



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

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

**MINUTES**

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

November 5, 2018

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

Time: 6:00 p.m.

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

Others Present: Brian Oswall, Craig Broeren, and Lisa Black

I. Call to Order

Sandra Hett called the meeting to order at 6:00 p.m.

II. Public Comment

There was no public comment.

III. Actionable Items

A. Appointments

**PS – 1 Motion by Mary Rayome, seconded by Anne Lee to approve the following support staff appointments:**

Melissa Call	Location:	Howe Elementary School
	Position:	Behavior Support Aide
Dixie Torke	Location:	WRAMS
	Position:	Special Education
Kathleen Pyburn	Location:	Washington Elementary School
	Position;	Noon Duty Aide
Betsy Borski	Location:	Lincoln High School
	Position:	Athletic Director Secretary, PAC Facility Coordinator
Scott Freeberg	Location:	Lincoln High School
	Position:	Custodian – 3rd Shift
Dawn Sylvester	Location:	Washington Elementary School
	Position:	Special Education Aide
Joanne Smaby	Location:	Lincoln High School
	Position:	Study Hall Aide
Melissa Wogerman	Location:	District
	Position:	Van Driver
Jon Shaurette	Location:	District
	Position:	Custodian – 2nd Shift

Stephanie Hoerth	Location:	District
	Position:	PAC Assistant Production Manager

Kathleen Spencer	Location:	Grant Elementary School
	Position:	Noon Duty Aide

**Motion carried unanimously.**

B. Resignations

**PS – 2 Motion by Mary Rayome, seconded by Anne Lee to approve the following support staff resignations:**

Jenelle Carter	Location:	Grant Elementary School
	Position:	Noon Duty Aide

Robyn Vickers	Location:	Washington Elementary School
	Position:	Special Education Aide

Rebecca Winter	Location:	Mead Elementary Charter School
	Position:	Academic Partnership Coordinator

**Motion carried unanimously.**

**PS – 3 Motion by Anne Lee, seconded by Mary Rayome to approve the following non-represented certified staff resignation:**

Sasha Anderson	Location:	District
	Position:	School Nurse

**Motion carried unanimously.**

C. Retirement

**PS – 4 Motion by Mary Rayome, seconded by Anne Lee to approve the following professional staff early retirement:**

Lisa Black	Location	Howe Elementary School
	Position:	Teacher

**Motion carried unanimously.**

D. Board Policy Review

Board Policy 731.2 – Use of Electronic Surveillance technology in Public Areas of School Buildings and Property

**PS – 5 Motion by Mary Rayome, seconded by Anne Lee to approve Board Policy 731.2 – Use of Electronic Surveillance technology in Public Areas of School Buildings and Property, second reading.**

**Motion carried unanimously.**

Board Policy 347 – Rule (1) Guidelines for the Control and Maintenance of Student Records

**PS – 6 Motion by Anne Lee, seconded by Mary Rayome to approve Board Policy 347 – Rule (1) Guidelines for the Control and Maintenance of Student Records, second reading.**

**Motion carried unanimously.**

Board Policy 522.3 Employee Misconduct Reporting

**PS – 7 Motion by Anne Lee, seconded by Mary Rayome to approve Board Policy 522.3 Employee Misconduct Reporting, second reading.**

**Motion carried unanimously.**

Board Policy 522.3-Rule Employee Misconduct Reporting Procedures

**PS – 8 Motion by Anne Lee, seconded by Mary Rayome to approve Board Policy 522.3-Rule Employee Misconduct Reporting Procedures, second reading.**

**Motion carried unanimously.**

Board Policy 343.4 – Course Options Program

**PS – 9 Motion by Mary Rayome, seconded by Anne Lee to delete Board Policy 343.4 – Course Options Program, second reading.**

**Motion carried unanimously.**

Board Policy 343.4 Rule – Procedures for Handling Course Applications through Course Options Program

**PS – 10 Motion by Anne Lee, seconded by Mary Rayome to delete Board Policy 343.4 Rule – Procedures for Handling Course Applications through Course Options Program, second reading.**

**Motion carried unanimously.**

Board Policy 342.8 – Youth Options Program

**PS – 11 Motion by Mary Rayome, seconded by Anne Lee to delete Board Policy 342.8 – Youth Options Program, second reading.**

**Motion carried unanimously.**

Board Policy 343.45 – Technical College Course Program

**PS – 12 Motion by Anne Lee, seconded by Mary Rayome to approve Board Policy 343.45 – Technical College Course Program, second reading.**

**Motion carried unanimously.**

Board Policy 343.45 Rule – Technical College Course Program (“Start College Now”) Procedures

**PS – 13 Motion by Mary Rayome, seconded by Anne Lee to approve Board Policy 343.45 Rule – Technical College Course Program (“Start College Now”) Procedures, second reading.**

**Motion carried unanimously.**

Board Policy 343.46 – Early College Credit Program

**PS – 14 Motion by Anne Lee, seconded by Mary Rayome to approve Board Policy 343.46 – Early College Credit Program, second reading.**

**Motion carried unanimously.**

Board Policy 343.46 Rule – Early College Credit Program Procedures

**PS – 15 Motion by Mary Rayome, seconded by Anne Lee to approve Board Policy 343.46 Rule – Early College Credit Program Procedures, second reading.**

**Motion carried unanimously.**

Board Policy 424 – Participation of Non-Public School Students in District Programs and Activities

**PS – 16 Motion by Anne Lee, seconded by Mary Rayome to approve Board Policy 424 – Participation of Non-Public School Students in District Programs and Activities, second reading.**

**Motion carried unanimously.**

E. Non-Athletic Co-curricular Assignments

The administration recommended that Vision and Voices, an academic co-curricular club which was previously active at East Junior High be continued at the middle school. Also, administration recommended an increase to the WEB Leaders percentage to be in line with the LINK Leaders at the high school.

**PS – 17 Motion by Mary Rayome, seconded by Anne Lee to approve the non-athletic co-curricular changes as presented to the Committee.**

**Motion carried unanimously.**

IV. Updates and Reports

A. 2018-19 Open Enrollment Update

The Committee reviewed and discussed the Open Enrollment report for the 2018-19 school year, as provided in the PSC background for November 2018. Superintendent Broeren explained to the Committee factors that might cause an increase and/or decrease in the District's open enrollment numbers.

V. Consent Agenda

- Motions:
- PS – 1 Support Staff Appointments
  - PS – 2 Support Staff Resignations
  - PS – 3 Non-Represented, Certified Staff Resignation
  - PS – 4 Professional Staff Early Retirement
  - PS – 5 Board Policy 731.2 – Use of Electronic Surveillance technology in Public Areas of School Buildings and Property, Second Reading
  - PS – 6 Board Policy 347 – Rule (1) Guidelines for the Control and Maintenance of Student Records, Second Reading
  - PS – 7 Board Policy 522.3 Employee Misconduct Reporting, Second Reading
  - PS – 8 Board Policy 522.3-Rule Employee Misconduct Reporting Procedures, Second Reading
  - PS – 9 Board Policy 343.4 – Course Options Program, Second Reading
  - PS – 10 Board Policy 343.4 Rule – Procedures for Handling Course Applications through Course Options Program, Second Reading
  - PS – 11 Board Policy 342.8 – Youth Options Program, Second Reading
  - PS – 12 Board Policy 343.45 – Technical College Course Program, Second Reading
  - PS – 13 Board Policy 343.45 Rule – Technical College Course Program (“Start College Now”) Procedures, Second Reading
  - PS – 14 Board Policy 343.46 – Early College Credit Program, Second Reading
  - PS – 15 Board Policy 343.46 Rule – Early College Credit Program Procedures, Second Reading
  - PS – 16 Board Policy 424 – Participation of Non-Public School Students in District Programs and Activities, Second Reading
  - PS – 17 Non-Athletic Co-curricular Assignments

VI. Adjournment

Ms. Hett adjourned the meeting at 6:33 p.m.