Moines Independent Comm. School.	Film rental		30.50
Des Moines Industrial Towel	Service		171.72
Des Moines Clean Towel	"		13.94
Des Moines News Agency	Book		7.68
Des Moines Photocopy	Equipment		1,076.00
DMACC Revolving			
Automotive	Repairs		95.56
Bookstore	Supplies		57.16
"	Books		10.00
"	"		29.50
"	"		18.86
Foodservice	Service		14.00
"	"	455.97	5.00
Media	"		47.52
"	"		28.32
Parking	Tickets		2.00
Scholarship	Transfer		101.30
"	"		46.75
Educational Affairs Publishers	Books		6.30
A.B. Dick Products Co.	Repairs		55.05
" " " " "	Supplies	89.45	34.40
Dictaphone Corp.	"		2.24
Digiac	"		29.08
Howard Dillard	Lecture		20.00
Directions Simplified	Books		4.50
Do It Now Foundation	Books		8.20
Doughten Auto Supply	Supplies	24.05	4.80
" " "	Repairs		19.25
Marvin Dubansky, M.D.	Lecture		20.00
Dukehart-Hughes Tractor & Equip. Co.	Supplies		44.97
E.P. Dutton & Co.	Book		6.95
Farmers Co-op Elevator & Livestock	Fuel oil		132.76
F.W. Faxon Co.	Books		40.75
" " "	"	44.25	3.50
Feller Office Machines, Inc.	Services		21.30
Fisher Scientific Co.	Equipment		761.22
Forkner Publishing	Books		99.05
Ben Franklin	Supplies		13.97
W. H. Freeman & Co.	Book		26.46
French Way	Services		5.52
Ben Franklin	Supplies		8.50



Campus Film Distributors Corp.	Film rental	\$	40.00
Capital City Printing Plate Co.	Service		3.90
Capitol Printing Ink Co.	Supplies		170.43
Capital Sanitary Supply Co.	"		701.85
" " " "	"	1035.84	333.99
Carlson Oil Co.	"		7.78
Carolina Biological Supply	"		249.57
Carroll Press	"		11.00
Christiansen Radio, Inc.	"		107.50
Central Air Supply	"		13.72
Chicago Tribune	Ad		66.30
Cho's Office Machine Repair	Repairs		78.29
Clean Towel	Supplies		11.50
Cleveland Cotton Products	"		77.40
Commercial Office Supplies	Equipment		110.00
Concept Media	Filmstrip		15.00
Concrete Construction Pubs.	Books		17.50
Concrete Reinforcing Steel Institute	Books		50.00
" " " "	Book	55.00	5.00
Consolidated Forwarding	Freight		10.93
Constructive Playthings	Supplies		34.70
Container Haulway	Service		507.00
Continental Western Insurance	Equipment		400.00
Cory's	Supplies		7.73
"	"		.78
"	"		1.56
"	"	86.62	3.30
"	"		53.49
"	"		1.17
"	"		18.59
Coulson Sign Service	Service		450.00
Council of Planning Librarians	Books		11.00
Cowles Communications, Inc.	Equipment		85.00
Crescent Electric Supply	Supplies		133.56
Cumulative Index to Nursing Lit.	Subscription		25.00
Custom Fabricators	Supplies		7.50
Dale Miller Ford, Inc.	Repairs		27.10
Deaton's Feed Store	Supplies		32.10
Deco Engineering Products	"		51.70
Delmar Publishers	Books		253.23
Delta Pi Epsilon, Inc.	Supplies		7.20
Deluxe Uniform Rental Service	Service		79.30
Wayne Dennis Supply Co.	Supplies		5.53
" " " "	Repairs	158.16	80.85
" " " "	Supplies		71.78
Dennison Mfg. Co.	"		783.00

**APPROVED**

*CNT*

BOARD MEMBER

BOARD MEMBER

DATE January 30, 1973

TO Board of Directors

RE: One method of computing salary adjustments for school year 1973-74.  
(This method with some consideration for merit recognition, was used  
in adjusting salaries for the current year.)

72-73									
<u>Average</u>	<u>Inc.</u>	<u>Salary</u>	<u>Inc.</u>	<u>Salary</u>	<u>Inc.</u>	<u>Salary</u>	<u>Inc.</u>	<u>Salary</u>	
<u>Salary</u>	<u>4%</u>	<u>Salary</u>	<u>4½%</u>	<u>Salary</u>	<u>5%</u>	<u>Salary</u>	<u>5½%</u>	<u>Salary</u>	

INSTRUCTIONAL

General Ed.

9 Month Staff	\$11,760	\$470	\$12,230	\$529	\$12,289	\$588	\$12,348	\$647	\$12,407
(\$560 was used for this grouping in FY-73)									
12 Month Staff	13,337	533	13,870	600	13,937	667	14,004	734	14,071
(\$587 was used for this grouping in FY-73)									

Career Ed.

12 Month Staff	12,232	489	12,721	550	12,782	612	12,844	673	12,905
(\$587 was used for this grouping in FY-73)									

Directors

	18,805	752	19,557	846	19,651	940	19,745	1,034	19,839
(\$800 was used for this level in FY-73)									

Counselors

<u>and</u>									
<u>Coordinators</u>	14,599	584	15,183	657	15,256	730	15,329	803	15,402
(\$700 was used for this level in FY-73)									

January 31, 1973

NEW PROGRAMS OR SECTIONS BEING CONSIDERED FOR FY 74

New Career Programs

Front End Alignment  
Bricklaying  
Child Care Associate  
Dental Hygiene  
Financial Marketing  
Inhalation Therapy  
Legal Section

Medical Section  
Medical Lab Technician  
Lumber Yard Management  
Plumbing  
Truck Driving  
Veterinarian Assistant

Additional Sections

Office Occupations - Boone  
Office Occupations - Urban Campus  
Building Trades - Ankeny  
Accounting Specialist - Ankeny  
Fashion Merchandising - Ankeny  
Associate Degree Nursing - Ankeny

New Supplemental Program

Veterans Agriculture - Newton

New Para-Professional Programs - Ankeny

Social Service Associate  
Alcohol and Drug Counseling  
Community Mental Health  
Developmental Disabilities  
Journalism  
Legal Assistant  
Fire Science Technician  
Commercial Aviator  
Public Administrator  
Environmental Safety

New Para-Professional Programs - Boone

Environmental Control Technician  
Recreational Leadership