



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION BOARD MINUTES

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 May 14, 2012.

1. Call to Order

Board President David Thompson called the meeting to order at 7:01 P.M. Present at this meeting were Board members David Thompson, William Campbell, Scott Barrett, Rosanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldeway, administrators David Moyer, Connie Zinnen and Board secretary Priscilla Crowley.

2. Board Minutes

On a motion by Rosanne Hahn, seconded by Roger Koldeway, the minutes of the April 9, 2012 meeting were approved as presented.

3. Bank Statement and Bills

On a motion by Scott Barrett, seconded by William Campbell, the Board voted unanimously to approve the Bank Statement and authorize the payment of bills for April 2012.

BURLINGTON AREA SCHOOL DISTRICT BANK STATEMENT RECONCILIATION REPORT APRIL 2012

Total of Beginning Cash on Hand	\$4,433,307.28
Revenues/Deposits	
Local Government Investment Pool Transfers	\$0.00
Interest Earned	\$310.97
District Office Deposits	\$383,843.10

School Deposits	\$12,657.80
Food Service Deposits	\$40,910.61
Community Education Deposits	\$16,572.00
ACH Returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Deposits	\$454,294.48
Total Available Cash on Hand	\$4,887,601.76
Expenditures/Withdrawals:	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,145,870.35
Payroll Deduction Expenditures	-\$75,732.24
Wisconsin Retirement Automatic Withdrawl	-\$196,804.40
State Payroll Taxes	-\$86,298.36
Federal Payroll Taxes	-\$401,105.10
General Expenditures (Ck#222471 to Ck#222829)	-\$1,184,487.36
BASD Credit Card Automatic Withdrawl	-\$1,536.19
Food Service Online Credit Card Fees	-\$783.27
Community Ed Online Credit Card Fees	-\$100.48
NSF Checks Returned by Bank	
	\$3,981.59
Voided Checks	
Banking Supplies and Fees	
Total Withdrawals	-\$3,088,736.16
Total of Ending Cash on Hand	\$1,798,865.60
Bank Statement Information	
Bank Statement Balance – End of Month	\$2,154,538.22
Deposits in Transit	
Outstanding Checks	-\$355,672.62
Adjusted Bank Statement Balance	\$1,798,865.60
Variance	\$0.00

4. Recognition of Staff, Students, Programs

The Board of Education recognized the following students and programs for their excellence:

- Burlington High School Forensics Team - Awarded "Excellence In Speech" from the State of Wisconsin
- Future Business Leaders of America – Sam Jagodzinski – 1st Place in State in Business Procedures; Zach Martin, Chase Robers and Matt Gilyani – 2nd Place in State – Marketing
- Bailey Fitzpatrick – 2012 Wisconsin State Gymnastic Champion
- Lauren Nadolski – 2012 Kohl Foundation Excellence in Scholarship Winner

5. Resignations/Retirements

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

- Richard Hartman – 4 hour custodian – resignation effective at the completion of the 2011-12 school year
- Jim Ehlen – 4 hour custodian – resignation effective at the completion of the 2011-12 school year
- Ed Brenton – Tech Ed Teacher, Burlington High School – effective at the completion of the 2011-12 school year
- Marilyn Briggs – Special Education Teacher – Cooper School – effective at the completion of the 2011-12 school year
- Mike Silkwood – Tech Ed Teacher – Karcher Middle School – effective at the completion of the 2011-12 school year
- Lorrie Wagner – Phy Ed Teacher – Burlington Area School District – effective at the end of the 2011-12 school year
- Carmen Brito-Rieselbach – Spanish Teacher – Burlington High School – effective at the completion of the 2011-12 school year
- Jennifer Stever – Science Teacher – Burlington High School – effective at the completion of the 2011-12 school year
- Shelly Mutter – Phy Ed Teacher – resignation from 44.78% of her contract – effective at the completion of the 2011-12 school year
- Kathy Behrens – Phy Ed Teacher – Cooper Elementary School – effective at the completion of the 2011-12 school year

Retirement

- Amy Solum – retirement effective April 30, 2012

On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted unanimously to approve the resignations and retirement as presented.

6. Appointments

The Personnel Committee presented the following appointment to the Board for approval:

- Ruth Schenning – District Business Manager – effective July 1, 2012

On a motion by Rosanne Hahn, seconded by Scott Barrett, the Board voted to approve the appointment as presented. Roger Koldeway commented that he believed the Board should be more involved in the hiring process for administration.

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

Volunteers

- April Carr – Assistant Freshman Softball Coach – (staff member)
- Alex Villarreal – Assistant Coach Baseball – (non staff)

Summer School Principal

- Christine Anderson – Summer School Principal – 2012

Summer School Teacher Aides

- Dan Powers

Summer School Teacher

- Piper Smith

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

7. CESA II – 2012-13 Contract

- On a motion by Philip Ketterhagen, seconded by Roger Koldeway, the Board voted to approve the CESA II Contract for 2012-13.

8. Donations

- Waller Elementary School
 - Ann Hallada – donation of 65 books to the Waller Library
On a motion by Rosanne Hahn, seconded by Scott Barrett, the Board voted to accept the donation as presented.
- Project Active Citizen (PAC House)
 - Mr. & Mrs. Robert Kastengren – donation of an I-Pad and case
On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted to accept the donation as presented.
- Burlington High School
 - Senior Class of 2012 – Senior Football Players – donation of an adjustable flat bench for the BHS weight room
 - Runzheimer International – donation of \$500 to Future Business Leaders of America to help offset the cost of the FBLA trip to the Leadership Conference in San Antonio, TX
On a motion by Scott Barrett, seconded by William Campbell, the Board voted to accept the donations as they were presented.

9. Field Trips

- BHS A Cappella Choir trip to Chicago Festival of Gold – March 22-26, 2012 – submitted by Penny Yanke, BHS Choir Director
- BHS Choir to New York City – March 27 - April 2, 2013 – submitted by Penny Yanke – BHS Choir Director
- Future Business Leaders of America (FBLA) – National Leadership Conference – Friday, June 29-Monday, July 2, 2012 – San Antonio, TX – Michele Peetz – Advisor/Chaperone

On a motion by Rosanne Hahn, seconded by William Campbell, the Board voted to approve the field trips as presented.

10. Wisconsin Interscholastic Athletic Association

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted unanimously to approve membership in the Wisconsin Interscholastic Athletic Association for 2012-13.

11. Committee Reports

- Curriculum Committee – nothing to report
- Finance Committee
 - April 23, 2012 – **Board action required for the following:**
 - **Student Fee Schedule – 2012-13**
 - On a motion by Scott Barrett, seconded by Roger Koldeway, the Board voted to approve the Student Fee Schedule for the 2012-13 school year
 - May 1, 2012 – **No Board action required**
- Long Range Planning Committee – nothing to report
- Policy Committee – nothing to report
- Personnel Committee
 - April 9, 2012 (closed) – **No Board action required**
 - April 9, 2012 (open) – **Board action required for the following:**
 - **Substitute Employee Portion of the Handbook – Section VIII**
 - On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted to approve Section VIII of the Employee Handbook
 - April 23, 2012 – **No Board action required**
- Buildings/Grounds/Transportation
 - April 23, 2012 – **Board action was taken at the Action meeting scheduled after the Buildings/Grounds/Transportation meeting**
- Community Education – nothing to report
- Other Meetings
 - **No Board action was required for the following meetings;**
 - Board Reorganization Meeting – April 23, 2012
 - Action Committee Meeting – April 23, 2012
 - Board Meeting – April 30, 2012
 - Board Meeting – May 1, 2012
 - Board Meeting – May 7, 2012
 - **Board action was required for the following meeting:**
 - Committee of the Whole – April 30, 2012
 - **Approval of the High School Equestrian Team**

- On a motion by Scott Barrett, seconded by William Campbell, the Board voted to approve the Equestrian Team for Burlington High School

12. Superintendent's Report

The following items were reported on:

- Newspaper Article – Racine Journal Times regarding volunteers for the Burlington Area School District
- Second Chance Partners – renewal of program for 2012-13
- CESA II Update
- Assessment Workshop Report – Workshop was held at Veteran's Terrace on May 9 with approximately 50 educators in attendance

13. Announcements

Peter Smet announced that the parameters for the resolution on borrowing had been met and on May 9 the borrowing resolution was executed for one piece of debt at a lower interest rate.

14. Adjourn

On a motion by Rosanne Hahn, seconded by William Campbell, it was voted to adjourn the meeting at 7:45 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk