



# **BURLINGTON AREA SCHOOL DISTRICT**

BOARD OF EDUCATION  
MONDAY, MARCH 9, 2015  
7:00 P.M.  
DISTRICT OFFICE

## MINUTES

Present at this Board meeting were Board members William Campbell, Jim Bousman, Rosanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldewey, Todd Terry, administrators Peter Smet, Ruth Schenning, Gary Olsen, Christine Anderson, Gail Spitzenberger, Sue Mosher and Board secretary Priscilla Crowley.

1. Call to Order

Board President William Campbell called the meeting to order at 7:00 P.M.

2. Minutes

On a motion by Rosanne Hahn, seconded by Todd Terry, the minutes of the previous meeting were approved as presented.

3. Bank Statement and Bills

Larry Anderson presented the bank statement to the Board for approval. On a motion by Larry Anderson, seconded by Jim Bousman, the bank statement was approved as presented.

On a motion by Larry Anderson, seconded by Rosanne Hahn, the Board voted to approve the payment of bills from the month of February.

### **BURLINGTON AREA SCHOOL DISTRICT BANK STATEMENT RECONCILIATION REPORT FEBRUARY 2015**

<b>TOTAL OF BEGINNING CASH ON HAND</b>	<u>\$281,372.92</u>
<b>Revenues/Deposits</b>	
Transfers From Local Government Investment Pool & Savings	\$1,400,000.00
District Office Deposits	\$5,983,078.97
School Deposits	\$18,424.45
Revtrak Online Deposits for Registration Fees & Food Service	\$53,001.29
Community Education Deposits	\$2,702.00

ACH returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
<b>Total Deposits</b>	<b><u>\$7,457,206.71</u></b>
<b>Total Available Cash on Hand</b>	<b><u>\$7,738,579.63</u></b>
<b>Expenditures/Withdrawals:</b>	
Employee Payroll Withdrawals (Direct Deposit)	-\$1,171,728.07
Payroll Deduction Expenditures	-\$96,711.71
Wisconsin Retirement Automatic Withdrawl	-\$227,007.10
State Payroll Taxes	-\$78,261.27
Federal Payroll Taxes	-\$436,580.03
General Expenditures (CK#233644 to CK#233930)	-\$1,067,547.81
BASD Credit Card Automatic Withdrawl	-\$24,307.06
Revtrak Online Credit Card Fees	-\$1,111.35
Community Ed Online Credit Card Fees	-\$310.36
NSF Checks Returned by the Bank	-\$347.75
Voided Checks	\$65.00
Transfer To Money Market Savings	-\$4,200,000.00
Banking Supplies and Fees	\$0.00
<b>Total Withdrawals</b>	<b><u>-\$7,303,847.51</u></b>
<b>Total of Ending Cash on Hand</b>	<b><u>\$434,732.12</u></b>
<b>Bank Statement Information</b>	
Bank Statement Balance – End of Month	\$837,602.56
Deposits in Transit	\$0.00
Outstanding Checks	-\$402,870.44
<b>Adjusted Bank Statement Balance</b>	<b><u>\$434,732.12</u></b>
<b>Variance</b>	<b>\$0.00</b>

4. Retirements/Resignations

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

Retirements

- Kathy Dreist – effective at the end of the 2014-15 school year
- Joyce Uglow – Principal – Dyer Intermediate School – effective June 30, 2015

Resignations

- Lisa Adcock – Special Education Aide – Waller School – effective March 6, 2015
- April Carr – Special Education Aide - Burlington High School – effective March 2, 2015
- Christine Anderson – Summer School Director – effective summer session 2014-15 school year

- Mark Johnston – 4 Hour Custodian – Cooper Elementary School – effective Monday, April 6, 2015

Extra Curricular Activity

- Michele Peetz – resignation as Burlington High School Yearbook Advisor – effective at the conclusion of the 2014-15 school year
- Shelley Anderson – resignation as Burlington High School Homecoming Advisor – effective 2015-16 school year
- Kayla Uhlenhake – Coach – Head Boys Volleyball – resignation effective for the 2015-16 school year

On a motion by Todd Terry, seconded by Roger Koldeway, the Board voted to approve the retirements and resignations as presented.

