



**BURLINGTON AREA SCHOOL
DISTRICT**

BOARD OF EDUCATION
SEPTEMBER 10, 2012
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 September 10, 2012.

1. Call to Order

Board President David Thompson called the meeting to order at 7:13 P.M. Present at this meeting were Board members David Thompson, William Campbell, Scott Barrett, Rosanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldeway, administrators Peter Smet, Connie Zinnen, Ruth Schenning and Board Secretary Priscilla Crowley.

2. Board Minutes

On a motion by Rosanne Hahn, seconded by Roger Koldeway, the minutes of the meetings held on August 13, 2012 and August 15, 2012 were unanimously approved the Board.

3. Bank Statement/Bills

On a motion by Scott Barrett, seconded by Philip Ketterhagen, the Board voted to approve the bank statement and authorize the payment of bills for August 2012.

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

Total of Beginning Cash on Hand	\$47,610.95
Revenues/Deposits:	

Local Government Investment Pool Transfers	\$1,500,000.00
Interest Earned	\$217.84
District Office Deposits	\$6,275,508.19
School Deposits	\$157,540.19
Food Service Deposits	\$5,238.87
Community Education Deposits	\$13,864.00
ACH Returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Deposits	<u>\$7,952,369.63</u>
Total Available Cash on Hand	<u>\$7,999,980.58</u>
Expenditures/Withdrawals	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,004,384.37
Payroll Deduction Expenditures	-\$89,812.48
Wisconsin Retirement Automatic Withdrawl	-\$175,115.63
State Payroll Taxes	-\$78,435.42
Federal Payroll Taxes	-\$362,003.29
General Expenditures (CK#223810 to CK#224087)	-\$881,306.31
BASD Credit Card Automatic Withdrawl	-\$352.77
Food Service Online Credit Card Fees	-\$10.00
Community Ed Online Credit Card Fees	-\$367.19
NSF Checks Returned by the Bank	-\$449.25
Voided Checks	\$0.00

Banking Supplies and Fees	\$0.00
Total Withdrawals	<u>-\$2,592,236.78</u>
Total of Ending Cash on Hand	<u>\$5,407,743.80</u>
Bank Statement of Information	
Bank Statement Balance-End of Month	\$6,240,213.46
Deposits in Transit	\$0.00
Outstanding Checks	-\$832,469.66
Adjusted Bank Statement Balance	<u>\$5,407,743.00</u>
Variance	\$0.00

4. Recognition of Guests and District Residents

- 3 minute time limit to address the Board
- Nancy Koceja - congratulated Waller School on their recognition from the State of Wisconsin
- Pat Hoffman – requested that the Board consider a larger venue for Board meetings

5. Recognition of Staff, Student

- No programs or staff were recognized at this time

6. Resignations

The Personnel Committee of the Board of Education presented the following resignations to the Board for approval:

- Scott Turk – Grade 7 Teacher – resignation effective immediately

Extra Curricular Activities

- Peggy Makar – Safety Patrol Coordinator – Lyons Center School – effective 2012-13 school year

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

7. Finance Committee Action

At this time the Board made the decision to take action regarding additional hiring and budget adjustment for the Kindergarten enrollment for the 2012-13 school year. Board action on this was necessary before action could be taken on the appointments listed on this agenda.

On a motion by Scott Barrett, seconded by William Campbell, the Board voted unanimously to approve the hiring of 5 additional Kindergarten teachers and to make the necessary budget adjustment for the 2012-13 school year. This action came out of the Finance Committee meeting held on August 27th.

8. Appointments – Effective 2012-13 School Year

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

- Rebecca Heiligenthal – Speech Pathologist – Waller & Winkler Schools – 100% contract
- David Oaks – Art Teacher – Cooper & Lyons Schools – 100% contract

Board member Roger Koldeway requested that the first two appointees be voted on separately from the others. On a motion by William Campbell, seconded by Scott Barrett, the Board voted to approve Rebecca Heiligenthal and David Oaks for their positions. The vote was 6-0 with Roger Koldeway abstaining from the vote.

- Julie Caufield – Grade 2 Teacher - Winkler School – 100% contract
- Amanda Meiers – Special Ed Aide – Karcher Middle School – 4 hrs. per day
- Renee Hisey – Special Ed Aide – Karcher Middle School – 4.25 hrs. per day
- Heather Warren – Special Ed Aide – Karcher Middle School – 4 hrs. per day
- Jenny Resnick – Kindergarten Teacher – 100% Contract - Lyons Center School
- Stacie Hartmann – Kindergarten Teacher – 100% Contract – Cooper Elementary School
- Katie Jost – Instructional Aide – 3.75 hrs. per day – Cooper Elementary School
- Amanda Bennett – Kindergarten Teacher – 50% position – Cooper Elementary School
- Russ Koenen – Custodian – 4 hours per day – Cooper School

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

Change in Contract

- Megan Behringer – from 50% contract to 100% contract – 3rd Grade Teacher – Cooper Elementary School

- Kristianne Kopchinski – Special Ed Aide – Karcher Middle School – increase in hours from 3.75 to 6.25 hrs. per day
- Kerry Brahm – Special Ed Aide – Karcher Middle School – increase in hours from 3.75 to 6 hrs. per day
- Doug McCarthy – Special Ed Aide – Karcher Middle School – increase in hours from 4.25 to 6 hrs. per day
- James Koceja – Special Ed Aide – Karcher Middle School – increase in hours from 4.25 to 5 hrs. per day
- Deb Herolt – From Fast ForWord Aide – Waller Elementary to Special Education Aide – Waller Elementary

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

Extra Curricular Activities – Appointments for 2012-13 School Year

- Amy Anhold – Yearbook Business Manager – Burlington High School
- Shelley Anderson – Freshman Class Advisor – Burlington High School
- Patrick Peterson – Assistant Girls Swim Coach – Burlington High School
- Jennifer Reuchlen, Bonnie Larsen, Sharon Kelley – co-advisors – Key Club – Burlington High School
- Matt Block, Mike Raether – Assistant Freshman Football – co-advisors – Burlington High School

Volunteers

- Matt Nie – Cross Country – Burlington High School (Staff)
- Ryan Cardinal – Soccer – Burlington High School (Non-Staff)
- Katherine Hoff – Cheer Coach – Burlington High School (Non-Staff)
- Marcus Krien – Football – Burlington High School (Non-Staff)
- Timothy Wermeling – Football – Burlington High School (Non-Staff)
- George Whitehead – Soccer – Burlington High School (Non-Staff)
- Michael Prael – Football – Burlington High School (Staff)
- James Koceja – Cross Country – Burlington High School (Staff)
- Bryce McCourt – Football – Burlington High School (Non-Staff)

Substitutes

- Doug Belot
- Connie Bush
- Michael Cook
- Sheryl Engstrom
- Joy Hay
- Rachel Hetland
- Rick Koceja
- Peter Mandli
- Ken Cramer
- Matthew Pollek

- Kerry Witbrod

Sub Custodian

- Carol Wasley

On a motion by William Campbell, seconded by Larry Anderson, the Board voted unanimously to approve the individuals appointed to extra curricular activities, volunteers, substitute teachers and sub custodian.

9. Donations

- Burlington High School – Football Program
 - Racine County Agricultural Society - \$1,000 donation (donation is in regard to the man hours donated by the football program to the Racine County Fair.)
- On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted unanimously to accept the donation as presented.
- Dyer Intermediate School
 - Wendy and Dennis Janish – donation of a used Adjustable Lifetime Basketball System
- On a motion by Scott Barrett, seconded by William Campbell, the Board voted unanimously to accept the donation as presented.
- Cooper Elementary School
 - Richard and Mary Anne Nelson – donation of school supplies to be used with second grade students at Cooper School
- On a motion by Roger Koldeway, seconded by Philip Ketterhagen, the Board voted unanimously to accept the donation as presented
- Waller Elementary School
 - Waller PTO - \$13,400 for Playground Equipment
- On a motion by Scott Barrett, seconded by Rosanne Hahn, the Board voted unanimously to accept the donation as presented.
- Winkler Elementary School
 - Winkler PTO - \$3,552.00 for 8 iPads and cases
- On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted unanimously to accept the donation as presented.

10. Field Trip

- Upper Montessori Classes – Dyer Intermediate School – Overnight field trip to YMCA Camp MacLean – Burlington – October 10-11, 2012

On a motion by Scott Barrett, seconded by Rosanne Hahn, the Board voted unanimously to approve the field trip as it was presented.

11. “Resolution Authorizing Temporary Borrowing in Amount Not To Exceed \$5,300,000 Pursuant to Section 67.12(8)(a)1., WIS. STATS”

- On a motion by Scott Barrett, seconded by Rosanne Hahn, the Board voted as follows to approve the Resolution and to accept the bid from US Bank for the transaction:
 - David Thompson Aye
 - William Campbell Aye
 - Scott Barrett Aye
 - Rosanne Hahn Aye
 - Larry Anderson Aye
 - Phil Ketterhagen Aye
 - Roger Koldeway Aye

12. Committee Reports

- Buildings/Grounds/Transportation – nothing to report
- Community Education – nothing to report
- Curriculum Committee – nothing to report
- Finance Committee
 - August 27, 2012 – **Board action taken under Item #7 in this agenda**
- Long Range Planning – nothing to report
- Personnel Committee
 - Meetings held on August 13 – Open Session – 6:00 PM, August 13, 2012 – Closed Session – 6:30 PM,
 - **No Board action required**
 - August 13, 2012 – Open Session – 7:30 P.M.
 - **Board action required for the following:**
 - **Employee Handbook – Part IV – On a motion by William Campbell, seconded by Roger Koldeway, the Board voted unanimously to approve Part IV of the Employee Handbook**
 - September 10, 2012 – closed session – 6:30 P.M.
 - **Board action required for the following:**
 - **Teacher Contract Settlement – 2011-12 school year**
A motion was made by William Campbell and seconded by Scott Barrett to approve the Teacher Contract Settlement for 2011-12. Discussion took place and questions were asked. The Board voted 6-1 to approve the contract. Roger Koldeway cast the dissenting vote.
- Policy Committee – nothing to report
- Other Meetings
 - Annual Meeting – August 27, 2012
 - **Board action required for the following:**
 - **Approval of Annual Meeting minutes**

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

13. Superintendent's Report

- Waller School – selected as a 2012-13 Wisconsin School of Recognition
Victoria Libbey, Peter Smet and Rosanne Hahn will be attending the planned reception in Madison on Tuesday, October 2, 2012.
- Exchange Students – Burlington High School – 2012-13
Peter Smet presented the names and host families of this year's exchange students.

14. Announcements

There were no announcements.

15. Adjourn

On a motion by Rosanne Hahn, seconded by William Campbell, the Board voted to adjourn at 7:55 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk