



**BURLINGTON AREA SCHOOL
DISTRICT**

BOARD OF EDUCATION
Monday, April 13, 2015
7:00 P.M.
District Office

Minutes

Present at this meeting were Board members William Campbell, Jim Bousman, Roanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldeway, Todd Terry, administrators Peter Smet, Connie Zinnen, Ruth Schenning, Gail Spitzenberger, Jackey Syens, Sue Mosher, Eric Burling, Keith Nerby and Board secretary Priscilla Crowley.

1. Call to Order
Board President William Campbell called the meeting to order at 7:00 p.m.
2. Recognition of Staff, Students and Programs
A representative from Prudential Financial, Grant Uitti, presented Eric Beets, a student at BHS, with the "Prudential Spirit of Community" award. Eric is involved with the Young Eagles Program that encourages young people to pursue careers in aviation. He has been responsible for organizing a "Young Eagles Rally" in the past and is planning one for the upcoming year.
3. Minutes
On a motion by Rosanne Hahn, seconded by Todd Terry, the minutes from the previous meeting were approved as presented.
4. Bank Statement/Bills
Larry Anderson presented the bank statement to the Board for approval. On a motion by Larry Anderson, seconded by Jim Bousman, the Board approved the bank statement as presented.

On a motion by Larry Anderson, seconded by Rosanne Hahn, the Board voted to approve the payment of bills from March.

**BURLINGTON AREA SCHOOL DISTRICT
BANK STATEMENT RECONCILIATION REPORT
MARCH 2015**

TOTAL OF BEGINNING CASH ON HAND	\$434,732.12
Revenues/Deposits	

Transfers From Local Government Investment Pool & Savings	\$5,500,000.00
District Office Deposits	\$366,150.48
School Deposits	\$30,472.11
RevTrak Online Deposits For Registration Fees & Food Service	\$53,528.45
Community Education Deposits	\$8,419.00
ACH returns From Payroll Direct Deposits	\$159.70
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Deposits	<u>\$5,958,729.74</u>
Total Available Cash on Hand	<u>\$6,393,461.86</u>
Expenditures/Withdrawals	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,777,789.98
Payroll Deduction Expenditures	-\$97,672.20
Wisconsin Retirement Automatic Withdrawl	-\$236,011.07
State Payroll Taxes	-\$78,783.78
Federal Payroll Taxes	-\$440,707.46
General Expenditures (Ck#233931 to Ck#234237)	-\$1,178,815.20
BASD Credit Card Automatic Withdrawl	-\$12,331.77
RevTrak Online Credit Card Fees	-\$1,143.37
Community Ed Online Credit Card Fees	-\$168.26
NSF Checks Returned by the Bank	-\$135.00
Long Term Debt Payment	-\$2,721,325.00
Transfers to Money Market Savings	
Transfers to Local Government Investment Pool	
Voided Checks	
Banking Supplies and Fees	
Total Withdrawals	<u>-\$5,944,883.09</u>
Total of Ending Cash on Hand	<u>\$448,578.77</u>
Bank Statement Information	
Bank Statement Balance – End f Month	\$934,631.93
Deposits in Transit	
Outstanding Checking	-\$486,053.16
Adjusted Bank Statement Balance	<u>\$448,578.77</u>
Variance	\$0.00

5. Resignations/Retirements

The following resignations were presented to the Board for approval:

- Courtney Cruikshank – Special Education Aide – part-time – Waller Elementary School – effective March 27, 2015
- Amber Braun – Business Education Teacher – BHS/Dyer Intermediate School – resignation effective June 10, 2015
- Katherine Mennecke – 4th Grade Teacher – Cooper Elementary School – resignation effective at the conclusion of the 2014-15 school year

On a motion by William Campbell, seconded by Roger Koldeway, the Board voted to accept the resignations as presented.

6. Appointments

The following appointments were presented to the Board for approval:

- Jolene Flees – Special Education Aide – 5.75 Hrs. per day – Waller Elementary School – effective March 16, 2015
- Jamie Blohm – Special Education Aide – 5.83 Hrs. per day – Cooper Elementary School – new position

Job Share

- Patti Tenhagen and Jeri Nettesheim – Karcher Middle School – effective for the 2015-16 school year

Contract Amendment

- Meg McKinney – adjustment to contract 2014-15 school year

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

7. Donations

- Burlington High School
 - TSC – donation of power tools to the Tech Ed DepartmentOn a motion by Jim Bousman, seconded by Rosanne Hahn, the Board voted to accept the donation as presented.
- Dyer Intermediate School
 - HT Enterprises, Inc. – donation of equipment to the Dyer Intermediate School Outdoor Skills Club
 - Joyce Uglow – donation of miscellaneous items for the Dyer Community Celebration in the amount of \$70.82
 - McTeacher’s Night at Burlington McDonald’s - \$1,000 total from 15% of the sales, cookie sales, tips and personal donation from Mr. Heck to bring total to \$1,000.

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

- Winkler Elementary School
 - Target Gives Back - \$121.34
 - Dominos Dough Night for January and February - \$42.37 and \$32.86 respectively; March \$30.60
 - Reading for Education fundraiser – Mini I-Pad and \$604.00
 - Winkler PTO \$1,000 for school field tripOn a motion by Rosanne Hahn, seconded by Larry Anderson, the Board voted to accept the donations as presented.
- Cooper Elementary School
 - Verizon Wireless company – Ten teacher packs of school supplies
 - Target for Education – reimbursement check of \$130.24
 - Scholastic – 2 books for a classroom libraryOn a motion by Todd Terry, seconded by Roger Koldeway, the Board voted to accept the donations as presented.

- Waller Elementary School
 - Cindy Johnson - \$1,000 – Larry Johnson of Spectrum Aluminum Finishing - \$500 – money to be used for the purchase of two “Buddy Benches” for the Waller Playground

On a motion by Jim Bousman, seconded by Rosanne Hahn, the Board voted to accept the donations as presented.
- Karcher Middle School
 - Runzheimer, International - \$300 donation to 8th Grade Recognition

On a motion by Todd Terry, seconded by Rosanne Hahn, the Board voted to accept the donation as presented.
- Community Education
 - O’Neil Foundation, Inc. - \$500 – Cross Country Program – Karcher Middle School
 - Panelwerks - \$501 to cover cost of Cargo Box for BHS Cross Country Ski Program
 - Runzheimer, International - \$1,000 for Cross Country Ski Team
 - Kohl’s - \$500 for Cross Country Ski Team

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

8. Field Trip

- Future Business Leaders of America – Burlington High School – LaCrosse, WI – April 12-14 – Michelle Peetz, Liz Glisch, advisors
- On a motion by Todd Terry, seconded by Roger Koldeway, the Board voted to approve the field trip as presented.

9. CESA II Delegate Appointment

- On a motion by Philip Ketterhagen, seconded by Rosanne Hahn, the Board appointed Jim Bousman as the representative to CESA II for the 2015-16 school year.

10. Committee Reports

- Buildings/Grounds/Transportation – nothing to report
- Long Range Planning – March 18, 2015 – **no Board action required**
- Community Education – nothing to report
- Curriculum Committee – March 23, 2015 – **no Board action required**
- Finance Committee – March 23, 2015 – **Board action required for the following: Recommendation from Finance Committee to continue to work with the Baird Company as the District’s Financial Advisor.**
 - **A motion was made by Larry Anderson, seconded by Todd Terry.**
Mr. Ketterhagen requested a roll call vote:
 - **Todd Terry** **Yes**
 - **Rosanne Hahn** **Yes**
 - **William Campbell** **Yes**
 - **Larry Anderson** **Yes**
 - **Jim Bousman** **Yes**
 - **Philip Ketterhagen** **Yes**

- **Roger Koldeway** **Yes**

The motion carried unanimously.

- Personnel Committee – March 9, 2015 – **no Board action required**
- Policy Committee – March 23, 2015 – Naming Rights Policy – **no Board recommendation given. Discussion and comments took place. A motion was made by Jim Bousman and seconded by Todd Terry to approve the Policy. A roll call vote was called by Philip Ketterhagen:**

- **Todd Terry** **Yes**
- **Rosanne Hahn** **No**
- **William Campbell** **Yes**
- **Larry Anderson** **No**
- **Jim Bousman** **Yes**
- **Philip Ketterhagen** **No**
- **Roger Koldeway** **No**

The motion failed on a 4-3 vote.

March 2, 2015 - Board action required for the following:

- **2nd Reading for the following policies**
 - **Foreign Exchange Students - #422.1**
 - **On a motion by Roger Koldeway, seconded by Jim Bousman, the policy was approved.**
 - **Promotion/Retention - #345.4**
 - **On a motion by Roger Koldeway, seconded by Jim Bousman, the policy was approved.**
 - **Technical Excellence Scholarships - #461.1**
 - **On a motion by Roger Koldeway, seconded by Jim Bousman, the policy was approved.**

11. Superintendent’s Report

Superintendent Smet presented outgoing Board member Roger Koldeway with a plaque honoring him for his service as a Board member.

12. Announcements

Rosanne Hahn reported on the WBSD 40th Anniversary celebration and commented on what a nice job the students did at this event.

13. Adjourn

On a motion by Todd Terry, seconded by Rosanne Hahn, the meeting was adjourned at 7:32 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk