

BOARD MINUTES

BURLINGTON AREA SCHOOL DISTRICT

David Thompson	President
William Campbell	Vice-President
Scott Barrett	Treasurer
Susan Kessler	Clerk
Rosanne Hahn	
John Anderson	
Larry Anderson	

Board of Education meeting held on December 12, 2011.

- Call to Order
Board President David Thompson called the meeting to order at 7:08 P.M. Present at this meeting were Board members David Thompson, William Campbell, Scott Barrett, Susan Kessler, Rosanne Hahn, John Anderson, Larry Anderson, administrators David Moyer, Peter Smet, Connie Zinnen and Board Secretary Priscilla Crowley.
- Minutes
On a motion by John Anderson, seconded by William Campbell, the minutes of the meeting held on November 14, 2011 were unanimously approved as presented.
- Bank Statement and Payment of Bills
On a motion by John Anderson, seconded by William Campbell, the Board voted to approve the bank statement for November and to authorize the payment of bills for November.

SCHOOL BOARD BANK STATEMENT RECONCILIATION REPORT NOVEMBER 2011

Total of Beginning Cash on Hand	\$861,684.91
Revenues/Deposits	
Local Government Investment Pool Transfers	\$2,850,000.00
Interest Earned	\$122.71
District Office Deposits	\$80,638.42
School Deposits	\$9,524.78

Food Service Deposits	\$54,000.95
Community Education Deposits	\$8,250.00
ACH Returns From Payroll Direct Deposits	\$34.59
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Deposits	\$3,002,571.45
Total Available Cash on Hand	\$3,864,256.36
Expenditures/Withdrawals	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,190,782.63
Payroll Deduction Expenditures	-\$76,250.26
Wisconsin Retirement Automatic Withdrawal	-\$188,840.83
State Payroll Taxes	-\$89,608.93
Federal Payroll Taxes	-\$416,480.64
General Expenditures (Ck.#220607 to Ck.#221085)	-\$1,186,205.14
BASD Credit Card Automatic Withdrawal	-\$1,569.00
Food Service Online Credit Card Fees	-\$971.95
Community Ed Online Credit Card Fees	-\$376.85
NSF Checks Returned by the Bank	-\$484.00
Voided Checks	\$0.00
Banking Supplies and Fees	\$0.00
Total Withdrawals	-\$3,151,570.23
Total of Ending Cash on Hand	\$712,686.13
Bank Statement Information	
Bank Statement Balance – End of Month	\$1,091,522.59
Deposits in Transit	
Outstanding Checks	-\$378,836.46
Adjusted Bank Statement Balance	\$712,686.13
Variance	\$0.00

4. Recognition of Staff Students and Programs

- The Board of Education recognized the Girls 2011 State Volleyball Champions from Burlington High School. Certificates were presented to all team members and their coaches. The Board congratulates the team and coaching staff on their accomplishment.

5. Recognition of Guests and District Residents

- Limit of 3 minutes for comments.

Citizen Bonnie Ketterhagen read a prepared statement regarding staff benefits and the cost to the taxpayers.

6. Resignations/Leave of Absence

The Personnel Committee presented the following resignations and leave of absence to the full Board for approval:

- Emily DeWitt – Dyer Intermediate School – part time Special Education Aide – effective December 13, 2011

Extra Curricular Positions

- Ashley Cates – Assistant Varsity Softball Coach – Burlington High School – effective immediately
- Stacy Stoughton – Karcher Middle School – Grades 7 & 8 Track Coach – effective 2011-12 school year
- Kristine Thompson – Karcher Middle School – Grade 7 & 8 Cheerleading Coach – effective December 23, 2011
- Ken France – Head Coach – Girls Swim Team – effective end of 2011-12 school year

Leave of Absence

- Linda Koch – leave of absence – December 1, 2011 through January 31, 2012 – Special Education Aide

On a motion by William Campbell, seconded by Susan Kessler, the Board voted unanimously to approve the resignations and leave of absence as presented.

7. Appointments

The Personnel Committee presented the following appointments to the full Board for approval:

- Doreen Daniels – Administrative Assistant – Burlington High School Activities Office – effective immediately

Extra Curricular Positions

- Mary Parker – Assistant Girls Basketball Coach – Burlington High School – effective immediately
- Kathy Wiesend – Grades 7 & 8 Cheerleading Coach – Karcher Middle School – effective January 3, 2012
- Julie Gesteland – Volleyball Coach – Grades 7 & 8 – Karcher Middle School – effective 2011-12 school year

- Casey Miller – transfer from Wrestling Coach – Grades 7 & 8 to Wrestling Coach Assistant – Burlington High School – effective 2011-12 school year
- Burlington High School – Lunchroom Supervision – Term 2
 - Jodi Peterson
 - Joel Molitor
 - Tom Gilding
 - Dave Caldwell
 - Dan Luneau
 - Jade Gribble
 - Josh Dow
 - Gordon Nikolic
- Jackie Bladow – District Literacy Team – effective 2011-12 school year
- Katie Olson – District Math Team – effective 2011-12 school year
- Chad Ehlen – Karcher Middle School – Grade 7 & 8 Wrestling Coach – effective 2011-12 school year (non-staff)
- Tim Burd – Burlington High School – Assistant Girls Varsity Softball Coach – effective 2011-12 school year (non-staff)
- Tom Fitzpatrick – Varsity Wrestling Assistant – volunteer – 2011-12 school year – (non-staff)
- Dustin Elsbury – JV Assistant Wrestling Coach – volunteer – 2011-12 school year – (non staff)

School Forest Coordinators

- Trent Tonn & Jodi Rogahn – School Forest Coordinators – effective 2011-12 school year

Board of Education – Citizen Representative

- Bill Smitz – Finance Committee

On a motion by William Campbell, seconded by Scott Barrett, the Board voted 6 to 1 in favor of approving the appointments as presented.

8. Donations

- Burlington High School
 - James Cowan - \$1,000 for Scholarship at Burlington High School
 - Sharyn Ribich – donation of camera technology to Burlington High School
 - Ron Kahl – donation of \$600 to the Burlington High School Boys Basketball program

On a motion by Rosanne Hahn, seconded by John Anderson, the Board voted unanimously to accept the donations as presented.

- Cooper Elementary School
 - Cooper PTO
 - 9 iPads
 - \$100 for teachers to purchase educational materials
 - Money was donated to the library for the purchase of books

- Cooper Book Fair – donation of books for classroom teachers
- Target Corporation – donation of \$324.49
- Sarah Wendorf – donation of books to the Cooper Library
- Debbie Wendorf – donation of the book, “Pilgrim Cat” to the Cooper Library
- Blakeman Family – donation of \$100 for Mrs. Eck’s classroom
- Gift certificates from the following businesses in support of Cooper’s Positive Behavior program:
 - Dominos
 - Culvers
 - Traxside
 - Towne & Country Lanes
 - Wendy’s
 - Dairy Queen
 - McDonalds

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted unanimously to accept the donations as presented.

- Winkler School
 - Jatinder Singh of the Hunny Tree Exxon Mobil gas station - \$500 through the US Venture, Inc. Exxon Mobil Fuels Marketing Educational Alliance Program
 - Kathy Dean of “Photography by Kathy” – donation of \$765.80 – a percentage of her proceeds from orders submitted through School Picture Day on October 4, 2011

On a motion by Rosanne Hahn, seconded by John Anderson, the Board voted unanimously to accept the donations as presented.

- Waller School
 - Grey and Cindy Halstead – donation of 5 books for the Waller School Library

On a motion by John Anderson, seconded by Susan Kessler, the Board voted unanimously to accept the donation as presented.

- Dyer Intermediate School
 - Bentley Systems - \$500 STEM Scholarship Grant made possible through the sponsorship of Bentley Colleagues Kim Gustafson and Nancy Prochert. It will be used to expand skills in Science, Technology, Engineering and Math.

On a motion by Rosanne Hahn, seconded by John Anderson, the Board voted unanimously to accept the donation as presented.

9. Committee Reports

- Long Range Planning – nothing to report
- Policy Committee
 - **Board action required for the following:**
 - **2nd Reading for the following policies:**

- **Energy Management - #781** – On a motion by Susan Kessler, seconded by John Anderson, the Board voted unanimously to approve Policy #781 as presented.
 - **School Volunteers - #353.1** – On a motion by Susan Kessler, seconded by John Anderson, the Board voted unanimously to approve Policy #353.1 as presented.
 - **Animals in Schools - #494** – On a motion by Susan Kessler, seconded by Rosanne Hahn, the Board voted unanimously to approve Policy #494 as presented.
 - **Weapons in Schools - #832** – On a motion by Susan Kessler, seconded by John Anderson, the Board voted unanimously to approve Policy #832 as presented
 - Personnel Committee
 - November 14, 2011 – 6:30 P.M. – **No Board action required**
 - November 14, 2011 – 7:30 P.M. – **Board action required for the following:**
 - **Approval of Part I of the Employee Handbook** – On a motion by William Campbell, seconded by John Anderson, the Board voted unanimously to approve Part I of the Employee Handbook
 - December 12, 2011 – 6:30 P.M. – **No Board action required**
 - Buildings/Grounds/Transportation Committee – nothing to report
 - Community Education Committee – nothing to report
 - Curriculum Committee
 - November 21, 2011 – **No Board action required**
 - Finance Committee
 - November 14, 2011 – **No Board action required**
10. Superintendent's Report
- Superintendent Moyer reported to the Board on the following subjects:
 - CESA II Update
 - Administrator Professional Update
 - BASD Salary Information
11. Adjourn
- On a motion by Rosanne Hahn, seconded by William Campbell, the meeting was adjourned at 7:53 P.M.

Respectfully submitted,

Susan Kessler, Clerk