



**BURLINGTON AREA SCHOOL
DISTRICT**

BOARD OF EDUCATION
FEBRUARY 11, 2013
7:00 P.M.
DISTRICT OFFICE

David Thompson	President
William Campbell	Vice President
Scott Barrett	Treasurer
Rosanne Hahn	Clerk
Larry Anderson	
Philip Ketterhagen	
Roger Koldeway	

Board of Education meeting held on February 11, 2013.

- Call to Order
Board President David Thompson called the meeting to order at 7:00 P.M. Present at this meeting were Board members David Thompson, William Campbell, Rosanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldeway, administrators Peter Smet, Ruth Schenning, Connie Zinnen and Board secretary Priscilla Crowley.
- Board Minutes
On a motion by Rosanne Hahn, seconded by Philip Ketterhagen, the minutes of January 14, 2013 meeting was approved as presented.
- Bank Statement and Bills
A motion to approve the bank statement and approve the payment of bills was made by William Campbell, seconded by Roger Koldeway. The motion passed unanimously.

**BURLINGTON AREA SCHOOL DISTRICT
BANK STATEMENT RECONCILIATION REPORT
JANUARY 2013**

Total of Beginning Cash on Hand	\$299,981.14
--	--------------

REVENUES/DEPOSITS	
Local Government Investment Pool Transfers	\$325,000.00
Interest Earned	\$282.48
District Office Deposits	\$8,185,582.06
School Deposits	\$18,993.08
Food Service Deposits	\$57,164.45
Community Education Deposits	\$9,176.00
ACH Returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks	\$0.00
Miscellaneous (Bank Error)	\$0.00
Total Deposits	<u>\$8,596,198.07</u>
Total Available Cash on Hand	<u>\$8,896,179.21</u>
EXPENDITURES/WITHDRAWLS	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,083,186.55
Payroll Deduction Expenditures	-\$106,528.43
Wisconsin Retirement Automatic Withdrawl	-\$187,811.06
State Payroll Taxes	-\$80,943.44
Federal Payroll Taxes	-\$413,760.82
General Expenditures (Ck#225378 to Ck#225857)	-\$1,359,339.04
BASD Credit Card Automatic Withdrawl	-\$1,674.87
Food Service Online Credit Card Fees	-\$669.71
Community Ed Online Credit Card Fees	-\$410.46
NSF Checks Returned by the Bank	-\$61.50
Voided Checks	\$0.00
Banking Supplies and Fees	\$0.00
Total Withdrawals	<u>-\$3,234,385.88</u>

Total Ending Cash on Hand	<u>\$5,661,793.33</u>
BANK STATEMENT INFORMATION	
Bank Statement Balance – End of Month	\$6,274,946.06
Deposits in Transit	\$0.00
Outstanding Checks	-\$613,152.73
Adjusted Bank Statement Balance	<u>\$5,661,793.33</u>
Variance	\$0.00

4. Resignations, Retirements

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

Resignation

- Debbie Barajas – Secretary – Dyer Intermediate School – resignation effective June 11, 2013

Retirements

- Patricia Lynch – Special Education teacher – Burlington High School – effective at the completion of the 2012-13 school year
- Robert Schmid – Tech Ed teacher – Burlington High School – effective at the completion of the 2012-13 school year

Extra Curricular Activities

- Patti Tenhagen – Co-advisor – National Junior Honor Society – effective immediately
- Linda Amundson – Co-advisor – National Junior Honor Society – effective immediately
- Jackie Bladow – resignation from the following:
 - Dyer Team Leader – effective 2012-13
 - Literacy Team – effective 2012-13
 - Girls Assistant Tennis Coach – effective 2013-14 school year

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

5. Appointments

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

- Joshua Hughes – Technical Director for the Spring drama production

Substitute Teachers

- Da Taryoia Egbuke
- Hannah Quinn
- Sara Windhorst
- Andrew Pfeuffer
- Michelle Foulke
- Tauna McCarthy
- Brett Eisenhauer

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

6. Field Trips

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

- B*JAZZled – Burlington High School – to LaCrosse – March 15-17, 2013 – Penny Yanke Advisor
- Key Club – Burlington High School – to Key Club District Convention in Green Bay, Wisconsin – March 1- March 3, 2013 – Sharon Kelley, Bonny Larsen and Jennifer Reuchlen, Advisors
- Burlington High School Cheerleaders – WACPC State Cheer Championship, Madison – February 22-23; Kristen Rouse, Jennifer Ebert – Head Coach and Organizer

On a motion by William Campbell, seconded by Roger Koldeway, the Board voted to approve the field trips as presented.

7. Donations

- Waller
 - 3 PELC grant applications applied for by Kathy Schaal through PPG Industries Foundation:
 - \$1,000 to cover a span of two years, for students to take field trips to Lakes Area gymnastics
 - \$900 to cover a span of two years, for students to take field trips to Inspiration Center
 - \$1,000 to go towards the purchase of Proloquo2Go, which is an Augmentative and Alternative Communication (AAC) application for use with iPads
 - 1 PELC grant application applied for by Kristin Choinski through PPG Industries Foundation:
 - \$775 for an assembly put on by Midwest School Shows. The topic of this assembly is bilingual awareness
 - 1 PELC grant application applied for by Terrie Morrical through PPG Industries Foundation:

- \$1,000 for an assembly by Matt Glowacki. The topic of the assembly is disability awareness
 - Anonymous donor - \$500 – to be used to help defray the cost of a second grade field trip or for items for the classroom
 - Mr. & Mrs. Larry Johnson - \$2,000 – for the purchase of playground equipment that is designed for students with physical special needs
 - Kevin Fitzpatrick – donation of a card reader

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted to accept the donations as presented.
- Karcher Middle School
 - Elite Environment – donation of two water tanks to be used to test Karcher’s Sea Perch remote operation underwater vehicles as part of the STEM curriculum

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted to accept the donation as presented.
- Burlington High School
 - Runzheimer Foundation, Inc. – donation of \$2,500 to the Burlington High School baseball team

On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted to accept the donation as presented
- Winkler Elementary School
 - Kohl’s Cares Student Education Endowment Fund - \$500 to be used by Mrs. Gesteland’s 3rd Grade Classroom for a holiday fundraising project coordinated with Love, Inc.

On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted to accept the donation as presented.
- Burlington Area School District
 - Music Matters
 - \$1,340 toward the purchase of euphonium for introduction at Dyer
 - \$1,250 toward purchase of ¼ size bass for introduction at Dyer
 - \$2,200 toward purchase of music rights and general support for Spring musical at BHS
 - \$3,950 toward purchase of Bari saxophone for introduction at BHS
 - \$1,000 toward purchase of music for B*Jazzled 2013 show season
 - \$1,500 toward support of 2013 Artist in Residence at Cooper (funded jointly by Music Matters, LaVelle

Industries and the Coffee House At Chestnut and Pine)

On a motion by William Campbell, seconded by Philip Ketterhagen, the Board voted to accept the donations as they were presented.

8. WASB Resolution Report

Rosanne Hahn reported briefly on the WASB resolutions. More information will be available after the new book is printed.

9. Committee Reports

- Buildings/Grounds/Transportation
 - Agenda/Minutes – January 28, 2013
 - **No Board action required**
- Community Education – nothing to report
- Curriculum Committee
 - Agenda/Minutes – January 21, 2013
 - **No Board action required**
 - Agenda/Minutes – February 4, 2013
 - **No Board action required**
- Finance Committee – nothing to report
- Long Range Planning Committee – nothing to report
- Personnel Committee
 - Agenda/Minutes – January 14, 2013
 - **No Board action required**
 - Agenda/Minutes – January 28, 2013
 - **No Board action required**
 - Agenda – February 11, 2013
 - **Board action required for the following:**
 - **Administrative contract language**
A motion was made by William Campbell and seconded by Rosanne Hahn. David Thompson gave background information; discussion took place and questions were asked. The vote was as follows:

David Thompson	Yes
William Campbell	Yes
Larry Anderson	Yes
Rosanne Hahn	Yes
Roger Koldeway	No
Philip Ketterhagen	No

The motion passed on a 4-2 vote.
- Policy Committee – nothing to report

- Other Meetings
 - Board Meeting – Expulsion Hearing – February 4, 2013
 - **No further Board action required**

10. Superintendent's Report

Superintendent Peter Smet reported on the following:

- Freshman Open House - Prospective incoming Freshman touring the high school on February 11, 2013
- Southern Lakes Anthology – Several students have been named winners in the Southern Lakes Anthology competition
- School Counselors Report – The program has been recognized as a Program of Promise
- The Burlington High School Wrestling Team is advancing to sectional competition

11. Announcements

Roger Koldeway gave a report regarding his concerns with the 7 period day class schedule at Burlington High School. President David Thompson referred his concerns to the Curriculum Committee for discussion.

12. Adjourn

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

Respectfully submitted,

Rosanne Hahn, Clerk