



**BURLINGTON AREA SCHOOL
DISTRICT**

BOARD OF EDUCATION
MONDAY, APRIL 11, 2016
7:00 P.M.
DISTRICT OFFICE

Present at this meeting were Board members Jim Bousman, William Campbell, Rosanne Hahn, Kevin Bird, Philip Ketterhagen, Todd Terry, Barry Schmaling, administrators Peter Smet, Connie Zinnen, Ruth Schenning, Eric Burling, Scott Schimmel, Gail Spitzenberger, and Jackey Syens. No Board members were absent.

1. Call to Order
Board President Jim Bousman called the meeting to order at 7:08 P.M.
2. Board Minutes
On a motion by Rosanne Hahn, seconded by Barry Schmaling the minutes of the March 14, 2016 meeting were approved as presented.
3. Bank Statement and Bills
Board Treasurer Kevin Bird presented the bank statement from the month of March to the Board for approval. On a motion by Phil Ketterhagen, seconded by William Campbell, the bank statement was approved.

Kevin Bird presented the payment of bills for month of March to the Board for approval. On a motion by Kevin Bird, seconded by Phil Ketterhagen, the Board approved the payment of bills for the month of March.

**BURLINGTON AREA SCHOOL DISTRICT
BANK STATEMENT RECONCILIATION REPORT
MARCH 2016**

Total of Beginning Cash on Hand	\$967,445.75
Revenues/Deposits	
Transfers From Local Government Investment Pool & Savings	\$4,900,000.00
District Office Deposits	\$390,992.59
School Deposits	\$23,739.85
Food Service Deposits	\$13,338.10
REVTRAK Online Deposits for Registration Fees & Food Service	\$34,343.32
Community Education Deposits	\$1,627.00
ACH Returns From Payroll Direct Deposits	\$0.00

Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Deposits	<u>\$5,364,040.86</u>
Total Available Cash on Hand	<u>\$6,331,486.61</u>
Expenditures/Withdrawals	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,197,211.54
Payroll Deduction Expenditures	-\$106,950.07
Wisconsin Retirement Automatic Withdrawal	-\$224,176.70
State Payroll Taxes	-\$80,532.15
Federal Payroll Taxes	-\$457,132.00
General Expenditures (Ck#237596 to Ck#237894)	-\$1,188,137.71
BASD Credit Card Automatic Withdrawal	-\$14,617.76
REVTRAK Online Credit Card Fees	-\$1,163.15
Community Ed Online Credit Card Fees	-\$126.92
NSF Checks Returned by the Bank	\$0.00
Long Term Debt Payments	-\$2,712,179.38
Transfers to Money Market Savings	\$0.00
Voided Checks	\$30.14
Banking Supplies and Fees	-\$388.00
Total Withdrawals	<u>-\$5,982,585.24</u>
Total of Ending Cash on Hand	<u>\$348,901.37</u>
Bank Statement Information	
Bank Statement Balance – End of Month	\$801,098.99
Deposits in Transit	
Outstanding Checks	-\$452,197.62
Adjusted Bank Statement Balance	<u>\$348,901.37</u>
Variance	\$0.00

4. Recognition of Staff, Students and Programs

- The Board recognized Hegeman Tiedt for placing 4th in the WIAA State Wrestling Tournament

5. Retirement/Resignations

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

Retirement

- Tom Gilding – English Teacher – Burlington High School – retirement effective at the end of the 2015-16 school year

Resignations

- Courtney Peters – Educational Interpreter – Burlington High School – resignation effective April 1, 2016
- Morgan Schmidt – Social Studies Teacher – Burlington High School – effective at the end of the of the 2015-16 school year

Extra Curricular Activity

- Haley Krupp – Cheerleading Coach – BHS – effective at the end of the 2015-16 school year

On a motion by William Campbell, seconded by Todd Terry, the Board approved the retirement and resignations as presented.

6. Appointments

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

- Jennifer Peterson – Study Hall Supervisor – BHS – effective March 22, 2016
- Emily Slominski – School Social Worker – effective 2016-17 school year

Educational Interpreter Re-Hire

- Hallie Knop – re-hire of educational interpreter due to resignation of co-worker – effective April 4, 2016

On a motion by William Campbell, seconded by Todd Terry, the Board approved the appointments as presented.

7. CESA 2 Delegate Convention

A motion was made by William Campbell and seconded by Todd Terry to appoint Jim Bousman as the CESA 2 Delegate Representative for the CESA 2 Convention in May.

8. Donations

- Burlington High School
 - Burlington High School Athletic Association - \$900 to the Burlington High School Football Program for purchase of the Hudl Sideline video/scouting package
 - Donations for DRIVEN program to be used for the Easter Egg Hunt
 - Scott & Tina Drew - \$20
 - LaValle Industries, Inc. - \$200
 - Donation for the Drama Club to help offset costs for “Anything Goes”
 - Sally Miller - \$500
 - Donation for Prom
 - Scott & Kathleen Safar - \$100

On a motion by Rosanne Hahn and seconded by Todd Terry, the Board voted to accept the donations as presented.

- Dyer Intermediate School
 - WEA Insurance – Grant of \$3,000 to Anneke Thompson for funding of cutting-edge school projects

On a motion by Kevin Bird, seconded by Barry Schmaling, the Board voted to accept the donation as presented.

9. Committee Meetings

- Buildings/Grounds/Transportation – nothing to report
- Long Range Planning – nothing to report
- Community Relations – nothing to report
- Curriculum Committee
 - Agenda/Minutes – March 22, 2015 – **Board action required for the following: Youth Options – 2016-17**
 - **A motion was made by Rosanne Hahn to approve Youth Options for 2016-17 and seconded by Phil Ketterhagen. Phil commented that**

the motion included approval of Youth Options requests but not the monetary budget amount. The motion carried.

- Finance Committee
 - Agenda/Minutes – April 4, 2015 – **Board action required for the following:**
 - **Computer Technology Bids**
On a motion by Todd Terry, seconded by Kevin Bird, the Board voted to approve the computer technology bids
 - **Replacement Bid for 1989 1 Ton Dump Truck**
A motion was made by Todd Terry and seconded by William Campbell to accept the bid from Lynch Chevrolet for the 1 Ton Dump Truck. Discussion took place. The motion carried on a vote of 6 – 1 with Phil Ketterhagen casting the dissenting vote.
- Personnel Committee
 - Agenda/Minutes – March 14, 2016 – no Board action required
 - Agenda – April 11, 2016 – no Board action required
- Policy Committee
 - Agenda/Minutes – April 4, 2016 – **Board action required for the following: 1st Reading – Policy on Board Vacancies**
- Other Meetings
 - Board Meeting – March 21, 2016 – closed session – no Board action required
 - Board Meeting – March 21, 2016 – open session – no Board action required

10. Superintendent’s Report

- Strategic Plan Update given by the Superintendent
- Short slide presentation will take place after each regular Board meeting depicting student and staff activities at each of the schools.

11. Announcements

- Kevin Bird suggested that an alternate be appointed to each standing committee in the event one of the regular committee members should not be unable to attend. This will be referred to the Policy Committee.
- Kevin Bird requested that those who are absent from committee/Board meetings be listed separately from those in attendance.

12. Adjourn

On a motion by Todd Terry seconded by Rosanne Hahn, the meeting was adjourned at 8:30 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk