

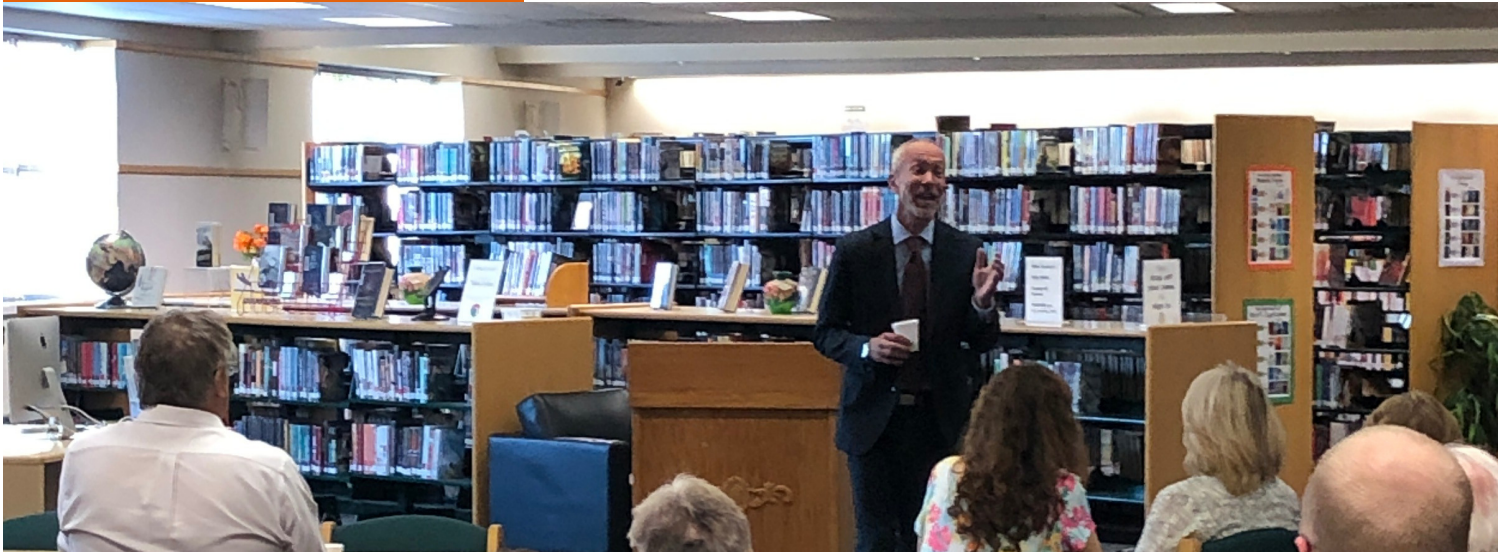


Annual Report 2019

**BURLINGTON
AREA
SCHOOL
DISTRICT**

ANNUAL MEETING
September 9, 2019, 7 pm
Burlington High School
400 McCanna Parkway
Burlington, WI 53105





Message from Superintendent

It is an honor to serve and lead the Burlington Area School District as Superintendent of Schools. I find the Burlington community to be a hidden gem, filled with rich history and traditions, while at the same time seeking continuous improvement.

The community support for our schools is impressive and has been reinforced by the tremendous support of the recent referendum, which along with building a new middle school will touch nearly every school in our district.

Our teaching, administrative, and support staff are hard-working, passionate, and care deeply about each individual student and their family and do whatever it takes to help our students succeed.

Our students, staff, dedicated school board, and a supportive community make our district an incredibly special place!

DR. STEPHEN PLANK

Superintendent, Burlington Area School District

District Office

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Agenda

1. Call Meeting to Order
2. Pledge of Allegiance
3. Election of Chairperson
4. Review of Ground Rules
5. Superintendent's Report
6. Treasurer's Report (2018-2019)
7. Presentation of 2019-2020 Budget
8. Budget Hearing
(Comments Regarding 2019-2020 Budget)
9. Resolution-Adoption of Tax Levy
10. Resolution-Set 2020 Annual Meeting Date
11. Adjourn

2019-2020

SCHOOL BOARD

Back Row (L-R):

Barry Schmaling,

Board Member

Taylor Wishau,

Board Member

Peter Turke,

Treasurer

Front Row:

Diane Wood,

Board Member

Rosanne Hahn,

President

Susan Kessler,

Clerk

Not pictured:

Kevin Bird,

Vice President

Official Minutes

Burlington Area School District - Annual Meeting

School Board Annual Meeting - 7:00 pm Monday, August 27, 2018 Burlington High School Auditorium 400 McCanna Parkway Burlington, WI 53105

School Board members present: Rosanne Hahn, President, Kevin Bird, Vice President, Susan Kessler, Clerk, Phil Ketterhagen, Treasurer, Taylor Wishau, member, Barry Schmaling, member, Peter Turke, member

Others present: Peter Smet, Superintendent, Ruth Schenning, Business Manager, Connie Zinnen, Assistant Superintendent

1. **Call to Order** - Rosanne Hahn called the meeting to order at 7:00 pm. The agenda was presented for the Annual Meeting.
2. **Pledge of Allegiance** - The Pledge of Allegiance was recited by all in attendance.
3. **Election of Chairperson** - Rosanne Hahn entertained nominations for the chairperson. There was a motion made by Taylor Wishau, seconded by Peter Turke, to name Rosanne Hahn as the chairperson for the Annual Meeting. No other nominations were presented. With no other nominations, the nominations were closed. Rosanne Hahn was unanimously elected as the chairperson for the Annual Meeting.
4. **Review of Ground Rules** - Rosanne Hahn reviewed the ground rules for the Annual Meeting and explained that Attorney Gary Reusch was available by phone for any legal questions that might arise.
5. **Superintendent's Report** - Peter Smet spoke briefly to welcome citizens to the Annual Meeting and presented information on various programs in the district.
6. **Treasurer's Report** - Ruth Schenning presented the Treasurer's report for the 2017-18 school year.
7. **Presentation of Budget 2018-19** - Ruth Schenning presented the budget for the 2018-19 school year. The requested levy for the upcoming year is in the amount of \$18,949,306. The electorate will have the opportunity to comment and to vote on the proposed tax levy. The School Board does not finalize the certification on the levy until October.
8. **Budget Hearing** - Chairperson Rosanne Hahn opened the meeting up to comments and questions from the audience. Citizens who wished to comment were asked to come to the microphone in front of the auditorium, state their name, residence, and comments. Comments were limited to 3 minutes each to afford everyone an opportunity to speak. One citizen, Tom Boyle, made comments.
9. **Adoption of Tax Levy** - Susan Kessler present the following resolution to the audience for approval: "Be it hereby resolved by the electors of the Burlington Area School District, duly assembled this 27th day of August 2018, that the sum of \$18,949,306 be raised by direct tax on the property of the district for general school purposes for the ensuing year." This motion was seconded by Kevin Bird. Chairperson Rosanne Hahn called for a paper ballot vote on the resolution. Voters were instructed to use the pink colored ballot to vote. A yes vote would be a vote in favor of the resolution and no vote would be a vote against the proposed resolution. The result of the ballot vote was as follows: Yes - 90 No - 1. The motion carried.
10. **Set 2019 Annual Meeting** - Phil Ketterhagen proposed that the citizens give authorization to the School Board to set the date, time and place for the 2019 Annual Meeting. Larry Anderson seconded the motion. The motion carried.
11. **Adjourn** - On a motion made by the citizens, and seconded by the citizens, the meeting was adjourned at 7:42 pm.

Treasurer's Report

Burlington Area School District

Balance Sheet - General Fund Only	As of 6/30/18 Audited	As of 6/30/19 Unaudited
<i>Assets</i>		
Cash and cash equivalents	\$7,980,276	\$7,993,420
Receivables		
Taxes	\$5,420,315	\$5,621,634
From other governments	\$747,522	\$732,307
From other funds	\$72,614	\$90,083
Accounts	\$3,905	\$6,170
Prepaid expenses	\$183,388	\$198,859
<i>Total Assets</i>	<u>\$14,408,020</u>	<u>\$14,642,473</u>
<i>Liabilities</i>		
Short-term note payable and accrued interest	\$4,045,667	\$3,578,045
Payables		
Accounts	\$2,999,583	\$3,351,874
Payroll	\$1,642,031	\$1,736,862
To other governments	\$1,749	\$-
<i>Total Liabilities</i>	<u>\$8,689,030</u>	<u>\$8,666,781</u>
<i>Fund Balance</i>	<u>\$5,718,990</u>	<u>\$5,975,692</u>
<i>Total Liabilities and Fund Balance</i>	<u>\$14,408,020</u>	<u>\$14,642,473</u>

Income Statement - General Fund Only	2017-18 Audited	2018-19 Unaudited	2019-20 Budget
Total Revenues	\$38,462,017	\$40,015,158	\$39,999,323
Total Expenditures	\$(38,254,834)	\$(39,758,456)	\$(39,999,323)
Excess Revenues Over (Under) Expenditures	\$207,183	\$256,702	\$-
Beginning Fund Balance	\$5,511,807	\$5,718,990	\$5,975,692
Ending Fund Balance	<u>\$5,718,990</u>	<u>\$5,975,692</u>	<u>\$5,975,692</u>
Fund Balance as a Percentage of Expenditures	14.95%	15.03%	14.94%

Notice of Annual District Meeting and Budget Hearing

Notice is hereby given to the qualified electors of the Burlington Area School District that the annual meeting of said district for the transaction of business will be held in the Burlington High School Auditorium, 400 McCanna Parkway, Burlington WI on the 9th day of September 2019 at 7 pm.

The hearing of the proposed budget for the 2019-2020 school year will be conducted at the annual meeting as stated above. A summary of the budget is printed below. Detailed copies of the budget are available for inspection in the District's office at 100 N Kane St, Burlington WI, Monday through Friday, 8 am to 4 pm.

Dated this 29th day of August 2019
Susan Kessler, School District Clerk

BURLINGTON AREA SCHOOL DISTRICT BUDGET PUBLICATION 2019-2020

GENERAL FUND	Audited 2017-2018	Unaudited 2018-2019	Budget 2019-2020
Beginning Fund Balance	\$5,511,807	\$5,718,990	\$5,975,692
Ending Fund Balance	\$5,718,990	\$5,975,692	\$5,975,692
REVENUES AND OTHER SOURCES			
Operating Transfers-In (Source 100)	\$0	\$0	\$0
Local Sources (Source 200)	\$19,342,135	\$18,662,203	\$19,966,369
Interdistrict Payments (Source 300 + 400)	\$822,128	\$903,582	\$888,192
Intermediate Sources (Source 500)	\$0	\$6,108	\$0
State Sources (Source 600)	\$17,355,160	\$19,671,539	\$18,409,359
Federal Sources (Source 700)	\$677,334	\$699,498	\$695,403
All Other Sources (Source 800+900)	\$265,260	\$72,228	\$40,000
TOTAL REVENUES	\$38,462,017	\$40,015,158	\$39,999,323
EXPENDITURES			
Salaries (Object 100)	\$16,391,274	\$16,847,357	\$17,268,934
Employee Benefits (Object 200)	\$6,506,553	\$6,520,491	\$6,688,088
Purchased Services (Object 300)	\$7,252,308	\$7,800,071	\$7,708,004
Non Capital Objects (Object 400)	\$1,613,309	\$1,443,002	\$1,569,777
Capital Objects (Object 500)	\$318,045	\$490,484	\$300,999
Debt Retirement General Fund (Object 600)	\$327,519	\$361,637	\$320,000
Insurance (Object 700)	\$433,097	\$467,462	\$449,447
Fund Transfer (Object 800)	\$5,289,070	\$5,722,208	\$5,607,055
Miscellaneous Objects (Object 900)	\$123,659	\$105,744	\$87,019
TOTAL EXPENDITURES	\$38,254,834	\$39,758,456	\$39,999,323
SPECIAL EDUCATION FUND			
	Audited 2017-2018	Unaudited 2018-2019	Budget 2019-2020
Beginning Fund Balance	\$0	\$0	\$0
Ending Fund Balance	\$0	\$0	\$0
REVENUES AND OTHER SOURCES	\$7,860,605	\$7,942,805	\$8,252,547
EXPENDITURES AND OTHER USES	\$7,860,605	\$7,942,805	\$8,252,547
REVENUE-CAPPED DEBT			
	Audited 2017-2018	Unaudited 2018-2019	Budget 2019-2020
Beginning Fund Balance	\$67,189	\$65,178	\$62,924
Ending Fund Balance	\$65,178	\$62,924	\$59,787
REVENUES AND OTHER SOURCES	\$630,602	\$621,039	\$625,100
EXPENDITURES AND OTHER USES	\$632,613	\$623,293	\$628,237

**BURLINGTON AREA SCHOOL DISTRICT
BUDGET PUBLICATION 2019-2020**

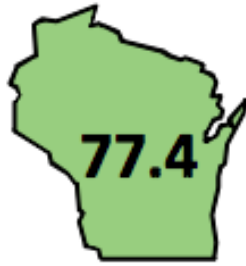
	Audited 2017-2018	Unaudited 2018-2019	Budget 2019-2020
DEBT SERVICE FUND			
Beginning Fund Balance	\$76,147	\$53,549	\$817,950
Ending Fund Balance	\$53,549	\$817,950	\$1,084,099
REVENUES AND OTHER SOURCES	\$2,202,827	\$41,299,600	\$2,979,412
EXPENDITURES AND OTHER USES	\$2,225,425	\$40,535,199	\$2,713,263
CAPITAL PROJECTS FUND	Audited 2017-2018	Unaudited 2018-2019	Budget 2019-2020
Beginning Fund Balance	\$0	\$0	\$37,702,519
Ending Fund Balance	\$0	\$37,702,519	\$28,102,519
REVENUES AND OTHER SOURCES	\$0	\$38,821,967	\$5,400,000
EXPENDITURES AND OTHER USES	\$0	\$1,119,448	\$15,000,000
FOOD SERVICE FUND	Audited 2017-2018	Unaudited 2018-2019	Budget 2019-2020
Beginning Fund Balance	\$614,765	\$499,542	\$565,447
Ending Fund Balance	\$499,542	\$565,447	\$478,425
REVENUES AND OTHER SOURCES	\$1,182,607	\$1,200,813	\$1,203,500
EXPENDITURES AND OTHER USES	\$1,297,830	\$1,134,908	\$1,290,522
COMMUNITY SERVICE FUND	Audited 2017-2018	Unaudited 2018-2019	Budget 2019-2020
Beginning Fund Balance	(\$30,591)	(\$21,566)	\$3,029
Ending Fund Balance	(\$21,566)	\$3,029	\$18,145
REVENUES AND OTHER SOURCES	\$196,185	\$194,444	\$215,000
EXPENDITURES AND OTHER USES	\$187,160	\$169,849	\$199,884
PACKAGE/COOPERATIVE FUND	Audited 2017-2018	Unaudited 2018-2019	Budget 2019-2020
Beginning Fund Balance	\$0	\$0	\$0
Ending Fund Balance	\$0	\$0	\$0
REVENUES AND OTHER SOURCES	\$246,810	\$243,659	\$263,022
EXPENDITURES AND OTHER USES	\$246,810	\$243,659	\$263,022
PROPOSED PROPERTY TAX LEVY FUND	Audited 2017-2018	Unaudited 2018-2019	Budget 2019-2020
General Fund	\$18,574,374	\$17,261,715	\$19,126,588
Debt Service Fund	\$2,202,150	\$3,269,898	\$2,978,913
Non-Referendum Debt Service	\$298,228	\$293,940	\$293,800
Community Service Fund	\$70,000	\$70,000	\$70,000
Personal Property Tax Chargebacks	\$84	\$0	\$0
TOTAL SCHOOL LEVY	\$21,144,836	\$20,895,553	\$22,469,301
PERCENTAGE INCREASE -			
TOTAL LEVY FROM PRIOR YEAR	1.07%	-1.18%	7.53%

**BURLINGTON AREA SCHOOL DISTRICT
LONG-TERM DEBT SUMMARY**

Referendum-Approved Debt	Maturity Date	Balance at 6/30/19
2019 General Obligation Refunding Bonds (refinance 2019 Bond Anticipation Notes) – 2018 Referendum <i>This balance represents 15% of our legal debt limit.</i>	4/1/39	\$36,520,000
Non-Referendum-Approved Debt	Maturity Date	Balance at 6/30/19
2015 General Obligation (Taxable) Refunding Bonds (refinance 2006 debt)	4/1/25	\$1,620,000
2015 General Oblig Refunding Bonds (refinance 2005, 2009, 2010 issues) **	4/1/29	\$1,895,000
Total		\$3,515,000

**Payments reimbursed from Gateway Technical College

Overall Score



Exceeds Expectations

BASD Exceeds Expectations

District Exceeds Expectations

The Burlington Area School District received an "Exceeding Expectations" grade from the Department of Public Instruction. The School Report Card is based on the 2017-2018 school year data. Schools and districts receive a score for each priority area: **Student Achievement** measures reading and mathematics knowledge and skills.

Student Growth describes how student knowledge has changed year-to-year.

Closing Gaps assesses student performance between specific student groups (comparing English language learners, low-income students, students with disabilities, and members of a racial or an ethnic group with their peers).

On-Track and Postsecondary Readiness evaluates the success of students in achieving educational milestones.

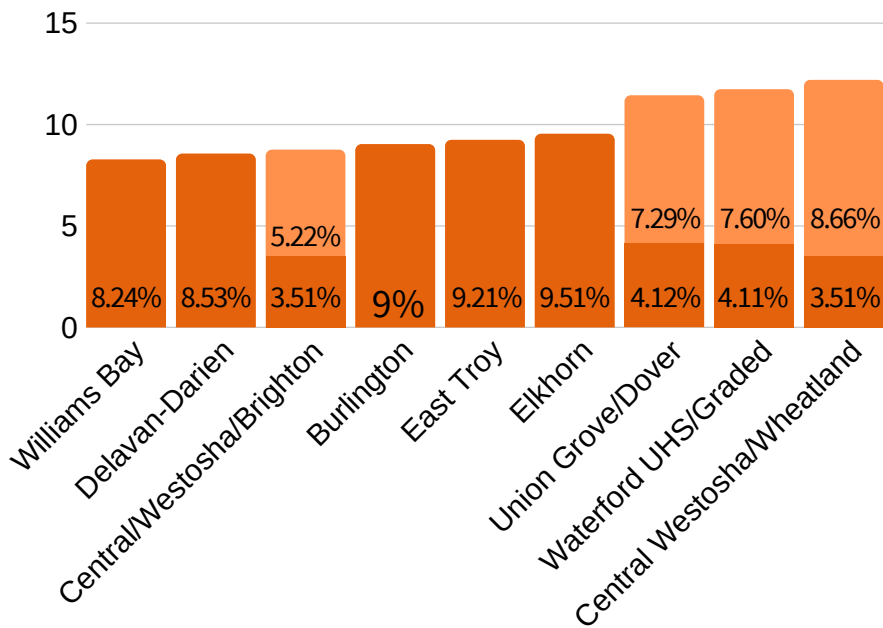
The District strives for excellence and uses these report cards as one of several metrics to evaluate the learning growth of our students. Burlington Area School District is committed to providing sound academic programs in a quality learning environment.



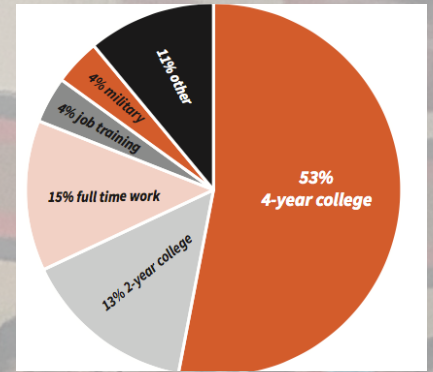
District News

- The district continued its commitment to provide for collaboration, creation of content, and learning in a connected world through 1:1 Technology. The district leased Chromebooks for students in grades 1-12.
- The Burlington School Forest hosted two events for the first time in 2018-2019: a cross country meet and the snowshoe shuffle. The 160-acre forest is available for students to learn about the outdoors. Some students gathered sap to make maple syrup.
- Five BASD teachers were honored at the Kenosha-Racine Phi Delta Kappa awards banquet: Troy Everson, Julie Gesteland, Heather Mielke, Robbie Twohig, and Penny Yanke.
- Burlington's Community Education program offers programming all year round for all ages.
- All schools work hard to offer activities to emphasize character and citizenship. This encourages students to be responsible, respectful, honest and engaged.
- Teachers collaborated to organized the second Back to School BASH to raise funds for an Educating Future Educators scholarship. In 2019, three BHS graduates received \$1000 each from this scholarship to pursue careers as teachers.

Tax Rate Comparison*



Class of 2019



Referendum Progress

In November 2018, the community supported a \$43,655,000 school facilities referendum to increase the safety and security of Burlington schools, allow for the needed facilities maintenance to update schools, and build a new middle school for grades 6-8.



Work began right away with a planning team consisting of district representatives and construction managers Scherrer Construction and Plunkett Raysich Architects.

Over the summer, Dyer Intermediate, Lyons Center Elementary, Winkler Elementary, and Waller Elementary parking lots were resurfaced. The team completed Lyons Center Elementary's secure entrance. Some schools' doors were replaced. This is in addition to several capital improvement projects that were scheduled such as resurfacing the tennis courts, HVAC at the 209 Wainwright building, camera installation, and more.

The groundbreaking for the Karcher Middle School will take place October 16 at 5:30 pm.

*Source: DPI Website: https://apps5.dpi.wi.gov/safr_ro/all_mill_rate.asp?year=2019

Burlington High School Achievements



LETS



- The Girls Volleyball Team won the Division 1 State Championship.
- BHS's School Counselor, Jennifer Reuchlen named Wisconsin's School Counselor of the Year and the Counseling Team received a Program of Promise award.
- BHS's Spring Musical, Little Shop of Horrors, honored at state Jerry Awards with Outstanding Musical of the Year, Outstanding Lead Performer, and Outstanding Supporting Performer.
- The Class of 2019 completed 16,200 community service hours during their high school experience.
- Ten students were named Advanced Placement National Scholars. This means they completed eight AP classes receiving an average score of 4+ on all exams.
- Austin Jensen received a State FFA degree.
- The Boys and Girls Bowling Clubs competed at the national level after Boys won at the state level.
- Nearly 60 students qualified for the State Solo and Ensemble Festival.
- Civic Music Association of Milwaukee will recognize BHS music teacher Penny Yanke with a Choral Educator Civic Music Award.
- Heather Mielke, BHS math teacher, received the Governor's Financial Literacy Award for 2018. She organizes the annual Reality Fair for the junior class to learn about managing personal finances.
- The BHS Forensics team was one of 19 teams in the state that received the Excellence in Speech Award at the WHSFA State Speech Festival.
- FBLA showed off their business skills at the state competition and had nine students place in their events.
- Boys wrestling sets school record with four state place-winners.
- Students and chaperones traveled to Denmark. Burlington will host students from Denmark this fall.
- Malik Tiedt organized activities for Mental Health Awareness week to assist students who need to manage stress. He also was named a WIAA Scholar Athlete.

Ground Rules

Following are the ground rules approved by the school board for the Monday, September 9, 2019, annual meeting of the Burlington Area School District.

