



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

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

*MINUTES*

Sandra Hett, Chair  
Larry Davis  
Mary Rayome  
John Krings, President

September 3, 2019

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

Time: Immediately following the Educational Services Committee meeting, but not before 6:30 p.m.

Committee Members Present: Sandra Hett, Mary Rayome, and Larry Davis

Others Present: Brian Oswall

I. Call to Order

Sandra Hett called the meeting to order at 6:30 p.m.

II. Public Comment

There was no public comment.

III. Actionable Items

A. Appointments

**PS – 1 Motion by Mary Rayome, seconded by Larry Davis to approve the following professional staff appointments:**

Nicole Gustaveson                      Location:              Woodside Elementary School  
Position:                      Teacher

Samantha Radtke                      Location:              Grant Elementary  
Position:                      Teacher (Counselor)

**Motion carried unanimously.**

**PS – 2 Motion by Larry Davis, seconded by Mary Rayome to approve the following support staff appointments:**

Peggy Sullivan                      Location:              Lincoln High School  
Position:                      Study Hall Aide

Cheryl Hanneman                      Location:              Lincoln High School  
Position:                      In-House Aide

Michelle Weinfurter                      Location:              Central Oaks Academy  
Position:                      Instructional Aide

Stephany Martin                      Location:              WRAMS  
Position:                      Special Education Aide

Laura Lokken                      Location:              WRAMS  
Position:                      Special Education Aide

Sharon Steinmetz	Location: Position:	Grove Elementary School Office Health Aide
Robyn Vicker	Location: Position:	Howe Elementary School Noon Duty Aide
Cherie Hardina	Location: Position:	Mead Elementary School Noon Duty Aide, Club Mead Aide
Kalie Abel	Location: Position:	Lincoln High School Special Education Aide
Nicholas Davis	Location: Position:	Lincoln High School Special Education Aide
Connie Schmutzer	Location: Position:	Mead Elementary School Academic Partnership Coordinator
Suellyn Slatter	Location: Position:	Lincoln High School Special Education Aide

**Motion carried unanimously.**

**PS – 3 Motion by Mary Rayome, seconded by Larry Davis to approve the following support staff appointment:**

Jodi Miner	Location: Position:	Howe Elementary School Noon Duty Aide
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**Motion carried unanimously.**

B. Resignations

**PS – 4 Motion by Mary Rayome, seconded by Larry Davis to approve the following professional staff resignation:**

Heather Rasmussen	Location: Position:	Grant Elementary School Teacher (Counselor)
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**Motion carried unanimously.**

**PS – 5 Motion by Larry Davis, seconded by Mary Rayome to approve the following support staff resignations:**

Samantha Richardson	Location: Position:	Lincoln High School Special Education Aide
Stephanie Hoerth	Location: Position:	Lincoln High School Cashier
Susan Faust	Location: Position:	Lincoln High School Special Education Aide
Cheryl Perl	Location: Position:	Woodside Elementary School Noon Duty Aide
Kelli Sawyer	Location: Position:	Howe Elementary School Noon Duty Aide

**Motion carried unanimously.**

C. Retirement

**PS – 6 Motion by Mary Rayome, seconded by Larry Davis to approve the following support staff retirement:**

LaBelle TerMaat	Location:	District
	Position:	Van Driver

**Motion carried unanimously.**

D. Board Policy Review

Board Policy 343.46 - Early College Credit Program, Second Reading

**PS – 7 Motion by Mary Rayome, seconded by Larry Davis 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, Second Reading

**PS – 8 Motion by Larry Davis, seconded by Mary Rayome to approve Board Policy 343.46 Rule - Early College Credit Program Procedures, second reading.**

**Motion carried unanimously.**

Board Policy 411.5 – Bullying, Second Reading

**PS – 9 Motion by Mary Rayome, seconded by Larry Davis to Board Policy 411.5 – Bullying, second reading.**

**Motion carried unanimously.**

E. Employee Wage Compensation Considerations

**PSC – 10 Motion by Larry Davis, seconded by Mary Rayome to approve a 2.3% wage increase, effective July 1, 2019, for the following employee groups: Psychologists, Food Production Coordinator, Food Services, School Nurses, Computer Technicians, Network Manager, Systems Manager, Instructional Software Support, Confidential Secretaries, Van Drivers and Office/Clerical and Aide Support Staff.**

**Motion carried unanimously.**

**PSC – 11 Motion by Mary Rayome, seconded by Larry Davis to approve of an increase for the PAC Director position to \$57,000, retroactive to July 1, 2019.**

**Motion carried unanimously.**

IV. Updates and Reports

A. Personal Days for Professional Staff

Brian Oswald, Director of Human Resources, shared with the Committee that teaching staff who request a personal day 30 days prior to the requested day off will have it approved. Such leave shall not require securing a substitute teacher.

B. Emergency School Closure Options for Hourly Support Staff

Brian Oswald, Director of Human Resources, shared with the Committee that administration is working on possible handbook language for hourly staff to make up hours caused by emergency school closures.

C. 2019-2020 Elementary Class Size Update

Brian Oswald, Director of Human Resources, shared with the Committee current elementary class sizes. Class sizes will continue to be monitored and teachers and/or aides might be added if necessary.

V. Consent Agenda

- Motions:
- PS – 1 Professional Staff Appointments
  - PS – 2 Support Staff Appointments
  - PS – 3 Support Staff Appointment
  - PS – 4 Professional Staff Resignation
  - PS – 5 Support Staff Resignations
  - PS – 6 Support Staff Retirement
  - PS – 7 Board Policy 343.46 – Early College Credit Program, Second Reading
  - PS – 8 Board Policy 343.46 Rule - Early College Credit Program Procedures, Second Reading
  - PS – 9 Board Policy 411.5 – Bullying, Second Reading
  - PS – 10 Employee Wage Compensation
  - PS – 11 Employee Wage Compensation, PAC Director

VI. Adjournment

Ms. Hett adjourned the meeting at 6:55 p.m.