



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION
MONDAY, JUNE 13, 2016
7:00 P.M.
DISTRICT OFFICE

MINUTES

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, Sue Mosher, Christine Anderson, Jill Oelslager, Eric Burling, and Jackey Syens.

1. Call to Order
Board President Jim Bousman called the meeting to order at 7:00 P.M.
2. Board Minutes
On a motion by Kevin Bird, seconded by Rosanne Hahn, the minutes from the previous meeting were approved as presented.
3. Bank Statement
Board Treasurer Kevin Bird presented the bank statement for the month of May. On a motion by Kevin Bird and seconded by William Campbell, the bank statement was approved as read.

Treasurer Kevin Bird presented the payment of bills for the month of May. On a motion by Kevin Bird and seconded by Todd Terry, the Board approved the payment of bills from the month of May.

BURLINGTON AREA SCHOOL DISTRICT BANK STATEMENT RECONCILIATION REPORT MAY 2016

TOTAL OF BEGINNING CASH ON HAND	\$757,047.89
REVENUE/DEPOSITS	
Transfers from Local Government Investment Pool & Savings	\$5,000,000.00
District Office Deposits	\$101,816.54
School Deposits	\$38,580.27
Food Service Deposits	\$14,313.51

REVTRAK Online Deposits for Registration Fees & Food Service	\$27,053.27
Community Education Deposits	\$16,793.37
ACH Returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks/Write Off of Old Checks	\$0.00
Miscellaneous (BASD Commercial Credit Card Annual Rebate)	<u>\$2,321.18</u>
TOTAL DEPOSITS	<u>\$5,200,878.14</u>
TOTAL AVAILABLE CASH ON HAND	<u>\$5,957,926.03</u>
EXPENDITURES/WITHDRAWLS:	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,174,014.50
Payroll Deduction Expenditures	-\$102,954.76
Wisconsin Retirement Automatic Withdrawl	-\$224,053.14
State Payroll Taxes	-\$77,960.58
Federal Payroll Taxes	-\$440,216.57
General Expenditures (Ck#238180 to Ck#238512)	-\$1,191,403.86
BASD Credit Card Automatic Withdrawl	-\$15,852.10
REVTRAK Online Credit Card Fees	-\$957.84
Community Ed Online Credit Card Fees	-\$376.49
NSF Checks Returned by the Bank	-\$36.00
Voided Checks	\$2,673.85
Transfer to Savings	-\$2,300,000.00
Banking Supplies and Fees	<u>\$0.00</u>
TOTAL WITHDRAWLS	<u>-\$5,525,151.99</u>
TOTAL OF ENDING CASH ON HAND	<u>\$432,774.04</u>
BANK STATEMENT INFORMATION	
Bank Statement Balance – End of Month	\$986,263.61
Deposits in Transit	<u>-\$553,489.57</u>
Adjusted Bank Statement Balance	<u>\$432,774.04</u>
Variance	\$0.00

4. Resignations/Retirements

The following resignations and retirements were presented to the full Board for approval:

Resignations

- Heidi Burinda – Special Education Aide – Winkler School – resignation effective at the end of the 2015-16 school year

- Ashley Pozel – Head Boys Volleyball Coach – effective at the completion of the 2015-16 school year
- Dora Montoya – 4 Hour Custodian – resignation effective May 31, 2016
- Lauren Davey – 4th Grade Teacher – Cooper Elementary School – effective at the completion of the 2015-16 school year
- Jacob Malewicki – Special Education Teacher – Karcher Middle School – effective at the completion of the 2015-16 school year
- Darlene Rivest – Orchestra Teacher – part-time – Karcher Middle School – effective at the completion of the 2015-16 school year
- Matt Buteyn – Assistant Track Coach – effective at the end of the 2015-16 school year
- Lori Gilyani – Special Education Aide – part-time – Cooper Elementary School – effective June 9, 2016

Retirement

- Judy Nowak – Teacher Aide – Winkler School – effective August 2016
- Tammy Albrecht – Guidance Counselor – Burlington High School – effective at the end of the 2015-16 school year

On a motion by William Campbell, seconded by Rosanne Hahn, the resignations and retirements were approved as presented.

5. Appointments

The following appointments were presented to the Board for approval:

- Brenda Haisler – Special Education Aide – Cooper School – effective May 16, 2016
- Faith Diggins – Special Education Teacher – Cooper School – 100% contract – effective 2016-17 school year
- Eric Vos - Social Studies Teacher – Burlington High School – 100% contract – effective 2016-17 school year
- Eric Sulik – 8th Grade Teacher – Karcher Middle School – 100% contract – effective 2016-17 school year
- Kelly Zusan – Special Education Aide – Waller Elementary School – effective September 1, 2016 – 5.75 hrs. per day
- Sarah Czajkowski – 1st Grade Teacher - Cooper School – 100% contract – effective August 2016
- Sara Kaiser – ½ Grade Two – ½ Reading Interventionist – Cooper School – 100% contract – effective August 2016
- Kelly Wollmer – 3rd Grade Teacher – Cooper Elementary School – 100% contract – effective August 2016
- Kris Fischer – 4K Teacher – Plymouth/Noah’s Ark – effective 2016-17 school year
- Jacob Schroeder – Band Director – Dyer Intermediate School – effective 2016-17 school year

Summer Help – Custodian

- Taw Meh
- Martin Cordova
- Matt Koenen
- Jeremy Harr
- Kai Anderson
- Brittanie Gayhart

- Samantha Robers
- Calvin Irek
- Andrew Kry
- Taylor Lois
- Jacob Weidert
- Tyler Wiemer

BHS Summer School Staff

- Elizabeth Glisch – Freshman Connections Credit Recovery
- Gordon Nikolic – Odyssey Social Studies, Odyssey English
- Stephanie Call – Odyssey Health, Odyssey Science, Spanish Credit Recovery
- Julie Verhagen – English Credit Recovery, Odyssey English
- Kathy Rubach – Odyssey Math, Math Credit Recovery
- Steffanie Nagan – Science Credit Recovery, Odyssey Science
- Kristy Slowronski – Full Credit – Personal Finance
- Jon Nelson – Full Credit – Phy Ed 10-11, Full Credit - Health

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

6. Donations

The following donations were presented to the Board for acceptance:

- Burlington High School
 - Burlington High School Athletic Association - \$8,572.00 to the Burlington High School weight room for equipment
 - Burlington High School Athletic Association - \$2,569.50 to the Burlington High School football program for the purchase of Port-A-Phones (sideline headgear worn by coaches)
 - Donations for WBSD
 - Ide Fine Jewelry - \$250
 - Defensive Driving Specialists LLC - \$350
 - Educators Credit Union - \$500
 - Security Group, Inc. - \$500
 - Nobius Press LLC – \$250
 - Donations for the DRIVEN Program
 - Rotary International Burlington - \$1,000
 - Donations for Forensics
 - Burlington Woman’s Club - \$50
 - Donations for BHS
 - Target – Take Charge of Education - \$100
 - Target – Take Charge of Education - \$76.35
 - Donations for FFA
 - Letitia & Gary Dabbs - \$60 for FFA Banquet
 - Chocolatefest – Donation for Petting Zoo - \$500
 - Mangold Insurance, Inc. – Donation for Facebook Photo Contest - \$1,000
 - Donation for Drama Club
 - Matt Albrecht – donation of time for setting up auditorium lighting
 - College of Fine Arts Patrons Society – Donation of a discount on our eye lights for the auditorium

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted to accept the donations as presented.

- Waller Elementary School
 - Kevin Remer – Arbor Images – donation of 4 yards of mulch for landscaping the front of Waller School
On a motion by Rosanne Hahn, seconded by Barry Schmaling, the Board voted to accept the donation as presented.
- Cooper Elementary School
 - Cooper PTO - \$11,987.60 for the purchase of classroom materials and student council/safety patrol field trip, and staff appreciation luncheon
 - Kohl’s Field Trip Grant - \$2,656.00 for 2016-17
 - Target Take Charge of Education - \$100
 - Inter-State Studio - \$129.00
 - Jonathan Wish Foundation - \$50 and three boxes of school supplies
 - Abbie Silicon Valley Community Foundation - \$250 for a total of \$850
On a motion by Rosanne Hahn, seconded by William Campbell, the Board voted unanimously to accept the donations as presented.
- Lyons Center School
 - Andy Makar - \$200 to be used for the Safety Patrol and Student Council for Timber Ridge Waterpark
On a motion by William Campbell, seconded by Kevin Bird, the Board voted to accept the donations as presented.

7. 4K Contract Adjustment

On a motion by William Campbell, seconded by Barry Schmaling, the Board voted to approve the adjustment to the 4K Contract for Noah’s Ark Nursery, approving the movement of a Noah’s Ark teacher from their payroll to the Burlington Area School District payroll.

8. Committee Meetings

- Buildings/Grounds/Transportation
 - Agenda/Minutes – June 6, 2016 – **Board action required for the following: Transportation Contract**
 - **A motion was made by Barry Schmaling and seconded by William Campbell to approve the transportation contract for 2016-17. Phil Ketterhagen asked to comment. The motion carried on a vote of 5-2.**
- Long Range Planning – nothing to report
- Community Relations – nothing to report
- Curriculum Committee
 - Agenda/Minutes – May 23, 2016 – **Board action required for the following: 8th Grade Summer School Course**
 - **On a motion by Rosanne Hahn, seconded by Philip Ketterhagen, the Board voted to approve the 8th grade summer school course as presented.**
- Finance Committee
 - Agenda/Minutes – May 23, 2016 – **no Board action required**
 - Agenda/Minutes – June 6, 2016 – **Board action required for the following:**
 - **2016-17 Budget - On a motion by Kevin Bird, seconded by Barry Schmaling, the board voted to approve the 2016-17 budget.**

- **Universal Breakfast – On a motion by Barry Schmaling, seconded by Rosanne Hahn, the Board voted unanimously to approve the Universal Breakfast**
- **2015-16 Budget – Final Adjustment – On a motion by Kevin Bird, seconded by Barry Schmaling, the Board approved the final adjustment to the 2015-16 budget.**
- Personnel Committee
 - Agenda/Minutes – May 9, 2015 – **no Board action required**
 - Agenda – June 13, 2016 – **Board action required for the following: Teacher Request. On a motion by William Capbell, seconded by Todd Terry, the Board voted to approve the teacher request as presented.**
- Policy Committee – nothing to report
- Other Meetings
 - Board Meeting – Agenda/Minutes – May 16, 2016 – **no Board action required**
 - Meeting of the Electors – Agenda/Minutes – June 6, 2016 – **no Board action required**

9. Superintendent’s Report

The Superintendent reported on the following:

- Successful end of the school year
- Tommy Awards – The Burlington High School Musical was asked to participate in the Tommy Awards. The Tommy Awards are for Musical Theater productions. Burlington received recognition in a number of areas.
- Summer Activities - there will be a number of activities taking place throughout the District during the summer months

10. Announcements

The following announcements were made:

- Jim Bousman recognized Rosanne Hahn as being appointed representative from District 13 for Wisconsin Association of School Boards.
- Rosanne Hahn recognized the excellence of the behavior at the Memorial Day program at Cooper School, she also mentioned how well graduation ceremonies at the high school went.
- Jill Oelslager reported that Karcher Middle School exceeded the goals that they set for themselves for school year 2015-16.

11. Adjourn

On a motion by William Campbell, seconded by Todd Terry, the meeting was adjourned at 7:30 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk