



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION
MONDAY, OCTOBER 13, 2014
7:00 P.M.
DISTRICT OFFICE

MINUTES

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

1. Call to Order
Board President William Campbell called the meeting to order at 7:00 P.M.
2. Minutes
On a motion by Rosanne Hahn, seconded by Todd Terry, the Board voted to approve the minutes of the September meeting.
3. Bank Statement & Bills
Larry Anderson presented the bank statement for approval. On a motion by Larry Anderson, seconded by Todd Terry, the Board voted unanimously to approve the Bank Statement as presented.

On a motion by Larry Anderson, seconded by Roger Koldeway, the Board voted to approve the payment of bills from September.

BURLINGTON AREA SCHOOL DISTRICT BANK STATEMENT RECONCILIATION REPORT SEPTEMBER 2014

Total of Beginning Cash on Hand	\$410,860.93
Revenues/Deposits:	
Transfers From Local Government Investment Pool & Savings	\$3,800,000.00
District Office Deposits	\$13,167.95
School Deposits	\$28,213.67
Revtrak Online Deposits For Registration Fees & Food Service	\$27,036.03
Food Service Department Deposits	\$18,210.57

Community Education Deposits	\$9,467.60
ACH Returns From Payroll Direct Deposits	\$1,603.12
Collected NSF Checks	\$0.00
Proceeds of 2014-15 Cash Flow Borrowing	\$5,317,190.60
Total Deposits	<u>\$9,214,889.54</u>
Total Available Cash on Hand	<u>\$9,625,750.47</u>
Expenditures/Withdrawals:	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,057,797.29
Payroll Deduction Expenditures	-\$89,256.57
Wisconsin Retirement Automatic Withdrawl	-\$199,960.20
State Payroll Taxes	-\$72,952.00
Federal Payroll Taxes	-\$400,512.49
General Expenditures (CK#231915 to CK#232332)	-\$1,393,253.73
BASD Credit Card Automatic Withdrawl	-\$5,552.97
Revtrak Online Credit Card Fees	-\$6,412.51
Community Ed Online Credit Card Fees	-\$390.30
NSF Checks Returned by the Bank	-\$341.00
Voided Checks	\$225.00
Banking Supplies and Fees	\$0.00
Repayment of 2013-14 Cash Flow borrowing	-\$5,725,324.15
Long Term Debt Payments	-\$302,247.51
Total Withdrawals	<u>-\$9,253,775.72</u>
Total of Ending Cash on Hand	<u>\$371,974.75</u>
Bank Statement Information	
Bank Statement Balance – End of Month	\$1,213,079.32

Deposits in Transit	\$0.00
Outstanding Checks	-\$841,104.57
Adjusted Bank Statement Balance	<u>\$371,974.75</u>
Variance	\$0.00

4. Resignations

The following resignations were presented to the Board for approval:

- Laura Schenk – 4 Hour custodian – resignation effective as of September 9, 2014
- Cathy Jaeger – Special Education Aide – part-time – Waller Elementary School – effective October 24, 2014

Extra Curricular Activities

- Kurt Rummler – 75% coaching position for 7th grade boys basketball – effective immediately
- Mike Jones – 25% coaching position for 7th grade boys basketball – effective immediately

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

5. Appointments

The following appointments were presented to the Board for approval:

- Megan Kahle – Kindergarten Teacher – Winkler Elementary School – effective September 17, 2014
- Christy Elmer – Kindergarten Teacher – Waller Elementary School – effective September 15, 2014
- Jessica Jooss – contract changed from part time to 100% Kindergarten position – effective September 16, 2014
- Leah Nickolai – 50% Montessori teacher – Cooper Elementary School

Custodians

- Jeffrey Dexter – Custodian – 4 Hrs. per day – Waller Elementary School – effective September 22, 2014
- Divonte Williams – Custodian – 4 Hrs. per day – Waller Elementary School – effective September 22, 2014

Extra Curricular Activities

- Joel Graham – Freshman Boys Basketball Head Coach – effective 2014-15 school year
- Kim Hoefs – Literacy Leadership Team – effective 2014-15 school year

Substitute Teacher Aides

- Mollie Campbell
- Brenda Haisler
- Terrie Heinsohn
- Karen Anderson
- Cassandra Fischer
- James Klink
- Jane Jarosz

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

6. Donations

- Dyer Intermediate School
 - Target Take Charge of Education Program - \$103.39
 - Burlington Area Garden Club - \$300 to Andrea Donegan for the “Adopt a Plant” program
 - Mike Barajas of Mike’s Quality Auto – donation of 2 bicycles for Dyer’s Wellness Program

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

- Burlington High School
 - Doug Coleman/Doug Hartzel (Coleman Tool & Mfg. Corp.) – donation of a Leblond lathe to the Technical Education Department
 - John Wansek (Wanasek Corp.) – donation of labor and a skid loader to remove the old lathe and replace with the donated lathe in the metals shop at Burlington High School

On a motion by Jim Bousman, seconded by Roger Koldeway, the Board voted to accept the donations as presented.

- Cooper Elementary School
 - James & Susan Kandler - \$50 donation for breast cancer awareness activities
 - Cooper PTO - \$1,800 donation to classroom teacher for supplies
 - Target Take Charge of Education Fund - \$299.34
 - Interstate Studios - \$52.00

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

- Cooper, Lyons and Winkler Schools
 - Music Matters - \$2,430 to provide funding for “Opera for the Young”

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

- Lyons Center School
 - Bob Pearce & Kris Toledo – enough pumpkins for every student and staff member in the school
 - Target Take Charge of Education - \$123.60
 - Lyons Center PTO - \$350 to buy Reading Incentive prizes for students

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

7. Field Trip

- Burlington High School
 - Athletic Competition for Varsity Volleyball – Teri Leach/Dan Lynch – Advisors – 9/26/2014 – 9/27/2014
On a motion by Larry Anderson, seconded by Roger Koldeway, the Board voted to approve the field trip as presented.
 - BHS Forensic – One Act Play – LaCrosse, WI – Carrie Fidler, Advisor – Friday, November 21 – Saturday, November 22
On a motion by Todd Terry, seconded by Rosanne Hahn, the Board voted to approve the field trip as presented.
 - WACPC Fall Dance Conference – Ashley Easterwood, Advisor – Wisconsin Dells, November 14 – November 16, 2014

On a motion by Jim Bousman, seconded by Philip Ketterhagen, the Board voted to approve the field trip as presented.

- Extended Trip to Guatemala and Belize – Spanish Students – Burlington High School – Mid-June 2015, Robbie Twohig & Pam Klockars, Advisors
After discussion, on a motion by Rosanne Hahn, seconded by Todd Terry, the Board voted to approve the field trip

8. Parent Transportation Contracts

On a motion by Roger Koldeway, seconded by Todd Terry, the Board voted to accept the parent transportation contracts for 2014-15.

9. Committee Meetings

- Buildings/Grounds/Transportation
 - Agenda/Minutes – September 22, 2014 – **Board action required for the following: Swimming pool service agreement between BASD and Aurora.**
 - **On a motion by Philip Ketterhagen, seconded by Roger Koldeway, the Board voted to accept the swimming pool service agreement between BASD and Aurora.**
- Long Range Planning
 - Agenda/Minutes – September 15, 2014 – **Board action required for the following: WASB stakeholder driven strategic planning.**
 - **On a motion by Todd Terry, seconded by Rosanne Hahn, the Board voted to approve stakeholder driven strategic planning by WASB.**
- Community Education – nothing to report
- Curriculum Committee – nothing to report
- Finance Committee nothing to report
- Personnel Committee
 - Agenda/Minutes – September 8, 2013 – no Board action required
 - Agenda/Minutes – September 15, 2014 – no Board action required
 - Agenda/Minutes – September 29, 2014 – no Board action required
 - Agenda – October 13, 2014 – no Board action required
- Policy Committee
 - Agenda/Minutes – September 15, 2014 – **Board action required for the following: Elevate discussion of Sponsorship, Naming Rights and Advertising to Board level so the Board can determine if the Policy Committee should proceed.**
A motion was made by Philip Ketterhagen and seconded by Jim Bousman for the Board to direct the Policy Committee to refine the language/parameters of these policies.
- Other Meetings
 - Board Meeting – Expulsion Hearing – September 22, 2014 – no Board action was required
 - Board Meeting – Agenda/Minutes – September 29, 2014 – no Board action was required

10. Superintendent's Report

- Awards Ceremony in Madison was attended by Peter Smet, Victoria Libbey and Sue Mosher. Lyons and Waller received awards for these schools performing above average work for Title I schools.

- WASB Fall Meetings – Peter Smet reported that several Board members attended the Fall Regional Meeting in Elkhorn. WASB is also asking Board members to fill out an on-line survey.

11. Announcements

There were no announcements.

12. Adjourn

On a motion by Rosanne Hahn, seconded by Jim Bousman, the meeting was adjourned at 7:35 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk