

# Woods School-Geneva Joint 4 School District

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

July 14, 2011 – 5:00 p.m.

- I. Call Meeting to Order – **Leahy called the meeting to order at 5:04**
- II. Roll Call – **In attendance were board members Leahy, Kulik, DeVries, teachers and staff, Brzinski, Green, Smiley, Rowehl, Kallergis, Swanson, Cole of PNC Bank, citizen Jody Cook**
- III. Statement of Public Notice and Agenda Approval – **Leahy noted that the meeting was properly posted and noticed.**
- IV. Approve Meeting Minutes- June 15, 2011 – **Kulik moved for approval, DeVries 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. – **No discussion**
- VI. Financial Business
  - A. John Cole- PNC Bank – **Discussion. Board signed necessary paperwork for the new bank.**
  - B. Bank Reconciliation for May2011/Bank Statements - **Discussion**
  - C. Treasurer Report- Discussion and any related action
    1. June Revenues and Expenditures
    2. Partial Report for July Revenues and Expenditures
    3. Bills Payable/ Voucher Lists – Discussion and related approval action – **Kulik motioned to approve the vouchers as presented. DeVries seconded. All approved.**
      - a. Vouchers Total- \$ 68,865.81
      - b. Main Account Check Numbers- 5730 to 5778
      - c. Student Activity Account-No Activity
  - D. Payroll Approval for July 2011 – **Discussion. Kulik motioned to approve payroll for July. DeVries seconded. All approved.**
    1. Gross Wages July 15, 2011 \$2841
    2. Estimated Gross Wages for July 29,2011 \$4000
  - E. Romenesko Letter of Engagement – **Discussion. Board required the removal of the monthly installment payment plan from Letter of Engagement. Kulik motioned for the billing to be done on an hourly basis. DeVries seconded. All approved.**
  - F. Fund 60 Proposals – **Discussion. Board approved concept of proposals. Board would like more detail when teaching staff returns in September.**
- VII. Old Business
  - A. Plumbing Update – **Discussion – DeVries motioned to accept O’Leary Plumbing quote for replacing 1968 pipes. Kulik seconded. All approved.**
- VIII. New Business
  - A. Board Policies- First Reading – **Discussion – DeVries wants to see highlights of where District Administrator obtained the policies and the changes that were made.**
    1. 511 Harassment Rule
    2. 512 Employee Harassment and Bullying
    3. 522 Staff Conduct
    4. 526 Personnel Records

5. 527 Staff Complaints and Grievances
  6. 533.1 Criminal Background Checks
  - B. Employee Handbook- Draft – **Moved until next month. Stay status quo until we adopt a new handbook. At this time we are only required to have grievance procedure page within 90 days of the passage of the state budget.**
  - C. US Cellular Inquiry – **Board requested more information. District Administrator will contact US Cellular for more information.**
  - D. Important Dates-
    1. August 10- Annual Meeting and Board Meeting – **Annual meeting will be at 6:00 p.m. with the August Board Meeting to follow.**
- IX. Reports
- A. District Administrator Report
    1. Curriculum Mapping Update – **Discussion. This year’s focus will be on assessment and standards.**
    2. Vacancy Update – **Nurse and Part Time Aide position have been posted.**
  - B. Business Manager Report – **Discussion.**
    1. Introduction of 2011-12 Budget
- X. Closed Session – **Kulik motioned to go into Closes session at 6:08. DeVries 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 issues.
- XI. Reconvene to Open Session – **Kulik motioned to reconvene to Open session at 6:45. DeVries seconded. All approved.**
- XII. Adjourn – **Kulik motioned to adjourn at 6:46. DeVries seconded. All approved.**