5. Appointments

The following appointments were presented to the Board for approval:

- Kathi Sawyer – Special Education Aide – Burlington High School – 5.83 hrs. per day – effective March 2, 2015
- Sue Mosher & Scott Schimmel – co-directors of the Summer School Program – effective summer session 2014-15
- Nicholas Jazdzewski – Coach – Wrestling – Grades 7/8 – 2014-15 school year

On a motion by Philip Ketterhagen, seconded by Roger Koldeway, the Board voted to approve the appointments as presented.

6. Donations

- Burlington High School
  - Culver’s Restaurant – donation of \$250.03 to the BHS Spanish Club to help offset the planned trip to Guatemala
  - Lois Tire Performance Shop – donation of \$500 to WBSD to help maintain programming
  - Rotary International – donation of \$1300 to the Burlington High School Driven Leadership Program for annual Easter Egg Hunt
  - Burlington Community Fund – Roberta Wagner – donation of \$5000 to the Burlington High School Band Club for replacement of percussion instruments

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

- Dyer Intermediate School
  - Market Day - \$35.43 from Market Day sales in January and February
  - Mary Conrardy – donation of \$250 in supplies for crafting with paper to the Scrapbooking Club at Dyer
  - Pavan Ram, LLC, Cousins Subs – donation of \$65.00 from participation in Donation Night promotion

On a motion by Todd Terry, seconded by Roger Koldeway, the Board voted to accept the donations as presented.

- Karcher Middle School
  - Target (Take Charge of Education) – donation of \$109.71

On a motion by Roger Koldeway, seconded by Jim Bousman, the Board voted to accept the donation as presented.
- Burlington Area School District
  - Music Matters – donation of the following items:

- \$2,015 in support of a ukulele program for Dyer Intermediate School – requested by R. Ivkovich
- \$2,000 toward performance rights and rentals associated with the 2016 musical at BHS requested by C. Fidler.
- \$2,500 toward the purchase of mallet percussion instruments for BHS requested by C. Galitz

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

7. Committee Reports

- Buildings/Grounds/Transportation – nothing to report
- Long Range Planning – nothing to report
- Community Education – nothing to report
- Curriculum Committee
  - Agenda/Minutes – March 2, 2015 – Board action required for the following:
    - **Community Providers and Contracts for 4K Kindergarten program 2015-16**  
On a motion by Philip Ketterhagen, seconded by Roger Koldeway the Board voted to approve 4K Kindergarten Contracts for designated community providers.
- Finance Committee – nothing to report
- Personnel Committee
  - Agenda/Minutes – February 9, 2015 – no Board action required
  - Agenda – March 9, 2015 – no further Board action required
- Policy Committee
  - Board action required for the following:
    - **2<sup>nd</sup> Reading – Policy #547 –Social Media**  
On a motion by Roger Koldeway, seconded by Jim Bousman, the Board voted to approve the 2<sup>nd</sup> reading and adoption of Policy #547 – Social Media
  - Agenda/Minutes – March 2, 2015 – Board action required for the following:
    - **1<sup>st</sup> Reading for Policies #422.1 – Foreign Exchange Students; Policy #345.4 – Promotion/Retention and Policy #461.1 – Technical Excellence Scholarships**
- Other Meetings – nothing to report

8. Superintendent's Report

Superintendent Smet reported on the following items:

- 4K Kindergarten had a successful year and they are currently holding sign-up for the 2015-16 school year
- Thanks were extended to Joyce Uglow for her many years of service to Burlington Area Schools as both teacher and administrator.
- The next Strategic Planning Committee meeting will be Wednesday, March 18, 2015 at Burlington High School.

9. Announcements

Rosanne Hahn had one announcement: Starting Friday, March 13, Burlington High School will be presenting the play “Annie Get Your Gun”. Cast members have been

allowed to pick one teacher who they consider to have been of great influence in their lives and they will be able to attend the play for free.

10. Adjourn

On a motion by Rosanne Hahn, seconded by Todd Terry, the meeting was adjourned at 7:19 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk