

# Woods School-Geneva Joint #4 School District

---

N2575 Snake Road  
Lake Geneva, WI 53147  
Board of Education Meeting  
Minutes  
December 14, 2011- 6:00 p.m.

- I. Call Meeting to Order – **Leahy called the meeting to order at 6:06**
- II. Roll Call – **In attendance were; Board members Leahy, Kulik, DeVries, Staff members Brzinski, Green, Smiley, Mueller, Auditor Steve Volz, citizens Barbie Wolski and Jody Cook.**
- III. Statement of Public Notice and Agenda Approval – **Leahy noted that the meeting was properly posted and noticed.**
- IV. Approve Meeting Minutes- November 9, 2011 Regular Meeting - **DeVries motioned for approval of the November 9<sup>th</sup>, 2011 minutes. 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. **Citizen Cook presented information on cellular telephone towers. The board thanked Mrs. Cook.**
- VI. Financial Business
  - A. Auditor Report- Steve Volz – **Auditor Steve Volz gave synopsis of school audit. Stated that school finances were in order and discussed recommendations.**
  - B. Bank Reconciliation for October 2011/Bank Statements – **Presented and accepted.**
  - C. Treasurer Report- Discussion and any related action – Presented and accepted.
    1. November Revenues and Expenditures
    2. Partial Report for December Revenues and Expenditures
    3. Bills Payable/ Voucher Lists – Discussion and related approval action
      - a. Vouchers Total- \$ 110,204.42
      - b. Main Account Check Numbers- PNC 1376-1434
      - c. Student Activity Account- PNC 1006-1008
  - D. Payroll Approval for November 2011
    1. Actual Gross Wages for November 30, 2011 \$52,363.13
    2. Actual Gross Wages December 15, 2011 \$53,432.13
    3. Estimated Gross Wages for December 31, 2011 \$57,000.00 – **Kulik motioned to approve agenda items VI, B, 3a through VI, c 3. DeVries Seconded. All approved.**
- VII. Old Business
  - A. Board Policy- Second Reading –**DeVries motioned to accept second reading of policy. Kulik seconded. All approved.**
    1. 831-Public Records
  - B. Employee Handbook Part 2,3,4- Discussion - **Discussion**
  - C. Walworth County Insurance Co-op Update – **Discussion on current status. Meeting of Co-op membership set for December 15<sup>th</sup>, 2011.**
  - D. Language/Reading Committee
- VIII. New Business
  - A. Board Policy- First Reading-**Policy Read.**
    1. 650- Custodial Risk Policy

- B. Review of Board Planning Session-Date for Next Session-**Discussion**
- C. Important Dates- **Noted**
  - 1. December 15 Walworth County Insurance Co-op Meeting
  - 2. December 16 Grades 4 and 5 to UW-Whitewater
  - 3. December 20 Holiday Program 4K-8, 6:30 PM
  - 4. December 23 Winter Break Begins
  - 5. January 3 School Resumes
  - 6. January 11 Ski Day

IX. Reports

- A. Superintendent Report- Wisconsin Legal Update - **Discussion**
- B. Business Manager Report- Audit - **Discussion**

X. Closed Session – **DeVries motioned to go into closed session at 7:18. Kulik seconded. All approved.**

The board will adjourn to closed session pursuant to Wisconsin Statutes 19.82 and 19.85 (1) (E) and (C) to discuss employee compensation and negotiations issues.

XI. Reconvene to Open Session and Action on Items from Closed Session – **Kulik motioned to Reconvene to open session at 7:55. DeVries seconded. All approved.**

**Kulik motioned to post a fulltime Foreign Language and Enrichment teacher. DeVries seconded. All approved.**

XII. Adjourn - **Kulik motioned to adjourn at 7:56. DeVries seconded. All approved.**