



AGENDA

Wisconsin Rapids Board of Education
Personnel Services Committee

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

Kathi Stebbins-Hintz, Chair
Larry Davis
Troy Bier
John Krings, President

November 6, 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. Employee Wage Compensation Consideration
- E. Substitute Compensation
- F. Homebound Instructor Compensation
- G. Native American Liaison Compensation

IV. Updates and Reports

- A. 2023-2024 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

Kathi Stebbins-Hintz, Chair
Larry Davis
Troy Bier
John Krings, President

November 6, 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
- III. Actionable Items
 - A. Appointments

The administration recommends approval of the following support staff appointments:

| | |
|-------------------|--|
| Nicole Fitch | Location: WRAMS Position: Instructional Aide (5.75 hrs/day) Effective Date: October 12, 2023 Hourly Rate: \$16.16 (starting rate) / \$17.01 (after 60 days) |
| Jenna Gutowski | Location: THINK Academy Position: Kitchen Helper (3.25 hrs/day) Effective Date: October 18, 2023 Hourly Rate: \$15.72 (starting rate) / \$16.54 (after 60 days) |
| Trent Gastonguay | Location: District Position: Custodian (Relief) (8.0 hrs/day) Effective Date: October 20, 2023 Hourly Rate: \$23.19 (starting rate) / \$24.41 (after six months) |
| Ashley Zimmermann | Location: District Office Position: Administrative Assistant to Pupil Services (8.0 hrs/day) Effective Date: October 16, 2023 Hourly Rate: \$18.82 (starting rate) / \$19.81 (after 60 days) |
| Holly Zwicke | Location: Lincoln High School Position: Administrative Assistant to Student Services (8.0 hrs/day) Effective Date: November 13, 2023 Hourly Rate: \$16.86 (starting rate) / \$17.75 (after 60 days) |
| Kevin Cushman | Location: Pitsch Early Learning Position: Special Education Aide (7.0 hrs/day) Effective Date: November 8, 2023 Hourly Rate: \$16.16 (starting rate) / \$17.01 (after 60 days) |

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

| | | |
|----------------|-----------------|---|
| Jenna Whitrock | Location: | District |
| | Position: | School Nurse (8.0 hrs/day) |
| | Education: | Associate – MSTC – May 2020 |
| | Effective Date: | November 1, 2023 |
| | Salary: | \$45,000 (\$45,000 total salary/2023-24 salary \$33,281 for 142 days) |

B. Resignations

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

| | | |
|------------------|-----------------|----------------------------|
| Michelle Forcier | Location: | District |
| | Position: | School Nurse (8.0 hrs/day) |
| | Effective Date: | October 27, 2023 |
| | Date of Hire: | September 26, 2016 |

The administration recommends approval of the following support staff resignations:

| | | |
|-------------|-----------------|--------------------------------------|
| Susan Lloyd | Location: | Lincoln High School |
| | Position: | Special Education Aide (7.0 hrs/day) |
| | Effective Date: | October 13, 2023 |
| | Date of Hire: | September 22, 2022 |

| | | |
|------------------|-----------------|-------------------------|
| William Butzlaff | Location: | Lincoln High School |
| | Position: | Custodian (8.0 hrs/day) |
| | Effective Date: | October 23, 2023 |
| | Date of Hire: | September 11, 2020 |

| | | |
|--------------------|-----------------|------------------------------|
| Sativah St. Claire | Location: | Grove Elementary |
| | Position: | Noon Duty Aide (2.0 hrs/day) |
| | Effective Date: | October 5, 2023 |
| | Date of Hire: | March 22, 2023 |

| | | |
|--------------|-----------------|------------------------|
| Debra Symons | Location: | Lincoln High School |
| | Position: | Cashier (3.75 hrs/day) |
| | Effective Date: | October 16, 2023 |
| | Date of Hire: | September 18, 2023 |

| | | |
|--------------|-----------------|--------------------------------------|
| Jeramey Zych | Location: | Lincoln High School |
| | Position: | Special Education Aide (7.0 hrs/day) |
| | Effective Date: | October 23, 2023 |
| | Date of Hire: | September 1, 2022 |

| | | |
|----------------|-----------------|--------------------------------------|
| Leanna Lindner | Location: | Washington Elementary |
| | Position: | Special Education Aide (7.0 hrs/day) |
| | Effective Date: | October 24, 2023 |
| | Date of Hire: | January 10, 2023 |

| | | |
|--------------|-----------------|----------------------------|
| Kelli Harris | Location: | Grove Elementary |
| | Position: | Library Aide (6.5 hrs/day) |
| | Effective Date: | November 10, 2023 |
| | Date of Hire: | September 1, 2020 |

C. Retirement

The administration recommends approval of the following professional staff retirement:

| | | |
|-------------|-----------------|---------------------------------------|
| Donald Neve | Location: | River Cities High School |
| | Position: | Teacher – Cross Categorical (1.0 FTE) |
| | Effective Date: | June 5, 2024 |
| | Date of Hire: | August 22, 2005 |

D. Employee Wage Compensation Consideration

Discussion and possible action on a 2023-2024 employee wage increase for the following employee groups: Psychologists, Athletic Director, Assistant Athletic Director, Food Production Coordinator, Food Services, School Nurses, Computer Technicians, PAC Director, PAC Assistant Coordinator, Network Manager, Systems Manager, Instructional Software Support, Confidential Secretaries, Van Drivers, Custodial and Maintenance, AV Coordinator, and Office/Clerical and Aide Support Staff.

The administration recommends the approval of a 6% percent increase to the positions listed above that are employed with the District as of November 13, 2023, retroactive to July 1, 2023.

E. Substitute Compensation

The short term substitute teacher and substitute aide rate was last adjusted in October 2021. The current daily rate for substitute teachers is \$125 and the short term substitute aide hourly rate is \$13.00.

The administration recommends adjusting the short term substitute teacher rate to \$140 a day and the short term substitute aide hourly rate to \$15.00, effective January 1, 2024.

F. Homebound Instructor Compensation

The Homebound Instructor current rate is \$22.00/hr.

The administration recommends increasing the Homebound Instructor rate to \$25.00/hr effective July 1, 2023.

G. Native American Liaison Compensation

The Native American Liaison position is currently not part of any group in the Hourly Support Staff compensation schedule. The Native American Liaison currently makes \$14.00/hr.

The administration recommends moving the Native American Liaison position to Group II effective July 1, 2023.

IV. Updates and Reports

A. 2023-2024 Open Enrollment Update

Open enrollment data for the 2023-2024 school year will be reviewed and discussed. (*Attachment A*)

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

PSC
November 6, 2023
Attachment A

| District | Applications Received | | Alternative Exception | | 2023-24 New Attending | | Continuing from 2022-23 | | Total Open Enrolled 2023-24 | | | |
|-------------------|-----------------------|-----------|-----------------------|-----------|---------------------------|------------|-------------------------|-------------|-----------------------------|----------|------------------------|--------------------|
| | In | Out | In | Out | In | Out | In | Out | Open Enrolled | 66.03 In | Open Enrolled | |
| | | | | | | | | | In | | Out | |
| Adams-Friendship | 1 | | 2 | | 1 | | 4 | 1 | 5 | | 1 | |
| Almond-Bancroft | | | | | | | 4 | | 4 | | | |
| Appleton | | 3 | | 2 | | 2 | | 1 | | | 3 | |
| Auburndale | 1 | 4 | 3 | 4 | 1 | 4 | 3 | 33 | 4 | | 37 | |
| Eau Claire | | 1 | | 1 | | 1 | | | | | 1 | |
| Elkhorn | | 1 | | 2 | | 1 | | | | | 1 | |
| Grantsburg | | | | 3 | | 2 | | 5 | | | 7 | |
| Green Bay Public | 1 | | | | | | | | | | | |
| Kiel Area | | 2 | | 2 | | 1 | | 1 | | | 2 | |
| Marshfield | 1 | 2 | | | | 1 | | 5 | | | 6 | |
| McFarland | | 4 | | 18 | | 10 | | 17 | | | 27 | |
| Medford | | 4 | | 4 | | 4 | | 15 | | | 19 | |
| Menasha Joint | | 1 | | | | | | | | | | |
| Merrill | | 1 | | 2 | | 2 | | | | | 2 | |
| Montello | | | | | | | 2 | | 2 | | | |
| Mosinee | | | | 2 | | 2 | | | | | 2 | |
| Nekoosa | 10 | 16 | 11 | 27 | 18 | 27 | 48 | 69 | 66 | 2 | 96 | |
| Northern Ozaukee | | | | 2 | | | | 1 | | | 1 | |
| Pittsville | | 6 | | 5 | | 6 | | 42 | | | 48 | |
| Port Edwards | 13 | 13 | 9 | 11 | 15 | 11 | 46 | 74 | 61 | | 85 | |
| Ripon | | 1 | | 1 | | 1 | | | | | 1 | |
| St. Croix Central | | | | 1 | | | | | | | | |
| Stevens Point | 9 | 28 | 5 | 7 | 9 | 23 | 34 | 37 | 43 | | 60 | |
| Tomorrow River | | 4 | | | | 1 | | 7 | | | 8 | |
| Tri-County | | | | 2 | | 1 | 2 | 3 | 2 | | 4 | |
| Wabeno | | | | | | | 2 | | 2 | | | |
| Waukesha | | 1 | | | | 1 | | 1 | | | 2 | |
| Wausau | | 1 | | 2 | | 2 | | | | | 2 | |
| Wild Rose | | 1 | | | 1 | | 3 | | 4 | | | |
| Totals | 37 | 93 | 30 | 98 | 45 | 103 | 148 | 312 | 193 | 2 | 415 | |
| | | | | | | | | | 195 | | 415 | |
| | | | | | In | 4K | 17 | \$5,171.00 | | | \$87,907.00 | |
| | | | | | | 4K SPED | | \$8,082.00 | | | \$8,082.00 | |
| | | | | | | K-12 | 160 | \$8,618.00 | | | \$1,378,880.00 | |
| | | | | | | K-12 SPED | 16 | \$13,470.00 | | | \$215,520.00 | |
| | | | | | Total Revenue In | | | | | | \$1,690,389.00 | (Current Estimate) |
| | | | | | Outs | 4K | 33 | \$5,171.00 | | | \$170,643.00 | |
| | | | | | | 4K SPED | 3 | \$8,082.00 | | | \$24,246.00 | |
| | | | | | | K-12 | 328 | \$8,618.00 | | | \$2,826,704.00 | |
| | | | | | | K-12 SPED | 51 | \$13,470.00 | | | \$686,970.00 | |
| | | | | | Total Revenue Out | | | | | | \$3,708,563.00 | (Current Estimate) |
| | | | | | Revenue Difference | | | | | | -\$2,018,174.00 | (Current Estimate) |