



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION BOARD MINUTES

David Thompson
William Campbell
Scott Barrett
Rosanne Hahn
Larry Anderson
Roger Koldeway
Philip Ketterhagen

President
Vice-President
Treasurer
Clerk

Board of Education Meeting held on June 11, 2012.

1. Call to Order
Board President David Thompson called the meeting to order at 7:14 P.M. Present at this meeting were Board members David Thompson, William Campbell, Rosanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldeway, Scott Barrett (via telephone), administrators David Moyer, Peter Smet and Board secretary Priscilla Crowley.
2. Board Minutes
On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board minutes from the May 14, 2012 meeting were approved as presented.
3. Bank Statement and Bills
On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted unanimously to approve the Bank Statement and authorize the payment of bills for May 2012.

**BURLINGTON AREA SCHOOL DISTRICT
BANK STATEMENT RECONCILIATION REPORT
MAY 2012**

Total of Beginning Cash on Hand	\$1,798,865.60
Revenues/Deposits	
Local Government Investment Pool Transfers	\$2,000,000.00
Interest Earned	\$84.03
District Office Deposits	\$0.00
School Deposits	\$18,620.01
Food Service Deposits	\$56,022.33
Community Education Deposits	\$31,604.00
ACH Returns From Payroll Direct Deposits	\$1,216.17
Collected NSF Checks/Write Off of Old Checks	\$8,291.96
Miscellaneous	\$3,025.14
Total Deposits	<u>\$2,118,863.64</u>
Total Available Cash on Hand	<u>\$3,917,729.24</u>
Expenditures/Withdrawals	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,215,811.52
Payroll Deduction Expenditures	-\$79,586.24
Wisconsin Retirement Automatic Withdrawl	-\$190,148.54
State Payroll Taxes	-\$90,841.36
Federal Payroll Taxes	-\$421,303.59
General Expenditures (Ck#222614 to Ck#223214)	-\$1,207,467.34
BASD Credit Card Automatic Withdrawl	-\$562.59
Food Service Online Credit Card Fees	-\$522.79
Community Ed Online Credit Card Fees	-\$766.28
NSF Checks Returned by the Bank	-\$90.00

Voided Checks	\$70.00
Banking Supplies and Fees	-\$26.38
Total Withdrawals	-\$3,207,056.63
Total of Ending Cash on Hand	\$710,672.61
Bank Statement Information	
Bank Statement Balance – End of Month	\$1,166,691.37
Deposits in Transit	\$0.00
Outstanding Checks	-\$456,018.76
Adjusted Bank Statement Balance	\$710,672.61
Variance	\$0.00

4. Recognition of Guests and District Residents
(Time limit of 3 minutes to address the Board)
No one asked to address the Board of Education.

5. Recognition of Staff, Students and Programs
No individuals or programs were recognized.

6. Resignations, Contract Amendments for Contract Reductions, Leave of Absence
The Personnel Committee presented the following resignations and contract amendments and leave of absence to the full Board for approval:
Resignations
 - Christopher Burish – Teacher – Burlington High School – effective at the completion of the 2011-12 school year
 - Charissa Considine – Summer School Teacher – 2012 – resignation effective immediately
 - Amanda Thate – Summer School Teacher – 2012- resignation effective immediately
 - Doreen Daniels – Athletic Secretary – effective July 2012Leave of Absence
 - Laura Jablonski – October 8, 2012 through January 2, 2013 – maternity leaveContract Amendments
 - Lori Hintz – Karcher Middle School Teacher – reduction from a 64% contract to a 56.25% contract for the 2012-13 school year

- Mary Wagner – Guidance Counselor – reduction from an 80% contract to a 60% contract for the 2012-13 school year

On a motion by William Campbell, seconded by Larry Anderson, the Board voted unanimously to approve the resignations, contract amendments and leave of absence as presented.

7. Appointments

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

- Mike Lidholm – Tech Ed Teacher – Karcher Middle School – 100% contract – effective 2012-13 school year
- Katharyn Wiersma – School Psychologist – District Wide – 100% contract – effective 2012-13 school year
- Brenna McCormick – Spanish Teacher – Burlington High School – 100% contract – 2012-13 school year
- Steffanie Nagan – Science Teacher – Burlington High School – 100% contract – 2012-13 school year
- Michael Pahl – Tech Ed Teacher – Burlington High School – 100% contract – 2012-13 school year

Summer School Secretary

- Pam Moersfelder – Summer School Secretary – 2012 session

Summer School Teacher Aides

- Linda Londre
- Amber Rodriguez
- Bev Edwards

Summer School Teachers – Burlington High School

- Adam Cook/Lorrie Wagner – Sharing Phy Ed credit recovery
- Laura Jablonski – Compass Lab – credit recovery
- Shelby Vogg – Compass Lab – credit recovery including Math compass
- Kathy Rubach – Math credit recovery for Geometry and higher
- Chris Burish – Freshman Connections credit recovery
- Julie Verhagen – Senior make-ups/Public Speaking and Writing Skills credit recovery
- Ken Savaglia – Compass Lab and Social Studies credit recovery
- Carl Guziewski – additional lab staffing if needed

Summer School Teacher – Elementary

- Jim Solum
- Judy Bartlett

Summer Cleaning Help

- Pam Kinnard
- Laura Marshall
- James Koceja
- Anne Fliess
- Shelby Schaal

- Shaun O'Dea
- Emily Schaal

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- Ron Gebel

Literacy Team

- Mary Larson – Winkler Elementary School

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

8. Donations

- Burlington High School Athletic Department
 - Kahl Family – donation of \$18,125.00 for the refinishing of the gymnasium floor at Burlington High School
- ACE Academy – Burlington High School
 - John Carney of Bruesewitz Plumbing – donation of time and equipment for training aids in the plumbing unit of the Academy

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

- Dyer Intermediate School
 - Veterans/Military Organization of Burlington – donation of 200+ flags for placement around Dyer Intermediate School in honor of Memorial Day

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

- Karcher Middle School
 - 2 \$25 gift cards for the 8th grade graduation ceremony on June 7th donated by Wal Mart

On a motion by Rosanne Hahn, seconded by Larry Anderson, the Board voted unanimously to accept the donation as presented.

9. AFS Students – Burlington High School – 2012-13 School Year

On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted unanimously to approve the placement of foreign exchange students at Burlington High School for the 2012-13 school year but limited the total number of students for placement to 4 with discretionary power given to Principal Eric Burling.

10. Field Trip

- FFA Convention – Madison – June 12-14, 2012 – Jodi Rogahn – advisor

On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted unanimously to approve the field trip as presented.

11. Committee Reports

- Finance Committee

- May 21, 2012 – **Board action required for the following:**
 - **Wisconsin Deferred Compensation Program**

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On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted 6-1 to approve the Wisconsin Deferred Compensation Program. Roger Koldeway cast the dissenting vote. Philip Ketterhagen commented that this was a good program for school district employees that incurred no cost to Burlington Area Schools.

- June 4, 2012 – **Board action required for the following:**
 - **Approval of the 2012-13 School Budget**

A motion was made by William Campbell, seconded by Rosanne Hahn to approve the 2012-13 school budget as presented.

Roger Koldeway made a motion to amend the 2012-13 school budget by including a 0% wage increase for teaching staff and administration and that the budget include a 12.8% Health and Dental Insurance premium payment from staff members. Philip Ketterhagen seconded this motion. Roger Koldeway presented his written proposal and all Board members held discussion. Rosanne Hahn abstained from the discussion. After all Board members had the opportunity to express their opinion a vote was called for on Roger Koldeway's motion for an amendment to the budget. The amendment was defeated on a vote of 4 -2 with 1 abstention. The breakdown of the vote was as follows:

Larry Anderson	No
David Thompson	No
Scott Barrett	No
William Campbell	No

Roger Koldeway	Yes
Philip Ketterhagen	Yes

Rosanne Hahn	Abstain
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A vote was then called on the original motion to approve the 2012-13 school budget as presented. This motion passed with 5 yes and 2 no votes. The breakdown of the votes is as follows:

David Thompson	Yes
Scott Barrett	Yes

Rosanne Hahn Yes
William Campbell Yes
Larry Anderson Yes

Roger Koldeway No
Philip Ketterhagen No

- Long Range Planning – nothing to report
- Policy Committee
 - May 21, 2012 – **Board action is required for the following:**
 - **1st Reading – Policy #112 – Nondiscrimination**
On a motion by Roger Koldeway, seconded by William Campbell, the Board voted to approve the 1st Reading of Policy #112 – Nondiscrimination.
 - **1st Reading – Policy #692 – Post Issuance Compliance Policy**
On a motion by Roger Koldeway, seconded by Philip Ketterhagen, the Board voted to approve the 1st Reading of Policy #692 – Post Issuance Compliance Policy
 - **1st Reading – Policy #693 – Fund Balance Policy**
On a motion by Roger Koldeway, seconded by Rosanne Hahn, the Board voted to approve the 1st Reading of Policy #693 – Fund Balance Policy
- Personnel Committee
 - May 14, 2012 – Closed Session – **No Board action required**
 - May 14, 2012 – Open Session - **Board action required for the following:**
 - **Approval of amending the statement regarding e-mail communication with students by adding the word personal to the statement.**
On a motion by William Campbell, seconded by Philip Ketterhagen, the motion carried.
 - May 21, 2012 – Open Session – **Board action required for the following:**
 - **Health Insurance for Employees – Humana Plans**
On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted to approve the Humana Plans as presented with a premium payment per month of \$60.53 for single plan and \$169.48 for family plan for the \$250/\$500 deductible plan.
 - June 4, 2012 – Open – **No Board action required**
 - June 11, 2012 – Closed – **Board action required for the following:**
 - **Approval of Aide Staffing for the 2012-13 school year**

On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted 6 – 1 in favor of the Aide Staffing proposal for the 2012-13 school year. Roger Koldeway cast the dissenting vote.

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- Buildings/Grounds/Transportation
 - June 4, 2012 – **No Board action required – all items voted on at an Action Meeting held on June 4, 2012**
- Community Education
 - June 4, 2012 – **No Board action required**
- Curriculum Committee – nothing to report
- Other Meetings
 - Committee of the Whole – May 14, 2012 – **No Board action required**
 - Action Meeting – June 4, 2012 – **No Board action required**

12. Superintendent's Report

The Superintendent reported on the following items:

- School Day Start and End Times – Start and end times will vary at school 5 – 10 minutes per day because of 7 period scheduling at Burlington High School
- Second Chance Program Graduates - Burlington had two students who graduated from this program
- Tech Interactive 2012-13 Conference – held at George Williams College June 12-13, 2012

13. Announcements – none

14. Adjourn

On a motion by William Campbell, seconded by Rosanne Hahn, the meeting was adjourned at 8:25 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk