



AGENDA

Wisconsin Rapids Board of Education
Personnel Services Committee

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

Sandra Hett, Chair
Larry Davis
Mary Rayome
John Krings, President

April 4, 2022

Location: Board of Education, 510 Peach Street, Wisconsin Rapids, WI
Conference Room A/B

Time: Immediately following the Educational Services Committee meeting, but not before 6:15 p.m.

I. Call to Order

II. Public Comment

Persons who wish to address members of the Committee may make a statement pertaining to a specific agenda item. The Committee Chair will establish limits for speakers due to time constraints. Comments made by the public shall be civil in content and tone. Speakers bear the personal risk if comments made are defamatory, slanderous, or otherwise harmful to another individual. Please keep in mind that this is a Committee meeting of the Board open to the public, and not a public hearing.

III. Actionable Items

- A. Appointments
- B. Resignations
- C. Retirement
- D. Employee Handbook Revision
- E. Summer School and Student Worker Compensation

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 however, no deliberation or action will be taken by other Committees or the full Board of Education.



BACKGROUND

Wisconsin Rapids Board of Education
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III. Actionable Items

A. Appointments

The administration recommends approval of the following professional staff appointment for the 2022-2023 school year:

| | | |
|-------------------|--------------|---|
| Kathryn Fix | Location: | Howe Elementary |
| | Position: | Teacher (1.0 FTE) |
| | Education: | Bachelor's – UW Stevens Point – May 2022 |
| | Major/Minor: | Elementary Education, Special Education/Emotional Behavior |
| | Salary: | \$41,500 |
| Lisa Banks-OHearn | Location: | Lincoln High School |
| | Position: | School Counselor (1.0 FTE) |
| | Education: | Master's – UW Oshkosh – June 2008 Bachelor's – UW Stevens Point – May 1999 |
| | Major/Minor: | Counseling, English |
| | Salary: | \$66,079 |
| Taylor Faivre | Location: | Howe Elementary |
| | Position: | Teacher (1.0 FTE) |
| | Education: | Bachelor's – UW Stevens Point – December 2021 |
| | Major/Minor: | Early Childhood Education/Special Education |
| | Salary: | \$41,500 |
| Haley Halbach | Location: | WRAMS |
| | Position: | Teacher (1.0 FTE) |
| | Education: | Bachelor's – UW Eau Claire – May 2022 |
| | Major/Minor: | Elementary Education/Language Arts |
| | Salary: | \$41,500 |
| Kate Coenen | Location: | WRAMS |
| | Position: | Teacher (1.0 FTE) |
| | Education: | Bachelor's – UW Eau Claire – May 2022 |
| | Major/Minor: | English Education/Sociology Education |
| | Salary: | \$41,500 |

| | | |
|----------------------|--------------|---|
| Merita Mehmedi | Location: | Lincoln High School |
| | Position: | Teacher (1.0 FTE) |
| | Education: | Bachelor's – UW Stevens Point – May 2019 |
| | Major/Minor: | English Education/Broadfield Language Arts |
| | Salary: | \$41,500 |
| Emmaline Friedenfels | Location: | WRAMS |
| | Position: | Teacher (1.0 FTE) |
| | Education: | Bachelor's – UW Stevens Point – May 2022 |
| | Major/Minor: | English/Secondary Education |
| | Salary: | \$41,500 |
| Haley Beyer | Location: | District |
| | Position: | School Psychologist (1.0 FTE) |
| | Education: | EdS – UW Whitewater – May 2023 |
| | | Master's – UW Whitewater – May 2021 |
| | | Bachelor's – UW La Crosse – December 2019 |
| | Major/Minor: | School Psychology/Interpersonal Communication |
| | Salary: | \$88,811 (95% school psychologists' base salary - \$93,485) |

The administration recommends approval of the following support staff appointments:

| | | |
|---------------------|-----------------|--|
| Erica Aschenbrenner | Location: | District |
| | Position: | PAC Technician – Youth Apprenticeship (6.0 hrs/wk) |
| | Effective Date: | March 4, 2022 |
| | Hourly Rate: | \$9.30 |
| Doug Look | Location: | Lincoln High School |
| | Position: | Custodian (8.0 hrs/day) |
| | Effective Date: | March 21, 2022 |
| | Hourly Rate: | \$23.95 |
| Kristilyn Wildish | Location: | Lincoln High School |
| | Position: | Kitchen Helper (5.25 hrs/day) |
| | Effective Date: | March 21, 2022 |
| | Hourly Rate: | \$15.01 (starting rate) / \$15.80 (after 60 days) |
| Daniel Shaurette | Location: | Lincoln High School |
| | Position: | Custodian (8.0 hrs/day) |
| | Effective Date: | March 28, 2022 |
| | Hourly Rate: | \$22.14 (starting rate) / \$23.31 (after six months) |
| Dana Pelot | Location: | Lincoln High School |
| | Position: | Security Aide (7.58 hrs/day) |
| | Effective Date: | April 4, 2022 |
| | Hourly Rate: | \$16.10 (starting rate) / \$16.95 (after 60 days) |
| Alexandro Meza | Location: | Woodside Elementary |
| | Position: | Noon Duty Aide (2.25 hrs/day) |
| | Effective Date: | March 24, 2022 |
| | Hourly Rate: | \$13.21 (starting rate) / \$13.91 (after 60 days) |
| Lisa Gray | Location: | WRAMS |
| | Position: | Special Education Aide (7.0 hrs/day) |
| | Effective Date: | April 4, 2022 |
| | Hourly Rate: | \$15.44 (starting rate) / \$16.25 (after 60 days) |

B. Resignations

The administration recommends approval of the following professional staff resignations:

| | | |
|----------------------|-----------------|---|
| Lexi Lovell | Location: | Howe Elementary |
| | Position: | Teacher (1.0 FTE) |
| | Effective Date: | June 6, 2022 |
| | Date of Hire: | August 25, 2020 |
| Kaitlin Handel | Location: | WRAMS |
| | Position: | Teacher (1.0 FTE) |
| | Effective Date: | June 6, 2022 |
| | Date of Hire: | August 27, 2019 |
| Anita Lehman | Location: | WRAMS |
| | Position: | Teacher (1.0 FTE) |
| | Effective Date: | June 6, 2022 |
| | Date of Hire: | August 29, 2016 |
| Brinley Gordon | Location: | Mead Elementary |
| | Position: | Teacher (1.0 FTE) |
| | Effective Date: | June 6, 2022 |
| | Date of Hire: | August 25, 2020 |
| Madeline Brueggemann | Location: | Mead Elementary, Washington Elementary, COA |
| | Position: | Teacher (1.0 FTE) |
| | Effective Date: | June 6, 2022 |
| | Date of Hire: | August 25, 2020 |

The administration recommends approval of the following support staff resignation:

| | | |
|--------------|-----------------|------------------------|
| Baonyia Vang | Location: | Howe Elementary |
| | Position: | ELL Aide (7.0 hrs/day) |
| | Effective Date: | June 3, 2022 |
| | Date of Hire: | September 5, 2017 |

C. Retirement

The administration recommends approval of the following non-represented support staff retirement:

| | | |
|----------------|-----------------|------------------------------|
| Renee Marzofka | Location: | District |
| | Position: | Budget Manager (8.0 hrs/day) |
| | Effective Date: | July 7, 2022 |
| | Date of Hire: | February 18, 1985 |

D. Employee Handbook Revision

Discussion and possible action to approve recommended changes to the Worker's Compensation and Reporting Requirements section within the following Employee Handbooks: Administrators and Other Non-Represented Staff, Custodial and Maintenance Staff, Food Services Staff, Office/Clerical and Aide Support Staff, Professional Staff. (*Attachment A*)

E. Summer School and Student Worker Compensation

Due to increased wages in other hourly jobs it will be difficult to hire summer school and student workers with our current rate. The Summer Swim Coordinator was recently adjusted to \$17.00/hr.

Administration recommends increasing the summer school and student worker pay rate by \$2.00 per hour except Summer Swim Coordinator and Community Private Swim Lesson Instructor with an effective date of June 1, 2022.

Administration recommends increasing the Summer Swim Coordinator to \$18.00/hr with an effective date of June 1, 2022.

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

WORKER'S COMPENSATION AND REPORTING REQUIREMENTS

Any employee who is injured on the job shall report the injury to their building office **staff** or school nurse. ~~prior to seeking medical attention, if at all possible. The employee shall complete a "Report of Injury" form which is available in the school office or the health room office even when no medical treatment is sought. Completed forms must be immediately faxed to the Business Services Department (Attn: Payroll). Upon completion of the "Report of Injury" form, the employee or supervisor will notify the worker's compensation accident reporting service prior to seeking any medical services for all non-emergency, non-life threatening injuries. All work related injury reporting procedures established by the District must be followed including obtaining an "Attending Physician's Return to Work Recommendation Record" prior to returning to work. Some types of injuries suffered while at work may not be covered by worker's compensation insurance. If medical treatment is not sought, the injury will be logged on a "Minor Injury Incident Report Form." If medical treatment is needed, the employee will be provided with a "Medcor Workplace Injury Reporting" packet. Medcor should be called to report the injury PRIOR to seeking treatment for all non-emergency, non-life threatening injuries. A listing of preferred treatment centers is included in the reporting packet. When treatment is sought, a visit summary, including a return to work date and any restriction recommendation must be obtained and submitted to the Business Services Department.~~

Any employee who is injured on the job shall receive such compensation as prescribed by the Worker's Compensation Laws of the State of Wisconsin. The insurance carrier(s), program(s), and coverage(s) will be selected and determined by the Board **of Education**.