



**BURLINGTON AREA SCHOOL
DISTRICT**

BOARD OF EDUCATION
MONDAY, APRIL 14, 2014
7:00 P.M.
District Office

Minutes

Present at this meeting were Board members David Thompson, William Campbell, Larry Anderson, Rosanne Hahn, Philip Ketterhagen, Roger Koldeway, Jim Bousman, administrators Peter Smet, Connie Zinnen, Ruth Schenning and secretary Deborah Roanhaus.

1. Call to Order
Board President David Thompson called the meeting to order at 7:00 P.M.
2. Minutes
On a motion by Rosanne Hahn, seconded by Jim Bousman, the Board voted unanimously to approve the minutes of the March meeting as presented.
3. Bank Statement and Bills
On a motion by Larry Anderson, seconded by Rosanne Hahn, the Board voted unanimously to approve the March 2014 bank statement.

On a motion by Larry Anderson, seconded by Philip Ketterhagen, the Board voted unanimously to approve the payment of bills for the month of March.

**BURLINGTON AREA SCHOOL DISTRICT
BANK STATEMENT RECONCILIATION REPORT
MARCH 2014**

Total of Beginning Cash on Hand	\$264,179.43
Revenues/Deposits	
Local Government Investment Pool Transfers	\$5,500,000.00

Interest Earned	\$0.00
District Office Deposits	\$5432,743.46
School Deposits	\$22,651.40
Food Service Deposits	\$46,042.75
Community Education Deposits	\$1,321
ACH returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks	\$0.00
Total Deposits	<u>\$6,002,758.61</u>
Total Available Cash on Hand	<u>\$6,266,938.04</u>
Expenditures/Withdrawals	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,124,125.48
Payroll Deduction Expenditures	-\$105,392.45
Wisconsin Retirement Automatic Withdrawal	-\$228,779.64
State Payroll Taxes	-\$79,893.25
Federal Payroll Taxes	-\$425,045.38
General Expenditures (CK#229384 to CK#229827)	-\$1,257,006.36
BASD Credit Card Automatic Withdrawal	-\$6,109.18
Food Service Online Credit Card Fees	-\$1,028.22
Community Ed Online Credit Card Fees	-\$245.42
NSF Checks Returned by the Bank	-\$13.00
Long Term Debt Payments	-\$2,680,100.47
Voided Checks	\$454.58
Transfer to Money Market Savings	
Total Withdrawals	<u>-\$5,907,284.27</u>

Total of Ending Cash on Hand	<u>\$359,653.77</u>
Bank Statement Information	
Bank Statement Balance – End of Month	\$929,138.15
Deposits in Transit	\$0.00
Outstanding Checks	-\$569,484.38
Adjusted Bank Statement Balance	<u>\$359,653.77</u>
Variance	\$0.00

4. Recognition of Staff, Students and Programs

David Thompson presented a plaque to the Gymnastics team for finishing second at state.

Peter Smet presented a plaque to David Thompson for his service to the School Board.

5. Resignations/Retirement

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

Retirements

- Steve Gerber – Social Studies Teacher – BHS – effective June 10, 2014

Resignations

- Karen Kitslaar – Teacher – Waller – effective June 10, 2014
- Donna Martin – Library Media Specialist – Elementary schools – effective June 10, 2014
- Douglas McCarthy – Special Education Aide – Karcher – effective at the completion of the 2013-14 school year
- Mary Jarocki – Safety Patrol Advisor – Waller School – effective at the completion of the 2013-14 school year
- Cory Miltzer – Science Teacher – BHS – effective June 10, 2014
- Denita Jones – Boys Swim Coach – BHS – effective April 2, 2014
- Tim Gesteland – Boys Volleyball Coach – BHS – effective immediately
- Andrew Krupp – School Psychologist – BHS effective June 10, 2014
- Travis Alexander – Math Interventionist – Dyer/Karcher effective June 10, 2014
- Nancy Toepfer – Custodian – Waller – effective immediately

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

6. Appointments

The following appointments were presented to the Board for approval:

- Haley Krupp – Burlington High School – Cheerleading coach for 2014-2015
- Jennifer Peterson – Dyer Intermediate School – TSID aide
- James Koceja – Karcher School – special education aide
- Sally Nie – Elementary Schools – Library Media Specialist – 2014-2015 school year
- Barb Marshall – Waller – Bus Aide
- Emily Grossen – BHS – Special Education Teacher – 2014-2015 school year

Substitute Teacher Aide

- Rachel Curran

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

7. Field Trips

The following field trip was presented to the Board for approval:

- BHS FBLA – State Competition – Appleton, WI – April 6-8 – Dan Luneau, Advisor

On a motion by William Campbell, seconded by Phil Ketterhagen, the Board voted unanimously to approve the field trip.

8. Donations

The following donations were presented to the Board for acceptance:

- BHS
 - Miller Ford – in the amount of \$75.00 for supplies and services for the 2014 Prom
 - River City Auto Body – in the amount of \$250.00 for supplies and services for the 2014 Prom
 - Yvonne Richter – in the amount of \$50.00 for supplies and services for the 2014 Prom
 - Jennifer Grandi in the amount of \$50.00 for supplies and services for the 2014 Prom
 - Junior Demons Basketball Club in the amount of \$5,591 to the Burlington High School boys basketball program
 - The O’Neill Foundation in the amount of \$5,000 to the Burlington High School girls basketball program to offset

equipment, the team banquet, awards, and other program purchases

- Burlington High School Athletic association of three Eagle 5000 Air Purification Technology systems and security shelving units (valued at \$3,716.85) to the Burlington High School Athletic Department
- Defensive Driving Specialists in the amount of \$350 to WBSD to maintain programming
- Schuette Daniels in the amount of \$250 to WBSD to maintain programming
- Burlington Area Chamber of Commerce in the amount of \$500 to WBSD to maintain programming
- George Runjo, Wells Fargo Matching Gift Program, in the amounts of \$70 and \$60 to assist financial help to students who cannot pay for educational costs such as Exams, Field Trips, etc.
- Rotary International in the amount of \$1,000 to the Burlington High School Driven Leadership Program for the Community Easter Egg Hunt
- Brian and Kathy Penny in the amount of \$50 to the Burlington High School Class of 2015 for the 2014 prom
- United Way of Racine County Grant in the amount of \$1,000 to the Burlington High School Driven Leadership Program for the “Young Eagles Project”
- Brian and Mandy Onstad – for two softball bats (valued at \$548) to the girls softball program
- Burlington Woman’s Club – in the amount of \$50.00 to the Burlington High School Forensics Club
- Fred Mabson, Fred’s Parkview – in the amount of \$250 to WBSD for programming
- Doug and Kathleen Jackson, the “Winery Studio” – in the amount of \$500 to WBSD for programming
- Patrick and Mary Pritzl – in the amount of \$100 for the Burlington High School class of 2015 prom account
- Runzheimer Foundations – in the amount of \$250 to the Burlington High School Driven Leadership Program
- Kevin Schuerman – in the amount of \$100 to the Burlington High School Driven Leadership Program
- Dale Racer – in the amount of \$50 to the Burlington High School Driven Leadership Program
- Burlington Coffeehouse – in the amount of \$50 to help fund the Purchase with a Purpose to the Burlington High School Forensics Club

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

- Dyer School
 - Gina Bedessem – for four books (valued at \$23), for the school library
 - Bryce Nelson – for six books (valued at \$55), for the school library
 - The following companies donated their time in the Energy Expo at Dyer School and demonstrated how their company conserves on energy and recycles materials instead of wasting them: Asset Recyclers, Lavelle Industries, Midwest Forman Recycling and Nestles Food Inc.
 - The following companies donated materials to display and had Dyer students representing their tables the night of the Expo: Echo-Tech and WE Energies
 - Plaza Theater – donated six free movie passes for the raffle at the Energy Expo
 - Reineman’s True Value – donated 150 reusable cloth shopping bags for the Energy Expo. This was their second year supporting the expo
 - Walmart Supercenter – donated 150 reusable cloth shopping bags for the Energy Expo. This was their second year supporting the expo
 - McDonald’s – donated six value meal vouchers to the Energy Expo. This was their first year supporting the expo
 - Dan Powers – for coordinating the Energy Expo. Dan spent numerous volunteer hours planning, organizing and implementing the Energy Expo
 - A donation from parents, staff and community members – for the donation of a MakerBot Academy 3D Printer Bundle (valued at \$2,000) to Mrs. Anneke Thompson’s classroom. Mrs. Thompson earned funding at DonorsChoose.org for a classroom project called “Montessori Makerspace”
 - Jill Nyland – for (3) Let’s Play Safe books

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

- Waller School
 - Exxon Mobil Educational Alliance Program – in the amount of \$500 to the school’s math and science departments

On a motion by Rosanne Hahn, seconded by Jim Bousman, the board voted unanimously to accept the donations as presented.

- Partners II
 - The Community Fund – Bobbie Wagner, Treasurer – Grant in the amount of \$1,419.99

On a motion by Rosanne Hahn, seconded by Jim Bousman, the board voted unanimously to accept the donations as presented.

9. Committee Reports

- Buildings/Grounds/Transportation
 - Transportation Contract
 - **Board action required**

On a motion by Jim Bousman, seconded by Phil Ketterhagen the contract was revised to add “a \$1,000,000 umbrella liability policy” to the contract. The vote was 4 yes, 3 no.

On a motion by William Campbell, seconded by Rosanne Hahn the transportation contract was moved out of committee and brought to the board. The vote was 5 yes, 2 no.

A motion was made by William Campbell, seconded by Rosanne Hahn, to extend the transportation nonrenewal notice from 2 years to 4 years. The vote was 5 yes, 2 no.

A motion by William Campbell, seconded by Rosanne Hahn, to accept the audit standards in Section 12A, subsections A – E, as mutually agreeable audit standards. The vote was 5 yes, 2 no.

- Long Range Planning – no report
- Community Education – no report
- Curriculum Committee
 - Agenda/Minutes – March 17, 2014
 - **No Board action required**
 - Finance Committee – March 17, 2014
 - **No Board action required**
- Personnel Committee
 - Agenda/Minutes – April 7, 2014
 - Agenda – April 14, 2014
- Policy Committee
 - Agenda/Minutes – February 17, 2014
 - **Board action required for the following**

- **#321 – School Calendar – 2nd Reading – changes to policy**

On a motion by Roger Koldeway, seconded by Jim Bousman the board voted unanimously to accept the revised policy.

10. Superintendent's Report

- An update on 4K was given; 115 registered at this time
- AdHoc Policy committee met and will have another meeting on April 15
- There was a report given on the Forever Change program drill that was presented to the juniors and seniors at Burlington High School.
- Sarah Kwiatkowski was given the 2014 Herb Kohl Educational Foundation Fellow Award.
- Allison Zeman, student, was given the Herb Kohl Educational Foundation Excellence Scholar Award.

11. Announcements

There were no announcements.

12. Adjourn

On a motion by Rosanne Hahn, seconded by Jim Bousman, the meeting was adjourned at 8:07 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk