

**Woods School**  
Geneva Joint 4  
N2575 Snake Road  
Lake Geneva, WI 53147

**School Board Meeting**  
**Minutes**

September 8<sup>th</sup>, 2010  
7:00 p.m.

- I. Call Meeting to Order – **Kulik called the meeting to order at 6:40**
- II. Roll Call – **In attendance were Board Members Lowell, Leahy, & Kulik - Johnson, Smiley, Vavra, Brzinski, Green, Teske, Stehno, and Chapman.**
- III. Approve Meeting Minutes – **Leahy moved for approval, Lowell seconded – all approved.**
  - A. August 11, 2010
  - B. August 18, 2010
- IV. Public Comment
  - A. The Geneva Jt. 4 – Woods Elementary School Board of Education has provided an opportunity to members of the public to comment on agenda items. The Board of Education is unable to comment on items raised by the public in order to remain in compliance with the State of Wisconsin Open Meetings law. The Board of Education reserves the right to limit the comment by an individual, so the comment period is no longer in length than 15 minutes in total. – **No discussion**
- V. Financial Business
  - A. Treasurer Report – Discussion and any related action – **Presented and accepted**
  - B. Bills Payable/Voucher Lists – Discussion and related Approval Action (Note: The list (s) which the school board reviews will be available at the meeting for public review). –**Kulik moved to approve August payables, Lowell seconded of check #'s 5145 – 5216 in the amount of \$94,441.12, Kulik moved to approve payroll Leahy seconded in the amount of \$78,744.47**
  - C. Other Financial Information
    - Parent Transportation Contract – **Leahy motioned to move until later Lowell seconded all approved – The Board discussed the matter with Mr. Stehno, the parent involved. Mr. Stehno wished to have payment immediately. Board President Kulik and Board Clerk Lowell explained that those monies are not available until the end of the school year. Payment will be made in one payment when the money becomes available, most likely in June, 2011.**
    - Copier Lease Agreement – **discussion – 4 year lease with Stan's**
    - Aid Certification – PI-1505-AC – **Signatures**
    - LTD Rate Adjustment Contract – **Signatures**

VI. Old Business – **Lowell moved to approve, Leahy seconded – all approved**

- A. Second Reading Board Policies-As Consent Items for Approval
  - 1. 662.1- Student Activity Funds
  - 2. 662.12- Student Activity Funds Management Procedures
  - 3. 671- Employee Tax Sheltered Annuities
  - 4. 409- Promotion from Eighth Grade
  - 5. 310- School Instructional Material Selection Policy
  - 6. 512- Harassment

- B. Other

VII. New Business

- A. Board Policies First Reading

- 1. 422- Electronic Communication Devices – **discussion on steps- talk with staff**
- 2. 360- Web Page Policy
- 3. 611- Federal Funds
- 4. 614- Borrowing
- 5. 615- Tuition Income - **revised**
- 6. 615.1- Bad Checks - **revised**
- 7. 615.2- Student Fees, Fines, and Charges
- 8. 622- Budget Preparation
- 9. 623- Budget Hearing
- 10. 623.1-Budget Implementation
- 11. 632- Purchasing
- 12. 644-Cooperative Purchasing
- 13. 645- Local Purchasing
- 14. 647- Payment of Claims
- 15. 663- Petty Cash – **revised - minor limit \$25.00 and under**
- 16. 663.1-Petty Cash Funds
- 17. 668- Recognition
- 18. 673- Time Sheet Submission
- 19. 680- System of Accounting
- 20. 683- Audit
- 21. 410- Non-Discrimination Policy
- 22. 806/806.1- School Volunteer Privacy –**may revisit**
- 23. 491- Network Usage

- B. Important Dates: **Informative**

- September 9- Picture Day
- September 9- CESA PAC Meeting
- September 13- All-City Cross Country at Badger
- September 13- Open House/ Meet the Teacher Night
- September 15- New Superintendents Workshop- Madison
- September 21- Math Feeder School Meeting 3PM
- September 28- Science Feeder School 3 PM
- September 28 and 30- Crisis Intervention Training
- October 5- English Feeder School 3PM
- October 6- Picture Retake 10:15-12
- October 12-Social Studies Feeder School 3PM

- C. Other

VIII. Reports

- A. District Administrator Report – **Presented – no action required**
    - Fair Aid Coalition - **Discussion**
    - Start of School Numbers - **Discussion**
  - B. Business Manager Report – **reviewed moved to Financial – Title 3 – Presented- no action required**
- IX. **Closed Session** - The School Board will adjourn to Closed Session pursuant to Wisconsin Statutes 19.85 to discuss District Administrator’s evaluation and goals.  
**Kulik moved to go into Closed Session at 7:55, Lowell Seconded – all approved**
- X. Reconvene to Open Session – **Kulik moved to reconvene to Open Session at 8:20 Lowell seconded – all approved – no further discussion**
- XI. Adjourn – **Kulik moved to adjourn at 8:22, Lowell Seconded – all approved.**

