



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION
Monday, August 10, 2015
7:00 P.M.
District Office

Minutes

Present at this meeting were Board members Jim Bousman, William Campbell, Larry Anderson, Rosanne Hahn, Philip Ketterhagen, Todd Terry, Kevin Bird, administrators Peter Smet, Connie Zinnen, Ruth Schenning, Eric Burling, Jackey Syens, Jill Oelslager, Joel Graham, Gary Olsen, Rose Dolatowski and Board secretary Priscilla Crowley.

1. Call to Order

Board President Jim Bousman called the meeting to order at 7:00 p.m.

2. Change in Agenda

On a motion by Rosanne Hahn, seconded by Kevin Bird, the agenda order was changed to move the recognition of staff, students and programs to agenda item 3. This change was unanimously approved by the Board.

3. Recognition of Staff, Students and Programs

Listed below are the students who attained a score of 3.5 or higher on all AP exams taken and scores of 3 or higher on five or more exams:

- Eric Beets
- Brad Burling
- Brittany Ehlen
- Patrick Henning
- Chloe Hill
- Callum Leemkuil-Schuerman
- Jakob Scholze
- Nathaniel Sibley
- Katie Windsor

Students were presented with a congratulatory certificate from the School Board.

4. Board Minutes

On a motion by Phil Ketterhagen, seconded by Rosanne Hahn, the Board approved the minutes as presented.

5. Bank Statement and Bills

On a motion by Larry Anderson, seconded by William Campbell, the Board voted to approve the Banks Statement as presented.

On a motion by Larry Anderson, seconded by Rosanne Hahn, the Board voted to approve the payment of bills for July.

**BANK STATEMENT
RECONCILIATION REPORT
JULY 2015**

Total of Beginning Cash on Hand	\$476,390.53
REVENUES/DEPOSITS	
Transfers from Local Government Investment Pool & Savings	\$2,800,000.00
District Office Deposits	\$248,506.22
School Deposits	\$6,490.00
RevTrak Online Deposits For Registration Fees & Food Service	\$889.93
Community Education Deposits	\$16,340.50
ACH Returns From Payroll Direct Deposits	\$322.07
Collected NSF Checks	\$0.00
Miscellaneous	<u>\$0.00</u>
Total Deposits	<u>\$3,072,548.72</u>
Total Available Cash on Hand	<u>\$3,548,939.25</u>
EXPENDITRES/WITHDRAWLS:	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,010,661.34
Payroll Deduction Expenditures	-\$102,187.96
Wisconsin Retirement Automatic Withdrawl	-\$235,987.26
State Payroll Taxes	-\$70,780.52
Federal Payroll Taxes	-\$389,482.70
General Expenditures (CK#235222 to CK#235436)	-\$1,516,159.69
BASD Credit Card Automatic Withdrawl	-\$3,359.33
RevTrak Online Credit Card Fees	-\$414.05

Community Ed Online Credit Card Fees	-\$917.08
NSF Checks Returned by the Bank	-\$15.00
Voided Checks (#235132 & 235151)	\$751.55
Banking Supplies and Fees	\$ _____
Total Windrawls	<u>-\$3,329,213.38</u>
Total of Ending Cash on Hand	<u>\$219,725.87</u>
BANK STATEMENT INFORMATION	
Bank Statement Balance – End of Month	\$917,794.89
Deposits in Transit	\$0.00
Outstanding Checks	-\$698,069.02
Adjusted Bank Statement Balance	<u>\$219,725.87</u>
Variance	\$0.00

6. Resignations

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

- Keith Nerby – Principal – Karcher Middle School – effective July 13, 2015
- Julia Affolter – Educational Interpreter – effective immediately
- Luann Jones – Special Education Aide – Burlington High School – effective immediately
- Amber Jackson – Special Education Aide – Cooper Elementary School – effective immediately
- Jessica Jachim – Special Education Aide – Cooper Elementary School – effective immediately
- Linda Majcen – Library Aide – Waller Elementary School – effective immediately
- Karen Kane – Special Education Aide – Burlington High School – effective immediately
- Sandy Kandler – Teacher Aide – Cooper Elementary School – effective August 20, 2015
- Katie Staggs – Special Education Aide – Burlington High School – effective immediately

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

7. Appointments

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

- Joel Graham – appointment as Assistant Principal – Burlington High School – effective 2015-16 school year

- Jeremy Andersen – appointment as Assistant Principal – Burlington High School – effective 2015-16 school year
- Jill Oelslager – appointment as Principal - Karcher Middle School – effective 2015-16 school year
- Melissa Ruid – Special Education Aide – Cooper Elementary School – 5.83 hrs. per day – effective 2015-16 school year
- Faith Trow – Special Education Aide – Karcher Middle School – 5.83 hrs. per day – effective 2015-16 school year
- Ashley Stefka – Special Education Aide – Cooper Elementary School – 5.83 hrs. per day – effective 2015-16 school year
- Jessica Baldewicz – Special Education Aide – Cooper Elementary School – 5.83 hrs. per day – effective 2015-16 school year
- Crystal Hart – Special Education Aide – Cooper Elementary School – 5.83 hrs. per day – effective 2015-16 school year
- Nicole DeLassus – Administrative Assistant – Principal’s Office – Burlington High School – effective August 10, 2015
- Lindsay Rossi – Payroll and Benefits Administrative Assistant – District Office effective August 6,7, 2015
- Scott Kelley – Science Teacher – Burlington High School – 100% contract – effective 2015-16 school year
- Hallie Knop – Educational Interpreter – effective 2015-16 school year
- Rachel Bunker – Special Education Aide – Burlington High School – 5.83 hrs. per day – effective 2015-16 school year
- Grace Jorgenson – Grade 7 – English/Language Arts Teacher – Karcher Middle School – 100% contract – effective 2015-16 school year
- Kailee Longoria – Literacy and technology Teacher – Dyer Intermediate School – 66% contract – effective 2015-16 school year

Science Leadership Team

- Peggy Makar
- Beth Lynch
- Nancy Shepherd
- Kate Dooley
- Terry Crowley
- Nicole Boldt
- Jenny Trewyn
- Barb Berezowitz
- Linda Amundson

Extra Curricular

- Courtney Peters/Jessica Pagel – Girls Assistant Tennis Coach – Burlington High School – shared position – 2015-16 school year
- Stephen Belau – Boys Assistant Soccer Coach – Burlington High School – 2015-16 school year – non-staff

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

8. Gridiron Club – Football Season Pass

On a motion by William Campbell, seconded by Kevin Bird, the Board voted to approve the Gridiron Club – Football Season passes for the 2015-16 school year.

9. Donations

- Burlington High School
 - The following are donations to WBSD Radio Station – Burlington High School:
 - Burlington Animal Hospital - \$250
 - Dairy Queen – Stephen & Julie Nelson - \$250
 - Schuette-Daniels Funeral Home - \$250
 - Jackson Wine LLC - \$500
 - Fox River State Bank - \$250
 - Burlington Lions Club – donation to the Burlington High School Music Club - \$500

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

10. Committee Meetings

- Buildings/Grounds/Transportation
 - Agenda/minutes – July 27, 2015 – **Board action required for the following:**
 - **Proceed with choosing Plunkett Raysich as the Facility Study Group Leader for the District**
A motion was made by Jim Bousman and seconded by Larry Anderson to appoint Plunkett Raysich as the Facility Study Group Leader for the District. Discussion took place. The vote was called and the motion carried.
- Long Range Planning – nothing to report
- Community Education – nothing to report
- Curriculum Committee – nothing to report
- Finance Committee – nothing to report
- Personnel Committee
 - Agenda/Minutes – July 13, 2015 – no action required
 - Agenda/Minutes – July 20, 2015 – no action required
 - Agenda – August 10, 2015 – no further action required
- Policy Committee
 - Agenda/Minutes – July 27, 2015 – **Board action required for the following:**
 - **Adopt changes to Policy #453.1 – Student Personnel – Health Care Services – 1st Reading- no other action required**
- Other Meetings
 - Agenda/minutes – July 13, 2015 – no Board action required

11. Superintendent’s Report

Superintendent Smet reported on the following:

- Board members – are you receiving WASB e-mails?
- WASB – Fall 2015 – Fall Regional Meeting – Elkhorn – October 28

12. Announcements

- Jim Bousman reported on conference – “Economics for Decision Makers” held at Lambeau Field, Green Bay.
- Rosanne Hahn reported that Carrie Fidler has joined the ranks of those teachers who have achieved National Teacher certification.

13. Adjourn

On a motion by Rosanne Hahn, seconded by William Campbell, the meeting was adjourned at 7:37 p.m.

Respectfully submitted,

Rosanne Hahn, Clerk