







Annual Report 2020

ANNUAL MEETING September 14, 2020, 7 pm

Burlington High School 400 McCanna Parkway Burlington, WI 53105

Compassionate

We want all students to have a sense of community and belonging and to develop relationships.

Comprehensive

We are proud of the vast and varied curricular choices, clubs and activities we offer students and our broader community.

Committed

We are committed to making our community a destination and appreciate the support that we receive from our stakeholders in return.

District Office

100 North Kane Street Burlington, WI 53105 Phone: 262-763-0210 Fax: 262-763-0215 www.basd.k12.wi.us



Message from Superintendent

As we begin the 2020-2021 school year, it is clear that flexibility and adaptability will be the most coveted of characteristics. We have had ample opportunity to practice these characteristics as our lives have been turned upside down by the impact of the COVID-19 pandemic. From an overnight shift to virtual learning in March to coordinating a BHS drive-up graduation – BASD staff and students have found new ways to accomplish what is important.

This year's annual meeting will highlight areas where we have sought to save money. However, the pandemic impacted school finance this year and will have an impact for many years to come.

While COVID dominated our focus, the district continues to make progress in other areas. Next year we will add a fifth elementary school and open the new 6-8 middle school. A volunteer advisory committee has studied redrawing the boundaries for K-5 students. We continue our work around essential skills, best instructional practices, and universal access so students achieve grade level proficiency to ensure life and career success.

This school year will end early, on May 21, to allow time to move into the new Karcher Middle School. In the summer of 2021 the district will complete major construction projects to convert Dyer into an elementary school, locate the Montessori program within Dyer, and give other schools needed improvements such as secure entrances.

We have a lot to be thankful for and remain committed to doing what is best for Burlington students.

DR. STEPHEN PLANK

Superintendent, Burlington Area School District

Agenda

- 1. Call Meeting to Order
- 2. Pledge of Allegiance
- 3. Election of Chairperson
- 4. Review of Ground Rules
- 5. Superintendent's Report
- 6. Treasurer's Report (2019-2020)
- 7. Presentation of 2020-2021 Budget
- 8. Budget Hearing (Comments Regarding 2020-2021 Budget)
- 9. Resolution-Adoption of Tax Levy
- 10. Resolution-Set 2021
 - Annual Meeting Date
- 11. Adjourn

2020-2021 SCHOOL BOARD



Rosanne Hahn, President



Kevin Bird, Vice President



Peter Turke, Treasurer



Susan Kessler, Clerk



Barry Schmaling, Board Member



Taylor Wishau, Board Member



Diane Wood, Board Member

Official Minutes

Burlington Area School District - Annual Meeting

Monday, September 9, 2019, 7 pm * Burlington High School Auditorium * 400 McCanna Parkway * Burlington, WI

School Board members present: Rosanne Hahn, President, Kevin Bird, Vice President, Susan Kessler, Clerk, Peter Turke, Treasurer, Taylor Wishau, member, Barry Schmaling member, Diane Wood, member Others present: Steve Plank, Superintendent, Ruth Schenning, Business Manager, Connie Zinnen, Assistant Superintendent

1. Call to Order - Rosanne Hahn called the meeting to order at 7:00 pm. The agenda was presented for the Annual meeting.

2. Pledge of Allegiance: -The Pledge of Allegiance was recited by all in attendance.

3. Election of Chairperson - Rosanne Hahn entertained nominations for the chairperson. A motion was made by Kevin Bird, seconded by Barry Schmaling, to name Rosanne Hahn as the chairperson for the Annual Meeting. No other nominations were presented. With no other nominations, the nominations were closed. Rosanne Hahn was unanimously elected as the Chairperson for the Annual Meeting.

4. Review of Ground Rules - Rosanne Hahn reviewed the ground rules for the Annual Meeting.

5. Superintendent's Report - Steve Plank spoke briefly to welcome citizens to the Annual Meeting and presented information on various programs, instructional strategies and goals in the district.

6. Treasurer's Report - Ruth Schenning presented the Treasurer's report for the 2018-19 school year.

7. Presentation of Budget 2019-20 - Ruth Schenning presented the budget for the 2019-20 school year. The requested levy for the upcoming year is in the amount of \$22,469,301.00. The electorate will have the opportunity to comment and to vote on the proposed tax levy. The School Board does not finalize the certification on the levy until October.

8. Budget Hearing - Chairperson Rosanne Hahn opened the meeting up to comments and questions from the audience. Citizens who wished to comment were asked to come to the microphone in front of the auditorium, state their name, residence, and comments. Comments were limited to 3 minutes each to afford everyone an opportunity to speak. Five citizens made comments. Each spoke of their displeasure with the Junior Demons youth football program not having a place to play in Burlington and asked that the Board reconsider allowing them to use Don Dalton Stadium for their remaining games. Chairperson Hahn thanked the speakers and let them know their concern would be revisited.

9. Adoption of Tax Levy - Peter Turke presented the following resolution to the audience for approval: "Be it hereby resolved by the electors of the Burlington Area School District, duly assembled this 9th day of September 2019, that the sum of \$22,469,301.00 be raised by direct tax on the property of the district for general school purposes for the ensuing year." This motion was seconded by Barry Schmaling. Chairperson Rosanne Hahn called for a paper ballot vote on the resolution. Voters were instructed to use the white colored ballot to vote. A yes vote would be a vote in favor of the resolution and no vote would be a vote against the proposed resolution. The result of the ballot vote was as follows: Yes - 60, No - 4. The motion carried.

10. Set 2020 Annual Meeting date, time, and location - Susan Kessler proposed that the citizens give authorization to the School Board to set the date, time and place for the 2020 annual meeting. Barry Schmaling seconded the motion. The motion carried.

11. Adjourn - On a motion made by the citizen Peter Turke, and seconded by citizen Susan Kessler, the citizens approved adjourning the meeting at 8:00 pm.

Treasurer's Report

Burlington Area School District

Balance Sheet - General Fund Only	As of 6/30/19		
	Audited	As of 6/30/20 Unaudited	
Assets			
Cash and cash equivalents	\$ 7,993,420	\$ 9,138,548	
Receivables			
Taxes	\$ 5,621,634	\$ 5,964,294	
From other governments	\$ 732,307	\$ 816,905	
From other funds	\$ 90,083	\$ 333,890	
Accounts	\$ 6,170	\$ 2,145	
Prepaid expenses	\$ 198,859	\$ 156,814	
Total Assets	\$ 14 642 473	\$ 16,412,596	
	19 14,042,473	3 10,412,550	
Liabilities			
Short-term note payable and accrued interest	\$ 3,578,045	\$ 4,156,261	
Payables			
Accounts	\$ 1,455,603	\$ 3,139,711	
Payroll	\$ 3,633,133	\$ 2,965,621	
To other governments	<u>s</u> -	<u>s</u> -	
Total Liabilities	\$ 8,666,781	\$ 10,261,593	
Fund Balance	\$ 5,975,692	\$ 6,151,003	
Total Liabilities and Fund Balance	\$ 14,642,473	\$ 16,412,596	
Income Statement - General Fund Only	2018-19	2019-20	2020-21
	Audited	Unaudited	Budget
Total Revenues	\$ 40,015,158	\$ 41,548,690	\$ 40,664,298
Total Expenditures		\$ (41,373,379)	
Excess Revenues Over (Under) Expenditures	\$ 256,702	\$ 175,311	\$ (333,652
Beginning Fund Balance	\$ 5,718,990	\$ 5,975,692	\$ 6,151,003
Ending Fund Balance	\$ 5,975,692	\$ 6,151,003	\$ 5,817,35
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Notice of Annual District Meeting and Budget Hearing

Notice is hereby given to the qualified electors of the Burlington Area School District that the annual meeting of said district for the transaction of business will be held in the Burlington High School Auditorium, 400 McCanna Parkway, Burlington WI on the 14th day of September 2020 at 7 pm.

The hearing of the proposed budget for the 2020-2021 school year will be conducted at the annual meeting as stated above. A summary of the budget is printed below. Detailed copies of the budget are available for inspection in the District's office at 100 N Kane St, Burlington WI, Monday through Friday, 8 am to 4 pm.

Dated this 3rd day of September 2020 Susan Kessler, School District Clerk

BURLINGTON AREA SCHOOL DISTRICT BUDGET PUBLICATION 2020-2021

GENERAL FUND	Audited 2018-2019	Unaudited 2019-2020	Budget 2020-2021
Beginning Fund Balance	\$5,718,990	\$5,975,692	\$6,151,003
Ending Fund Balance	\$5,975,692	\$6,151,003	\$5,817,351
REVENUES AND OTHER SOURCES			
	\$0	\$0	\$0
Operating Transfers-In (Source 100) Local Sources (Source 200)	\$0 \$18,662,203	\$0 \$19,753,520	\$0 \$19,785,888
Interdistrict Payments (Source 300+400		\$19,755,520	\$19,785,888 \$762,018
Intermediate Sources (Source 500)	\$6,108	\$712,608	\$782,018
State Sources (Source 600)	\$0,108 \$19,671,539	\$2,484 \$19,295,612	\$2,200 \$19,284,066
Federal Sources (Source 700)		\$19,295,612 \$726,704	
	\$699,498 \$72,228	•	\$776,151
All Other Sources (Source 800+900) TOTAL REVENUES	\$72,228 \$40,015,158	\$1,057,764	\$53,975
TOTAL REVENUES	\$40,015,158	\$41,548,690	\$40,664,298
EXPENDITURES			
Salaries (Object 100)	\$16,847,357	\$17,347,586	\$17,434,164
Employee Benefits (Object 200)	\$6,520,491	\$6,689,236	\$6,937,738
Purchased Services (Object 300)	\$7,800,071	\$7,985,883	\$8,263,946
Non Capital Objects (Object 400)	\$1,443,002	\$1,431,604	\$1,419,400
Capital Objects (Object 500)	\$490,484	\$1,363,703	\$243,696
Debt Retirement General Fund (Object	600) \$361,637	\$305,149	\$294,242
Insurance (Object 700)	\$467,462	\$444,624	\$428,610
Fund Transfer (Object 800)	\$5,722,208	\$5,728,154	\$5,887,513
Miscellaneous Objects (Object 900)	\$105,744	\$77,440	\$88,641
TOTAL EXPENDITURES	\$39,758,456	\$41,373,379	\$40,997,950
SPECIAL EDUCATION FUND	Audited 2018-2019	Unaudited 2019-2020	Budget 2020-2021
Beginning Fund Balance	\$0	\$0	\$ 0
Ending Fund Balance	\$0	\$0	\$0
REVENUES AND OTHER SOURCES	\$7,942,805	\$8,187,733	\$8,361,019
EXPENDITURES AND OTHER USES	\$7,942,805	\$8,187,733	\$8,361,019
REVENUE-CAPPED DEBT	Audited 2018-2019	Unaudited 2019-2020	Budget 2020-2021
Beginning Fund Balance	\$65,178	\$62,924	\$59,801
Ending Fund Balance	\$62,924	\$59,801	\$56,161
REVENUES AND OTHER SOURCES	\$621,039	\$625,114	\$633,373
EXPENDITURES AND OTHER SOURCES	\$623,293	\$ 628,237	\$637,013
	, vz J, z J J	\$ 020,231	\$051,015

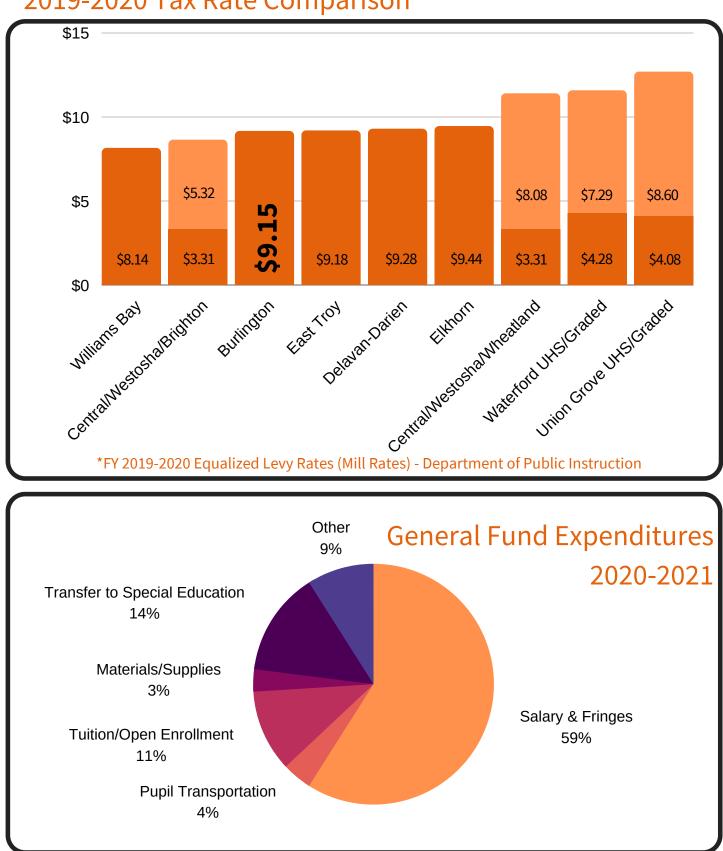
BURLINGTON AREA SCHOOL DISTRICT

BUDGET PUBLICATION 2020-2021

	BUDGET PUBLICATI	ON 2020-2021		
DEBT SERVICE FUND	Audited 2018-2019	Unaudited 2019-2020	Budget 2020-2021	
Beginning Fund Balance	\$53,549	\$817,950	\$1,342,574	
Ending Fund Balance	\$817,950	\$1,342,574	\$850,305	
REVENUES AND OTHER SOURCES	\$41,299,600	\$3,274,371	\$2,935,270	
EXPENDITURES AND OTHER USES	\$40,535,199	\$2,749,747	\$3,427,539	
CAPITAL PROJECTS FUND	Audited 2018-2019	Unaudited 2019-2020	Budget 2020-2021	
Beginning Fund Balance	\$0	\$37,702,519	\$30,297,052	
Ending Fund Balance	\$37,702,519	\$30,297,052	\$10,724,533	
REVENUES AND OTHER SOURCES	\$38,821,967	\$5,383,697	\$300,000	
EXPENDITURES AND OTHER USES	\$1,119,448	\$12,789,164	\$19,872,519	
FOOD SERVICE FUND	Audited 2018-2019	Unaudited 2019-2020	Budget 2020-2021	
Beginning Fund Balance	\$499,542	\$565,447	\$600,624	
Ending Fund Balance	\$565,447	\$600,624	\$282,033	
REVENUES AND OTHER SOURCES	\$1,200,813	\$953,750	\$1,255,600	
EXPENDITURES AND OTHER USES	\$1,134,908	\$918,573	\$1,574,191	
COMMUNITY SERVICE FUND	Audited 2018-2019	Unaudited 2019-2020	Budget 2020-2021	
Beginning Fund Balance	(\$21,566)	\$3029	\$8,138	
Ending Fund Balance	\$3,029	\$8,138	\$12,431	
REVENUES AND OTHER SOURCES	\$194,444	\$176,401	\$200,000	
EXPENDITURES AND OTHER USES	\$169,849	\$171,292	\$195,707	
PACKAGE/COOPERATIVE FUND	Audited 2018-2019	Unaudited 2019-2020	Budget 2020-2021	
Beginning Fund Balance	\$0	\$0	\$0	
Ending Fund Balance	\$0	\$0	\$0	
REVENUES AND OTHER SOURCES	\$243,659	\$295,054	\$232,747	
EXPENDITURES AND OTHER USES	\$243,659	\$295,054	\$232,747	
PROPOSED PROPERTY TAX LEVY				
FUND	Audited 2018-2019	Unaudited 2019-2020) Budget 2020-2021	
General Fund	\$17,261,715	\$18,958,903	\$18,975,344	
Debt Service Fund	\$3,269,898	\$2,955,084	\$2,934,770	
Non-Referendum Debt Service	\$293,940	\$293,800	\$297,673	
Community Service Fund	\$70,000	\$70,000	\$70,000	
Personal Property Tax Chargebacks	\$0	\$0	\$0	
TOTAL SCHOOL LEVY	\$20,895,553	\$22,277,787	\$22,277,787	
PERCENTAGE INCREASE -	1 100/	C C10/	0.000/	
TOTAL LEVY FROM PRIOR YEAR	-1.18% NG-TERM DEB	6.61%	0.00%	
			Palance at 6/20/20	
Referendum-Approved Debt		Maturity Date	Balance at 6/30/20	
2019 General Obligation Refunding Bonds (refinance 2019 Bond Anticipation Not		4/1/39	\$35,265,000	
2020 General Obligation Promissory Notes		4/1/25	<u>\$5,000,000</u>	
TOTAL		4/1/25	<u>\$40,265,000</u>	
This balance represents 16.54% of our lega	l debt limit.		<u> </u>	
Non-Referendum-Approved Debt		Maturity Date	Balance at 6/30/20	
2015 General Obligation (Taxable) Refund		•	\$1,370,000	
2015 General Obligation Refunding Bonds (refinance 2005, 2009, 2010 issues) **. 4/1/29 \$1,615,000				
TOTAL	. ,	· · ·	\$2,985,000	
**Payments reimbursed from Gateway Te	chnical College		07	

Budget-Related Charts

Below are two charts that show how Burlington's tax rate compares to area districts' tax rates and the breakdown of General Fund Expenditures.



2019-2020 Tax Rate Comparison*

Referendum Projects

Updating District Buildings

School buildings will receive many improvements - both referendum funded and routine maintenance. **Burlington High School:** Library Carpet, Corridors Painted, Roof Replacement, Gym Curtains, Air Handler Work, Asphalt Mill & Relay, Auditorium Stage, Shotput Pad **Cooper Elementary:** Exterior Windows, Asbestos Abatement, New Carpet, Door # 3 Replacement, Bathroom Remodels, Replace Gym Floor and Bleachers **Dyer Intermediate:** Exterior Windows, Secured Entrance Remodel, Stair Treads, Painting, Bathroom Remodels **Lyons Center Elementary:** VCT replacement **Waller Elementary:** Exterior Windows, New Classroom Ceilings & Lighting, Front Entrance Canopy Work, Bathroom Remodels **District-wide:** LED Projects, PAC House Windows

Karcher Middle School

6-8 Middle School Opens Fall 2021

The new Karcher Middle School building is on budget and on schedule. The building will be enclosed in November to finish the interior work. The \$32,700,000 middle school has a wing for each grade level, a gym that can be divided into four courts, flexible learning spaces, a secure entrance, and spaces to engage creativity and curiosity.

Attendance Boundaries

In fall of 2021, the district will consist of five 4K-5 elementary schools. A volunteer committee made up of a cross-section of community members met between April and August to study enrollment and boundaries. Their recommendation will be presented to the school board. The recommendation takes into consideration:

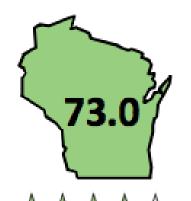
- Projected Enrollment and Building Utilization Attendance boundaries have to factor in current building capacity and projected enrollment.
- Minimize Impact on Students Be thoughtful about how this decision will impact students. We want the final boundaries to make sense when it comes to neighborhoods.
- Fiscal Responsibility Boundaries should be planned to maximize district resources.



















BASD Exceeds Expectations

District Exceeds Expectations

The Burlington Area School District received an **"Exceeding Expectations"** grade from the Department of Public Instruction. The School Report Card is based on the 2018-2019 school year data. Schools and districts receive a score for each priority area:

- **Student Achievement** measures reading and mathematics knowledge and skills.
- **Student Growth** describes how student knowledge has changed year-to-year.
- **Closing Gaps** assesses student performance between specific student groups (comparing English language learners, low-income students, students with disabilities, and members of a racial or an ethnic group with their peers).

• **On-Track and Postsecondary Readiness** evaluates the success of students in achieving educational milestones. The District strives for excellence and uses these report cards as one of several metrics to evaluate the learning growth of our students. Burlington Area School District is committed to providing sound academic programs in a quality learning environment.

District News

- The District nominated three local businesses to the WASB Business Honor Roll: Reineman's True Value, Educators Credit Union and Lavelle Industries.
- The district increased its recycling efforts and added new receptacles to separate waste for recycling.
- WBSD-FM 89.1 celebrated its 40th year broadcasting in Burlington, WI.
- Waller Elementary School students welcomed Wisconsin Governor Tony Evers in February.
- To celebrate the Class of 2020 and all Burlington area students, stadiums lights were on every Friday in May.
- The School Board approved more than \$88,000 in donations from community businesses, organizations, and individuals.
- The district's wellness committee continues to implement initiatives that create a healthy school environment.
- The Central Racine County Health Department recognized BHS and Cooper Elementary with an Award of Excellence for their food service operations.

Burlington High School Achievements

- BHS Boys Wrestling set a record with six Medalists at the WIAA State Wrestling Championships. Max Ehlen won a State Championship.
- The high school inducted five alumni to the Wall of Inspiration: Sgt Leroy Anderson '37, Thomas Gilding '70, Martha (Schmaling) Gilmer '74, Dr. Manuel Hernandez '90, and Nettie Karcher '10.
- BHS's Spring Musical, *Once Upon a Mattress,* was honored at the state Jerry Awards with Outstanding Lead Performance, Outstanding Supporting Performance, Outstanding Stage Management, and a Spirit Award.
- From the 252 Burlington High School students who participated in the AP coursework, 68 students earned an AP Scholar award. Nine students achieved the honor of National AP Scholars with a score of 4 or more on eight or more exams.
- Nearly 24 students qualified for the State Solo and Ensemble Festival.
- The Veterans of Foreign Wars Post 2823 named BHS's Band director Colin Galitz as Citizen of the Year for supporting Veterans Day and Memorial Day events.
- Emily Boyd was hired as BHS Assistant Principal. Boyd has served in the district since 2014 in BHS's Special Education Department.
- In February, BHS hosted an Evening of Understanding Through Story to bring awareness around diversity issues.
- Wisconsin Association of School Board's magazine featured BHS's DRIVEN program to improve high school culture through character education programs.
- BHS launched an E-Sports team that builds skills in strategy, problem solving and teamwork.
- Racine Chamber of Commerce recognized Burlington High School with the Racine County Lighthouse trophy. The award recognizes the "top Racine County high school in overall athletics" based on team and individual accomplishments in athletics.











COVID-19 Response

On March 13, the district decided to close its schools never imaging the closure would last until the end of the school year. During the COVID-19 closure, the district distributed 11,200 free meals, donated PPE, hosted blood drives, used Burlington High School as a testing site, coordinated material pick-up, assisted families who lacked Internet connectivity and much, much more.



Throughout the spring, the district took the approach of doing what is best for students and showing compassion in a stressful situation. Examples of how the district tried to show compassion include grading pass/no pass, teachers worked beyond school hours to respond to questions, services were delivered virtually to special education students, and students receiving videos and messages to encourage them from remote.

Congratulations Class of 2020

Burlington High School's 159th graduating class will stand out in our memory not only for their accomplishments as a class, but also in the manner in which they completed their high school career.

Throughout May 2020, BHS's Class of 2020 was celebrated with Friday Night Lights, a drive-thru cap and gown distribution, virtual award ceremonies, yard signs for each senior and showing community support, and social media senior spotlights. On June 5, the class participated in a drive-up graduation at the high school, then watched a more formal celebration online. The virtual

celebration included a message from BHS alumnus Tony Romo and a senior cap toss.

Among the class's accomplishments:

- Service hours: 15,315
- Dual credits earned: 1651
- 10 certified CNAs
- 18 ACE certificates in trades
- 10 EMT certificates
- 30 School-to-Work program





Reopening School Fall 2020

To reopen schools this fall, the district implemented a **hybrid plan** which maximizes distance in schools, alternates in-person and virtual days at the 7-12 grade level, and provides an all virtual plan through JEDI Virtual School.

It is expected that throughout the 20-21 school year students will shift between hybrid, virtual and fully in-person instructional models.

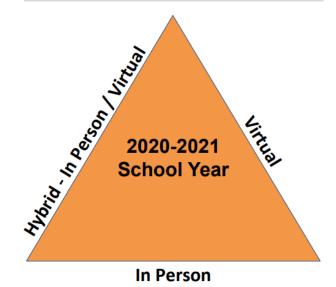
The district has invested in plexiglass barriers, masks and face shields, disinfectant, and hand sanitizer. Throughout the district, new health protocols have been implemented to monitor student and staff health.

Recognizing that students may shift to virtual, the district has enhanced the tools it uses to deliver curriculum online. For example, ClassLink eases students' access to apps.

Though the date this pandemic will end is unknown, the district will continue to be flexible and responsive to meet the needs of Burlington area students.

Our Priorities

- Reducing risk for students and staff.
- Attending to and caring for the social-emotional and mental health needs of students and staff.
- Keeping learning coherent, focused on the highest priorities for each grade level.
- Meeting the needs of every student regardless of the student's color, language, ability, household income, and all other realities











Ground Rules

Following are the ground rules approved by the school board for the Monday, September 14, 2020, annual meeting of the Burlington Area School District.

It is the practice of the Burlington Area School District Board of Education that the following rules will govern procedures at annual or special school district meetings.

1. **Electors** – Every elector of this school district is eligible to vote at an annual or special meeting of the school district. Every United States citizen aged 18 or older who has resided within the school district for 28 days prior to any meeting in which he/she offers to vote is an elector.

2. **Seating arrangements** – Persons attending such meetings will be required to sit in designated areas of the room in which the meeting is to be held. One such designated area will be for electors and another for non-electors. Minor children may sit with a parent who is an elector in that area of the room designated for electors only.

3. **Announcement** – the person elected chairman of an annual or special meeting will be required to announce the voting rules contained in this policy statement at the beginning of any annual or special meeting.

4. Addressing the annual meeting – All speakers should rise and after being recognized by the chairman, state their name and address. Normally each speaker will be limited to 3 minutes. Unless waived by a majority vote of the electors present, only qualified electors and district property owners will be allowed to address the annual or special meeting.

5. **Challenge** – If a person attempting to vote at an annual or special meeting is challenged, the chairman of the meeting shall state to the person challenged the qualifications necessary to vote at the meeting. If such person declares that he or she is eligible to vote and if such challenge is not withdrawn, the chairman of the meeting shall administer the following oath or affirmation to the person declaring that he or she is eligible to vote: "You do solemnly swear (or affirm) that you are qualified according to law to vote at this meeting." A person taking such oath or affirmation shall be permitted to vote, but if he/she refuses to take such oath or affirmation, he/she may not vote.

6. **Vote counting** – the district clerk may appoint tellers to assist in the counting or votes. Tellers may be assigned certain sections of the meeting room and when finished counting, bring the results of their assigned sections to the clerk who shall total the affirmative and negative votes separately and deliver the sum of each to the chairman who will announce them to the meeting. Tellers shall be electors of the school district.

7. **Parliamentary procedure** – Rules of parliamentary procedure will be followed at annual or special school district meetings. If approved by the Board of Education, the district will contract for the services of a qualified parliamentarian for the meeting. Questions of procedure will be referred to the parliamentarian and his/her recommendations will be final and cannot be challenged.

8. **Legal services** – Unless determined differently by the Board of Education, the attorney representing the school district shall be present at annual or special meetings. The board will consult with counsel on legal issues that may develop prior to or at the meeting.

9. **Voting** – paper ballots shall be available. Depending on the size of the audience, the chairman will normally call for a hand or standing vote on procedural issues, amendments and motions to determine the method of voting (voice, hands, standing, paper ballot) that will be used. The vote on an original motion to approve a tax levy will be conducted by paper ballot.

Reference: Wisconsin Statues 6.02, 6.03, 6.05, 6.10, 120.08(3).

14

Thank you for supporting Burlington Area schools!













BURLINGTON AREA SCHOOL DISTRICT