



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION
MONDAY, AUGUST 11, 2014
7:00 P.M.
DISTRICT OFFICE

MINUTES

Present at this meeting were Board members William Campbell, Jim Bousman, Rosanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldeway, Todd Terry, administrators Peter Smet, Connie Zinnen, Ruth Schenning and Board secretary Priscilla Crowley.

1. Call to Order
Board President William Campbell called the meeting to order at 7:07 P.M.
2. Minutes
On a motion by Rosanne Hahn, seconded by Todd Terry, the minutes of the July meeting were approved as presented.
3. Bank Statement and Bills
Larry Anderson presented the bank statement for approval. On a motion by Jim Bousman, seconded by Roger Koldeway, the bank statement was approved as presented.

On a motion by Larry Anderson, seconded by Jim Bousman, the Board voted to approve the payment of bills from July.

BURLINGTON AREA SCHOOL DISTRICT BANK STATEMENT RECONCILIATION REPORT

TOTAL OF BEGINNING CASH ON HAND \$547,712.00

REVENUES/DEPOSITS:	
Transfers From Local Government Investment Pool & Savings	\$3,500,000.00
District Office Deposits	\$114,517.13
School Deposits	\$1,254.45
Food Service Deposits	\$1,625.60
Community Education Deposits	\$31,080.05
ACH Returns From Payroll Direct Deposits	\$2,038.73
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00

TOTAL DEPOSITS	<u>\$3,650,515.96</u>
TOTAL AVAILABLE CASH ON HAND	<u>\$4,198,227.96</u>
EXPENDITURES/WITHDRAWLS	
Employee Payroll Withdrawls (Direct Deposits)	-\$965,928.85
Payroll Deduction Expenditures	-\$87,898.96
Wisconsin Retirement Automatic Withdrawl	-\$228,873.78
State Payroll Taxes	-\$66,310.14
Federal Payroll Taxes	-\$368,201.52
General Expenditures (Ck#231211 to CK#231586)	-\$930,643.10
BASD Credit Card Automatic Withdrawl	-\$20,495.60
Food Service Online Credit Card Fees	-\$116.41
Community Ed Online Credit Card Fees	-\$829.33
NSF Checks Returned by the Bank	-\$38.00
Voided Checks (#231452 & 231463)	\$511.76
Banking Supplies and Fees	\$ _____ -
TOTAL WITHDRAWLS	<u>-\$2,668,823.93</u>
TOTAL OF ENDING CASH ON HAND	<u>\$1,529,404.03</u>
BANK STATEMENT INFORMATION	
Bank Statement Balance – End of Month	\$2,078,974.28
Deposits in Transit	
Outstanding Checks	-\$549,570.25
ADJUSTED BANK STATEMENT BALANCE	<u>\$1,529,404.03</u>
VARIANCE	\$0.00

4. Recognition of Guests and District Residents

Karen Tolle inquired as to the enrollment numbers for the 4K Kindergarten program. Superintendent Smet commented that this issue would be covered in the Superintendent's Report at the end of the meeting.

5. Resignations

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

- Brenna McCormick – Spanish teacher – Burlington High School – effective 2014-15 school year
- Stacie Hartmann – 4K Teacher – resignation effective 2014-15 school year
- Cathie Johnson – Occupational Therapist – resignation effective 2014-15 school year
- Suzanne Cowan – Grade 3 Teacher – Winkler Elementary – resignation effective August 11, 2014.

Extra Curricular Activities

- Jackie Bladow – resignation from Literacy Committee
- Kim Armstrong – Volleyball Coach
- Jackie Bladow – Tennis Coach – 25% Contract
- Stacy Friedel-Stoughton – Volleyball – BHS
- Brenna McCormick – Tennis - Assistant Coach
- Dave Milatz – Football Assistant
- William Krien – Football Assistant
- Jackie Schneider – Tennis Assistant

On a motion by Rosanne Hahn, seconded by Todd Terry, the Board voted to approve the resignations as presented.

6. Appointments

The following appointments were presented to the Board for approval and are effective for the 2014-15 school year:

- Deborah Jerome – Occupational Therapist – District Wide
- Jessica Jooss – 50% Kindergarten Montessori Teacher – Cooper Elementary
- Pamela Klockers – Spanish Teacher – Burlington High School
- Ashley Pozel – English Teacher – Burlington High School
- Larry Abraham – Special Education Aide – 5.75 Hrs. per day – Waller Elementary
- Lisa Adcock – Special Education Aide – 5.75 Hrs. per day – Waller Elementary
- Kathleen Anderson – Special Education Aide – 5.83 Hrs. per day – Burlington High School
- Rachel Decker – Special Education Aide – 5.83 Hrs. per day – Karcher Middle School
- Dale Eichman – Special Education Aide – Waller Elementary School
- Jessica Girard – Special Education Aide - 5.75 Hrs. per day – Waller Elementary
- Katie Hall – Special Education Aide – 5.83 Hrs. per day – Burlington High School
- Luann Jones – Special Education Aide – 5.83 Hrs. per day – Burlington High School
- Julie Mauer – Special Education Aide – 4.25 Hrs. per day – Burlington High School
- Ashley Overturf – Special Education Aide – 5.83 Hrs. per day – Dyer Intermediate School
- Suzanne Rizzo – Special Education Aide – 5.83 Hrs. per day – Karcher Middle School
- Pamela Thorson – Special Education Aide – 5.83 Hrs. per day – PAC House
- Heidi Zupan-Hines – Special Education Aide – 5.75 Hrs. per day – Waller Elementary

Extra Curricular Activities

Department Chairs – Burlington High School

- Art & Design – Carrie McCanna
- Business Education – Jade Gribble
- English – Carrie Fidler
- Math – Eric Ellingham
- Modern Language – Robbie Twohig
- Special Education – Deb Steager & Jerod Boyd
- Music – Penny Yanke
- Wellness – Valerie Auset

- Science – Joel Graham
- Technical Education & Engineering – Mike Prah
- Counseling Services – Ken France

Other Extra Curricular

- Vince Selbera – Elementary Math Leadership Team
- Kayla Uhlenhake – Head Boys Volleyball Coach – Burlington High School
- Brad Ferstenou – Girls Basketball – Grades 7/8 – Karcher Middle School
- Haley Krupp – Cheerleading – Fall & Winter – Burlington High School
- Ashley Pozel – Assistant Boy’s Volleyball Coach – Burlington High School

On a motion by Todd Terry, seconded by Rosanne Hahn, the appointments were approved unanimously.

7. Donations

- Don Dalton Stadium Project Committee
 - Donation of new archway sign and new raised metal plate for the stadium at Burlington High School

On a motion by Jim Bousman, seconded by Larry Anderson, the Board voted to accept the donation as presented.

8. Gridiron Club Passes

After discussion a motion was made by Philip Ketterhagen and seconded by Jim Bousman to approve the Gridiron Club passes for 2014-15 – the motion passed on a vote of 6-0 with Todd Terry abstaining from voting.

9. Committee Reports

- Buildings/Grounds/Transportation – nothing to report
- Long Range Planning Committee
 - July 21, 2014 – **no Board action required**
- Community Education – nothing to report
- Curriculum Committee – nothing to report
- Finance Committee
 - July 21, 2014 – **no Board action required**
- Personnel Committee
 - July 14, 2014 – **no Board action required**
 - August 4, 2014 – closed meeting – **no Board action required**
 - August 4, 2014 – open/closed meeting – **no Board action required**
- Policy Committee
 - July 28, 2014 – **Board action required for “Appeal to Policy #422.1 – Foreign Exchange Students – approval of adding “International Student Exchange” group to policy as a student provider to the District.”**

Superintendent Smet was questioned as to the type of references he obtained for this program. He stated that he spoke to several schools and they all returned positive reports of this group.

Roger Koldeway put forth a motion to accept the International Student Exchange group as a student provider to the District on a one year trial basis and this motion was seconded by Todd Terry.

Jim Bousman inquired of Principal Eric Burling why administration had initially turned this group away. Mr. Burling explained that they were adhering to the current policy in place regarding Foreign Exchange Students.

The motion passed on a vote of 6-1.

- Other Meetings
 - July 28, 2014 – **no Board action required**
 - August 4, 2014 – **no Board action required**

10. Superintendent's Report

- Current enrollment in the 4K program is now at 167 students. Materials have been ordered and preparations are under way to prepare the classrooms to receive their students. The current 5K enrollment stands at 165.
- WASB will hold their Fall Regional Meeting for this year in Elkhorn on September 17th. More information will be provided to Board members in the near future.
- Board members have been given 2014-15 schedules for "Lunch With the Superintendent" and "Saturday Coffee With the Superintendent."

11. Announcements

Rosanne Hahn shared an article entitled, "Why Do Americans Stink at Math?" She found the article to be very informative and helpful and recommended it to the Board.

12. Adjourn

On a motion by Rosanne Hahn, seconded by Roger Koldeway, the meeting was adjourned at 7:27 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk