

# Woods School-Geneva Joint 4 School District

N2575 Snake Road  
Lake Geneva, WI 53147  
Board of Education Meeting  
**Minutes**

May 12, 2011 – 6:00 p.m.

I. Call Meeting to Order – **Leahy called the meeting to order at 6:07**

II. Roll Call – **In attendance were Board members Leahy, Kulik, teachers and staff, Brzinski, Mueller, Smiley, citizen Jody Cook. Board member DeVries notified us he could not be here, he was excused.**

III. Statement of Public Notice and Agenda Approval- **Leahy noted that the meeting was properly posted and noted.**

IV. Approve Meeting Minutes- April 13, 2011 – **Two corrections were made to the April minutes. Kulik moved for approval, Leahy seconded. All approved.**

V. Public Comment

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. **Jody Cook question on time of retirement party.**

VI. Financial Business

A. Bank Reconciliation for March 2011/Bank Statements – **Kulik made a motion to void two stale checks. Check # 4247, dated 4-15-2009 for \$26.95, and check # 4587, dated 9-18-2009 for \$100.00. Leahy seconded. All approved.**

B. Treasurer Report- Discussion and any related action –**Board requested that petty cash be replenished before June 30, 2011.**

1. April Revenues and Expenditures
2. Partial Report for May Revenues and Expenditures
3. Bills Payable/ Voucher Lists – Discussion and related approval action – **Kulik motioned to approve the vouchers as presented with the petty cash being replenished, Leahy seconded. All approved.**

- a. Vouchers Total- \$ 54742.40
- b. Main Account Check Numbers- 5611 to 5664
- c. Student Activity Account Check Numbers- 1043 to 1059

C. Payroll Approval for June 2011 – **Kulik motioned to approve payroll for June, Leahy seconded. All approved.**

- a. Gross Wages - \$ 90,388.28

D. Banking Proposal Recommendation – **Discussion – Leahy motioned to approve US Bank, motion was not seconded. Discussion – Kulik motioned to accept PNC as our banking center, Leahy seconded. All approved.**

E. 2010-11 Budget Adjustments – **Discussion – will be done by June Board meeting.**

F. Initial Health Insurance Quote for 2011-12 and Options for Cost Reductions – **Discussion – Kulik motioned to approve the 2011-12 Health Insurance Plan. Leahy seconded. All approved.**

G. Dousman Transportation Contract – **Discussion –Kulik moved to approve the four year contract with Dousman Transport. Leahy seconded. All approved. Contract signed.**

VII. Old Business

A. Technology Plan Review – **Discussion – All hardware & media has been inventoried. Kulik motioned to accept the Technology Plan. Leahy seconded. All approved.**

#### VIII. New Business -

- A. New Board Policy- 623.2- Fund Balance Policy – Discussion – Second reading next month
- B. Fund Balance Resolutions – Resolutions will be made with suggested changes
- C. Audit Questionnaire – Audit questionnaire was filled out and answered. Approved by the Board.
- D. 2011-12 Art Program – **Motion had been made at February’s board meeting to use existing staff to teach art classes. This cannot be done. A teacher with an art certification needs to be on staff. Kulik motioned to continue the Art program as was staffed in 2010-11. Leahy seconded. All approved.**
- E. Letters of Intent to Hire for 2011-12 – **Discussion – Due to uncertainty over state budget, the district currently can’t offer contracts to professional staff. Kulik motioned to have teachers sign Letters of Intent to Hire Professional Staff. Leahy seconded. All approved. Board signed the Letters of Intent to Hire.**
- F. Important Dates-**Noted.**
  1. May 13- Track Meet @ Badger HS, 12-3 PM
  2. May 16- 20 Map Assessments 2-7 Grades
  3. May 17- WPTG Meeting, 6PM
  4. May19-20- K-2 Musical
  5. May20- Track Meet @ Badger HS, 12-3 PM
  6. May24 & 26- Spring Concert
  7. May 27- All-City Softball Tournament Veterans Park, 12-3 PM
  8. June 1 - 4K, K & 1<sup>st</sup> Grades to Milwaukee Zoo, 8:30-3 PM
  9. June 1- 8<sup>th</sup> Grade Trip, 9-3PM
  10. June 4- WPTG Retirement Reception, 1PM
  11. June 6- 8<sup>th</sup> Grade Graduation, 6:30 PM
  12. June 7- Field Day
  13. June 8- Last Attendance Day/ Early Dismissal- 11:20
  14. June 8- School Board Meeting, 6PM – **Leahy motioned to move June 8<sup>th</sup> Board meeting to June 15<sup>th</sup>. Kulik seconded. All approved.**

#### IX. Reports

- A. District Administrator Report
  1. MAP Update – **Discussion – volunteers to help proctor assessments, training funds out of title money. MAP testing funds taken out of District Dues & Fees.**
  2. Discussion on Future Policy Direction/WASDA May conference.- **Discussion – 1 year subscription & handbook from WASB for employee handbook. Funds taken out of District Dues & Fees.**
  3. Vacancy Update – **Discussion. Interviews scheduled for 1<sup>st</sup>, 7<sup>th</sup> & working on 4K.**
- B. Business Manager Report
  1. Fund 29 Report – **Lisa Green not present, worksheet for Fund 29 presented. Board requested an estimated projection as to where we are at, gain loss columns.**
  2. Student Lunch Program 2011-12 – **possibility for the 2011-2012 school year. Will discuss this at the June 15<sup>th</sup> board meeting.**

#### X. Closed Session -

The board will adjourn to closed session pursuant to Wisconsin Statutes 19.82 and 19.85 (1) (E) and (C) to discuss teacher employment issues and contract negotiations. **Kulik motioned to go into Closed Session at 7:20. Leahy seconded. All approved.**

XI. Reconvene to Open Session – **Leahy motioned to reconvene to Open Session at 7:55. Kulik seconded. All approved.**

XII. Adjourn – **Leahy motioned to adjourn at 7:56. Kulik seconded. All approved.**