



# **BURLINGTON AREA SCHOOL DISTRICT**

BOARD OF EDUCATION  
MONDAY, AUGUST 8, 2016  
7:00 P.M.

Present at this meeting were Board members Jim Bousman, William Campbell, Rosanne Hahn, Kevin Bird, Philip Ketterhagen, Todd Terry, Barry Schmaling, administrators Peter Smet, Connie Zinnen, Ruth Schenning, Jackey Syens, and Eric Burling.

1. Call to Order  
Board President Jim Bousman called the meeting to order at 7:03 P.M.
2. Board Minutes  
On a motion by Rosanne Hahn, seconded by Todd Terry, the minutes from the previous meeting were approved as presented.
3. Bank Statement  
Board Treasurer Kevin Bird presented the bank statement for July 2016. On a motion by Kevin Bird, seconded by Todd Terry, the Board approved the bank statement as presented.

On a motion by Kevin Bird and seconded by Todd Terry, the Board voted to authorize the payment of bills from July.

## **BURLINGTON AREA SCHOOL DISTRICT BANK STATEMENT RECONCILIATION REPORT JULY 2016**

<b>Total of Beginning Cash on Hand</b>	\$238,171.45
<b>Revenues/Deposits</b>	
Transfers From Local Government Investment Pool & Savings	\$6,500,000.00
District Office Deposits	\$119,752.60
School Deposits	\$452.65
REVTRAK Online Deposits For Registration Fees & Food Service	\$864.85
Community Education Deposits	\$6,935.50
ACH Returns From Payroll Direct Deposits	\$0.00
Miscellaneous	\$0.00
<b>Total Deposits</b>	<b><u>\$6,628,005.60</u></b>

<b>Total Available Cash on Hand</b>	<b><u>\$6,866,177.05</u></b>
<b>Expenditures/Withdrawals</b>	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,013,554.43
Payroll Deduction Expenditures	-\$103,713.12
Wisconsin Retirement Automatic Withdrawal	-\$228,625.70
State Payroll Taxes	-\$71,468.34
Federal Payroll Taxes	-\$392,575.59
General Expenditures (Ck# 238801 to Ck# 239012)	-\$1,463,790.31
BASD Credit Card Automatic Withdrawal	-\$11,665.66
REVTRAK Online Credit Card Fees	-\$296.11
Community Ed Online Credit Card Fees	-\$1,438.50
Delta Dental	-\$16,261.04
PAC House Purchase	-\$177,852.91
Transfer to Savings	-\$2,700,000.00
Voided Checks	\$0.00
<b>Total Withdrawals</b>	<b><u>-\$6,181,241.71</u></b>
<b>Total of Ending Cash on Hand</b>	<b><u>\$684,935.34</u></b>
<b>Bank Statement Information</b>	
Bank Statement Balance – End of Month	\$1,241,697.98
Deposits in Transit	\$0.00
Outstanding Checks	-\$556,762.64
<b>Adjusted Bank Statement Balance</b>	<b><u>\$684,935.34</u></b>
<b>Variance</b>	<b>\$0.00</b>

4. Retirements/Resignations

The following resignations were presented to the full Board for approval:

- Mark Campbell – 4 Hr. Custodian – Waller Elementary School – effective June 28, 2016
- Ashley Overturf – Special Education Aide – Dyer Intermediate School – effective July 12, 2016
- Yvette Cramer – 4 Hr. Custodian – Karcher Middle School – effective July 29, 2016

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

5. Appointments

The following appointments were presented to the full Board for approval:

- Kim Gaal – Summer School Aide working with ELL students – effective immediately

- Melissa Vancil – Special Education Aide – BHS – part-time – effective 2016-17 school year
- Jennifer Mielcarek – Special Education Aide – Waller Elementary School – part-time – effective 2016-17 school year
- Jamie Larson – Cooper Elementary School – part-time aide – effective 2016-17 school year
- Gina Bedessem – Special Education Aide – Dyer Intermediate School – part-time – effective 2016-17 school year
- Lisa Bohn – Special Education Aide – Dyer Intermediate School – part-time – effective 2016-17 school year
- Dana Laubinger – Special Education Aide – Dyer Intermediate School – part-time – effective 2016-17 school year
- Bonnie Crist – Health Aide – Karcher Middle School – effective 2016-17 school year
- Extra Curricular
- Ashlyn Russell – Burlington High School – Head Cheerleading coach – 2016-17 school year

On a motion by William Campbell, seconded by Barry Schmaling, the board voted to approve the appointments as presented.

6. Donations

The following donations were presented to the Board for acceptance:

- BHS
  - William Miltaz - \$120 to the Burlington Boys Baseball team
  - WBSD Radio Station to help maintain programming:
    - Jackson Wine - \$500

On a motion by Rosanne Hahn, seconded by Barry Schmaling, the Board voted unanimously to accept the donations as presented.

7. Field Trip

- BHS One Act Play – Stevens Point – Fall of 2016 – Carrie Fidler, Advisor  
On a motion by Todd Terry, seconded by Rosanne Hahn, the Board voted to approve the field trip as presented.

8. Committee Reports

- Buildings/Grounds/Transportation
  - Agenda/Minutes – July 11, 2016 – no Board action required
- Long Range Planning – nothing to report
- Community Relations – nothing to report
- Curriculum Committee – nothing to report
- Finance Committee – nothing to report
- Personnel Committee
  - Agenda/Minutes – July 11, 2016 – no Board action required
  - Agenda/Minutes – July 18, 2016 – no Board action required
  - Agenda/Minutes – July 25, 2016 – no Board action required
- Policy Committee – nothing to report
- Other Meetings
  - Agenda/Minutes – July 11, 2016 - no Board action required

- Agenda/Minutes – July 18, 2016 – no Board action required
- Agenda/Minutes – July 25, 2016 – no Board action required
- Agenda/Minutes – August 1, 2016 – no Board action required

9. Superintendent's Report

- Superintendent Smet thanked the Administration, Support Staff, Teachers, Parents and the members of the General Public who participated in the recent input meetings held at Karcher Middle School. Plunkett/Raysich Architects is currently compiling the information provided by the various groups and they will compile a report for the Board. From the compiled information the Board will need to weigh the options and make adjustments.
- Fall sports have already begun and online school registration is now open
- The Chamber of Commerce Welcome lunch will be held on August 23 – any Board member interested in attending should notify the office.

10. Announcements

There were no announcements.

11. Adjourn

On a motion by William Campbell, seconded by Rosanne Hahn, the meeting was adjourned at 7:15 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk