



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION
Monday, July 8, 2013
7:00 P.M.
District Office

Minutes

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

1. Call to Order
Board President David Thompson called the meeting to order at 7:02 P.M.
2. Board Minutes
On a motion by Rosanne Hahn, seconded by Philip Ketterhagen, the minutes of the June 10, 2013 meeting were approved as presented.
3. Bank Statement and Bills
On a motion by Larry Anderson, seconded by Roger Koldeway, the Board voted unanimously to approve the bank statement and authorize the payment of bills for June.

BULRINGTON AREA SCHOOL DISTRICT BANK STATEMENT RECONCILIATION REPORT JUNE 2013

TOTAL OF BEGINNING CASH ON HAND	\$420,036.53
Revenues/Deposits	
Transfers	\$2,600,000.00
Interest Earned	\$0.00

District Office Deposits	\$70,491.39
School Deposits	\$12,780.21
Food Service Deposits	\$10,714.73
Community Education Deposits	\$37,839.96
ACH Returns from Payroll Direct Deposits	\$1,703.11
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Deposits	<u>\$2,733,529.40</u>
Total Available Cash on Hand	<u>\$3,153,565.93</u>
Expenditures/Withdrawals	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,099,904.97
Payroll Deduction Expenditures	-\$102,742.95
Wisconsin Retirement Automatic Withdrawl	-\$225,809.72
State Payroll Taxes	-\$85,349.24
Federal Payroll Taxes	-\$431,621.96
General Expenditures (CK#227202 to Ck#227532)	-\$501,170.86
BASD Credit Card Automatic Withdrawl	-\$2,879.00
Food Service Online Credit Card Fees	-\$704.42
Community Ed Online Credit Card Fees	-\$463.30
NSF Checks Returned by the Bank	-\$78.85
Voided Checks	\$124.86

Banking Supplies and Fees	\$0.00
Total Withdrawals	<u>-\$2,450,600.41</u>
Total of Ending Cash on Hand	<u>\$702,965.52</u>
Bank Statement Information	
Bank Statement Balance – End of Month	\$1,099,471.18
Deposits in Transit	\$0.00
Outstanding Checks	-\$396,505.66
Adjusted Bank Statement Balance	<u>\$702,965.52</u>
Variance	\$0.00

4. Resignations/Retirements

The Personnel Committee presented the following retirement and resignations to the Board for approval:

- Lori Hintz – Karcher Middle School – retirement effective at the completion of the 2012-13 school year
- Amber Rodriguez – Teacher Aide – Cooper Elementary School resignation effective at the completion of the 2012-13 school year
- Courtney Lilla – Burlington High School – English – resignation effective at the completion of the 2012-13 school year

Math Leadership Team

- Karen Turner
- Jamie Snyder

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted unanimously to approve the retirement and resignations as presented.

5. Appointments

The Personnel Committee presented the following appointment to the Board for approval:

- Karen Smith – Grade 4 Teacher – Waller Elementary School – effective 2013-14 school year
- Rebecca Ivkovich – General Music Teacher – 100% contract – Dyer Intermediate/Winkler Schools – effective 2013-14 school year

- Marnie Lukenbill – Special Education Teacher – 100% contract – Burlington High School – effective 2013-14 school year
- Michelle Vendegna – Special Education Teacher – 100% contract – Karcher Middle School – effective 2013-14 school year
- Travis Alexander – Math Interventionist – 100% contract – Dyer Intermediate School – effective 2013-14 school year
- James Dennert – Chemistry/Physical Science Teacher – Burlington High School - effective 2013-14 school year
- Shannon Wiswell – 70% position – Art – Burlington High School and Lyons Elementary School – effective 2013-14 school year
- Darlene Rivest - .125% Orchestra Position – Dyer Intermediate School – effective 2013-14 school year
- Kelly Kirschling – Special Education Teacher – 100% contract - Dyer Intermediate School – effective 2013-14 school year
- Colin Galitz – Band teacher – increase in contract to 80% - effective 2013-14 school year
- Cassandra DaValt – Educational Interpreter – Burlington High School – 7.5 hrs. per day/180 days – effective 2013-14 school year
- Stephanie Rediger – Teacher Aide – Waller Elementary School – 5.75 hrs. per day – effective 2013-14 school year
- Griffin McLaughlin – Teacher aide – 4 hrs. per day – Dyer Intermediate School – effective 2013-14 school year
- Suzanne Dunbar – Library Aide – Dyer Intermediate School – effective 2013-14 school year
- Tracy Weis – Special Education Aide – Cooper Elementary School – 5.8 hrs. per day – effective 2013-14 school year
- Michaela Habberly – Special Education Aide – Waller Elementary School – 5.75 hrs. per day – effective 2013-14 school year

Extra Curricular Activities

- Science Leadership
 - Cathie Zlevor – Grade 1
 - Barb Berezowitz – Grade 7
 - Linda Amundson – Grade 8
 - Joel Graham – High School
- Heather Mielke – TSID Support – Karcher Middle School
- Literacy Leadership Team
 - Janet McGrath – Cooper
 - Dawn Wenzel-Helnore – Cooper
 - Jean Price – Lyons
 - Jennifer Jankowski – Lyons
 - Jenny Sproehlich – Lyons
 - Jennifer Libbey – Winkler
 - Jamie Cook – Waller

- Kelly Dummer – Winkler
- Lara Shepherdson – Waller
- Kathy Ferguson – Waller
- Laurie Tess – Waller
- Darlene Considine – Waller
- Piper Smith – Waller
- Terry Crowley/Angela Bies – shared position – Waller
- Sana Bauman – Dyer
- Jackie Bladow – Dyer
- Molly Ebbers – Dyer
- Patti Tenhagen – Karcher
- Jenny Geyso – Karcher
- Jodi Peterson – BHS
- Shelley Anderson – BHS
- Math Leadership Team
 - Eric Ellingham
 - Julie Gesteland
 - Teri Leach
 - Travis Alexander
 - Carolyn Ritter
 - Katie Dickinson
 - Jennifer Heelein
 - Teresa Forseth
 - Mary Larsen
 - Anne Thompson
 - Sara Koeppen
 - Jeri Nettesheim
 - Katie Olson
 - Cindy Smith
 - Mike Jones
- Summer School
 - Megan Spitzenberger – Teacher Aide
 - Summer School Teachers
 - Rachel Fox
 - Charissa Considine
 - Sarah Thate
 - Tamara Brooks
 - Rachel Gastreich

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

6. Annual Meeting, Set Date, Time, Place

On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted unanimously to approve August 26, 2013 at 8:00 P.M. at the Burlington High School Auditorium as the date, time and place of the 2013 Annual Meeting.

7. Donations

○ Dyer Intermediate School

- Dominos Pizza - \$312.28 from April Dough Night Fundraiser
- Traxside Skating - \$44.00 – skate rebate from Dyer Skate Night
- Chocolate Fest - \$239.00 from sale of tickets sold at Dyer

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

○ Burlington High School

- O'Neill Foundation – donation of \$2,400 for Boundary Waters Course, Burlington High School
- Sharon Kelley – donation of the book “A Plank Road Summer” to the BHS Library

On a motion by Rosanne Hahn, seconded by William Campbell, the Board voted unanimously to accept the donations as presented.

○ Cooper Elementary School

- Cooper PTO
 - Six iPads
 - \$500 for end of year student council and safety patrol field trip
- Burlington Police Department
 - \$300 to defray cost of the safety patrol end of school year field trip (split between Cooper, Lyons, Waller and Winkler Schools)
- Dominos Pizza – donation of certificates for free medium pizzas for “Extra Effort” awards for summer school

On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted unanimously to accept the donations as presented.

8. Committee Reports

Buildings/Grounds/Transportation

○ Agenda/Minutes – July 1, 2013

○ **Board approval required for the following:**

▪ **Re-roofing of Cooper School**

On a motion by Jim Bousman, seconded by Philip Ketterhagen, the Board voted to approve the bid of \$112,900 from Cudahy Roofing

- **BHS School Parking Lot Repairs**
On a motion by Jim Bousman, seconded by Philip Ketterhagen, the Board voted to approve the bids by American Pavement Solutions for \$26,835 for the parking lot and Asphalt Services for \$2,079.50 for the Sports Field area
- **Control Upgrades for Hot Water System at BHS**
On a motion by Jim Bousman, seconded by Philip Ketterhagen, the Board voted unanimously to approve the control upgrade for BHS to Siemen's in the amount of \$15,615.00

Community Education - nothing to report

Curriculum Committee

- Agenda/Minutes – June 17, 2013
 - **No Board action required**

Finance Committee – nothing to report

Long Range Planning – nothing to report

Personnel Committee

- Agenda/Minutes – June 10, 2013
 - **No Board action required**
- Agenda/Minutes – July 1, 2013
 - **No Board action required**
- Agenda – July 8, 2013
 - **No further Board action required**

Policy Committee

- Agenda/Minutes – June 24, 2013
 - **Board action required for the following policies – 1st**

Reading:

- **#112 – Non-discrimination**
- **#300 – Instructional Goals**
- **#346.1 – Non-discriminating Testing**
- **#361.1 – Instruction Materials Selection**
- **#361.2 – Selection of Library/Media Materials**
- **#364 – Guidance Program**
- **#370 – Extra Curricular Activities**
- **#410 – Statements of Guiding Principals**
- **#411.1 – Sexual Harassment of/by Students**
- **#421 – Entrance/Admission Requirements**
- **#443 – Maintenance of Orderly Conduct**
- **#447.3 – Suspension**
- **#447.31 – Expulsion**
- **#460 – Honors and Awards**
- **#460.1 – Student Scholarships**
- **#511.1 – Equal Opportunity Employment**

- **#512 - Harassment**
 - Agenda/Minutes – July 1, 2013
 - **Board action required for the following policies – 1st Reading:**
 - **#171.2 – Agenda Preparation & Dissemination**
 - **#422.1 – Foreign Exchange Students**
 - **#458 – District Wellness Policy**
 - **#527 – Staff Complaints and Grievances**
 - **#495 – Harassment of/by Students**
- Other Meetings – nothing to report

9. Superintendent's Report

- Jamie Schuman, head of the District Kitchen Staff has been promoted and will be leaving us for a new position with Aramark in Waukegan, IL
- The Winkler School Principal search is ongoing and interviews will take place on Wednesday of this week.
- The joint meeting of the Buildings/Grounds/Transportation Committee and the Long Range Planning Committee will need to be rescheduled for a different date. The planned presentation cannot be presented that night.

10. Announcements

There were no announcements.

11. Adjourn

On a motion by William Campbell, seconded by Rosanne Hahn, the meeting was adjourned at 7:39 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk