



**BURLINGTON AREA SCHOOL
DISTRICT**

BOARD OF EDUCATION
JANUARY 14, 2013
7:00 P.M.
DISTRICT OFFICE

David Thompson	President
William Campbell	Vice President
Scott Barrett	Treasurer
Rosanne Hahn	Clerk
Larry Anderson	
Philip Ketterhagen	
Roger Koldeway	

Board of Education meeting held on January 14, 2013.

1. Call to Order
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, Rosanne Hahn, Larry Anderson, Philip Ketterhagen, Roger Koldeway, administrators Peter Smet, Ruth Schenning, Connie Zinnen and Board Secretary Priscilla Crowley.
2. Change in Order of Agenda
On a motion by Rosanne Hahn, seconded by William Campbell, the Board voted to change the order of the agenda, moving item #7 to item #3.
3. Recognition of Staff, Students and Programs
 - Boys Volleyball Team – Division I – State Runner-Ups
The Board recognized the Boys Volleyball Team with a commemorative plaque and congratulations on a job well done.
4. Board Minutes
On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted unanimously to approve the minutes of the December 10, 2012 meeting.

5. Bank Statement and Bills

A motion to approve the bank statement and bills for December was made by Scott Barrett and seconded by Roger Koldeway. The motion passed unanimously.

**BURLINGTON AREA SCHOOL DISTRICT
BANK STATEMENT RECONCILIATION REPORT
DECEMBER 2012**

TOTAL OF BEGINNING CASH ON HAND	-\$214,230.40
REVENUES/DEPOSITS	
Local Government Investment Pool Transfers	\$3,800,000.00
Interest Earned	\$84.45
District Office Deposits	\$12,261.57
School Deposits	\$28,201.75
Food Service Deposits	\$42,190.24
Community Education Deposits	\$5,029.00
ACH Returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
Total Deposits	<u>\$3,387,767.01</u>
Total Available Cash on Hand	<u>\$3,673,536.61</u>
EXPENDITURES/WITHDRAWLS:	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,129,013.58
Payroll Deduction Expenditures	-\$105,297.97
Wisconsin Retirement Automatic Withdrawl	-\$189,838.14
State Payroll Taxes	-\$83,830.66
Federal Payroll Taxes	-\$387,938.84
General Expenditures (CK# 221086 To CK# 221401)	-\$1,474,628.51
BASD Credit Card Automatic Withdrawl	-\$2,415.53
Food Service Online Credit Card Fees	-\$703.57
Community Ed Online Credit Card Fees	-\$115.09

NSF Checks Returned by the Bank	-\$183.00
Voided Checks	-\$409.42
Banking Supplies and Fees	
Total Withdrawals	<u>-\$3,373,555.47</u>
Total of Ending Cash on Hand	<u>\$299,981.14</u>
Bank Statement Information	
Bank Statement Balance – End of Month	\$674,039.98
Deposits in Transit	\$3,199.00
Outstanding Checks	\$0.00
Adjusted Bank Statement Balance	<u>\$299,981.14</u>
Variance	\$0.00

6. Recognition of Guests and District Residents
- Julie Koldeway – read statement regarding the proposed calendar for the 2013-14
 - Nancy Satola – introduced this year’s foreign exchange students
 - Norma Miller – informed the Board of the recent death of a former handicapped student who had graduated from Burlington High School
7. Resignations, Retirement
The Personnel Committee of the Board of Education presented the following retirement and resignations to the full Board for approval:
- Retirement
- Cindy Robertson – Reading Teacher – Waller Elementary School – effective at the completion of the 2012-13 school year
- Resignation
- Adam Czajkowski – resignation as Coach for JV Boys Volleyball – effective immediately
- On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted unanimously to approve the retirement and resignation as presented.
8. Appointments
The Personnel Committee of the Board of Education presented the following appointments to the full Board for approval:
- Peter Leedle – Tech Ed Teacher – Karcher Middle School – 100% contract – effective January 23, 2013

Substitute Teacher Aides

- Natalie Leuck
- Paige Thompson
- Shawni Mutter

Extra Curricular Activities

- Patrick Peterson – Boys Assistant Swim Coach – 2012-13 season
On a motion by William Campbell, seconded by Rosanne Hahn, the Board voted unanimously to approve the appointments as presented.

9. School Calendar

Superintendent Smet presented the 2013-14 School Calendar to the Board for approval. According to law school cannot start prior to September 1 and because of the way Labor Day falls school will not start until September 3, 2013. The administration felt that the calendar before the Board would be a better fit for the academic calendar for next year. The calendar proposes that Spring Break be held away from Easter – March 24-28. Easter is April 20 and students and staff would not be in attendance on the afternoon of April 17 or for Friday April 18 prior to Easter.

William Campbell put forth a motion to approve the calendar for 2013-14 as presented and Larry Anderson seconded the motion. Discussion took place and Roger Koldeway proposed an amendment to the original motion: He proposed that the dates for Spring Break be changed to April 14-17 and April 21st. More discussion took place and Superintendent Smet requested that rather than changing the dates of Spring Break immediately that the calendar be sent back to the administration for revisions. Roger Koldeway amended his proposal to reflect Mr. Smet's request to have the calendar returned to administrations for revisions. The amended motion died for lack of a second. The Board then voted on the original motion for approval of the calendar for the 2013-14 school year as presented. The original motion carried on a 5 to 2 vote.

David Thompson	Yes
William Campbell	Yes
Scott Barrett	Yes
Rosanne Hahn	Yes
Larry Anderson	Yes
Roger Koldeway	No
Philip Ketterhagen	No

10. Open Enrollment

On a motion by Scott Barrett, seconded by William Campbell, the Board voted unanimously to approve the Open Enrollment Space Available report as it was submitted.

11. Wisconsin association of School Board – 2013 Resolutions

Rosanne Hahn reported that 16 resolutions would be voted on at the annual WASB Convention to be held this month in Milwaukee. As a member of the WASB Policy & Resolutions Committee she will be asked to vote on these resolutions at the convention and she requested input from the whole Board. The Resolutions were discussed and direction was given regarding each one of the Resolutions.

12. Field Trip

- BHS Girls Softball Team – Oldham County Spring Break Classic – Louisville, KY – March 28-March 31, 2013

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

13. Donations

- Burlington High School
 - David Woodbridge – donation of computer technology to the Science Department at Burlington High School
 - Racine Lakeshore Officials Association - \$250 for the Burlington High School girls Basketball program
 - Burlington High School Athletic Association – donation of \$2,500 to offset cost to the Burlington High School gymnastics program for leotards
 - Kohls Corporation – donation of \$500 to the Burlington High School Baseball program to offset costs of field improvements
 - Chocolate City Quilters – donation of \$200 for the purchase of books for the high school library
 - Lakes Area gymnastics – donation of \$175 to help defray the cost of purchased leotards for the Burlington Gymnastics Team

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

- Dyer Intermediate School
 - WE Energies – donation of 20 solar car kits to the Dyer Intermediate School Design Squad Club
 - Wisconsin Milk Market board in conjunction with NFL Fuel UP to Play 60 initiative donated the following items to Dyer

Intermediate School for the promotion of wellness and physical activity:

- (5) Jordy Nelson full size standees
- (1) Taste Test Kit
- (35) Fuel UP to Play 60 – t-shirts
- (3) Posters
- (100) Bookmarks
- (250) Membership cards
- (50) Wristband
- (50) Pencils
- (1) Banner
- Resource postcards, brochures and FUTP ball w/instructions

- Wisconsin Milk Marketing Board - \$100 for participation in the Fuel Up to Play 60 Wellness Campaign
- General Mills Box Tops for Education - \$22.80
- Market Day sales - \$52.74 for Dyers portion of sales

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

- Karcher Middle School
 - Northwestern Mutual/Jackie Fitch – Community Volunteer Program through employer – money to be used to benefit students in the band program - \$500

On a motion by Roger Koldeway, seconded by Philip Ketterhagen, the Board voted unanimously to accept the donations as presented.

- Winkler Elementary School
 - Barbara Parker – donation of \$300 to be passed to the group of PTO members known as the Mustang Men to be used for the safety and best interest of our children at Winkler School

On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted to accept the donation as it was presented.

14. Committee Reports

- Buildings/Grounds/Transportation – nothing to report
- Community Education
 - Agenda/Minutes – December 17, 2012 – **no Board action required**
- Curriculum Committee
 - Agenda/Minutes – December 17, 2012 – **no Board action required**

- Finance Committee
 - Agenda/Minutes – January 7, 2013
 - **Board action required for the following:**
 - **Approval of 2012-13 Budget in DPI recommended format**
On a motion by Scott Barrett, seconded by William Campbell, the Board voted to approve the 2012-13 budget in the DPI recommended format
 - **Resolution: The Burlington Area School District Affirming Adoption of Amendment to Burlington Area School District IRC Section 403(b) Plan (Heart and WRERA Amendment)**
On a motion by Scott Barrett, seconded by William Campbell, the Board voted unanimously to approve the resolution as it was presented.
 - Long Range Planning – nothing to report
 - Personnel Committee
 - Agenda/Minutes – December 10, 2012 –**no Board action required**
 - Agenda – January 14, 2013 – **no further Board action required**
 - Policy Committee
 - **Board action required for the following:**
 - **2nd Reading – Policy #182 – Quorum for Meeting**
On a motion by Roger Koldeway, seconded by Scott Barrett, the Board voted to approve policy #182
 - **2nd Reading – Policy #423.0 – Open Enrollment**
On a motion by Roger Koldeway, seconded by Rosanne Hahn, the Board voted to approve policy #423.0
 - Other Meetings
 - Board Meeting – January 7, 2013 – **no Board action required**

15. Superintendent's Report

The Superintendent reported on the following items:

- Kaysie Shebeneck – has been named as the Gatorade Wisconsin Volleyball Player of the Year
- 2012 Support Personnel Accountability Report Card for Wisconsin

16. Announcements

- Board President David Thompson informed the meeting attendees that the closed session Personnel Committee would be reconvening immediately following the Board meeting.

17. Adjourn

On a motion by Rosanne Hahn, seconded by Scott Barrett, the meeting was adjourned at 8:40 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk