



BURLINGTON AREA SCHOOL DISTRICT

BOARD OF EDUCATION
MONDAY, JUNE 9, 2014
7:00 P.M.
DISTRICT OFFICE

Minutes

Present at this meeting were Board members William Campbell, President, Jim Bousman, Larry Anderson, Rosanne Hahn, Philip Ketterhagen, Roger Koldeway, Todd Terry, administrators Peter Smet, Connie Zinnen, Ruth Schenning and Board secretary Priscilla Crowley.

1. Call to Order

Board President William Campbell called the meeting to order at 7:03 P.M.

2. Agenda Re-Order

On a motion by Rosanne Hahn, seconded by Todd Terry, the Board voted to move item #7 – “Recognition of Staff, Students and Programs” to item # 4.

The following volunteers were recognized by the Board for their outstanding service and commitment to the students and staff of the Burlington Area School District:

- Mervin Langley
- Ron Kahl
- Ann Hallada
- John Silbilski
- Karen Tolle
- Dr. David Taylor
- John Anderson
- Marie Gaborik

3. Minutes

On a motion by Philip Ketterhagen, seconded by Roger Koldeway, the minutes of the May meeting were approved as presented.

4. Bank Statement and Bills

On a motion by Philip Ketterhagen, seconded by Roger Koldeway, the Bank Statement for May was approved as presented.

On a motion by Larry Anderson, seconded by Rosanne Hahn, the Board approved the payment of bills for May.

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

Total of Beginning Cash on Hand	\$605,538.83
Revenues/Deposits	
Local Government Investment Pool/Savings Transfers	\$6,100,000.00
Interest Earned	\$0.00
District Office Deposits	\$102,640.78
School Deposits	\$19,962.92
Food Service Deposits	\$49,699.26
Community Education Deposits	\$10,993.00
ACH Returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks/Write Off of Old Checks	\$0.00
Miscellaneous (BASD commercial Credit Card Annual Rebate)	\$0.00
Total Deposits	<u>\$6,283,295.96</u>
Total Available Cash on Hand	<u>\$6,888,834.79</u>
Expenditures/Withdrawals:	
Employee Payroll Withdrawals (Direct Deposits)	-\$1,150,723.59
Payroll Deduction Expenditures	-\$99,135.40
Wisconsin Retirement Automatic Withdrawl	-\$223,945.52
State Payroll Taxes	-\$77,691.87
Federal Payroll Taxes	-\$436,272.24
General Expenditures (Ck#230758 to Ck# 231105)	-\$1,188,750.63
BASD Credit Card Automatic Withdrawl	-\$5,301.69
Food Service Online Credit Card Fees	-\$904.57
Community Ed Online Credit Card Fees	-\$193.09
NSF Checks Returned by the Bank	-\$338.00
Voided Checks	\$4,800.08
Transfer To Savings	-\$3,100,000.00
Banking Supplies and Fees	-\$523.84
Total Withdrawals	<u>-\$6,278,980.16</u>
Total of Ending Cash on Hand	<u>\$609,854.63</u>
Bank Statement Information	
Bank Statement Balance-End of Month	\$1,181,588.42
Deposits in Transit	\$0.00
Outstanding Checks	-\$571,713.79
Adjusted Bank Statement Balance	<u>\$609,854.63</u>
Variance	\$0.00

5. Recognition of Guests and District Residents

Hans Block asked to be recognized and commented to the Board in favor of naming the Burlington High School Football Stadium after Don Dalton.

6. Retirements/Resignations

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

- Jenny Rosenbaum – 3rd Grade Teacher – Lyons Elementary School – resignation effective at the close of the 2013-14 school year
- Amanda Bernett – 1st Grade Teacher – Cooper Elementary School – resignation effective at the close of the 2013-14 school year
- Michelle Vendegna – 8th Grade Teacher – Karcher Middle School – resignation effective at the close of the 2013-14 school year
- Piper Smith – Waller Elementary School – resignation effective at the close of the 2013-14 school year
- Alexis Ward – Teacher Aide – Cooper Elementary School – resignation effective as of June 7, 2014
- Gina Bedessem – Health Aide – Dyer Intermediate School – resignation effective as of June 9, 2014
- Jennifer Peterson – TSID Instructional Aide – Dyer Intermediate School – resignation effective as of May 30, 2014

Extra Curricular Activities

- Teresa Forseth – resignation from Math and Science Leadership positions – effective at the close of the 2013-14 school year
- Anne Thompson – resignation from Math Leadership position – effective at the close of the 2013-2014 school year
- Cathie Zlevor – resignation from Math Leadership position – effective at the close of the 2013-14 school year
- Sara Koeppen – resignation as Safety Patrol Facilitator – Lyons Elementary – effective at the close of the 2013-14 school year
- Matt Behringer – resignation as Freshman Head Basketball Coach and 8th Grade Girls Basketball Coach – effective at the close of the 2013-14 school year
- Brent Grochowski – resignation as Freshman Football Coach – resignation effective at the close of the 2013-14 school year
- Mary Jarocki – resignation as Waller Safety Patrol Facilitator – effective at the close of the 2013-14 school year
- Sue Bekken – resignation as Dyer Safety Patrol Facilitator and Student Council Advisor – effective at the close of the 2013-14 school year
- Wendy Zeman – resignation as Cooper Student Council Advisor, Math Leadership Team and as TSID Coordinator – effective at the close of the 2013-14 school year
- Cindy Smith – resignation from the Math Leadership Team – effective at the close of the 2013-14 school year

On a motion by Jim Bousman, seconded by Todd Terry, the Board voted to accept the resignations as presented.

7. Appointments

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

- Robert Thompson – English/Speech Teacher – Burlington High School – effective 2014-15 school year
- Morgan Schmidt – Social Studies – Burlington High School – effective 2014-15 school year
- Jean Freund – School Counselor – Dyer Intermediate School – 40% position – effective 2014-15 school year
- Allison Tenhagen – School Psychologist – District-wide – effective 2014-15 school year
- Ashley Meulemans – Physics Teacher – Burlington High School – effective 2014-15 school year
- Alyssa Riggs – Special Education Teacher – Karcher Middle School – effective 2013-14 school year

Summer School

- Kris Arneson – Administrative Assistant
- Dan Powers, Lucy Vorpapel, Donna Keown, Bev Edwards, Megan Spitzenberger, Elaine Baumgart – Teacher Aides
- Dana Friend, Roxanne Robinson, Deb Caldwell, Julie Caufield, Amanda Thate, Julie Gesteland, Jean Price, Jenny Torretta, Andrea Leonard, Tammy Brooks, Jackie Bladow, Deb Hill, Charissa Considine, Sue Bekken, Rachel Fox, Helen Poole – Classroom Teachers

Dyer Intermediate School Team Leaders – 2014-15

- Joy Kueny – Special Education
- Sarah Kwiatkowski – Pod 1
- Deb Hill – Pod 2
- Angie Mangold – Pod 3
- Anneke Thompson – Pod 4
- Rebecca Ivkovich – Special Areas
- Andrea Donegan – Counselors
- Teresa Trawitzke & Nikki Bold – Science Leadership
- Jeri Netttesheim & Katie Olson – Math Leadership
- Jessica Richie, Jackie Bladow & Sana Bauman – Literacy Team
- Amber Braun – Technology
- Jessica Richie & Chrissy Cooper – Student Council
- Chrissy Cooper – Safety Patrol

Substitute Teacher Aides

- Rachel Thomsen
- Mary Rieben
- LaDonna Robinson
- Nadine Crawford
- Rebecca Morrival

Extra Curricular

- Jennifer Heelein – Safety Patrol Facilitator – Waller Elementary
- Peggy Makar – Safety Patrol Facilitator – Lyons Elementary
- Jenny Holle – TSID Coordinator – Cooper School – effective 2014-15 school year

- Katie Mennecke & Debby Trewyn-Way – co-advisors for Cooper Student Council – effective 2014-15 school year

On a motion by Rosanne Hahn, seconded by Jim Bousman, the appointments were approved as presented.

8. AFS Student Placement Request -2014-15 School Year

There are no AFS student placements to approve at this time, no host families have come forward.

9. Donations

- Burlington Area School District
 - Runzheimer Foundation \$2,000
- Burlington High School
 - Los Compadres Restaurant - \$50.00 sponsorship to WBSD
 - IDE Fine Jewelry - \$250 sponsorship to WBSD
 - Rotary International - \$1,000 to the BHS Driven Leadership Program
 - Carol Chaffee - \$50 donation for BHS “Students for Change” Club for the Burlington Transitional Living Center
 - Mr. & Mrs. Kocha - \$75 donation to BHS “Students for Change” Club for the Burlington Transitional Center

On a motion by Rosanne Hahn, seconded by Roger Koldeway, the Board voted to accept the donations as presented.
- Dyer Intermediate School
 - Market Day - \$34.74
 - Market Day - \$29.20
 - Music Matters Inc. - \$1300 for Orchestra Workshop with Christian Howes
 - Hampton Inn – 2 nights lodging for Christian Howes
 - Gooseberries Fresh Food Market – donation of lunch for Mr. Howes and 60 full sized Nestle candy bars for students and teacher gift bags
- Karcher Middle School
 - Kohls Cares – donation of money for Karcher Field Trip

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

10. Field Trips

- Future Business Leaders of America National Conference – Nashville, TN – June 28 – July 2 – Burlington High School – Michelle Peetz, Advisor
On a motion by Roger Koldeway, seconded by Rosanne Hahn, the Board voted to approve the field trip.
- Varsity Girls Tennis Invitational – Burlington High School – Green Bay, WI – Friday, September 5 – Saturday, September 6 – Rosemary Dolawtoski, Advisor
On a motion by Jim Bousman, seconded by Todd Terry, the Board voted to approve the field trip.

11. Committee Reports

- Buildings/Grounds/Transportation
 - Agenda/Minutes – June 2, 2014 – **Board action required for the following:**
 - **Capital Project Bids for Cooper Roof and District Office Roof Repairs: Jim Bousman made a motion to accept the bid from**

Cudahy Roofing in the amount of \$36,900 for the repair of the Cooper Roof and the District Office Roof and the motion was seconded by Roger Koldeway. After discussion an amendment to the motion was made by Jim Bousman to allow for a 5% contingency fund for the roof repairs to both buildings. Todd Terry seconded the amendment to the motion. The amended motion carried unanimously. The vote was then taken on the original motion and was passed unanimously.

- **Waller Gym Floor Refinishing -** A motion was made by Jim Bousman, seconded by Philip Ketterhagen to accept the bid from ProStar Surfaces in the amount of \$32,300 and the bid from Balestrieri for asbestos removal in the amount of \$73,000 and to allow a 5% contingency fund for this project. The motion carried unanimously.
- **BHS Tennis Court Refinishing -** A motion was made by Jim Bousman, seconded by Philip Ketterhagen to accept the bid from Munson in the amount of \$73,040 to resurface the BHS Tennis Courts with an allowance of a 5% contingency fund. The motion passed unanimously
- **Stadium Naming -** A motion was made by Jim Bousman and seconded by Todd Terry to name the football stadium at Burlington High School "Don Dalton Stadium". Discussion took place and an amendment to the motion was made by Rosanne Hahn, seconded by Roger Koldeway to not name the stadium at this time but to wait and see what proposals/ recommendation the Ad Hoc Policy Committee brings to the Policy Committee and School Board. Discussion took place, a roll call vote was called for:

<u>Yes (In favor of motion)</u>	<u>No (Opposed to motion)</u>
Rosanne Hahn	Todd Terry
Philip Ketterhagen	William Campbell
Roger Koldeway	Jim Bousman
	Larry Anderson

The motion failed on a vote of 4 - 3.

More comments and discussion took place. Jim Bousman presented an amendment to the original motion that stated as follows: Move to name the Burlington High School stadium after Don Dalton by temporarily suspending a portion of Policy #940 "Naming School Facilities" that states, "As a general rule facilities will be named after people only if that individual has been dead ten years or more, made a significant contribution to the school, school district, community or country and has left a legacy in keeping with the ideals of the District and our country." This amendment was seconded by Todd Terry. A roll call vote was taken:

Yes (In Favor)

Todd Terry
Jim Bousman
Larry Anderson
William Campbell

No (Opposed)

Rosanne Hahn
Philip Ketterhagen
Roger Koldeway

The motion passed on a vote of 4-3.

Roger Koldeway put forth a motion that any resources or costs for signage or presentation for the naming of the stadium will not be the responsibility of the District as was originally stated to the Board in the presentation by the naming committee. Philip Ketterhagen seconded this motion. The motion carried unanimously.

- Long Range Planning
 - Agenda/Minutes – May 19, 2014
 - **Scherrer/Nexus will return for further discussion/questions and WASB will be invited to explain their services.**
- Community Education – nothing to report
- Curriculum Committee
 - Agenda/Minutes – June 2, 2014 – **Board action required for the following:**
 - **Special Education Open Enrollment Requests – On a motion by Rosanne Hahn, seconded by Philip Ketterhagen the Open Enrollment for Special Education for 2014-15 was unanimously approved.**
- Finance Committee
 - Agenda/Minutes – May 19, 2014 - **Board action required for the following:**
 - **Food Service Proposal – Larry Anderson made a motion and Rosanne Hahn seconded the motion to award Aramark the Food Service Contract. Discussion took place and the proposal passed unanimously**
 - Agenda/Minutes – June 2, 2014 – **Board action required for the following:**
 - **Budget Adjustments – 2013-14 – A motion was made by Larry Anderson and seconded by Todd Terry to approve the budget adjustments for the 2013-14 school year. Discussion took place. The motion carried.**
 - **Preliminary Budget – 2014-15 – A motion was made by Larry Anderson and seconded by Jim Bousman to approve the preliminary budget for 2014-15. Discussion and questions took place. A roll call vote was taken:**

Yes (Approve Budget)

Todd Terry
Rosanne Hahn
William Campbell
Jim Bousman
Larry Anderson
Philip Ketterhagen

No (Oppose Budget)

Roger Koldeway

The motion carried on a vote of 6-1.

- Personnel Committee
 - Agenda/Minutes – May 12, 2014 – no action necessary
 - Agenda/Minutes – May 28, 2014 – no action necessary
- Policy Committee
 - Agenda/Minutes – May 19, 2014 – **Board action required for the following:**
 - **Graduation Policy #345.6 – Changes made – 1st Reading**
- Other Meetings
 - Board of Education – Agenda/Minutes – May 19, 2014 – **no Board action required**
 - Board of Education – Agenda/Minutes – May 27, 2014 – **no Board action required**
 - Ad Hoc Policy Sub Committee
 - Meetings held on May 15, May 22 and May 29 – **no Board action required**

12. Superintendent's Report

- Reported on graduations – all were outstanding events.
- End of the school year went smoothly
- Teachers will be making up 2 snow days on Monday and Tuesday – June 9-10
- Leah Joslyn was awarded a state championship medal in the wheelchair event in the WIAA State Track and Field Championship held in La Crosse

13. Announcements

Board members Rosanne Hahn and Jim Bousman both commented on how wonderful the high school graduation was.

14. Adjourn

On a motion by Jim Bousman, seconded by Roger Koldeway the meeting was adjourned at 8:18 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk