



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION
NOVEMBER 12, 2012
7:00 P.M.
DISTRICT OFFICE

David Thompson	President
William Campbell	Vice-President
Scott Barrett	Treasurer
Rosanne Hahn	Clerk
Larry Anderson	
Philip Ketterhagen	
Roger Koldeway	

Board of Education meeting held on November 12, 2012.

1. Call to Order
Board President David Thompson called the meeting to order at 7:00 P.M. Present at this meeting were Board members David Thompson, William Campbell, Scott Barrett, Larry Anderson, Rosanne Hahn, Philip Ketterhagen, Roger Koldeway, administrators Peter Smet, Connie Zinnen, Ruth Schenning and Board Secretary Priscilla Crowley.
2. Change in Agenda Order
On a motion by Rosanne Hahn, seconded by Larry Anderson, the Board voted to alter the order of the agenda, placing Recognition of the Burlington High School Trap team as item number 4 on the agenda instead of item number 7.
3. Recognition of Staff, Students and Programs
 - Burlington High School Trap Shooting Team – National Championship winners
Board President David Thompson presented the team with a congratulatory plaque from the Board of Education. The Board congratulates the Trap Shooting Team for their outstanding accomplishments.

4. Board Minutes
On a motion by Rosanne Hahn, seconded by William Campbell, the minutes of the October meeting were approved as presented.

5. Bank Statement and Bills
On a motion by Scott Barrett, seconded by William Campbell, the Board voted to approve the bank statement and approve the payment of bills for October. Roger Koldeway raised a question regarding an item that appeared to have been placed on the report twice. It was stated that the matter would be looked into and rectified if necessary.

**BURLINGTON AREA SCHOOL DISTRICT
BANK STATEMENT RECONCILIATION REPORT
OCTOBER 2012**

Total of Beginning Cash On Hand	\$1,090,608.83
Revenue/Deposits:	
Local Government Investment Pool Transfers	\$3,000,000.00
Interest Earned	\$102.12
District Office Deposits	\$57,604.73
School Deposits	\$12,559.80
Food Service Deposits	\$57,103.91
Community Education Deposits	\$8,535.00
ACH Returns From Payroll Direct Deposits	\$708.57
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Deposits	<u>\$3,136,614.13</u>
Total Available Cash on Hand	<u>\$4,227,222.96</u>
Expenditures/Withdrawals:	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,282,272.54
Payroll Deduction Expenditures	-\$110,143.90

Wisconsin Retirement Automatic Withdrawl	-\$182,291.74
State payroll Taxes	-\$98,667.65
Federal Payroll Taxes	-\$463,162.51
General Expenditures (CK#224229 to CK#224969)	-\$1,323,674.16
BASD Credit Card Automatic Withdrawl	\$0.00
Food Service Online Credit Card Fees	-\$949.01
Community Ed Online Credit Card Fees	-\$523.43
NSF Checks Returned by the Bank	-\$158.00
Voided Checks	\$331.00
Long Term Debt Payments	-\$415,157.43
Banking Supplies and Fees	-\$150.00
Total Withdrawls	<u><u>-\$3,876,819.37</u></u>
Total of Ending Cash on Hand	<u><u>\$350,403.59</u></u>
Bank Statement Information	
Bank Statement Balance – End of Month	\$1,013,670.55
Deposits in Transit	\$0.00
Outstanding Checks	-\$663,266.96
Adjusted Bank Statement Balance	<u><u>\$350,403.59</u></u>
Variance	\$0.00

6. Resignations

The Personnel Committee recommended the following resignations and retirement to the full Board for approval:

- Amy Phillips – teacher Karcher Middle School – resignation effective October 12, 2012

On a motion by William Campbell, seconded by Scott Barrett, the Board voted to accept the resignation of Amy Phillips

- Thomas Preusker – citizen representative for the Finance Committee – effective immediately

On a motion by William Campbell, seconded by Larry Anderson, the Board voted to accept the resignation of Thomas Preusker

- Susan Semrad – teacher Dyer Intermediate School – retirement effective June 7, 2013

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted to accept the retirement of Susan Semrad

7. Appointments

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

- Jessica Richie – teacher –Karcher Middle School – 100% contract – effective October 15, 2012
- Shelly Mutter – TSID Aide – Dyer Intermediate School – 3 ¾ hrs. per day – effective October 2012

Substitute Custodians

- Deven Brown
- Bruce Trongeau

Substitute Teachers

- Mary Elliott
- Karen Kane

Extra Curricular Activity – Change in Contract

- Dave Milatz (non-staff) – High School Football Coach – from full contract to 50% contract – to be shared with Mike Lidholm (staff)

Extra Curricular Volunteers

- Dustin Elbury – Assistant Wrestling Coach – Burlington High School (non-staff)
- Matthew Pollek – Assistant Basketball Coach (Boys) – Burlington High School (non-staff)

On a motion by William Campbell, seconded by Scott Barrett, the Board voted to approve the appointments as presented.

8. Donations

Burlington High School

- Burlington High School Athletic Department – donation of \$3,500 for the cost of purchase and installation of two new speakers on the football/soccer field at Burlington High School
- Burlington High School Athletic Association – donation of \$1,200 for the purchase of t-shirts as a give-away for students at various athletic events

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

Karcher Middle School

- Lysol® “Healthy Classroom” sweepstakes – Dina Weis – 8th grade teacher – awarded prize of \$500 gift card for purchase of classroom supplies and one case of Lysol® Disinfecting Wipes

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

9. Field Trip

- Baseball Team Spring Field Trip – overnight – April 4-7 – Scott Staude, Varsity Baseball Coach

On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted unanimously to approve the field trip as presented.

10. Committee Reports

- Buildings/Grounds/Transportation
- November 5, 2012
 - **Board action required for the following:**
 - **Additional Security Cameras for Burlington High School and Karcher Middle School**

A motion was made by Larry Anderson and seconded by Roger Koldeway to approve additional security cameras for Burlington High School and Karcher Middle School. Philip Ketterhagen requested that the motion be amended as follows: Requested approval of additional security cameras for Burlington High School and Karcher Middle School with the understanding that the \$25,000 allotted each year for security cameras be limited to a maximum of 5 years only from this date forward. Roger Koldeway seconded the amended motion.

Discussion took place, it was pointed out that the \$25,000 included security items other than cameras. After completion of discussion David Thompson called for a vote on the amendment to the original motion. The vote on the amended motion was as follows:

Roger Koldeway	Yes
Philip Ketterhagen	Yes
David Thompson	No
William Campbell	No
Larry Anderson	No
Rosanne Hahn	No
Scott Barrett	No

The amended motion failed to pass on a vote of 5-2 against.

David Thompson then called for a vote on the original motion. The vote on the original motion to approve the addition of security cameras to Burlington High School and Karcher Middle School passed unanimously.

- Community Education – nothing to report

- Curriculum Committee
- October 15, 2012
 - **Board action required for the following:**
 - **Approval of Youth Options for the 2012-13 school year**
On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted unanimously to approve Youth Options for the 2012-13 school year.
- Finance Committee
- October 29, 2012 – **no further Board action required**
- Long Range Planning – nothing to report
- Personnel Committee
- October 8, 2012
 - **Board action required for the following:**
 - **Teacher Certification – Burlington High School**
On a motion by William Campbell, seconded by Larry Anderson, the Board voted unanimously to approve the teacher certification for a Burlington High School teacher
- October 17, 2012 – **no further Board action required**
- November 12, 2012
- **Board action required for the following:**
- **Appointment of Citizen Representatives**
The following people were presented to the full Board for approval as Citizen Representatives on Board committees for a 1- year appointment:

Karen Tolle	Policy
Bill Smitz	Finance
Dia Kleitsch	Curriculum
Judith Kraschnewski	Finance

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted to approve the appointments as presented.
- Policy Committee – nothing to report
- Other Meetings
 - Action Meeting – October 29, 2012 – **no further Board action required**
 - Expulsion Hearing – October 29, 2012 – **no further Board action required**

11. Superintendent's Report
Peter Smet reported on the following items:

- High School Plan Scores - very pleased with the results, the scores have risen
- State Education Convention – reminded Board members to sign up if they are planning to attend
- Girls Volleyball Team awarded State Championship
- Boys Volleyball Team awarded 2nd in State

12. Announcements

Larry Anderson presented a comparison of the Burlington School District Insurance costs with State Employees – effective as of January 1, 2013.

13. Adjourn

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted to adjourn at 7:56 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk