



AGENDA

*Wisconsin Rapids Board of Education
Personnel Services Committee*

510 Peach Street · Wisconsin Rapids, WI 54494 · 715-424-6701

Sandra Hett, Chair
Anne Lee
Mary Rayome
John Krings, President

September 4, 2018

Location: Board of Education, 510 Peach Street, Wisconsin Rapids, WI
Conference Room C

Time: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Actionable Items
 - A. Appointments
 - B. Resignations
 - C. Co-Curricular Compensation for LHS Hockey Coaching Positions
 - D. Employee Handbook Revision – Food Service
- IV. Consent Agenda
- V. Adjournment

The Wisconsin open meetings law requires that the Board, or Board Committee, only take action on subject matter that is noticed on their respective agendas. Persons wishing to place items on the agenda should contact the District Office at 715-424-6701, at least seven working days prior to the meeting date for the item to be considered. The item may be referred to the appropriate committee or placed on the Board agenda as determined by the Superintendent and/or Board President.

With advance notice, efforts will be made to accommodate the needs of persons with disabilities by providing a sign language interpreter or other auxiliary aids, by calling 715-424-6701.

School Board members may attend the above Committee meeting(s) for information gathering purposes. If a quorum of Board members should appear at any of the Committee meetings, a regular School Board meeting may take place for purposes of gathering information on an item listed on one of the Committee agendas. If such a meeting should occur, the date, time, and location of the Board meeting will be that of the particular Committee as listed on the Committee agenda.



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BACKGROUND

Sandra Hett, Chair
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Time: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Actionable Items
 - A. Appointments

The administration recommends approval of the following professional staff appointments:

Elizabeth Jeanquart	Location: Howe Elementary School Position: Teacher (1.0 FTE) Education: BA – St. Norbert College – May 2016 Major/Minor: Regular Education/Language Arts Salary: \$40,000
Sunshine Broeren	Location: District Position: Occupational Therapist (.40 FTE) Education: Master’s – St. Catherine University – May 2002 BS – UW River Falls – May 1996 Major/Minor: Occupational Therapy, Biology/Chemistry Salary: \$56,250 (<i>\$56,250 total salary/ 2018-19 salary \$19,776 for 167 days</i>)
Tongtong Zhang	Location: Lincoln High School Position: Teacher (1.0 FTE) Education: Master’s – University of New Hampshire – May 2015 BS – Southern Medical University – June 2010 Major/Minor: Math, Statistics/Nursing Salary: \$45,750

The administration recommends approval of the following support staff appointments:

Rhonda Zink	Location: Lincoln High School Position: Study Hall Aide (7.0 hrs/day) Effective Date: September 4, 2018 Hourly Rate: \$13.91 (starting rate) / \$14.64 (after 60 days)
Barbara Enright	Location: Mead Elementary Charter School Position: Club Mead Teaching Assistant (4.0 hrs – M-TH, 2.5 hrs – Friday, 5.5 hrs – four Family Activity Nights) Effective Date: September 4, 2018 Hourly Rate: \$10.00

Debra Symon	Location: Mead Elementary Charter School Position: Club Mead Teaching Assistant (4.0 hrs – M-TH, 2.5 hrs – Friday, 5.5 hrs – four Family Activity Nights) Effective Date: September 4, 2018 Hourly Rate: \$10.00
Theresa Michalsen	Location: Woodside Elementary School Position: Special Education Aide – One-on-One (7.0 hrs/day) Effective Date: September 4, 2018 Hourly Rate: \$14.36 (starting rate) / \$15.12 (after 60 days)
Jenelle Carter	Location: Grant Elementary School Position: Noon Duty Aide (1.5 hrs/day) Effective Date: September 4, 2018 Hourly Rate: \$12.28 (starting rate) / \$12.93 (after 60 days)
Valerie Cronce	Location: Woodside Elementary School Position: Special Education Aide One-on-One (7.0 hrs/day) Effective Date: September 4, 2018 Hourly Rate: \$14.36 (starting rate) / \$15.12 (after 60 days)
Rochelle Strege	Location: Mead Elementary Charter School Position: Noon Duty Aide (1.5 hrs/day) Effective Date: September 4, 2018 Hourly Rate: \$12.28 (starting rate) / \$ 12.93 (after 60 days)
Caryn Van Pietersom	Location: Mead Elementary Charter School Position: Noon Duty Aide (1.5 hrs/day) Effective Date: September 4, 2018 Hourly Rate: \$12.28 (starting rate) / \$12.93 (after 60 days)
San Juanita Rodriguez	Location: Lincoln High School/WRAMS Position: ELL Aide – Spanish (7.0 hrs/day) Effective Date: September 12, 2018 Hourly Rate: \$14.36 (starting rate) / \$15.12 (after 60 days)

B. Resignations

The administration recommends approval of the following support staff resignations:

Crystal Glodoski	Location: Grove Elementary School Position: Special Education Aide (7.0 hrs/day) Effective Date: August 17, 2018 Date of Hire: September 1, 2015
Yvonne Bujanowski	Location: THINK Academy Position: Library Aide/Noon Duty Aide (3.0 hrs/1.0 hr day) Effective Date: August 17, 2018 Date of Hire: November 1, 2004
Lillian Murphy	Location: Lincoln High School Position: ELL Aide (7.0 hrs/day) Effective Date: August 20, 2018 Date of Hire: September 5, 2017

Debra Nelson	Location:	Mead Elementary Charter School
	Position:	Noon Duty Aide (1.5 hrs/day)
	Effective Date:	August 20, 2018
	Date of Hire:	January 9, 2013
Melanie Peterschmidt	Location:	Lincoln High School
	Position:	Thursday after School Aide (3.0 hrs – 20 days per school year)
	Effective Date:	August 20, 2018
	Date of Hire:	October 6, 2014
Dawn LaMarche	Location:	Washington Elementary School
	Position:	Noon Duty Aide (1.50 hrs/day)
	Effective Date:	August 29, 2018
	Date of Hire:	September 29, 2011

C. Co-Curricular Compensation for LHS Hockey Coaching Positions

Discussion and possible action on a request for the District to begin paying for LHS Hockey coaching positions, and consideration of the compensation rate for said positions.

D. Employee Handbook Revision – Food Service

Discussion and possible action to approve the proposed holiday pay language changes in the Food Service Employee Handbook, and to move the “cashier” employee group from the Office/Clerical and Aide Support Employee Handbook to the Food Service Employee Handbook, effective July 1, 2018. (*Attachment A*)

IV. Consent Agenda

Personnel Services Committee members will be asked which agenda items from the Committee meeting will be placed on the consent agenda for the regular Board of Education meeting.

V. Adjournment

HOLIDAYS

Holidays

Employees shall be eligible for six (6) paid holidays. Each paid holiday shall equate to the number of hours worked by the employee on a normal work day as scheduled at the discretion of the Board.

The paid holidays include:

Floating Holiday

Labor Day

Thanksgiving Day

Christmas Day

New Year's Day

Memorial Day

The floating holiday must be used by the employee before a request for unpaid time can be made. The time off for the floating holiday shall be subject to approval by the supervisor upon request of the employee.

When a Holiday falls on an employee's regularly scheduled work day, or on a non-scheduled day, their normal daily average for the week will be paid as Holiday pay. In the event one of the above holidays falls on a Saturday or Sunday, the Board will designate the day of observance.

In order to be entitled to holiday pay, the employee must work on the scheduled workday preceding and the scheduled workday following the particular holiday unless the employee is on paid medical or paid special leave. The only exception to this paragraph is for school year employees entitled to the Labor Day holiday due to the Wisconsin Legislature causing a school start after September 1.

Effective July 1, 2018, all cashiers who work three (3) hours or less per day shall not be eligible for paid holidays or a floating holiday.