



MINUTES

Wisconsin Rapids Board of Education
Personnel Services Committee

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

Sandra Hett, Chair
Anne Lee
Mary Rayome
John Krings, President

March 6, 2017

Location: Board of Education, 510 Peach Street, Wisconsin Rapids, WI
Conference Room C

Time: 6:00 p.m.

Committee Members Present: Anne Lee, Mary Rayome, and John Krings

Administration Present: Ryan Christianson and Elizabeth Severson

I. Call to Order

Mary Rayome called the meeting to order at 6:00 p.m.

II. Public Comment

There was no public comment.

III. Actionable Items

A. Retirements

PS – 1 Motion by Mary Rayome, seconded by Anne Lee to recommend approval of the following professional staff early retirements:

Table with 2 columns: Name and Location/Position. Rows include Daniel Kuhl, Mary Walton, Kimberly Marshall-Melby, Sharon Aiken-Bruha, Jennifer Huntington, Susan Johnson, and Stephen Slattery.

Motion carried unanimously.

B. Board Policy Review

PS – 2 Motion by Anne Lee, seconded by John Krings to approve Board Policy 533 Staff Recruiting/Hiring and Board Policy 533-Rule Staff Recruiting/Hiring Procedures, first reading.

Motion carried unanimously.

IV. Updates

A. Administrators and Non-Represented Staff Handbook

The Committee discussed the proposed implementation of an Employee Handbook for Administrators and Non-Represented Staff. A draft copy of the Administrators and Non-Represented Staff Handbook was introduced and discussed with Committee members. Further consideration and possible action on the approval of the Administrators and Non-Represented Staff Handbook will be included as an agenda item at a future Personnel Services Committee meeting.

B. Food Service Pay Increase

Ryan Christianson, Director of Human Resources, and Elizabeth Severson, Director of Food Service, presented Committee members with information regarding a proposed 2016-17 wage increase for Food Service employees. The administration will finalize a recommendation to be brought forward to the Committee for consideration and possible action at a future Personnel Services Committee meeting.

C. Athletic Co-Curricular Pay

The Committee was updated on the administration's current and ongoing review of the District's athletic co-curricular wage structure for compensating individuals serving as coaches in grades 6-12 athletic programs. Additional information and a possible recommendation for action will be presented to the Committee at a future Personnel Services Committee meeting, which may include adjustments to wage rates and coaching assignments offered in the District.

V. Consent Agenda

Motions: PS – 1 Professional Staff Early Retirements
 PS – 2 Board Policy 533 Recruiting/Hiring and Board Policy 533-Rules Staff
 Recruiting/Hiring Procedures – First Reading

VI. Adjournment

Ms. Rayome adjourned the meeting at 6:47 p.m.