



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

November 7, 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. Sport Stacking Club Stipend
- F. Building & Grounds Position

IV. Updates and Reports

- A. 2022-2023 Open Enrollment Update

V. Consent Agenda

VI. 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.



Wisconsin Rapids Board of Education
Personnel Services Committee

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

BACKGROUND

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

November 7, 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
- III. Actionable Items
 - A. Appointments

The administration recommends approval of the following support staff appointments:

| | |
|----------------------|---|
| Bryndis Agustsdottir | Location: Grove Elementary Position: Kitchen Helper / FFV (2.85 avg hrs/day / 1.00 hr/day) Effective Date: October 17, 2022 Hourly Rate: \$15.72 (starting rate) / \$16.54 (after 60 days) |
| Craig Jensen | Location: Lincoln High School Position: Custodian (8.0 hrs/day) Effective Date: October 28, 2022 Hourly Rate: \$23.19 (starting rate) / \$24.41 (after six months) |
| Dawn Freeberg | Location: Woodside Elementary Position: Noon Duty Aide (2.25 hrs/day) Effective Date: October 31, 2022 Hourly Rate: \$14.25 (starting rate) / \$15.00 (after 60 days) |
| Jacob Blakeslee | Location: WRAMS Position: Custodian (8.0 hrs/day) Effective Date: October 26, 2022 Hourly Rate: \$24.41 |
| Melissa Froehle | Location: THINK Position: Special Education Aide (5.0 hrs/day) Effective Date: October 26, 2022 Hourly Rate: \$16.16 (starting rate) / \$17.01 (after 60 days) |
| Steve Placek | Location: Lincoln High School Position: Custodian (8.0 hrs/day) Effective Date: October 24, 2022 Hourly Rate: \$23.19 (starting wage) / \$24.41 (after six months) |

B. Resignations

The administration recommends approval of the following professional staff resignation:

| | | |
|----------------|-----------------|---------------------|
| Logan Christie | Location: | Lincoln High School |
| | Position: | Teacher (1.0 FTE) |
| | Effective Date: | November 11, 2022 |
| | Date of Hire: | August 29, 2022 |

The administration recommends approval of the following support staff resignations:

| | | |
|---------------|-----------------|--------------------------------------|
| Deborah Helke | Location: | THINK Academy |
| | Position: | Special Education Aide (5.0 hrs/day) |
| | Effective Date: | October 13, 2022 |
| | Date of Hire: | January 4, 2021 |

| | | |
|---------------|-----------------|-------------------------|
| Eric Callahan | Location: | WRAMS |
| | Position: | Custodian (8.0 hrs/day) |
| | Effective Date: | October 28, 2022 |
| | Date of Hire: | May 23, 2022 |

| | | |
|-----------------|-----------------|--------------------------------------|
| Shelly Anderson | Location: | Lincoln High School |
| | Position: | Special Education Aide (7.0 hrs/day) |
| | Effective Date: | November 2, 2022 |
| | Date of Hire: | September 5, 2017 |

| | | |
|----------------|-----------------|--------------------------------------|
| Angela Peschke | Location: | Grove Elementary |
| | Position: | Special Education Aide (7.0 hrs/day) |
| | Effective Date: | October 21, 2022 |
| | Date of Hire: | September 1, 2022 |

| | | |
|--------------------|-----------------|------------------------------|
| Heather Neukirchen | Location: | Washington Elementary |
| | Position: | Noon Duty Aide (2.0 hrs/day) |
| | Effective Date: | October 31, 2022 |
| | Date of Hire: | September 13, 2022 |

C. Retirements

The administration recommends approval of the following support staff retirements:

| | | |
|-----------|-----------------|--------------------------------------|
| Dawn Lamb | Location: | Lincoln High School |
| | Position: | Special Education Aide (7.0 hrs/day) |
| | Effective Date: | December 9, 2022 |
| | Date of Hire: | September 1, 2005 |

| | | |
|--------------|-----------------|--|
| Brenda Woyak | Location: | District |
| | Position: | Curriculum Secretary (6.5 avg hrs/day) |
| | Effective Date: | December 31, 2022 |
| | Date of Hire: | January 23, 2004 |

D. Board Policy Review

Board Policy 332.1 - Exhibit 1 - Process Guidelines for Requesting New Courses Form, Second Reading

This policy was reviewed and approved for first reading at the regular Educational Services Committee meeting in October 2022. The administration recommends approval Board Policy 332.1 - Exhibit 1 - Process Guidelines for Requesting New Courses Form for second reading. (*Attachment A*)

Board Policy 332.2 - Exhibit 2 - Process Guidelines for Pilot Programs or Curriculum Modifications Form, Second Reading

This policy was reviewed and approved for first reading at the regular Educational Services Committee meeting in October 2022. The administration recommends approval Board Policy 332.2 - Exhibit 2 - Process Guidelines for Pilot Programs or Curriculum Modifications Form for second reading. (*Attachment B*)

E. Sport Stacking Club Stipend

The sport stacking club would be an offering of a sport that would reach students of nontraditional sports interest and give another sporting option for boys and girls in our District. This year would be a perfect year to establish this club and subsequent city level tournament as students could then qualify for the AAU Junior Olympic games that will be hosted next year in Des Moines, IA.

Administration recommends a stipend of \$1300 for the district coordination of the stacking club and a stipend of \$100 for each building assistant. Assistants will be paid an additional \$50 if they help with the city stacking event.

F. Buildings & Grounds Position

Due to the addition of the Quad Plex and current understaffing of that position, additional building & grounds staffing is needed. After checking with the District's auditor we are able to shift approximately 4.0 FTE from the District's General Fund 10 to Fund 80 and Fund 50 due to community use of the District facilities. Approximately 2.0 FTE will move to Fund 80 and approximately 2.0 FTE will move to Fund 50. Due to new construction additional custodial positions at LHS and THINK will be forthcoming.

Administration recommends the addition of an 8 hour a day building & grounds position.

IV. Updates and Reports

A. 2022-2023 Open Enrollment Update

Open enrollment data for the 2022-2023 school year will be reviewed and discussed. (*Attachment C*)

V. 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.

VI. Adjournment

332.1 – EXHIBIT 1 – PROCESS GUIDELINES FOR REQUESTING NEW COURSES FORM

- A. Cover Sheet
Identify names and positions of those requesting the new course.
- B. Rationale
Provide a clear, complete, concise rationale for the new courses requested. Include such things as:
- Relationship to federal or state initiatives;
 - Relationship to District goals and initiatives;
 - Research supporting the change, including reference to “best practice” in the particular content;
 - Relationships to District curriculum (Reference State Standards and ~~WKCE CRT~~ Wisconsin Forward Exam, PreACT, ACT, and Dynamic Learning Maps (DLM) Frameworks [math, reading, and science]).
- C. Communication
Provide a list of stakeholders (Director of Instruction, Building Administration, CII Committees, Department Chairs and Departments, ~~EPIC~~, WIC, and LHS Cabinet) affected by the new course and a timeline for communication with each group. Communication with stakeholders must occur the school year prior to the formal new course proposal being submitted to the Director of Instruction.
- D. Curriculum
Provide a course outline.
- Include a brief implementation plan, answering these questions:
- Who will write the curriculum and ~~enter it into Build Your Own Curriculum~~ update the curriculum maps on the webpage?
 - When will the curriculum be developed?
 - What schedule or staff assignments may need to be changed?
 - What professional development needs may be necessary to implement the curriculum?
- E. Resources
Provide a description and estimated dollar amount of the following:
- Curriculum Development Time:
Maximum of 24 hours paid at the Curriculum Development rate or two (2) DEU’s
 - Staff Development Time
 - Instructional Materials
 - Staffing
 - Space, Equipment, Furniture
- F. Statement of Impact
Provide a statement of who and what will be impacted by the proposed change.
- Consider the new course in the context of a total program offering (i.e., credits, students eligible). Will a section/course be eliminated so the new course can be added?

CROSS REF.: 334 - Curriculum Evaluation
332.2 - Process Guidelines for Pilot Programs or Curriculum Modifications Form

APPROVED: August 10, 2009
June 11, 2018
TBD

332.2 – EXHIBIT 2 – PROCESS GUIDELINES FOR PILOT PROGRAMS OR CURRICULUM MODIFICATIONS FORM

1. Cover Sheet
Name the curriculum modification or pilot program being requested. Identify the building staff and grade levels or departments affected. Identify the timeline for implementation.

2. Rationale
Provide a clear description of what is being proposed and how it will change the current implementation of core curriculum. Include:
 - > Research supporting the change, and evidence of success;
 - > Specific need the modification or pilot program will meet;
 - > Specific population of students being addressed;
 - > Relationship to District and/or building initiatives;
 - > Relationship to District curriculum (what will be changed?);
 - > Identify which staff will be impacted by the change.

3. Communication
Provide a list of stakeholders (CII Committees, grade levels, departments) affected by the proposed change and a timeline for communication with each group. Appropriate communication must take place at least two (2) months prior to the proposed implementation of the change.

4. Curriculum Development/Planning
Provide a summary of the curriculum modification or pilot program being proposed. Include a request for curriculum writing or planning time for implementing the change.

5. Professional Development/Resources
Provide a description of the professional development that will be needed to implement the change. Include estimate of expenses for additional instructional materials, technology, space, equipment, etc.

6. Evaluation
Provide a description of how the curriculum modification or pilot program will be evaluated and the timeline for evaluation. The evaluation plan must be developed in collaboration with the Director of Instruction and must include participation from both the District and building. (Each proposal must be evaluated within one year of implementation.)

7. Summary and Recommendation
Provide a summary of the impact of the curriculum modification or pilot program. Make a recommendation for the change to be implemented in the initial school or all District schools.

CROSS REF.: 334 - Curriculum Evaluation
 332.1 - Process Guidelines for Requesting New Courses Form
 ~~WREA Agreement~~

APPROVED: August 10, 2009
 TBD

| District | Applications Received | | Alternative Exception | | 2022-23 New Attending | | Continuing from 2021-22 | | Total Open Enrolled 2022-23 | | |
|------------------|-----------------------|-----|-----------------------|-----|-----------------------|-----|-------------------------|-----|-----------------------------|----------|-------------------|
| | In | Out | In | Out | In | Out | In | Out | Open Enrolled In | 66.03 In | Open Enrolled Out |
| | | | | | | | | | In | In | Out |
| Abbotsford | | 1 | | | | | | | | | |
| Adams-Friendship | 1 | 1 | | | 1 | 1 | 4 | | 5 | | 1 |
| Almond-Bancroft | 2 | | | 2 | 2 | | 2 | | 4 | | |
| Appleton | | 3 | | 7 | | 5 | | 3 | | | 8 |
| Auburndale | | 5 | | 8 | | 12 | 6 | 27 | 6 | | 39 |
| Clinton | | 2 | | | | | | | | | |
| Crandon | | | | | | | 1 | | 1 | | |
| Elkhorn | | | | 2 | | 2 | | | | | 2 |
| Grantsburg | | 3 | | 9 | | 5 | | 3 | | | 8 |
| Marshfield | | 2 | | 2 | | 2 | | 7 | | | 9 |
| McFarland | | 1 | | 14 | | 13 | | 10 | | | 23 |
| Medford | | 15 | | 3 | | 7 | | 5 | | | 12 |
| Merrill | | 2 | | | | | | | | | |
| Montello | | | | | | | 2 | | 2 | | |
| Necedah | | | 2 | | 2 | | | | 2 | | |
| Nekoosa | 19 | 20 | 10 | 27 | 16 | 41 | 56 | 54 | 73 | | 95 |
| Northern Ozaukee | | | | 1 | | | | | | | |
| Pittsville | | 5 | | 6 | | 10 | | 32 | | | 42 |
| Port Edwards | 6 | 17 | 11 | 23 | 16 | 30 | 47 | 55 | 62 | 2 | 85 |
| Rosholt | | | | 2 | | | | | | | |
| Stevens Point | 10 | 14 | 8 | 3 | 10 | 8 | 33 | 39 | 43 | | 47 |
| Tomorrow River | 1 | 3 | | 1 | 1 | 2 | | 5 | 1 | | 7 |
| Tri-County | 1 | | 5 | | 5 | | 2 | 4 | 7 | | 4 |
| Wabeno | | | | | | | 2 | | 2 | | |
| Waukesha | | 3 | | 1 | | 1 | | | | | 1 |
| Wausau | | | | 2 | | | | | | | |
| Wild Rose | | | | | | | 3 | | 3 | | |
| Totals | 40 | 97 | 36 | 111 | 53 | 139 | 158 | 244 | 211 | 2 | 383 |

213 383

| | | | | | | | |
|--|--------------------------|-----------|-----|-------------|--|------------------------|-----------------------|
| <p>*Total open enrollment numbers as of October 27, 2022. Final numbers will be available at the November 7, 2022 PSC meeting.</p> | Ins | 4K | 13 | \$4,934.00 | | \$64,142.00 | |
| | | 4K SPED | 1 | \$7,846.00 | | \$7,846.00 | |
| | | K-12 | 179 | \$8,224.00 | | \$1,472,096.00 | |
| | | K-12 SPED | 20 | \$13,076.00 | | \$261,520.00 | |
| | Total Revenue In | | | | | | \$1,805,604.00 |
| | Outs | 4K | 23 | \$4,934.00 | | \$113,482.00 | |
| | | 4K SPED | 1 | \$7,846.00 | | \$7,846.00 | |
| | | K-12 | 317 | \$8,224.00 | | \$2,607,008.00 | |
| | | K-12 SPED | 42 | \$13,076.00 | | \$549,192.00 | |
| | Total Revenue Out | | | | | | \$3,277,528.00 |
| Revenue Difference | | | | | | -\$1,471,924.00 | |