

OFFICIAL MINUTES

BURLINGTON AREA SCHOOL DISTRICT

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

Board of Education meeting held on November 8, 2010.

1. Board President John Anderson called the meeting to order at 7:00 P.M. Present at this meeting were Board members John Anderson, Scott Barrett, Susan Kessler, Rosanne Hahn, David Thompson, Larry Anderson, administrators David Moyer, Pat Hoffman, Peter Smet, Connie Zinnen, Gary Olsen and Board secretary Priscilla Crowley.
2. On a motion by Rosanne Hahn, seconded by Susan Kessler, the minutes of the October 11, 2010 meeting were approved as presented.
3. On a motion by Scott Barrett, seconded by David Thompson, the Board authorized the payment of bills for October and approved the bank statements from both September and October.

**BANK STATEMENT REPORT
SEPTEMBER 2010**

| | |
|------------------------|-------------|
| School Receipts | |
| Registration fees | \$19,932.40 |
| Instrument rental | \$800.00 |
| Resale | |
| Notebooks | \$450.00 |
| Cooper School | \$357.50 |
| Adult season pass | \$93.00 |

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| K-8 season pass | \$20.00 |
| Parking passes | \$2,097.80 |
| Field trips | \$480.00 |
| Bus transportation | \$1,175.50 |
| Student fines | \$65.30 |
| Admissions | |
| Football | \$4,751.00 |
| Boys volleyball | \$683.20 |
| Girls volleyball | \$1,265.00 |
| Community Education Dept. | |
| Volleyball Camp | \$750.00 |
| Boys BB Camps | \$325.00 |
| Music in the box | \$1,231.00 |
| Girls Fast Pitch | \$2,138.00 |
| Summer Open Gym | \$250.00 |
| Arts & Crafts | \$15.00 |
| Pee Wee Soccer | \$18.00 |
| Learn to Ski | \$195.00 |
| Climbing tower | \$189.00 |
| Yoga | \$55.00 |
| Coed youth BB | \$1,386.00 |
| Adult miscellaneous | \$811.00 |
| Kids Zumba | \$665.00 |
| WISE Kids | \$1,200.00 |
| WPRA tickets | \$3,073.15 |
| Womens Volleyball | \$60.00 |
| Interest on investments | \$651.85 |
| Contracted lunch | \$1,628.41 |
| Use of facilities | \$275.90 |
| Health insurance premiums | \$1,305.72 |

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| Refunds | \$6,748.51 |
| Project Cape | \$50,000.00 |
| State of WI-Medicaid payment | \$41.08 |
| Gateway Technical | \$8,285.00 |
| Gateway Technical | \$45,852.50 |
| Student lunch | \$79,683.16 |
| Runzheimer donation-PAC House | \$10,000.00 |
| Tuition payment | \$200.00 |
| Reading Recovery | \$11,140.74 |
| Student Activity transfer | \$1,680.19 |
| Sale of scrap | <u>\$54.00</u> |
| | |
| Total receipts | \$262,078.91 |
| | |
| Cash on hand | \$5,814,514.60 |
| Short term borrowing | \$6,850,000.00 |
| Receipts – September | <u>\$262,078.91</u> |
| Available cash on hand | \$12,926,593.51 |
| Expenditures – September | \$3,208,712.46 |
| Checks returned by bank | \$504.50 |
| Credit card fees – CED | \$102.47 |
| Collected checks | \$485.00 |
| Void checks | \$738.00 |
| Debt payment | \$7,363,793.64 |
| Credit card withdrawal – BASD | \$3,016.29 |
| Wisconsin Retirement | <u>\$180,257.83</u> |
| Cash on hand | <u>\$2,171,394.32</u> |
| | |
| Bank statement balance | \$2,729,479.92 |
| Outstanding checks | <u>\$558,085.60</u> |

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| Adjusted bank statement balance | <u>\$2,171,394.32</u> |
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**BANK STATEMENT REPORT
OCTOBER 2010**

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|-------------------------------------|----------------|
| School Receipts | |
| Registration fees | \$105.50 |
| Instrument rental | \$750.00 |
| Resale | |
| Athletic participation | \$2,718.00 |
| Field trips | \$1,608.90 |
| Bus transportation | \$2,182.30 |
| Student fines | \$42.70 |
| Admissions | |
| Football | \$4,913.56 |
| Boys volleyball | \$297.00 |
| Girls volleyball | \$876.00 |
| Community Education Dept. | |
| Volleyball Camp | \$570.00 |
| Boys BB Camp | \$905.00 |
| Music in the box | \$55.00 |
| Girls Fast Pitch | \$678.00 |
| Mens Rec BB | \$35.00 |
| Learn to Ski | \$350.00 |
| Climbing tower | \$171.00 |
| Coed youth BB | \$6,930.00 |
| Adult miscellaneous | \$201.00 |
| Kids Zumba | \$287.00 |
| Womens Volleyball | \$120.00 |
| Interest on investments | \$247.82 |
| Transfer from State Investment Pool | \$2,000,000.00 |
| City of Burlington – paper | \$346.06 |
| Health insurance premiums | \$265.84 |
| Refunds | \$4,000.53 |
| R/K Comm. | \$1,628.41 |
| State of WI-Medicaid payment | \$181.20 |

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| Registration fees | \$161.73 |
| Student lunch | <u>\$64,150.56</u> |
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| Total receipts | \$2,094,778.11 |
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| Cash on hand | \$2,171,394.32 |
| Receipts – October | <u>\$2,094,778.11</u> |
| Available cash on hand | \$4,266,172.43 |
| Expenditures – October | \$3,337,508.34 |
| Checks returned by bank | \$180.00 |
| Credit card fees – CED | \$238.52 |
| Collected checks | \$2,048.00 |
| Void checks | \$773.00 |
| Deb Service interest payment | \$406,147.50 |
| Credit Card withdrawal – BASD | \$1,311.14 |
| Wisconsin Retirement | <u>\$183,302.45</u> |
| Cash on hand | \$340,305.48 |
| | |
| Bank statement balance | \$730,187.21 |
| Outstanding checks | <u>\$389,881.73</u> |
| Adjusted bank statement balance | <u>\$340,305.48</u> |

4. Recognition of Staff, Students and Programs

Board President John Anderson presented Susan Sheldon, Art Teacher, Burlington High School, with the Scholastic Art & Writing Award for 2011.

5. Recognition of Guests and District Resident

Opportunity to address the Board (3 minute time limit)

Three teachers from Burlington High School asked to address the Board of Education concerning class scheduling for the 2010-11 school year. The Board listened to their comments and was told that nothing has as yet been brought before the Board and that this issue would be discussed in committee prior to any decisions being made. They were asked to put their concerns in writing and forward them to the Board.

6. Resignations

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

- Karen Wagner – Special Education Aide – part-time – effective October 27, 2010

On a motion by Scott Barrett, seconded by Susan Kessler, the Board voted unanimously to approve the resignation as presented.

7. Appointments

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

- Alice Osmolak – Burlington High School – part-time Special Education Aide – effective November 1, 2010
- Deb Jelinek – Cooper Elementary School – part-time Special Education Aide – effective November 1, 2010
- Kerry Witbrod – Dyer Intermediate School – part-time Regular Education Aide – effective immediately
- Cathy Hansen – Dyer Intermediate School – part-time Special Education Aide – effective immediately
- Sue Reidenbach – Secretary to the Assistant Superintendent – effective December 10, 2010
- Jennifer Ann Thieme – Special Education Aide – Winkler School – part time position – effective immediately

Substitute Teachers

- Edward Rose
- Maria Martin
- Steve Bartlett
- Cory Cooper
- Ryan Sandberg
- Jessica Wiskes
- Susan Heinlein
- Jackie Koster
- Lorraine Anderson
- Becky Mesec

Appendix B

- Chadd Nelson – Varsity Girls Soccer Coach – Burlington High School – effective 2010-11 school year – (non staff)
- Paula Monteith – Karcher Cheerleading Coach – Karcher Middle School – effective 2010-11 school year (non staff)
- Brent Grochowski – 7th Grade Boys Basketball Coach – Karcher Middle School – effective 2010-11 school year

Leaves of Absence

- Kristine Poole – unpaid leave – January 25, 2011 to June 9, 2011
- Mandy Melson Barrett – unpaid leave for childbirth/child rearing – 56 work days – October 21, 2010 returning on January 25, 2011

On a motion by Scott Barrett, seconded by David Thompson, the Board voted unanimously to approve the appointments as presented.

8. Donations

- Lyons Elementary School
 - Tom and Sally Bartelson – donation of \$50.00 – for classroom supplies

On a motion by Rosanne Hahn, seconded by David Thompson, the Board voted unanimously to accept the gift as presented.

- Dyer Intermediate School
 - Scott Lois/Burlington Softball League – donation of 2 back stops for the Dyer School Softball fields

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

- PAC House (Project Active Citizen)
 - Runzheimer, International – donation of \$10,000
- On a motion by Scott Barrett, seconded by David Thompson, the Board voted unanimously to accept the donation as presented.

- Waller Elementary School
 - Waller PTO – donation of books to the Waller School Library
- On a motion by Larry Anderson, seconded by Rosanne Hahn, the Board voted unanimously to accept the donation as presented.

- Burlington High School
 - Andy Bellavia – donation of computer technology to Burlington High School Science Department
 - Dean Sturdevant – donation of a 20 x 30 pole tent – BHS Football Program
 - Cheryl Tapia – donation of musical instruments to the band program at Burlington High School

On a motion by Susan Kessler, seconded by David Thompson, the Board voted unanimously to accept the donations as presented.

9. Committee Reports

A. Personnel Committee

October 11, 2010 – no further Board action was required

October 25, 2010 – no further Board action was required

November 8, 2010 – **Board action was required for the following items:**

- Citizen Representative appointment to committee:
On a motion by Scott Barrett, seconded by Susan Kessler, the Board voted unanimously to approve moving Thomas Preusker from the Curriculum Committee to the Finance Committee
- Confidential Secretary Contract Update:

On a motion by Scott Barrett, seconded by David Thompson, the Board voted unanimously to approve the update to the Confidential Secretaries' Contract

- Superintendent Contract:

On a motion by Scott Barrett, seconded by Rosanne Hahn, the Board voted unanimously to approve the adjustment to the Superintendent's contract

B. Buildings/Grounds/Transportation

November 1, 2010 – **Board action was required for the following items:**

- Dyer Walking Path:

On a motion by Larry Anderson, seconded by Scott Barrett, the Board voted unanimously to approve the Dyer Walking Path as presented.

- Solar Track System – HERO Center:

On a motion by Larry Anderson, seconded by Susan Kessler, the Board voted unanimously to approve the installation of a Solar Track System at the HERO Center

- Land Donation – Lyons Elementary School:

On a motion by Larry Anderson, seconded by Rosanne Hahn, the Board voted unanimously to approve the land donation to Lyons Elementary School as it was presented.

C. Community Education – nothing to report

D. Curriculum Committee

October 18, 2010 – **Board action was required for the following item:**

- Youth Options:

On a motion by Rosanne Hahn, seconded by David Thompson, the Board voted unanimously to approve the 2010-2011 Youth Options as presented.

E. Finance Committee

October 25, 2010 – **Board action was taken at the Action Meeting of October 25th**

F. Long Range Planning Committee – nothing to report

G. Policy Committee

October 18, 2010 – no further Board action was required

H. Other Meetings

Action Meeting – October 25, 2010 – no further Board action was required

Committee of the Whole – November 1, 2010 – no further Board action was required

10. Superintendent's Report

Superintendent Moyer reported on the following items:

- a. November CESA #2 Meeting – reported that this meeting was not attended – instead Marty McGinley, Sue Mosher, Connie Zinnen and he attended an Assessment Workshop
- b. McCanna Parkway – presented 4 different proposals for the McCanna Parkway extension which is in the early planning stage with the Department of Transportation
- c. Gateway Superintendent Meetings - discussion of current enrollment at Gateway and replacement of on line learning with Vanguard
- d. Outdoor Education – Karcher Middle School – Board determined that they did not need to approve this activity every year but would like a report made to the Board after the activity takes place

11. Adjourn

On a motion by Rosanne Hahn, seconded by Susan Kessler, it was voted unanimously to adjourn at 8:05 P.M.

Respectfully submitted,

Susan Kessler, Clerk