

Woods School-Geneva Joint 4 School District

N2575 Snake Road
Lake Geneva, WI 53147

School Board Meeting
Minutes
October 13, 2010
6:00 p.m.

I. Call Meeting to Order – **Kulik called the meeting to order at 6:30**

II. Roll Call – **In attendance were Board Members Lowell, Leahy, & Kulik – Brzinski, Green, Smiley, and Swanson**

III. Statement of Public Notice and Agenda Approval

IV. Approve Meeting Minutes- September 9, 2010 – **Tabled until next month, due to a revision**

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. **No discussion**

VI. Financial Business

A. WRS Liability Payoff options – **discussion - 2 options, trust fund or 10 year loan**

B. Final Budget Adjustments – **Leahy motioned to approve, Lowell seconded - all approved**

C. Treasurer Report- Discussion and any related action – **Presented and accepted**

D. Bank Statements – **Board had positive response to copies in the board packets and directed that they be included in future board packets**

E. Bills Payable/ Voucher Lists – Discussion and related approval action – **Leahy moved to approve Octobers payables, Lowell seconded of check #'s 5217 – 5277 in the amount of \$68,414.12- all approved. Board also discussed that After School Daycare program submit a requisition and purchase order to administrative office before purchasing items.**

Payroll Approval – **Kulik moved to approve payroll, Lowell seconded of check #'s 3386 – 3422 in the amount of \$90,147.27**

F. Discussion and Authorization of Temporary Borrowing Pursuant to Wis. Statutes 67.12(8)(a)1 to be supported by tax and revenue anticipation promissory notes – **Two bids were submitted. Lowell made a motion to authorize Temporary Borrowing of \$700,000.00, Leahy seconded- all approved**

G. Discussion and action on bid award for tax and revenue anticipation promissory notes – **Lowell made a motion to accept bid from Baird Financial in the amount of \$700,000.00 for 1.15%, Kulik seconded - all approved**

VII. Old Business

A. Second Reading Board Policies-As Consent Items for Approval – **Kulik motioned to approve second reading except for items #632 & 647 due to revision's, Lowell seconded- all approved**

1. 422- Electronic Communication Devices
2. 360- Web Page Policy
3. 611- Federal Funds
4. 614- Borrowing
5. 615- Tuition Income
6. 615.1- Bad Checks
7. 615.2- Student Fees, Fines, and Charges
8. 622- Budget Preparation
9. 623- Budget Hearing

10. 623.1- Budget Implementation
 - 11. 632- Purchasing – revision’s for multi year and a dollar amount**
 12. 644- Cooperative Purchasing
 13. 645- Local Purchasing
 14. 647- Payment of Claims – **administration was directed to define a prepaid invoice and level of authority**
 15. 663- Petty Cash
 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
 23. 491- Network Usage
- B. Other

VIII. New Business

- A. State Reports
 1. Annual Report PI-1505 – **discussed & signatures were done**
 2. Third Friday Count Report PI-1563 – **discussed & signatures were done**
 3. Title I Report – **discussed & signatures were done**
- B. First Reading New Policies – **Noticed- Second reading at November board meeting**
 1. 210- District Organization
 2. 211- AG District Administrator Absence
 3. 220- Board-Superintendent Relationships
 4. 221- Employment of the Superintendent
 5. 223- Evaluation of the Superintendent
 6. 230- Development of Administrative Guidelines
- C. Tax Anticipation Concept- **Moved to Financial Business**
- D. Important Dates – **Informative - noted**
 - October 14- Middle School Leadership Day
 - October 15- Kindergarten/1st Grade Trip to Whitewater
 - October 20- Kindergarten to Lakeland Hospital
 - October 21- WASDA School Finance Training- Madison
 - October 27- Bob Kann “No More Bullying” Assembly- 1:00PM
 - November 4- CESA PAC Meeting and Core Curriculum Presentation
 - November 10-School Board Meeting
- E. Other – **no discussion**

IX. Reports

1. District Administrator Report
 - a) PBIS Training – **Behavioral benefit Level 1 – cost to much not worth it for us**
 - b) Curriculum Update- **Teachers do every month**
 - c) Teacher Evaluation Article-Value Added Model – **Discussion – Danielson Model – test scores**
 - d) Crisis Invention Training – **send 2 people a year, discussion on if we had a plan in place in an escalated situation**
 - e) Website Update – **New website up - discussion**
 - f) School Finance Training October 21
2. Business Manager Report – **Presented – no action required**

X. Closed Session

The Board will adjourn to closed session pursuant to Wisconsin Statutes 19.85 to discuss District Administrator's evaluation and goals and employment matters. **Kulik motioned to go into Closed Session at 7:30, Lowell seconded - all approved**

1. Employment/Contractor issue
2. District Administrator's Goals

XI. Reconvene to Open Session - **Leahy moved to reconvene to Open Session at 7:58, Lowell seconded all approved - no further discussion**

XII. Adjourn - **Leahy moved to adjourn at 7:59, Lowell seconded - all approved.**

Important Dates/Announcements

1. **School Board Meeting - November 10, 2010**