



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION
Monday, December 8, 2014
7:00 P.M.
District Office

Minutes

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

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 Jim Bousman, the minutes of the November Board meeting were approved as presented.
3. Bank Statement and Bills
Larry Anderson presented the Bank Statement to the Board for approval. On a motion by Larry Anderson, seconded by Todd Terry, the bank statement for November was approved as presented.

On a motion by Larry Anderson, seconded by Rosanne Hahn, the Board voted unanimously to pay the bills for November.

BURLINGTON AREA SCHOOL DISTRICT BANK STATEMENT RECONCILIATION REPORT NOVEMBER 2014

Total of Beginning Cash on Hand	\$338,712.81
Revenues/Deposits:	
Transfers From Local Government Investment Pool & Savings	\$3,100,000.00
District Office Deposits	\$22,471,54
School Deposits	\$39,232.09
Revtrak Online Deposits For Registration Fees & Food Service	\$26,703.22

Food Service Deposits	\$16,755.62
Community Education Deposits	\$2,099.00
ACH Returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks	\$173.00
Miscellaneous	\$0.00
Total Deposits	<u>\$3,207,434.47</u>
Total Available Cash on Hand	<u>\$3,546,147.28</u>
Expenditures/Withdrawals:	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,183,854.59
Payroll Deduction Expenditures	-\$94,766.92
Wisconsin Retirement Automatic Withdrawl	-\$252,914.50
State Payroll Taxes	-\$79,670.72
Federal Payroll Taxes	-\$444,865.70
General Expenditures (CK#232722 to CK#232975)	-\$996,990.42
BASD Credit Card Automatic Withdrawl	-\$4,436.14
Food Service (Revtrak) Online Credit Card Fees	-\$1,221.78
Community Ed Online Credit Card Fees	-\$227,28
NSF Checks Returned by the Bank	-\$288.00
Voided Checks	\$0.00
Banking Supplies and Fees	-\$131.88
Total Withdrawals	<u>-\$3,059,367.93</u>
Total of Ending Cash on Hand	<u>\$486,779.35</u>

Bank Statement Information	
Bank Statement Balance – End of Month	\$838,197.46
Deposits in Transit	\$0.00
Outstanding Checks	<u>-\$351,418.11</u>
Adjusted Bank Statement Balance	<u>\$486,779.35</u>
Variance	\$0.00

4. Resignations/Terminations

The following resignation and termination were presented to the Board for approval:

- Elise Groover – Special Education Aide – Waller Elementary School – part-time – effective December 9, 2014

Resignation/Termination

- Termination of Employee – effective immediately.

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

5. Appointments

The following appointments were presented to the Board for approval:

- Courtney Cruikshank – Teacher Aide – part-time (5.75 hrs. per day) – Waller Elementary School – effective November 12, 2014
- Jeanne Rennie – Special Education Aide – Waller Elementary School – 5 hrs. per day – effective November 25, 2014

Extra Curricular Activities

- Zachary Ziegler – Assistant Boys Swim Coach – effective immediately

Substitute Teachers

- Jeanne Gomoll
- Amy Grau
- Katherine Yates
- Louis Loenneke
- Robert Briggs

Substitute Teacher Aides

- Laurie Neuendorf
- Bethany Woodson
- Courtney Burris
- Jamie Blohm

On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted unanimously to approve the appointments.

6. Field Trips

The following field trips were presented to the Board for approval:

- Burlington High School Poms – Regional Conference Competition – Wisconsin Dells – January 30-31, 2015 – Ashley Easterwood – Advisor
- Burlington High School A Cappella Choir – Washington D.C. – National Christmas Tree Lighting Ceremony – December 3 – 6, 2014 – Penny Yanke, advisor
- FFA Leadership Conference – Stevens Point, WI – January 9-10, 2015 – Katie Hagemann, Advisor
- BHS Wrestling – Bi-State Wrestling Tournament – December 28 – December 30 – LaCrosse, WI – Jade Gribble, Advisor

On a motion by Jim Bousman, seconded by Todd Terry, the field trips were unanimously approved by the Board.

7. Donations

The following donations were presented to the Board:

- Burlington High School
 - Chocolate City Quilters - \$200 – Burlington High School Library
 - Burlington High School Athletic Association - \$10,000 to the Burlington High School Athletic Department – for equipment and supplies for the Speed and Strength program
 - Kohl’s – donation of \$500 to the Burlington High School Baseball program
 - Black Circle Records – Timothy Townsend - \$50.00 – Programming for WBSD
 - Home Helpers (ANA Ventures) - \$250 – Programming for WBSD
 - Runzheimer International - \$2000 – Programming for WBSD
 - Bahr & Kadlec, Ltd - \$250 – Programming for WBSD
 - Burlington Community Fund LTD – Roberta Wagner - \$2,500 for BHS A Cappella Choir trip to Washington D.C.
 - O’Neil Foundation, Inc. – Robert O’Neil - \$2,500 for BHS A Cappella Choir trip to Washington D.C.

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

- Dyer Intermediate School
 - Market Day - \$63.68
 - Dyer’s Domino’s Dough Night Fundraiser

On a motion by Todd Terry, seconded by Philip Ketterhagen, the Board accepted the donations as presented.

- Lyons Center School
 - Photography by Kathy - \$222.00 commission check
- Cooper Elementary School
 - Author Jan Brett – donation of book entitled, “The Animals’ Santa”
 - Dr. Mervin Langley
 - Presentation given by Dr. Langley to Cooper Staff,, “Attention Deficit Disorders and Strategies to Use in the Classroom”
 - Presentation given by Dr. Langley for Parents/Guardian/Staff on “Building Strong Relationships with Children”.
- Waller Elementary School
 - Dale Marson – PPG Industries – donation of \$960 to help defray costs of field trips for Kathy Schaal’s CDS classroom throughout the year

On a motion by Jim Bousman, seconded by Todd Terry, the Board voted unanimously to accept the donations for Lyons, cooper and Waller.

8. Discussion/Action TID #5

Discussion took place regarding TID #5 and the appointment of a representative. On a motion by Larry Anderson, seconded by Philip Ketterhagen, the Board voted unanimously to appoint Peter Smet as the representative of the School Board and instructed him to vote in favor of TID #5.

9. Discussion/Action of Withdrawal From Local Government Property Insurance Fund

On a motion by Todd Terry, seconded by Rosanne Hahn, the Board voted unanimously to approve the withdrawal from the local government property insurance fund.

10. Committee Meetings

- Buildings/Grounds/Transportation – nothing to report
- Long Range Planning – nothing to report
- Community Education – nothing to report
- Finance Committee
 - Agenda/Minutes – November 20, 2014 – **no Board action required**
- Curriculum Committee
 - Agenda/Minutes – November 17, 2014 – **Board action required for the following:**
 - **AP Human Geography, Credit for Interventions and credit for Advising**
 - **A motion was made by Rosanne Hahn, seconded by Philip Ketterhagen to approve the course “AP Human Geography.” The motion passed.**
 - **A motion was made by Philip Ketterhagen, seconded by Todd Terry to approve the course “Credit for Interventions.” The motion passed.**
 - **A motion was made by Rosanne Hahn, seconded by Jim Bousman to approve the course “Credit for Advising.” Roger Koldeway proposed an amendment to make the course worth ¼ credit per year and to add 1 credit to the credit requirements for graduation. Discussion took place. There was no second. Roger Koldeway commented that he would like to study the credits. The original motion was voted on passing on a vote of 5-2.**
- Finance Committee
 - Agenda/Minutes – November 20, 2014 – **no Board action required**
- Personnel Committee
 - Agenda/Minutes – November 10, 2014 - **no Board action required**
 - Agenda/Minutes – December 1, 2014 –closed session – **Board action required for the following:**
 - **Update of Employee Agreement**
 - **On a motion by Todd Terry, seconded by Larry Anderson, the Board to approve the update of the employee agreement**
 - Agenda/Minutes – December 1, 2014 – open session – **no Board action required**
 - Agenda – December 8, 2014 – closed session – **no Board action required**
 - Agenda – December 8, 2014 – open session – **Board action required for the following:**
 - **Employment Benefit Insurance Consultants**

- **A motion was made by Todd Terry and seconded by Rosanne Hahn to accept M3 as the designated Employment Benefit Insurance Consultant. Discussion took place. Philip Ketterhagen proposed an amendment to the motion that would allow Hausman/Johnson and M3 to present their benefit packages so the Board so they can base their choice on the presentations and quotes presented. Discussion took place and it was stated that the original motion could not be amended in this manner. Roger Koldeway proposed a second amendment that would endorse further discussion of this issue. Jim Bousman seconded the motion. The amendment to the original motion failed on a vote of 5-2.**

The original motion was then voted on and failed on vote of 4-3. The vote was as follows:

Yes Votes: William Campbell, Rosanne Hahn, Todd Terry.

No Votes: Roger Koldeway, Jim Bousman, Philip Ketterhagen and Larry Anderson.

More discussion. A new motion was put forth by Roger Koldeway and seconded by Todd Terry to invite Hausman/Johnson and M3 in for a presentation. The motion passed unanimously.

- Policy Committee
 - Agenda/Minutes – November 17, 2014 – **no Board action required.**
- Other Meetings
 - Agenda/Minutes – School Board Meeting – November 17, 2014 – **no Board action required.**

11. Superintendent's Report

- Delegate Assembly motions should have been received by Board members – they will be discussed at the January meeting. Rosanne Hahn has been chosen as the representative to the Delegate Assembly and the Board will provide her with direction on the various motions.
- All Board members have received invitations to the Christmas Luncheon on December 19th.

12. Announcements

There were no announcements.

13. Adjourn

On a motion by Todd Terry, seconded by Larry Anderson, the meeting was adjourned at 7:45 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk