



**AGENDA**

*Wisconsin Rapids Board of Education*  
**Personnel Services Committee**

510 Peach Street · Wisconsin Rapids, WI 54494 · 715-422-6017

Sandra K. Hett, Chair  
Larry Davis  
Anne Lee  
Mary E. Rayome, President

September 8, 2009

Location: Board of Education, 510 Peach Street, Wisconsin Rapids, WI 54494  
Conference Room C

Time: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Actions on Personnel
  - A. Retirements
  - B. Resignations
  - C. Appointments
  - D. Postings
- IV. Items for Discussion with Possible Action
  - A. Program Support Teacher Recommendation
  - B. Policy 830 and Policy 830.1
  - C. Jill Jipson-Fasching
- V. Policy Review
  - A. Policy 221 for First Reading
- VI. Reports and Updates
  - A. AESOP Planning Committee
- VII. Consent Agenda
- VIII. Adjournment

The Wisconsin open meetings law requires that the Board, or Board Committee, only discuss subject matter that is noticed on their respective agendas. Persons wishing to place items on the agenda should contact the District Office, 422-6005, prior to the meeting date to make appropriate arrangements.

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 422-6005.

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.



**BACKGROUND**

Sandra K. Hett, Chair  
 Larry Davis  
 Anne Lee  
 Mary E. Rayome, President

September 8, 2009

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Time: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Actions on Personnel

A. Retirements

The administration recommends approval of the following support staff retirement effective September 1, 2009:

Gerry North	Location:	Lincoln
	Position:	Second Cook
	Date of Hire:	September 9, 1986

B. Resignations

The administration recommends approval of the following support staff resignations:

Patricia Loos	Location:	East/Mead
	Position:	Noon Duty Aide (2.5 hours/day)/ Breakfast Cashier (1.0 hour/day)
	Effective:	September 1, 2009
	Reason:	Retirement
	Date of Hire:	December 1, 1996

Yvonne Pagels	Location:	Howe
	Position:	Noon Duty Aide (1.5 hours/day)
	Effective:	August 25, 2009
	Reason:	Obtained full-time employment outside District
	Date of Hire:	September 2, 2008

Linda Peters	Location:	Vesper
	Position:	Noon Duty Aide (1.5 hours/day)
	Effective:	August 17, 2009
	Reason:	None given – will continue to sub at Vesper

Sandra Schroeder	Location:	East/Grove
	Position:	Instructional Support Aide (4.0 hours/day)/ Health Aide (1.5 hours/day)
	Effective:	August 18, 2009
	Reason:	To be more available at home
	Date of Hire:	September 14, 2006



The administration recommends approval of the following support staff appointments effective September 1, 2009:

Carmen Iwanski	Location:	Grove
	Position:	Noon Duty Aide (1.5 hours/day)
	Replacing:	Christine Staffon (resigned)
	Wages:	\$11.59/hour (probationary)
Tricia Joosten	Location:	Mead
	Position:	Noon Duty Aide (1.5 hours/day)
	Replacing:	LeAnn Fuller (resigned)
	Wages:	\$11.59/hour (probationary)

D. Postings

The administration recommends approval of the following support staff posting effective August 27, 2009:

Sara Halbur	Location:	Lincoln – Student Services
	Position:	Receptionist (7.5 hours/day)
	Replacing:	Tammy Lager (resigned)
	Wages:	\$14.44/hour

The administration recommends approval of the following support staff postings effective September 1, 2009:

Lynn Berger	Location:	West
	Position:	Supervisory Aide (4.5 hours/day)
	Replacing:	New position
	Wages:	\$14.04/hour

Kathy Bredl	Location:	Lincoln
	Position:	Special Ed Aide – CD (7.0 hours/day)
	Replacing:	Student need
	Wages:	\$14.59/hour

Linda Bulloch	Location:	West
	Position:	Supervisory Aide (4.5 hours/day)
	Replacing:	New position
	Wages:	\$14.04/hour

Allison Charette	Location:	Lincoln
	Position:	Special Ed Aide – CD (7.0 hours/day)
	Replacing:	New position – Student need
	Wages:	\$14.18/hour

Anne Corcoran	Location:	Woodside
	Position:	Library Aide (6.5 hours/day)
	Replacing:	Moved into position per Section 1101 of the OPEIU CBA
	Wages:	\$14.14/hour

Margaret Gellerman	Location:	Grove
	Position:	Special Ed Aide – EBD (6.5 hours/day)
	Replacing:	Moved into position per Section 1101 of the OPEIU CBA
	Wages:	\$14.44/hour

Patricia Halbur	Location:	Washington
	Position:	Special Ed Aide – LD (6.5 hours/day)
	Replacing:	Posted as 2008-09 temporary position
	Wages:	\$14.31/hour

Cynthia Milkey	Location: Position: Replacing: Wages:	Grove Special Ed Aide – CD (6.5 hours/day) New position – Posted as 2008-09 temporary position \$14.44/hour
Shelby Minch	Location: Position: Replacing: Wages:	Vesper Instructional Aide – 4K (3.0 hours/day) Moved into position per Section 1302 of the OPEIU CBA \$14.31/hour
Shelby Minch	Location: Position: Replacing: Wages:	Vesper Noon Duty Aide – 1.5 hours/day Linda Peters (resigned) \$12.19/hour
JuliAnn Norton	Location: Position: Replacing: Wages:	Woodside Special Ed Aide – CD (6.5 hours/day) Kathy Bredl (transfer) \$13.98/hour (probationary)
Marianne Nystrom	Location: Position: Replacing: Wages:	Rudolph Library Aide (6.5 hours/day) Moved into position per Section 1101 of the OPEIU CBA \$14.04/hour
Kim Stratton	Location: Position: Replacing: Wages:	West LMC Aide (7.0 hours/day) Moved into position per Section 1101 of the OPEIU CBA \$14.14/hour
Beth Thomas	Location: Position: Replacing: Wages:	Pitsch Library Aide (6.5 hours/day) Moved into position per Section 1101 of the OPEIU CBA \$14.04/hour
Tracy Tometzak	Location: Position: Replacing: Wages:	Building Blocks Special Ed Aide – EC (2.0 hours/day average) Posted as 2008-09 temporary position \$14.18/hour
Mary Tyjeski	Location: Position: Replacing: Wages:	West Supervisory Aide (4.5 hours/day) New position \$13.60 (minus 20 cents – probationary)
Tracy Weiss	Location: Position: Replacing: Wages:	Howe Special Ed Aide – EBD (6.5 hours/day) New position – Student need – 2009-10 school year only \$13.98/hour (minus 20 cents – probationary)

IV. Items for Discussion with Possible Action

A. Program Support Teacher Recommendation

Sharon Toellner, Director of Curriculum, will be present to explain a recommendation for a Program Support Teacher position. The position is possible due to an increase in the Title I allocation this year. The position would be funded by Title I and District Reading funds. The job description is attached. (Attachment A)

B. Policy 830 and Policy 830.1

Policy 830 – Use of School Facilities and Policy 830.1 – Facility Use Policy for the Performing Arts Center was brought forward for possible second reading at the June 2009, Committee meeting. At that time, it was asked by the public to hold a meeting to discuss these policies in depth before final approval. That meeting has taken place and Dr. Crist, Superintendent, and Tom Helgestad, Director of Buildings and Grounds, will present to the Committee the outcome of this meeting and the direction these policies should take at this time.

C. Jill Jipson-Fasching

At a special meeting on June 1, 2009, the Personnel Services Committee approved the early retirement request of Jill Jipson-Fasching, School Psychologist. The request was for the 2009-10 school year with benefits from the 2008-09 school year, as long as the administration determined the request to be timely and appropriate. The administration recommends the approval of Jill Jipson-Fasching's early retirement request that October 28, 2009, be her final day of work with the District, under the early retirement provisions approved by the Committee on June 1, 2009.

V. Policy Review

A. Policy 221 for First Reading

In February 2009, the Personnel Services Committee requested that Policy 221 – Recruitment/Appointment of Administrators be sent back to the Director of Human Resources for further revisions. Specifically, the Committee members would like to see the policy divided into two separate policies; one that addresses the hiring of the superintendent/district administrator, and one that focuses on the hiring of other district administrative positions. Director Kay Marks will update the Committee with possible suggestions for revisions.

VI. Reports and Updates

A. AESOP Planning Committee

The Committee recommendations were implemented for the beginning of the 2009-10 school year. Director Kay Marks will give a report of the Aesop status within the District.

VII. 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.

VIII. Adjournment