



AGENDA

Wisconsin Rapids Board of Education
Personnel Services Committee

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

Sandra Hett, Chair
Larry Davis
Troy Bier
John Krings, President

May 2, 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. Retirements
- D. Board Policy Review
- E. 2022-2023 Open Enrollment Data Review and Application Approvals
- F. ESSER Funds
- G. Support Staff Assignment Adjustment
- H. Keyboarding Position
- I. Reading Specialist Position
- J. Summer School Technology Positions

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

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

I. Call to Order

II. Public Comment

III. Actionable Items

A. Appointments

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

Whitney Pascoe **Location:** Woodside Elementary
 Position: Teacher (1.0 FTE)
 Education: Bachelor’s – Northern Michigan University – December 2016
 Bachelor’s – Northern Michigan University – May 2013
 Major/Minor: Elementary Education, Spanish/Language Arts, Sociology
 Salary: \$44,500

Olivia Baehman **Location:** THINK Academy
 Position: School Counselor (1.0 FTE)
 Education: Master’s – Concordia University – May 2022
 Bachelor’s – UW Eau Claire – May 2019
 Major/Minor: School Counseling, Psychology
 Salary: \$46,500

Patrick Spray **Location:** Lincoln High School
 Position: Teacher (1.0 FTE)
 Education: Master’s – UW Stevens Point – May 2023
 Bachelor’s – UW Madison – May 2021
 Major/Minor: Special Education, Human Development and Family
 Studies/Educational Services
 Salary: \$41,500

Natalie Raymond **Location:** WRAMS
 Position: Teacher (1.0 FTE)
 Education: Master’s – UW Stevens Point – December 2021
 Bachelor’s – UW Oshkosh – May 2019
 Major/Minor: Education, Leadership Development
 Salary: \$47,000

Sydney Erspamer	Location: WRAMS Position: Teacher (1.0 FTE) Education: Bachelor's – St. Norbert College – May 2022 Major/Minor: Education/Language Arts Salary: \$41,500
Megan Hernandez	Location: Mead Elementary Position: Teacher (1.0 FTE) Education: Master's – Saint Mary's University – December 2019 Bachelor's – The Baptist College of Florida – May 2013 Major/Minor: Education, Choral Salary: \$48,000
Aisha McDade	Location: District Position: Social Worker (1.0 FTE) Education: Master's – UW Madison – May 2021 Bachelor's – UW Stevens Point – May 2018 Associate's – UW Milwaukee – May 2012 Major/Minor: Social Work, Sociology, Arts and Science Salary: \$46,500
Christopher Kleist	Location: WRAMS Position: Teacher (1.0 FTE) Education: Licensure – UW Oshkosh – January 2020 Bachelor's – Troy University – December 2009 Major/Minor: Cross Categorical, Psychology Salary: \$43,000
Jason Robbins	Location: Lincoln High School Position: Teacher (1.0 FTE) Education: Bachelor's – Dickinson State University (ND) – May 2012 Major/Minor: Mathematics Salary: \$45,500
Elizabeth Wirth	Location: Lincoln High School & WRAMS Position: Teacher (0.83 FTE) Education: Master's - University Duisburg-Essen (Germany) – March 2022 Bachelor's – UW Stevens Point – May 2018 Major/Minor: German & English for Second Language, Elementary Education/Mathematics, ESL Salary: \$38,595
Faith Bristow	Location: Lincoln High School Position: Teacher (1.0 FTE) Education: Bachelor's – UW La Crosse – December 2019 Major/Minor: Biology/Chemistry Salary: \$42,500
Anna Radtke	Location: Grant Elementary Position: Teacher (1.0 FTE) Education: Bachelor's – UW La Crosse – May 2022 Major/Minor: Early Childhood/Middle Childhood Education Salary: \$41,500

Shanna Henriksen	Location: District – Elementary Position: Teacher (1.0 FTE) Education: Bachelor’s – UW Eau Claire – May 2018 Major/Minor: Art Education Salary: \$44,000
Vaughan Kukler-Khan	Location: District (Elementary) Position: Teacher (1.0 FTE) Education: Certification – Moreland University – November 2020 Bachelors – UW Oshkosh – May 2014 Major/Minor: Business Administration, ESL Salary: \$43,500
Katelyn Belcher	Location: Howe Elementary Position: Teacher (1.0 FTE) Education: Bachelor’s – Viterbo University – May 2011 Associate’s – Western Technical College – May 2011 Major/Minor: Elementary Education, Early Childhood Education Salary: \$47,000
Isabelle Gemza	Location: Howe Elementary Position: Teacher (1.0 FTE) Education: Bachelor’s – Alverno College – May 2022 Major/Minor: Elementary Education/Special Education Salary: \$41,500
Nicole Brezinski	Location: THINK Academy Position: Teacher (1.0 FTE) Education: Bachelor’s – UW La Crosse – January 2022 Major/Minor: Early Childhood, Middle Childhood Education Salary: \$41,500
Cameron Anderson	Location: WRAMS Position: Teacher (0.50 FTE) Education: Bachelor’s – UW Eau Claire – June 2021 Major/Minor: Music Education Salary: \$20,750
Rylyn Donahue	Location: Grove Elementary Position: Teacher (1.0 FTE) Education: Bachelor’s – UW Stevens Point – May 2022 Major/Minor: Elementary Education Salary: \$41,500
Brooke Lapour	Location: WRMS Position: Teacher (1.0 FTE) Education: Master’s – Drake University – August 2022 Bachelor’s – Drake University – May 2019 Major/Minor: Teacher Effectiveness & Professional Development, Elementary Education Salary: \$42,500

The administration recommends approval of the following support staff appointment:

Tonya Hawke	Location: Lincoln High School Position: Study Hall Aide (7.07 hrs/day) Effective Date: April 18, 2022 Hourly Rate: \$15.75
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B. Resignations

The administration recommends approval of the following professional staff resignations:

Kathryn Fix	Location:	Howe Elementary
	Position:	Teacher (1.0 FTE)
	Effective Date:	April 15, 2022
	Date of Hire:	August 29, 2022
Rachel Christian	Location:	Lincoln High School & WRAMS
	Position:	Teacher (1.0 FTE)
	Effective Date:	June 6, 2022
	Date of Hire:	August 28, 2018
Megan Kuntz	Location:	THINK Academy
	Position:	Teacher (1.0 FTE)
	Effective Date:	June 6, 2022
	Date of Hire:	August 26, 2014
Hallie Ritchay	Location:	Washington Elementary & Woodside Elementary
	Position:	Teacher (1.0 FTE)
	Effective Date:	June 6, 2022
	Date of Hire:	August 29, 2017
Leah Stubb	Location:	Central Oaks Academy
	Position:	Teacher (1.0 FTE)
	Effective Date:	June 6, 2022
	Date of Hire:	August 27, 2019
Emeline Ritchie	Location:	Pitsch
	Position:	Teacher (1.0 FTE)
	Effective Date:	June 6, 2022
	Date of Hire:	February 25, 2019
Gregory Rauls	Location:	Lincoln High School
	Position:	Teacher (1.0 FTE)
	Effective Date:	June 6, 2022
	Date of Hire:	August 28, 2018

The administration recommends approval of the following support staff resignations:

Stacey Shaw	Location:	THINK Academy
	Position:	Special Education Aide (7.0 hrs/day)
	Effective Date:	June 3, 2022
	Date of Hire:	September 21, 2020
Charles Stebbins	Location:	District
	Position:	Custodian (8.0 hrs/day)
	Effective Date:	July 19, 2022
	Date of Hire:	June 6, 2016

C. Retirements

The administration recommends approval of the following support staff retirements:

Charles Ruiz	Location: East Junior High Position: Custodian (8.0 hrs/day) Effective Date: July 5, 2022 Date of Hire: October 28, 1996
Jennifer Dietsche	Location: Lincoln High School Position: Special Education Aide (7.0 hrs/day) Effective Date: June 3, 2022 Date of Hire: November 1, 1999
Debra Vechinski	Location: WRAMS Position: Special Education Aide (7.0 hrs/day) Effective Date: June 3, 2022 Date of Hire: April 1, 1993

D. Board Policy Review

Board Policy 380.1 - Therapy Dogs in Schools

This policy was reviewed and approved for first reading at the regular Educational Services Committee meeting in April 2022. The administration recommends approval of Board Policy 380.1 - Therapy Dogs in Schools for second reading. (*Attachment A*)

E. 2022-2023 Open Enrollment Data Review and Application Approvals

Currently under open enrollment there are 293 students attending WRPS from other school districts and 353 students who have transferred to other school districts. The District also has an additional 1 nonresident student attending WRPS Project Search under a 66.030 agreement. The following is a history of initial open enrollment applications that have been received.

Initial Open Enrollment Application History

School Year	22-23	21-22	20-21	19-20	18-19	17-18	16-17	15-16	14-15
Transfer In Applications	*41	150	40	34	46	47	60	57	37
Transfer Out Applications	*88	78	82	82	96	71	56	81	88

***Total applications as of April 27, 2022. A final number of applications will be available at the May 2, 2022 PSC meeting.**

The District received 41 applications from parents requesting their child(ren) be allowed to attend the Wisconsin Rapids Public Schools under the Open Enrollment Law, Wis. Stats §118.51, beginning with the 2022-2023 school year. The number of applications received from parents requesting open enrollment approval to attend a school district outside our District is 88.

The administration recommends approval of the Open Enrollment applications under the Open Enrollment Law, pending a review of discipline records and special services needs. (*Attachment B*)

F. ESSER Funds

The current enrollment numbers along with the added ESSER sections at the elementary level has created the need for an additional physical education teacher.

Administration recommends using one of the elementary ESSER sections to add another elementary physical education teacher for the 2022-2023 school year.

G. Support Staff Assignment Adjustment

4K Director, Jennifer Wilhorn, is requesting the District 4K aide time be increased from 6.0 hours per day to 6.5 hours per day. Currently our District 4K aides are only paid for times when 4K students are arriving and in session leaving little time for teacher/aide collaboration and planning. These additional .50 hours will allow the classroom teacher and aide to collaborate about students needs and learning goals prior to the beginning of each session and better serve our 4K students and families.

Administration recommends approval of an increase from 6.0 hours per day to 6.5 hours per day at Grant Elementary, THINK Academy, Woodside Elementary and Pitsch Early Learning Center for six District 4K aides, starting with the 2022-2023 school year.

H. Keyboarding Position

In previous years, our keyboarding instructor has been employed from anywhere between .70 FTE to .83 FTE. Our keyboarding position for the 2022-2023 is currently a .86 FTE. The District would like to move this position to a 1.0 FTE. The additional duties that would be added to this position would be in the area of technology integration with our elementary students and teachers. We would like to have an additional individual available to offer more technology lessons that have been created by our Elementary Library Media Specialist.

Administration recommends changing the Keyboarding Instructor to a 1.0 FTE effective for the 2022-2023 school year.

I. Reading Specialist Position

Discussion and possible action on adding an elementary reading specialist position. This position would be needed to fill a current open position due to a leave of absence.

Administration recommends adding an elementary reading specialist position effective for the 2022-2023 school year.

J. Summer School Technology Positions

In the past, the Technology Support Department has typically hired four Summer Techs to help in our summer maintenance, moving and upgrading process. On occasion, depending on the number of projects, we sometimes hire additional summer staff. Due to the significant upgrades taking place this summer throughout many of our buildings, specifically in relation to A/V upgrades and installs, and new networking equipment installations and network maintenance, we are looking to hire three additional positions, bringing our total to seven Summer Techs. The three additional summer helpers would be helping to install over 100 new sound systems throughout our elementary schools and WRAMS and to help with the preparation and installation on network switches and wireless access points as well as helping in the installation of new equipment in the newly renovated secured entries.

Administration recommends adding three Summer Tech positions for the summer of 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

380.1 THERAPY DOGS IN SCHOOLS

The Board of Education supports the use of therapy dogs by school personnel or other qualified individuals (hereinafter referred to as “handler”) for the benefit of its students, subject to the conditions of this policy.

A “therapy dog,” as defined by this policy, is a dog that has been individually trained and certified to work with its handler to provide emotional support, well-being, or comfort to school district students. Therapy dogs are the personal property of the handler and are not owned by the District. Therapy dogs are not “service animals” as defined within the Americans with Disabilities Act. The use of service animals in the schools is governed by District Policy. Therapy dogs are meant to help all students and are not specifically identified as support for those students with documented disabilities.

Therapy Dog Standards and Requirements

The following requirements must be satisfied before a therapy dog will be allowed in school buildings or on school grounds:

1. **Submission of Written Request.** A handler wishing to bring a therapy dog to school must submit their written request to a principal or designated building administrator. Prior approval must be secured before the animal may be presented. The request must be renewed each school year, or whenever a different therapy dog will be used.
2. **Training, Registration and Identification.** The therapy dog must be at least one year old, registered as a therapy dog pursuant to the list below, and wear appropriate identification signifying it as a therapy dog at all times.

Only therapy dogs that hold the current title of American Kennel Club (AKC) Therapy Dog or that are registered/certified by one of the national therapy dog organizations certified by the AKC will be approved. Information on certified organizations can be found on the American Kennel Club website. **Other entities not listed on the AKC website may be researched and vetted for approval by the Superintendent or his/her designee. This approval should be sought prior to therapy dogs from those entities being used in schools.**

All certificates of registration must be submitted at the time of the request to bring a therapy dog to school. The certifications must remain current at all times.

3. **Pet License.** The therapy dog must be properly licensed in the county in which they are kept. They must wear their license identification tag at all times. The handler must submit proof of current licensure from the local licensing authority at the time of the request to bring a therapy dog to school.
4. **Health and Safety.** The therapy dog must be clean, well groomed, in good health, housebroken, and immunized against diseases common to dogs. Proof of the therapy dog’s current vaccinations and immunizations from a licensed veterinarian must be submitted at the time of the request to bring a therapy dog to school.

The therapy dog must not pose a health or safety risk to any student, employee, or other person at school. Health risks include allergies. If any student or school employee assigned to a classroom

in which a therapy dog is permitted suffers an allergic reaction to the therapy dog, the handler of the animal will be required to remove the animal to an alternative location designated by an administrator if such location is available.

5. Proof of Insurance and Liability. The handler of a therapy dog is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the therapy dog. The handler must submit a copy of an insurance policy that provides liability coverage for the therapy dog while on school property.
6. Behavior Expectations and Control. Therapy dogs must be well behaved and have a temperament that is suitable for interaction with students and others in a public school. The therapy dog should not display any behavior infringing on the rights of others or disrupting the educational process, including sniffing, begging, whining, growling, barking, wandering, jumping or any other undesirable behavior. When there is a difference between their governing therapy organization or the school system policy/procedure, the handler must abide by the more stringent rules.

A therapy dog must be under the control of the handler through the use of a 4-foot leash or other tether. The handler shall only allow the therapy dog to be in areas in school buildings or on school property that are authorized by school administrators.

7. Supervision and Care of Therapy Dogs. The handler is solely responsible for the supervision and care of the therapy dog, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The school district is not responsible for providing any care, supervision, or assistance for a therapy dog.

Even if the above requirements are met, the District reserves the right to deny the use of a therapy dog in the schools.

Exclusion or Removal of a Therapy Dog from School Property

The goal of the presence of a therapy dog is to positively enrich the learning environment. Any deviation from this will result in removal of the therapy dog from school property. A therapy dog may be excluded from school property and buildings if a school administrator determines that:

- a. A handler does not have control of the therapy dog;
- b. The therapy dog is not housebroken;
- c. The therapy dog presents a direct and immediate threat to others in the school; or
- d. The dog's presence otherwise interferes with the educational process.

CROSS REF: 380 – Animals in the School

APPROVED: March 14, 2022
TBD

Resident District	PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total
Adams Friendship											1				1
Almond-Bancroft	1	1													2
Auburndale						1				1					2
Nekoosa	8	1		1				1			5	1		1	18
Port Edwards	2			1					1	1	1				6
Stevens Point	6	1		1	1	1									10
Tomorrow River													1		1
Tri County Area							1								1
Total	17	3	0	3	1	2	1	1	1	2	7	1	1	1	41
Non-Resident District	PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total
Abbotsford												1			1
Adams Friendship	1														1
Appleton							2			1					3
Auburndale	3									1			1		5
Clinton Community									1			1			2
Marshfield	1														1
McFarland (Virtual)											1				1
Medford (Virtual)						1			2	2	4	2	1		12
Merrill Area										1	1				2
Nekoosa	3	2	1	1		3		2	3	1	4	1			21
Pittsville	2														2
Port Edwards	1	4	3	1		1		2	2	1	1	2	1		19
Stevens Point	7	1	1							1	1			1	12
Tomorrow River		1		1						1					3
Waukesha				1		1	1								3
Total	18	8	5	4	0	6	3	4	8	9	12	7	3	1	88