

OFFICIAL MINUTES

BURLINGTON AREA SCHOOL DISTRICT

David Thompson President
William Campbell Vice-President
Scott Barrett Treasurer
Susan Kessler Clerk
Rosanne Hahn
John Anderson
Larry Anderson

Board of Education meeting held on August 8, 2011.

1. Board President David Thompson called the meeting to order at 7:10 P.M. Present at this meeting were Board members David Thompson, William Campbell, Scott Barrett, Susan Kessler, Rosanne Hahn, John Anderson, Larry Anderson, administrators David Moyer, Peter Smet, Connie Zinnen, Gary Olsen and Board secretary Priscilla Crowley.
2. On a motion by John Anderson, seconded by William Campbell, the minutes of the previous meeting were approved as presented.
3. Bank Statement and Bills
On a motion by Scott Barrett, seconded by Rosanne Hahn, the Board approved the bank statement and authorized the payment of bills from the month of July, 2011.

**SCHOOL BOARD BANK STATEMENT RECONCILIATION REPORT
JULY 2011**

Total Beginning Cash on Hand	<u>\$250,085.97</u>
REVENUES/DEPOSITS:	
Local Government Investment Pool Transfers	\$3,5000,000.00
Interest Earned	\$93.84
District Office Deposits	\$37,112.19
School Deposits	\$700.00
Food Service Deposits	\$596.30
Community Education Deposits	\$22,965.00
ACH returns From Payroll Direct Deposits	\$762.28

Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Revenues/Deposits	<u>\$3,562,229.61</u>
Total Available Cash on Hand	<u>\$3,812,315.58</u>
Expenditures/Withdraws:	
Employee Payroll Withdraws (Direct Deposits)	-\$1,243,136.90
Payroll Deduction Expenditures	-\$91,233.18
Wisconsin Retirement Automatic Withdraw	-\$201,689.23
State Payroll Taxes	-\$101,529.14
Federal Payroll Taxes	-\$462,281.05
General Expenditures (CK #219164 to 219735)	-\$1,361,605.98
BASD Credit Card Automatic Withdraw	-\$1,987.23
Food Service Online Credit Card Fees	-\$126.33
Community Ed Online Credit Card Fees	-\$1,040.21
NSF Checks Returned by the Bank	\$250.50
Voided Checks	\$0.00
Banking Supplies and Fees	\$0.00
Total Expenditures/Withdraws	<u>-\$3,464,879.75</u>
Total of Ending Cash on Hand	<u>\$347,435.83</u>
Bank Statement Information	
Bank Statement Balance-End of Month	\$1,309,206.48
Deposits in Transit	\$0.00
Outstanding Checks	-\$961,770.65
Adjusted Bank Statement Balance	<u>\$347,435.83</u>
Variance	\$0.00

4. Recognition of Staff, Students and Programs

The Board recognized the following program and individual:

- Burlington High School Demons Trap-Shooting Team – National Championship Winners
- Casey Miller – Construction Career Academy – Burlington High School – selected for two of the three Construction Quest prizes for 2010-11

The Board congratulates these individuals on their outstanding achievements.

5. Resignations

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

- Joelle Curry – 70% Spanish Teaching Position – Burlington High School – effective 2011-12 school year
- Shannon Stinson – Social Studies Teacher – Burlington High School – effective for the 2011-12 school year
- Kerry Witbrod – Study Support Aide – Dyer Intermediate School – effective for the 2011-12 school year
- Kristine Poole – TSID Instructional Aide – Dyer Intermediate School – effective for the 2011-12 school year

Appendix B

- Joelle Curry – National Honor Society advisor – effective immediately
- Joelle Curry – Head Softball Coach – Burlington High School – effective immediately
- Chadd Nelson – Boys Assistant Soccer Coach – effective immediately
- Paula Monteith – Cheerleading – Karcher Middle School – effective immediately

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

6. Appointments

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

- Adam Czajkowski – Science teacher – Burlington High School – effective 2011-12 school year
- Benjamin Hendricks – Science Teacher – Burlington High School – effective 2011-12 school year
- Wendi Babcock – Spanish Teacher – 70% position – Burlington High School – 2011-12 school year
- Dorothea Janisch – 40% Music Teacher – Winkler Elementary School – effective 2011-12 school year
- Sarah Wendorf – Instructional Aide – 3 ¾ Hrs. – Cooper Elementary School – 2011-12 school year

- Gordon Nikolic – Social Studies Teacher – Burlington High School – effective 2011-12 school year

Appendix B

- Rick Koceja – Assistant Track Coach – Burlington High School – 2011-12 school year
- Rick Koceja – Head Cross Country Coach – Burlington High School – 2011-12 school year

Transfers

- Judy Nowak – from Secretary – Cooper Elementary School to Library Aide – Winkler Elementary School
- Linda Londre – Special Education Aide – Burlington High School to Health Aide – Burlington High School – effective 2011-12 school year
- Deb Jelinek – Special Education Aide – Cooper Elementary School to Health Aide – Cooper Elementary School – effective 2011-12 school year
- Gina Bedessem – Special Education Aide – Dyer Intermediate School to Health Aide – Dyer Intermediate School – effective 2011-12 school year
- Jill Collins – Special Education Aide – Burlington High School to Health Aide – Karcher Middle School – effective 2011-12 school year
- Kris Arneson – Health Aide – Cooper Elementary School to Secretary – Cooper Elementary School – effective 2011-12 school year

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

7. Rotary Foreign Exchange Student – 2011-12 School Year

On a motion by Rosanne Hahn, seconded by William Campbell, the Board voted unanimously to approve a Rotary Club sponsored foreign exchange student at Burlington High School for the 2011-12 school year.

8. Donations

- Burlington High School
 - John Wagner – donation of 2 Micro-viewers digital microscopes

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

9. Field Trips

- Burlington High School Varsity Volleyball – Advisors Dan Lynch and Terri Leach – attendance at the West Bend Sprawl – September 23-24 – overnight field trip
- FFA Officer Retreat – Jodi Rogahn – advisor – August 16-17 – overnight field trip to Devil's Lake

- Burlington High School Pom Pon to “Wisconsin Dance Connection” Camp – August 20-21 in Stevens Point – Amy Smith – Advisor

On a motion by William Campbell, seconded by Scott Barrett, the Board voted unanimously to approve all of the field trips as presented.

10. Committee Reports

- A. Community Education – nothing to report
- B. Curriculum Committee – nothing to report
- C. Finance Committee
 - July 11, 2011 – No further Board action was required
- D. Long Range Planning – nothing to report
- E. Policy Committee – nothing to report
- F. Personnel Committee
 - July 11, 2011 – No further Board action was required
 - August 8, 2011
 - **Board action was required for the following:**
 - **Retirement benefit for retired administrator**
On a motion by William Campbell, seconded by John Anderson, the Board voted unanimously to accept the proposed retirement benefit adjustment as it was presented.
- G. Buildings/Grounds/Transportation
 - July 25, 2011 – No Board action was required
 - August 8, 2011
 - **Board action was required for the following:**
 - **Karcher roof repairs**
On a motion by Larry Anderson, seconded by Scott Barrett, the Board voted unanimously to approve the additional repairs to Karcher Middle School in the amount of \$34,500 – work to be completed by SRS Roofing
- H. Other Meetings
 - Action Meeting – July 25, 2011 – No further Board action was required

11. Superintendent’s Report

Superintendent Moyer reported on the following items:

- Law Conference
- Administrator’s Retreat – August 11-12
- WASB Fall Regional Meeting – October 29 – Elkhorn, WI

Page 6

12. Adjourn

On a motion by Scott Barrett, seconded by Rosanne Hahn, the Board voted to adjourn at 7:45 P.M.

Respectfully submitted,

Susan Kessler, Clerk