



Wisconsin Rapids Board of Education
Personnel Services Committee

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

MINUTES

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.

Committee Members Present: Kathi Stebbins-Hintz, Troy Bier and Larry Davis

Others Present: Brian Oswall and Craig Broeren

I. Call to Order

Ms. Stebbins-Hintz called the meeting to order at 7:00 p.m.

II. Public Comment

There was no public comment.

III. Actionable Items

A. Appointments

PS – 1 Motion by Larry Davis, seconded Troy Bier to approve the following support staff appointments:

Nicole Fitch	Location:	WRAMS
	Position:	Instructional Aide
Jenna Gutowski	Location:	THINK Academy
	Position:	Kitchen Helper
Trent Gastonguay	Location:	District
	Position:	Custodian (Relief)
Ashley Zimmermann	Location:	District Office
	Position:	Administrative Assistant to Pupil Services
Holly Zwicke	Location:	Lincoln High School
	Position:	Administrative Assistant to Student Services @ 7.5 hrs/day
Kevin Cushman	Location:	Pitsch Early Learning
	Position:	Special Education Aide

Motion carried unanimously.

PS – 2 Motion by Troy Bier, seconded by Larry Davis to approve the following non-represented support staff appointment:

Jenna Whitrock	Location:	District
	Position:	School Nurse

Motion carried unanimously.

B. Resignations

PS – 3 Motion by Larry Davis, seconded by Troy Bier to approve the following non-represented support staff resignation:

Michelle Forcier	Location:	District
	Position:	School Nurse

Motion carried unanimously.

PS – 4 Motion by Troy Bier, seconded by Larry Davis to approve the following support staff resignations:

Susan Lloyd	Location:	Lincoln High School
	Position:	Special Education Aide

William Butzlaff	Location:	Lincoln High School
	Position:	Custodian

Sativah St. Claire	Location:	Grove Elementary
	Position:	Noon Duty Aide

Debra Symons	Location:	Lincoln High School
	Position:	Cashier

Jeramey Zych	Location:	Lincoln High School
	Position:	Special Education Aide

Leanna Lindner	Location:	Washington Elementary
	Position:	Special Education Aide

Kelli Harris	Location:	Grove Elementary
	Position:	Library Aide

Motion carried unanimously.

C. Retirement

PS – 5 Motion by Troy Bier, seconded by Larry Davis to approve the following professional staff retirement:

Donald Neve	Location:	River Cities High School
	Position:	Teacher – Cross Categorical

Motion carried unanimously.

D. Employee Wage Compensation Consideration

PS – 6 Motion by Larry Davis, seconded by Troy Bier to approve a 6% percent increase to the following positions that are employed with the District as of November 13, 2023, retroactive to July 1, 2023: 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.

Motion carried unanimously.

E. Substitute Compensation

Director of Human Resources, Brian Oswald, shared with the Committee that local short term sub rates have increased and in order to remain competitive WRPS should consider increasing the compensation for substitute teachers and substitute aides.

PS – 7 Motion by Troy Bier, seconded by Larry Davis to adjust 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.

Motion carried unanimously.

F. Homebound Instructor Compensation

Mr. Oswald shared with the Committee that there has been an increase in the number of homebound students and the rate of pay for the instructor has not been increased for a number of years.

PS – 8 Motion by Larry Davis, seconded by Troy Bier to increase the Homebound Instructor rate to \$25.00/hr effective July 1, 2023.

Motion carried unanimously.

G. Native American Liaison Compensation

Mr. Oswald shared that the Native American Liaison position is currently not part of any group in the Hourly Support Staff compensation schedule. The pay rate of the Native American Liaison fit in the Hourly Support Staff Group II schedule.

PS – 9 Motion by Larry Davis, seconded by Troy Bier to move the Native American Liaison position to Hourly Support Staff Group II schedule effective July 1, 2023.

Motion carried unanimously.

IV. Updates and Reports

The Committee reviewed and discussed the Open Enrollment report for the 2023-2024 school year as provided in the PSC background for November 2023. Mr. Oswald shared that for the 2023-2024 school year, we have 195 enrolled into the District and 415 enrolled out of the District. Mr. Broeren shared that the District sent a survey to families that chose to enroll out of WRPS to find out why they chose to leave.

V. Consent Agenda

Motions: PS – 1 Support Staff Appointments
PS – 2 Non-represented Support Staff Appointment
PS – 3 Non-represented Support Staff Resignation
PS – 4 Support Staff Resignations
PS – 5 Professional Staff Retirement
PS – 6 Employee Wage Compensation Consideration
PS – 7 Substitute Compensation
PS – 8 Homebound Instructor Compensation
PS – 9 Native American Liaison Compensation

VI. Adjournment

Ms. Stebbins-Hintz adjourned the meeting at 7:37 p.m.