



Wisconsin Rapids Board of Education

Personnel Services Committee

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

Troy Bier, Chair
Kathi Stebbins-Hintz
Elizabeth St. Myers
John Krings, President

November 3, 2025

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. UNUM – Long Term Care Notice
- D. District Canvas Coordinator Stipend

IV. Updates and Reports

- A. 2025-2026 Open Enrollment Updates

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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III. Actionable Items

A. Appointments

The administration recommends approval of the following professional staff appointment:

Wanda Neve	Location:	Woodside Elementary School
	Position:	Teacher – Cross Categorical (1.0 FTE)
	Education:	Masters – Viterbo University – July 1998
	Major/Minor:	Elementary Education
	Salary:	\$63,000

The administration recommends approval of the following support staff appointments:

Amber Philbrick	Location:	Mead Elementary School
	Position:	Special Education Aide (7.0 hrs/day)
	Effective Date:	October 21, 2025
	Hourly Rate:	\$19.33

Kristine Belland	Location:	Central Office
	Position:	Admin Assistant to the Social Workers/Family in Transition Coordinator (12 hrs/week)
	Effective Date:	October 29, 2025
	Hourly Rate:	19.33

AnnMarie Myren	Location:	Grove Elementary School
	Position:	Noon Aide (2.0 hrs/day)
	Effective Date:	October 16, 2025
	Hourly Rate:	\$17.68

Mariana Cruz	Location:	Woodside Elementary School
	Position:	Special Education Aide (7.0 hrs/day)
	Effective Date:	October 27, 2025
	Hourly Rate:	\$19.33

Delanie Fox	Location:	Woodside Elementary School
	Position:	Special Education Aide (5.75 hrs/day)
	Effective Date:	October 27, 2025
	Hourly Rate:	\$19.33
Julia Krueger	Location:	Wisconsin Rapids Middle School
	Position:	Supervisory Aide (5.75 hrs/day)
	Effective Date:	October 24, 2025
	Hourly Rate:	\$18.74
Linda Bidwell	Location:	Howe Elementary School
	Position:	Kitchen Helper/FFVP (2.75 hrs/day M&F) (4.25 hrs/day T & TH)
	Effective Date:	October 27, 2025
	Hourly Rate:	\$18.25
Chastity Walker	Location:	Grove Elementary School
	Position:	Special Education Aide/Noon Duty Aide (6.0 hrs/day – Special Ed Aide) (1.0 hrs/day – Noon Duty Aide)
	Effective Date:	October 29, 2025
	Hourly Rate:	\$19.33 – Special Education Aide \$17.68 – Noon Duty Aide
Linda Bidwell	Location:	Howe Elementary School
	Position:	Kitchen Helper (1.0 hr/day)
	Effective Date:	October 24, 2025
	Hourly Rate:	\$18.25

B. Resignations

The administration recommends approval of the following professional staff resignations:

Sarah Doeberiner	Location:	Grove Elementary School
	Position:	Teacher – 4 th Grade (1.0)
	Effective Date:	November 3, 2025
	Date of Hire:	August 24, 2023
Lisa Butzen	Location:	Wisconsin Rapids Area Middle School
	Position:	Teacher – Math (1.0)
	Effective Date:	October 31, 2025
	Date of Hire:	August 24, 2021

The administration recommends approval of the following support staff resignations:

Michelle Diebel	Location:	Think Academy
	Position:	Instructional Aide (6.5 hrs/day)
	Effective Date:	October 30, 2025
	Date of Hire:	September 3, 2019

Elizabeth King	Location:	Lincoln High School
	Position:	Academic & Career Planning Coordinator (7.5 hrs/day)
	Effective Date:	October 21, 2025
	Date of Hire:	June 13, 2022
Natalee Haddow	Location:	Central Office
	Position:	Youth Apprenticeship – Copy Assistant (1.0 hr/day)
	Effective:	November 10, 2025
	Date of Hire:	June 16, 2025
Beth Crotteau	Location:	Woodside Elementary School
	Position:	Library Aide (6.5 hrs/day)
	Effective Date:	December 1, 2025
	Date of Hire:	September 1, 2022
Madeline Van De Hey	Location:	Grove Elementary School
	Position:	Behavior Intervention Aide (4 hrs/day)
	Effective Date:	December 19, 2025
	Date of Hire:	November 20, 2023

C. UNUM – Long Term Care Notice

We received notice from our Long Term Care carrier, UNUM, that effective February 1, 2026, UNUM will no longer allow new entrants to enroll. Existing insureds can maintain their coverage, make changes to their coverage (increase or decrease), and retain all rights and privileges outlined in their policies. Due to this change, the District can terminate the UNUM policy, and currently insured employees can transition to direct billing through UNUM.

The administration recommends the termination of the UNUM group policy, with currently insured employees switching to direct billing through UNUM, effective February 1, 2026.

D. District Canvas Coordinator Stipend

In the past WRPS had a stipend in place for the District Canvas Coordinator role. This position has changed over the last several years as we have rolled out Canvas across more classrooms. There is still a significant need for a Canvas coordinator for the management and integration of the system at the classroom and school levels. The backend management has been primarily undertaken by the Technology Department. The classroom integration and day-to-day usage management has fallen mainly on the shoulders of one individual. This individual has completed the following tasks outside of their day-to-day duties as a classroom teacher over the last 6 months and will continue to do so through the 2025-2026 school year:

The Administration recommends a \$1500 stipend for Brett Sutherland for the role of District Canvas Coordinator for the 2025-2026 school year.

IV. Updates and Reports

A. 2025-2026 Open Enrollment Update

Open enrollment data for the 2025-2026 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 3, 2025 Attachment A		
District	Applications Received		Alternative Exception		2025-26 New Attending		Continuing from 2024-25		Total Open Enrolled 2025-26		
	In	Out	In	Out	In	Out	In	Out	Open Enrolled In	66.03 In	Open Enrolled Out
Adams-Friendship	1	1	1	1	1	1	3		4		1
Almond-Bancroft	1				1		4		5		0
Appleton		3		6		2		2	0		4
Auburndale	1	8		9	1	12	2	34	3		46
Elkhorn				1		1		1	0		2
Gilman		1		1		1			0		1
Grantsburg				8		6		7	0		13
Iola-Scandinavia	1						1		1		0
Janesville		1				1			0		1
Marshfield	1	1					1	4	1		4
McFarland		2		23		6		17	0		23
Medford		8		5		5		24	0		29
Merrill		3					2	2	2		2
Milwaukee		1	1		1				1		0
Mosinee	1			1			1		1		0
Nekoosa	20	32	17	16	30	25	51	94	81	1	119
Northern Ozaukee				2		2			0		2
Pittsville	3			3	3	4	4	37	7		41
Port Edwards	6	14	4	13	7	15	35	61	42	2	76
Stevens Point	4	9	9	12	11	17	25	48	36		65
Tomorrow River		1				1		12	0		13
Tri-County							3	3	3		3
Waukesha		2				2		1	0		3
Wild Rose							4		4		0
Totals	39	87	32	101	55	101	136	347	191	3	448
									194		448

Ins	4K	12	\$6,061.00		\$72,732.00	(includes two 66.03.01 SPED students) (Current Estimate)
	4K SPED	1	unknown		unknown (66.03.01)	
	K-12	162	\$10,102.00		\$1,636,524.00	
	K-12 SPED	19	\$14,454.00		\$274,626.00	
	Total Revenue In				\$1,983,882.00	
Outs	4K	15	\$6,061.00		\$90,915.00	(Current Estimate)
	4K SPED				\$0.00	
	K-12	373	\$10,102.00		\$3,768,046.00	
	K-12 SPED	60	\$14,454.00		\$867,240.00	
Total Revenue Out					\$4,726,201.00	(Current Estimate)
Revenue Difference					-\$2,742,319.00	(Current Estimate)

*Total open enrollment numbers as of October 23, 2025.

Final numbers will be available at the November 3, 2025 PSC Meeting