It is the practice of the Burlington Area School District Board of Education that the following rules will govern procedures at annual or special school district meetings.

1. **Electors** – Every elector of this school district is eligible to vote at an annual or special meeting of the school district. Every United States citizen aged 18 or older who has resided within the school district for 28 days prior to any meeting in which he/she offers to vote is an elector.
2. **Seating arrangements** – Persons attending such meetings will be required to sit in designated areas of the room in which the meeting is to be held. One such designated area will be for electors and another for non-electors. Minor children may sit with a parent who is an elector in that area of the room designated for electors only.
3. **Announcement** – the person elected chairman of an annual or special meeting will be required to announce the voting rules contained in this policy statement at the beginning of any annual or special meeting.
4. **Addressing the annual meeting** – All speakers should rise and after being recognized by the chairman, state their name and address. Normally each speaker will be limited to 3 minutes. Unless waived by a majority vote of the electors present, only qualified electors and district property owners will be allowed to address the annual or special meeting.
5. **Challenge** – If a person attempting to vote at an annual or special meeting is challenged, the chairman of the meeting shall state to the person challenged the qualifications necessary to vote at the meeting. If such person declares that he or she is eligible to vote and if such challenge is not withdrawn, the chairman of the meeting shall administer the following oath or affirmation to the person declaring that he or she is eligible to vote: “You do solemnly swear (or affirm) that you are qualified according to law to vote at this meeting.” A person taking such oath or

affirmation shall be permitted to vote, but if he/she refuses to take such oath or affirmation, he/she may not vote.

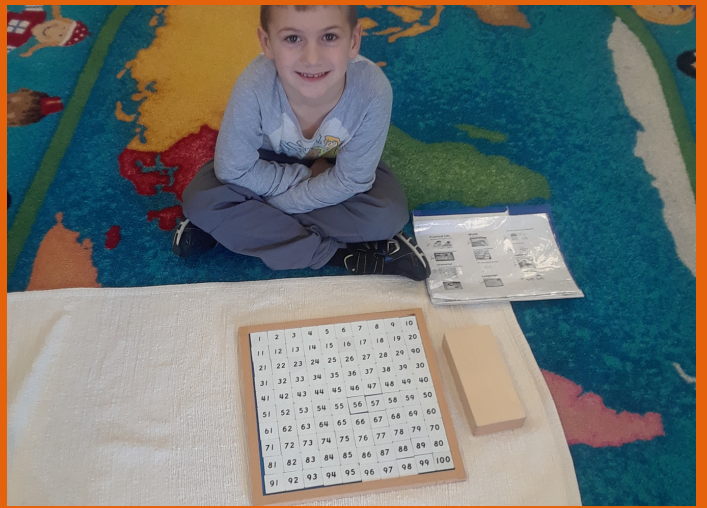
6. **Vote counting** – the district clerk may appoint tellers to assist in the counting of votes. Tellers may be assigned certain sections of the meeting room and when finished counting, bring the results of their assigned sections to the clerk who shall total the affirmative and negative votes separately and deliver the sum of each to the chairman who will announce them to the meeting. Tellers shall be electors of the school district.

7. **Parliamentary procedure** – Rules of parliamentary procedure will be followed at annual or special school district meetings. If approved by the Board of Education, the district will contract for the services of a qualified parliamentarian for the meeting. Questions of procedure will be referred to the parliamentarian and his/her recommendations will be final and cannot be challenged.

8. **Legal services** – Unless determined differently by the Board of Education, the attorney representing the school district shall be present at annual or special meetings. The board will consult with counsel on legal issues that may develop prior to or at the meeting.

9. **Voting** – paper ballots shall be available. Depending on the size of the audience, the chairman will normally call for a hand or standing vote on procedural issues, amendments and motions to determine the method of voting (voice, hands, standing, paper ballot) that will be used. The vote on an original motion to approve a tax levy will be conducted by paper ballot.

Reference: Wisconsin Statutes
6.02, 6.03, 6.05, 6.10, 120.08(3).



BURLINGTON AREA SCHOOL DISTRICT