



## **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 August 13, 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, Rosanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldeway, administrators Peter Smet, Connie Zinnen and Board secretary Priscilla Crowley.

2. Board Minutes

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

3. Bank Statement/Bills

On a motion by Scott Barrett, seconded by William Campbell, the Board voted to approve the bank statement and authorize the payment of bills for July 2012.

### **BURLINGTON AREA SCHOOL DISTRICT BANK STATEMENT RECONCILIATION REPORT JULY 2012**

<b>Total Beginning Cash on Hand</b>	\$725,622.66
<b>Revenues/Deposits:</b>	

Local Government Investment Pool Transfers	\$3,000,000.00
Interest Earned	\$56.41
District Office Deposits	\$97.00
School Deposits	\$1,091.00
Food Service Deposits	\$681.95
Community Education Deposits	\$21,868.50
ACH Returns from Payroll Direct Deposits	\$141.52
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
<b>TOTAL DEPOSITS</b>	<b><u>\$3,023,936.38</u></b>
<b>TOTAL AVAILABLE CASH ON HAND</b>	<b><u>\$3,749,559.04</u></b>
<b>Expenditures/Withdrawals:</b>	
Employee Payroll Withdrawls (Direct Deposit)	-\$1,013,417.95
Payroll Deduction Expenditures	-\$86,791.44
Wisconsin Retirement Automatic Withdrawl	-\$192,362.16
State Payroll Taxes	-\$79,438.67
Federal Payroll Taxes	-\$365,746.79
General Expenditures (CK #223596 to CK #223809)	-\$1,963,916.57
BASD Credit Card Automatic Withdrawl	-\$290.77
Food Service Online Credit Card Fees	-\$134.09
Community Ed Online Credit Card Fees	-\$1,020.52
NSF Checks Returned by the Bank	-\$11.25
Voided Checks (#223550, 223596, 223602) Net of 2011 Ck #219028	\$1,182.12

Banking Supplies and Fees	\$0.00
<b>Total Withdrawals</b>	<u>-\$3,701,948.09</u>
<b>Total of Ending Cash on Hand</b>	<u>\$47,610.95</u>
<b>Bank Statement Information</b>	
Bank Statement Balance – End of Month	\$1,485,508.92
Deposits in Transit	\$0.00
Outstanding Checks	-\$1,437,897.97
<b>Adjusted Bank Statement Balance</b>	<u>\$47,610.95</u>
<b>Variance</b>	\$0.00

4. Recognition of Guests and District Residents

- Nancy Satola – representing AFS requested that the Board of Education allow 2 additional Foreign Exchange Students to attend Burlington High School for the upcoming 2012-13 school year
- Karen Tolle – spoke on behalf of the AFS program and requested that the Board consider revising its previous decision
- Jeanne Berendt – spoke on behalf of the AFS program and stated that her family would be the host family for both of the potential students
- Superintendent Peter Smet commented that the Board of Education had taken action at a previous Board meeting to allow 3 AFS students and 1 Rotary Foreign Exchange student to attend Burlington High School for the upcoming school year. The Board of Education gave permission for the posting of a meeting of the Board of Education for Wednesday, August 15 to discuss and act upon the request for additional Foreign Exchange Students.
- Pat Hoffman requested that the Board consider a larger venue for Board meetings to help alleviate the crowded conditions that are currently being experienced at Board meetings.

5. Recognition of Staff, Students and Programs

- Sam Jagodzinski – Future Business Leaders of America – 1<sup>st</sup> Place in National competition – 2 years in a row. Awarded a congratulatory plaque from the Board of Education

6. Resignations

The Personnel Committee of the Board of Education presented the following resignations to the full Board for approval:

- Linda Koch – Special Education Aide - resignation effective immediately
- Jennifer Thieme – Teacher Aide – resignation effective immediately
- Elizabeth Carlson – Special Education Teacher – Cooper School – effective July 31, 2012
- Madonna Carr – Speech Pathologist – Waller School – effective immediately
- Tammy Brooks – TSID Aide – part-time – Dyer Intermediate School – effective 2012-13 school year
- Barb Marshall – Teacher Aide – Karcher Middle School - effective 2012-13 school year

Extra Curricular Activities

- Chad Ehlen – Coach – Karcher Wrestling – effective immediately
- Michele Peetz – Yearbook Business Manager – effective 2012-13 school year
- Casey Miller – Wrestling Assistant – BHS – effective 2012-13 school year

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

7. Appointments

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

- Amber Curtis – Business Education Teacher – 100% contract – Dyer Intermediate School and Burlington High School
- Megan Behringer – part time Instructional Aide – Cooper Elementary School – effective 2012-13 school year
- Colin Galitz – 40% Music Teacher – Burlington High School/Dyer Intermediate School – effective 2012-13 school year
- Kathy Karsten – Music Teacher – 100% contract – Dyer Intermediate School – effective 2012-13 school year
- Andrew Krupp – Psychologist – 100% contract – Burlington High School, Winkler School and parochial schools – effective 2012-13 school year
- Rebecca Sagedal – Administrative Assistant – Athletic/Activities/Community Education Departments – Burlington High School – effective immediately
- Dana Bower – Special Education Aide – part-time – Winkler Elementary School – effective 2012-13 school year
- Pamela Mather – Special Ed Aide – part time – Dyer Intermediate School – effective 2012-13 school year
- Ruthie Trost – Special Education Teacher – Cooper Elementary School – 100% contract – effective 2012-13 school year

Extra Curricular Activities

- Brenna McCormick – Assistant Tennis Coach – Burlington High School – effective 2012-13 school year – staff member
- Amber Curtis – Tech Support – Dyer Intermediate School – effective 2012-13 school year
- Michelle Glisch – Special Area Team Leader – Dyer Intermediate School – effective 2012-13 school year
- Casey Miller – Wrestling Coach – Karcher Middle School – effective 2012-13 school year

Department Chairs – Burlington High School

- Carrie McCanna – Art & Design
- Jade Gribble – Business Education
- Carrie Fidler – English
- Eric Ellingham – Math
- Dave Caldwell – Modern Language
- Deb Steager/Jerod Boyd – Special Education
- Penny Yanke – Music
- Lindsay Grant – Wellness
- Troy Everson – Science
- Jeremy Fitch – Social Studies
- Casey Miller – technical Education & Engineering
- Ken France – School Counselors

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

8. Donations

- Burlington High School
  - Jan Elbert – donation of computer technology to the Burlington High School Science Department  
On a motion by Rosanne Hahn, seconded by William Campbell, the Board voted to accept the donation as it was presented.
- Summer School Program
  - Dominos Pizza Certificates
  - Dairy Queen Ice Cream Cone Certificates
  - McDonalds Ice Cream Cone Certificates  
On a motion by Rosanne Hahn, seconded by Philip Ketterhagen, the Board voted to accept the donations as presented.

9. Field Trip

- FFA Officer Retreat – August 14-15 – overnight canoeing trip down the Wisconsin River – Jodi Rogahn, advisor  
A motion was made by William Campbell and seconded by Scott Barrett to approve the field trip as presented. Prior to a vote being

taken, Board member Roger Koldeway asked that the Board be given more notice for approval of field trips. The Board voted unanimously to approve the field trip.

#### 10. WASB Election – Region 13 – Board of Directors

After discussion the Board determined that they would not be submitting any nominations for Region 13 Wisconsin Association of School Boards Board of Directors.

#### 11. Committee Reports

- Policy Committee – nothing to report
- Personnel Committee
  - **No Board action required for the following meetings:**
    - **July 9 – closed session**
    - **July 9 – open session**
    - **July 30 – closed session**
    - **August 6 – open session**
    - **August 6 – open session**
  - **Board action required for the following:**
    - **August 13, 2012 – open session**
    - **Proposed change in carrier for Medicare Supplement for retirees.**
      - **On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted 6-0 to change carriers for Medicare Supplement Insurance for retirees to Monumental Life Insurance. Rosanne Hahn did not vote.**
    - **August 13, 2012 – closed session**
      - **Retiree request for change of insurance benefit**
        - **On a motion by William Campbell, seconded by Scott Barrett, the Board voted to approve the requested change to benefit insurance per the retiree's request**
- Buildings/Grounds/Transportation – nothing to report
- Community Education – nothing to report
- Curriculum Committee – nothing to report
- Finance Committee – nothing to report
- Long Range Planning Committee – nothing to report
- Other Meetings
  - Action Meeting – July 7, 2012
    - **No Board action required**

#### 12. Superintendent's Report

- Foreign Exchange Students

- The AFS students approved for 2012-13 are: Jorge Escobar of Paraguay, Lintang Anindyajati of Indonesia, and Anna Kozlova of Russia. One student will be sponsored by Rotary and his name is Ricardo Vega.
- Peter Smet, Gail Spitzenberger, Rosanne Hahn, Roger Koldeway and Philip Ketterhagen attended the “Educators Effectiveness Conference.” They found this conference to be worthwhile conference that pointed out several issues that will need to be addressed in the future.

13. Announcements

- Board President David Thompson reminded everyone that an open session Personnel Committee meeting was scheduled to start immediately following the Board meeting.

14. Adjourn

On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted to adjourn the meeting at 7:40 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk