



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION
DECEMBER 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 December 10, 2012.

1. 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, Scott Barrett, Rosanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldeway, administrators Peter Smet, Ruth Schenning and Board Secretary Priscilla Crowley.
2. Change in Agenda Order
On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted to move Agenda Item #7 to Agenda Item #4 (Recognition of Staff, Students and Programs).
3. Recognition of Staff, Students and Programs
 - Girls Volleyball Team – State Champions – Division I – 2012
The Board recognized the Girls Volleyball Team with a commemorative plaque and congratulations on a job well done.
4. Board Minutes
On a motion by Rosanne Hahn, seconded by William Campbell, the Board voted to approve the minutes of the November 12, 2012 meeting as they were presented.

5. Bank Statement and Bills

A motion to approve the bank statement and bills for November was made by Scott Barrett and seconded by Philip Ketterhagen. Roger Koldeway asked for clarification of 3 different items on the bill statement. After clarification of these items, the Board voted unanimously to approve the bank statement and bills for November 2012.

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

Total of Beginning Cash on Hand	\$350,403.59
Revenues/Deposits:	
Local Government Investment Pool Transfers	\$2,600,000.00
Interest Earned	\$83.58
District Office Deposits	\$35,330.63
School Deposits	\$14,016.41
Food Service Deposits	\$47,805.33
Community Education Deposits	\$7,056.00
ACH Returns From Payroll Direct Deposits	\$700.59
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Deposits	<u>\$2,704,992.54</u>
Total Available Cash on Hand	<u>\$3,055.396.13</u>
Expenditures/Withdrawals:	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,145,407.32
Payroll Deduction Expenditures	-\$105,714.63
Wisconsin Retirement Automatic Withdrawl	-\$205,535.94
State Payroll Taxes	-\$85,326.68
Federal Payroll Taxes	-\$396,890.98
General Expenditures (Ck#224706 to Ck#225242)	-\$1,328,886.41
BASD Credit Card Automatic Withdrawl	-\$646.36

Food Service Online Credit Card Fees	-\$830.27
Community Ed Online Credit Card Fees	-\$203.94
NSF Checks Returned by the Bank	-\$184.00
Voided Checks	\$0.00
Banking Supplies and Fees	\$0.00
Total Withdrawals	<u>-\$3,269,626.53</u>
Total of Ending Cash on Hand	<u>-\$214,230.40</u>
Bank Statement Information	
Bank Statement Balance – End of Month	\$177,185.88
Deposits in Transit	\$0.00
Outstanding Checks	-\$391,416.26
Adjusted Bank Statement Balance	<u>-\$214,230.40</u>
Variance	\$0.00

6. Resignations

The Personnel Committee presented the following resignation to the full Board for approval:

- Mike Lidholm – Tech Ed Teacher – Karcher Middle School – resignation effective January 4, 2013

On a motion by William Campbell, seconded by Philip Ketterhagen, the resignation was approved.

7. Appointments

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

- Catherine Jaeger – Special Education Aide – 6 ¼ hrs. per day – Waller Elementary School – effective immediately

Substitute Teacher Aides

- Jamie Yambor
- Ariel Snyder
- Kellie Starker
- Kristin Sanders
- Ann Marie Niec
- Karen Belau
- Tamara Shabty
- Maria Alvarez
- Lisa Wasik
- Megan Spitzenberger

- Tammy Wisnefski
- Cindy Kozelou

Extra Curricular Volunteer

- Mark Miller – volunteer – weight room – Burlington High School – (non-staff)

On a motion by William Campbell, seconded by Roger Koldeway, the Board voted to approve the appointments as listed.

The Personnel Committee presented the following appointment of a citizen representative to a standing committee:

- Bob Lemken – appointment as a citizen representative to the Building/Grounds/Transportation Committee for a 1 year term

8. Donations

- Dyer Intermediate School
 - Target – “Take Charge of Education” program - \$46.90
 - Chocolate Fest - \$320.00 from advance ticket sale program
 - Market Day - \$147.28 for Dyer’s participation in the program from June to October 2012
 - Domino’s Pizza - \$344.99 – for participation in Domino’s Dough Night on November 7 – includes a free pizza lunch party for the classroom with the most participation and 50 free pizza certificates for the principal to distribute at her discretion
 - Fuel Up to Play 60’s Casting Call Challenge winner of an Xbox 360 kiosk with Kinect and a television
 - McDonalds – donation of \$735 from a combination of 15% of the sales and 100% of the cookie sales on November 12 from 4 pm to 7 pm
 - McDonalds – donation of school supplies to be used for all students in need of supplies at Dyer Intermediate School
 - Market Day - \$55.48 – Dyer’s portion of profits earned
 - The following donations are for Dyer’s “Caught Being Good” program:
 - Subway – 50 free cookies
 - Dairy Queen – 25 free cones
 - Culvers – 25 free cones
 - Flippy’s Fast Food – 4 hamburger specials
 - Traxside Skating – 50 “Job Well Done” passes for free entry, skate and snack
 - Kathy Kruse – Perfection Auto Sales and Service – a new bike – award for perfect attendance for 2012-13 school year

- Mike and Deb Barajas – Mike’s Quality Auto – a new bike – award for perfect attendance for 2012-13 school year
- Target – Grant in the amount of \$2,000 for an Author-in-Residence for K-6 students
- Sentry Foods - \$149.62 to the Dyer Student Council for turned in Sentry receipts

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

- Winkler Elementary School
 - Kathy Dean – Photography by Kathy – a percentage of proceeds from orders made during School Picture Day in the sum of \$502
 - Mr. & Mrs. Petges – donation of 75 stylus pens to be used with classroom iPads
- Lyons Elementary School
 - Lyons PTO - \$237 for the purchase of new headphones for kindergarten and new students at Lyons Elementary

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

- Burlington High School
 - Packaging Corporation – donation of \$2,250 to be used for the athletic program
 - Burlington High School Coaching Association – donation of \$1,000 to the Burlington High School Baseball program

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

9. Committee Reports

- Buildings/Grounds/Transportation
 - November 19, 2012 – **No Board action required**
- Community Education – nothing to report
- Curriculum Committee
 - November 26, 2012 – **No Board action required**
- Finance Committee – nothing to report
- Long Range Planning Committee – nothing to report
- Personnel Committee
 - November 12, 2012 – **No Board action required**
 - December 10, 2012 – **No further Board action required**
- Policy Committee
 - November 26, 2012 – **Board action required for the following:**
 - **1st Reading – Policy #182 – Quorum for Meeting**

- **1st Reading – Policy #171.2 – Agenda Preparation and Dissemination – Committee Chairman Koldeway requested to send this policy back to committee for clarification – the full Board concurred – no first reading of Policy #171.2 took place**
 - December 3, 2012 – **Board action required for the following:**
 - **1st Reading – Policy #423.0 – Open Enrollment**
 - Other Meetings
 - Board Meeting – November 19, 2012 – **No Board action required**
 - Board Meeting – December 3, 2012 – **No Board action required**
10. Superintendent’s Report
Superintendent Peter Smet reported on the following items:
- Students who assisted at the polls for the General Election held on November 6, 2012
 - Burlington High School Forensics Teams – Paul Ivkovich & Carrie Fidler – Wisconsin High School Forensic Association “Critic’s Choice Award” for student performance in the play “Rabbit Hole”.
11. Announcements
- Larry Anderson presented a statement regarding the cost of health insurance.
 - Roger Koldeway read a statement regarding employee contributions to health insurance.
12. Adjourn
On a motion by Rosanne Hahn, seconded by Roger Koldeway, the meeting was adjourned at 7:40 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk