

OFFICIAL MINUTES

BURLINGTON AREA SCHOOL DISTRICT

John Anderson	President
William Campbell	Vice President
Scott Barrett	Treasurer
Susan Kessler	Clerk
Rosanne Hahn	
David Thompson	
Larry Anderson	

Board of Education meeting held on February 14, 2011.

1. Board President John Anderson called the meeting to order at 7:00 P.M. Present at this meeting were Board members John Anderson, William Campbell, Scott Barrett, Susan Kessler, Rosanne Hahn, David Thompson, Larry Anderson, administrators Dave Moyer, Peter Smet, Connie Zinnen, Pat Hoffman and Board secretary Priscilla Crowley.
2. On a motion by Rosanne Hahn, seconded by William Campbell, the minutes of the January 10, 2011 meeting were approved as presented.
3. On a motion by Scott Barrett, seconded by William Campbell, the Board voted unanimously to approve the bank statements of December 2010, January 2011 and the payment of bills for January.

BURLINGTON AREA SCHOOL DISTRICT
BANKS STATEMENT REPORT
DECEMBER 2010

School Receipts	
Registration fees	\$1,874.00
Instrument rental	\$100.00
Resale	
Music-Waller	\$154.00
Athletic participation	\$3,575.00
Field trips	\$982.75
Bus transportation	\$717.75
Student fines	\$21.00

Admissions	
Girls basketball	\$784.00
Boys basketball	\$1,590.00
Wrestling	\$391.00
Community Education Dept	
Pee Wee soccer	\$30.00
Pee Wee baseball	\$80.00
Volleyball Camps	\$80.00
Learn to Ski	\$1,001.00
Girls Fast Pitch	\$692.00
Mens Rec BB	\$105.00
Coed youth BB	\$336.00
Creative Puppets	\$30.00
Kids Zumba	\$91.00
Womens Volleyball	\$60.00
Music in the box	\$35.00
ARAMARK-student lunch	\$56,421.15
Interest on investments	\$119.17
Transfer from State Investment Pool	\$3,500,000.00
Mobile home fees	\$2,639.88
Use of facilities	\$1,628.41
Health insurance premiums	\$1,305.72
City of Burlington-copy paper	\$825.22
Misc receipts	\$28.50
CESA 2 Transit of aid	\$4,473.76
Duplicating-Girls Softball	\$35.70
Activity participation	\$3,000.00
BASD-PAC house	\$28,614.00
Parking passes	\$5,000.00
Student Activity Accts-Bus transportation	\$521.50
Jury duty	\$46.00
CESA 2 Driver Edu	\$400.00
Total receipts	\$4,617,788.51

Cash on hand	- \$147,226.06
Receipts-December	<u>\$4,617,788.51</u>
Available cash on hand	\$4,470,562.45
Expenditures-December	\$3,257,027.77
Checks returned by bank	\$291.00
Credit card fees – CED	\$111.09
Credit card withdrawal-BASD	\$1,991.17
Wisconsin Retirement	<u>\$185,729.68</u>
Cash on hand	<u>\$1,025,411.74</u>
Bank statement balance	\$1,840,597.71
Outstanding checks	<u>\$815,185.97</u>
Adjusted bank statement balance	<u>\$1,025,411.74</u>

BURLINGTON AREA SCHOOL DISTRICT
BANK STATEMENT REPORT
JANUARY 2011

School Receipts	
Instrument rental	\$50.00
Resale	
Technical Education	\$623.91
Athletic participation	\$1,000.00
Field trips	\$1,048.41
Bus transportation	\$1,589.25
Parking fees	\$600.00
Admissions	
Girls basketball	\$1,319.00
Boys basketball	\$446.00
Wrestling	\$1,630.00
Community Education Dept.	
Pee Wee soccer	\$357.00

Pee Wee baseball	\$220.00
Pee Wee tennis	\$140.00
Volleyball Camp	\$1,375.00
Boys BB camp	\$220.00
Tennis	\$15.00
Girls Fast Pitch	\$734.00
Mens Rec BB	\$770.00
Dec Painting	\$190.00
Yoga	\$305.00
Adult misc.	\$215.00
Coed youth BB	\$126.00
Creative Puppets	\$240.00
Kids Zumba	\$917.00
WISE Kids	\$976.00
Climbing Tower	\$40.00
Snow shoes	\$30.00
Baseball	\$100.00
Music in the box	\$280.00
ARAMARK – student lunch	\$64,188.50
Interest on investments	\$494.39
Mobile home fees – Town of Burlington	\$874.78
Refunds	\$95.04
Use of facilities	\$320.00
Tax Levy	\$7,299,918.99
Education Jobs Bill Grant	\$926,702.00
Misc receipts	\$270.90
Aurora Wellness-swim fee	\$54,347.00

Donation – Winkler PTO	\$500.00
Donation-matching funds-Creek, Follis, Tinder et al	<u>\$3,500.00</u>
Total receipts	\$8,366,768.17
Cash on hand	\$1,025,411.41
Receipts-January	<u>\$8,366,768.17</u>
Available cash on hand	\$9,392,179.91
Expenditures-January	\$3,551,787.38
Checks returned by bank	\$243.00
Void checks	\$637.50
Credit card fees-CED	\$302.52
Credit card withdrawal – BASD	\$1,095.89
Food Service charges	\$377.70
Wisconsin Retirement	<u>\$204,789.25</u>
Cash on hand	<u>\$5,634,977.07</u>
Bank statement balance	\$5,954,912.66
Outstanding checks	<u>\$319,935.59</u>
Adjusted bank statement balance	<u>\$5,634,977.07</u>

4. Recognition of Staff, Students and Programs

- Karcher Middle School students and staff raised \$3,794.24 in pennies for Children’s Hospital. The Board congratulates Karcher students and staff on a job well done.

5. Resignations, Retirements, Leaves of Absence

The following resignations, retirements and leaves of absence were presented to the full Board for approval:

Retirements

- Susan Moe – 4th Grade Teacher – Waller Elementary School – effective at the completion of the 2010-11 school year

- Diane Mee – 6th Grade Teacher – Dyer Intermediate School – effective at the completion of the 2010-11 school year
- Eileen Gabriel –Speech Pathologist – Waller Elementary School – effective at the completion of the 2010-11 school year
- Dr. Barbara Kopack-Hill – Principal – Burlington High School – effective at the completion of the 2010-11 school year
- Pat Hoffman – Assistant Superintendent – effective at the completion of the 2010-11 school year
- Linda Luger - Principal – Winkler Elementary School – effective at the completion of the 2010-11 school year
- Jo Ann Stevens – Bookkeeper – District Office – effective June 30, 2011

Resignation

- Gary Kersting – 4 hour custodian – Burlington High School – effective Friday, January 28, 2011

Resignations – Appendix B

- Kate Dooley – Safety Patrol – Winkler School – effective 2010-11 school year
- Susan Sheldon – Yearbook co-advisor – Burlington High School – effective at the completion of the 2010-11 school year
- Robbie Twohig – Homecoming Advisor – Burlington High School – effective at the completion of the 2010-11 school year
- Julie Verhagen – Homecoming Advisor – Burlington High School – effective at the completion of the 2010-11 school year
- Patti Tenhagen – Freshman Girls volleyball Coach – effective immediately

Leaves of Absence

- Wendy Zeman – leave of absence as coach for the 2010-11 Karcher 7th grade volleyball season
- Stacy Stoughton – leave of absence as coach for the 2010-11 7th/8th grade track season

On a motion by William Campbell, seconded by Scott Barrett, the Board voted unanimously to approve the resignations, retirements and leaves of absence as they were presented.

6. Appointments, Contract Amendment, Citizen Representative for Board Committee

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

- Krista Dudones – Administrative Assistant – Burlington High School Athletic Department – effective January 24, 2011

Substitute Teachers

- Shey Scarro
- Lindsay McFarland
- Ross Wiemer
- Mary Parker

Appendix B

- Burlington High School Lunch Supervision – 3rd Term:
 - Josh Dow
 - Dan Luneau
 - Dave Caldwell
 - Eric Ellingham
 - Glenna Zhe
 - Karen Brenneman
- Tim Gesteland – Girls Volleyball – Grade 7 – Karcher Middle School – 2011-12 school year only
- Leslie Lahodik – Safety Patrol – Winkler School – from co-advisor to full advisor – effective 2010-11 school year

Contract Amendment

- Mary Wagner – Guidance Counselor – Karcher Middle School – 40% contract for 2nd semester 2010-11 school year only

Citizen Representative – Board Committee

- Dia Kleitsch – Curriculum Committee

On a motion by William Campbell, seconded by Scott Barrett, the Board voted unanimously to approve the appointments as presented.

6. Administrative Appointments – Assistant Superintendent

The Personnel Committee of the Board of Education recommended to the full Board the appointment of Connie Zinnen as the Assistant Superintendent for Curriculum replacing Pat Hoffman. On a motion by William Campbell, seconded by Scott Barrett, the Board voted unanimously to approve the appointment as it was presented.

7. Donations

- Burlington High School
 - Love, Inc. – donation of 9 banquet tables for Burlington High School
 - Ali Ricchio – donation of \$50.00 for BHS tennis courts
- Burlington School Forest
 - Taylor Wishau – donation of \$25.00 to the Burlington School District School Forest
- PAC House (Project Active Citizen)
 - Reineman’s True Value Store – donation of dog bones for the PAC House Dog Biscuit sales
- Dyer Intermediate School
 - Donations from the following for the Dyer Intermediate School’s Caught Being Good Program:
 - Traxside Skating
 - Culvers Frozen Custard
 - Taco Bell

- Wendy's
- Flippy's Fast Food
- Napoli's Restaurant & Pizzeria

On a motion by William Campbell, seconded by David Thompson, the Board voted unanimously to accept the donations as they were presented.

William Campbell suggested that a plaque be given to Reineman's True Value naming them as a "Friend to Education and the Burlington Area School District". The Board approved this suggestion

8. Field Trip

- KEY Club – Burlington High School – Sharon Kelley – advisor – KEY Club Convention – Green Bay –overnight field trip – March 4-6, 2011
On a motion by Rosanne Hahn, seconded by William Campbell, the Board voted unanimously to approve the field trip.

9. Committee Reports

A. Curriculum Committee

- January 17, 2011 meeting – no Board action required
- February 7, 2011 – **Board action required for the following:**
 - **Geometry Course Revisions – Burlington High School**
On a motion by Rosanne Hahn, seconded by Susan Kessler, the Board voted unanimously to approve the Geometry Course as presented.

B. Finance Committee –nothing to report

C. Long Range Planning Committee

- February 14, 2011 – **Board action required for the following:**
 - **School Attendance Boundaries**
On a motion by David Thompson, seconded by Rosanne Hahn, the Board voted unanimously to approve the changing of the School Attendance Boundaries (Map attached to minutes).

D. Policy Committee

- January 17, 2011 – **1st Reading for the following Policies:**
 - **Policy #840.2 – “Fund Raising/Signage”**
 - **Policy 421.1 – “First Grade Admission”**
 - **Revisions for Non-Discrimination Statement**
On a motion by Susan Kessler, seconded by David Thompson, the Board voted unanimously to approve the revisions to the Non-Discrimination Statement
- February 14, 2011 – **Board action required for the following:**
 - **Rescind Policy # 224 – “Residency Policy for Administrators”**

On a motion by Susan Kessler, seconded by David Thompson the Board voted 6 to 1 in favor of rescinding Policy #224.

- E. Personnel Committee
 - January 10, 2011 – no Board action required
 - February 7, 2011 – no Board action required
 - February 14, 2011 – no Board action required
- F. Buildings/Grounds/Transportation – nothing to report
- G. Community Education
 - January 17, 2011 – no Board action required
- H. Other Meetings
 - January 17, 2011 – Committee of the Whole – no Board action required

10. Superintendent's Report

- Technology Update
Scott Christensen will be reporting on the website and new e-mail system at a future meeting. Several of our administrators have attended the State Technical Conference.
- Roadmap Update – the administrative team has been working hard to come up with workable targets. Among topics of discussion have been “Best Practice Instruction”, Assessment Plan, and “21st Century Skills”
- Recognition of Burlington Fire and Police Departments - the city and town of Burlington Police and Fire Departments have proved to be exceptional friends to education and the Burlington Area School District. It was suggested that town and city police and fire officials be invited to a Board meeting so they can be recognized for their continued dedicated service to the Burlington community and Burlington Area Schools.

11. Dedicated Service

Board President John Anderson recognized all of the retirees listed for their years of dedicated service to Burlington Area Schools.

12. Adjourn

On a motion by William Campbell, seconded by David Thompson, the meeting was adjourned at 7:45 P.M.

Respectfully submitted,

Susan Kessler, Clerk