



Wisconsin Rapids Board of Education
Personnel Services Committee

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

AGENDA

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

April 3, 2023

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. Early Childhood Long-term Substitute
- E. Board Policy Review
- F. Program Support/Off-Site Instructor

IV. Updates and Reports

- A. Hourly Staff Wage Schedule

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.



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BACKGROUND

Sandra Hett, Chair
Larry Davis
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John Krings, President

April 3, 2023

Location: Board of Education, 510 Peach Street, Wisconsin Rapids, WI
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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 support staff appointments:

Bryndis Agustsdottir Location: Grove Elementary
Position: Breakfast Cashier (1.07 hrs/day)
Effective Date: March 6, 2023
Hourly Rate: \$14.25 (starting rate) / \$15.00 (after 60 days)

Emily Westover Location: Mead Elementary
Position: Special Education Aide (7.0 hrs/day)
Effective Date: March 10, 2023
Hourly Rate: \$16.16 (starting rate) / \$17.01 (after 60 days)

Jeramey Zych Location: WRAMS
Position: Instructional Aide (5.75 hrs/day)
Effective Date: March 9, 2023
Hourly Rate: \$16.16 (starting rate) / \$17.01 (after 60 days)

Jessica Kuczynski Location: THINK Academy
Position: Noon Duty Aide (2.0 hrs/day)
Instructional Aide (4.0 hrs/day)
Effective Date: March 20, 2023
Hourly Rate: \$14.25 (starting rate) / \$15.00 (after 60 days)
\$16.16 (starting rate) / \$17.01 (after 60 days)

Rachel Brown Location: Washington Elementary
Position: Noon Duty Aide (2.0 hrs/day)
Effective Date: March 15, 2023
Hourly Rate: \$14.25 (starting rate) / \$15.00 (after 60 days)

Sativah St. Claire Location: Grove Elementary
Position: Noon Duty Aide (2.0 hrs/day)
Effective Date: March 22, 2023
Hourly Rate: \$14.25 (starting rate) / \$15.00 (after 60 days)

B. Resignations

The administration recommends approval of the following professional staff resignations:

Rose Schiferl	Location: WRAMS Position: Teacher (1.0 FTE) Effective Date: June 5, 2023 Date of Hire: August 28, 2019
Natalie Leroy	Location: Lincoln High School/District Position: Teacher (Social Worker/Homeless Liaison) (1.0 FTE) Effective Date: June 5, 2023 Date of Hire: August 8, 2020
Matthew Brown	Location: WRAMS Position: Teacher (1.0 FTE) Effective Date: June 5, 2023 Date of Hire: August 24, 2021
Macyn Elliott	Location: District Position: Teacher (Speech/Language Pathologist) (1.0 FTE) Effective Date: June 5, 2023 Date of Hire: August 29, 2022
Gillian Goetsch	Location: Mead Elementary Position: Teacher (Counselor) (1.0 FTE) Effective Date: June 5, 2023 Date of Hire: August 25, 2020

The administration recommends approval of the following support staff resignations:

Kevin Cushman	Location: Woodside Elementary Position: Special Education Aide (7.0 hrs/day) Effective Date: March 31, 2023 Date of Hire: September 1, 2022
Dana Laskowski	Location: Lincoln High School Position: Special Education Aide (7.0 hrs/day) Effective Date: March 30, 2023 Date of Hire: September 1, 2021

C. Retirement

The administration recommends approval of the following support staff retirement:

Teresa Wunrow:	Location: District Position: Food Production Coordinator (8.0 hrs/day) Effective Date: June 5, 2023 Date of Hire: December 3, 1990
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D. Early Childhood Long-term Substitute

There has been a large increase in numbers in Early Childhood. Typical class sizes consist of 8-10 students. We currently have class sizes of 12. There are 14 additional students who have qualified and are waiting for permission to place, while another 9 referrals are in progress. In addition, there has been an increase in the number of students who have higher levels of needs than in previous years.

Administration recommends the addition of an Early Childhood long-term substitute teacher for the remainder of the 2022-2023 school year.

E. Board Policy Review

Board Policy 539.1 Tutoring, First Reading

Learning Link is a supplemental tutoring program aimed at reducing barriers and closing achievement gaps between students experiencing homelessness and their peers. Learning Link services would be offered through WRPS's Families in Transition (FIT) Program via grant funding that is available through June 2024. Learning Link tutors would be existing WRPS staff members which ensures familiarity with curriculum material and appropriate licensing credentials. Tutors would be compensated for their time outside their normal working hours, as outlined in the Learning Link Standard Operating procedures.

In order to start the Learning Link program, the WRPS Board Policy 539.1 Tutoring, would need to be updated. Policy revisions are being recommended to allow tutoring by school employees in certain situations.

The administration recommends the revision of Board Policy 539.1 Tutoring, first reading. (*Attachment A*)

F. Program Support/Off-Site Instructor

The Program Support/Off-Site Instructor (PSI) partners with teachers and administrators for the purpose to work with students who receive specialized instruction through their IEP. The instructor will work to improve student outcomes and collaborate with staff regarding best practices involving academic, social-emotional and behavior practices. This position would work with Pupil Service administrators on the Enhancing Social and Emotional Skills in Students with IEPs (ES3) Grant.

The PSI supports classroom teachers, and other members of a student's IEP team through consulting, planning, modeling, and teaching. The PSI develops and implements structures and procedures to support systemic improvement. This person must be an innovative and creative thinker who doesn't settle for the status quo and is always looking for ways to improve things. The correct candidate cannot be afraid to ask questions of both staff and administration and have hard conversations with staff members or building leadership when they see that things need to be changed in the classroom or at the building level in order for students to be successful. These conversations need to be based on data, so this person needs to understand where to find the data and how to interpret and use the data to help promote student success.

This position is also responsible for planning instruction and/or adaptation of the education program of students receiving off-site instruction. The instructor needs to be flexible and well organized, as the needs of off-site instruction changes throughout the school year.

Administration recommends the hiring of a Program Support/Off-Site Instructor to the 2023-2024 school year.

IV. Updates and Reports

A. Hourly Staff Wage Schedule

In response to an information request from a Board member, Director of Human Resources, Brian Oswall, will share information pertaining to the hourly staff wage schedule.

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

539.1 TUTORING

The Board believes that by maintaining a high quality instructional staff and providing for a rich, varied curriculum, the need for individual tutoring is minimized. The Board expects a student's principal and teacher(s) to make every effort to help the student with his/her difficulties at school before recommending that his/her parent(s)/guardian engage a tutor.

Should individual tutoring be recommended in exceptional cases; however, the following guidelines shall be followed in order to protect both the school district and the teachers from charges of conflict of interest.

Guidelines For Tutoring By Professional Staff

It is assumed that teaching of students enrolled in the school district will be accomplished to the fullest extent possible, within the range of the student's abilities and application to learning, without additional cost to the individual.

~~Under no conditions may an employee tutor or give private instruction on school premises for extra remuneration.~~

In certain situations, an employee may tutor or give private instruction on school premises for extra remuneration to be paid for through grant funding. Any hours worked will be outside of the employee's regular work assignment and schedule, and not be subject to overtime compensation. Grant dollars being utilized for supplemental tutoring should be aimed at reducing barriers and closing achievement gaps. Any WRPS program utilizing grant dollars for tutoring will have a standard operating procedure outlining student eligibility, referral processes, and staff expectations that are to be followed.

LEGAL REF.: Section 118.12 Wisconsin Statutes

CROSS REF.: ~~WREA Agreement~~

APPROVED: November 11, 1974

REVISED: January 14, 2002
TBD