



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

February 1, 2021

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: Sandra Hett, Larry Davis, Mary Rayome and John Krings

Others Present: Brian Oswall and Craig Broeren

I. Call to Order

Sandra Hett called the meeting to order at 8:11 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 support staff appointments:

Deborah Helke	Location:	THINK Academy
	Position:	Special Education Aide
Gina Webb	Location:	Washington Elementary
	Position:	Noon Duty Aide
Tina Havitz	Location:	Woodside Elementary
	Position:	Service Cook
Caryn Van Pietersom	Location:	Mead Elementary
	Position:	Breakfast
Rebecca Bubolz	Location:	Mead Elementary
	Position:	Kitchen Helper, FFVP
Jennifer Clark	Location:	Woodside Elementary
	Position:	Instructional 4K Aide
Amanda Bullock	Location:	Lincoln High School
	Position:	Health Aide

Motion carried unanimously.

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

Amy Hulce	Location:	District Office
	Position:	Payroll Manager

Motion carried unanimously.

B. Retirements

PS – 3 Motion by Mary Rayome, seconded by Larry Davis to approve the following professional staff early retirement:

Judith Grover	Location:	WRAMS
	Position:	Teacher

Motion carried unanimously.

PS – 4 Motion by Larry Davis, seconded by Mary Rayome to approve the following support staff early retirements:

Jocelyn Johnson	Location:	WRAMS
	Position:	Secretary
Sandra Nugent	Location:	Lincoln High School
	Position:	Media AV Aide

Motion carried unanimously.

C. Resignations

PS – 5 Motion by Mary Rayome, seconded by Larry Davis to approve the following professional staff resignation:

Abigail Bubnik	Location:	Woodside Elementary
	Position:	Teacher

Motion carried unanimously.

PS – 6 Motion by Larry Davis, seconded by Mary Rayome to approve the following non-represented support staff resignation:

Joni Raulin	Location:	District Office
	Position:	Payroll Manager

Motion carried unanimously.

PS – 7 Motion by Mary Rayome, seconded by Larry Davis to approve the following support staff resignations:

Karey Netz	Location:	Woodside Elementary
	Position:	Instructional 4K Aide
Peri Carlson	Location:	Lincoln High School
	Position:	Food Service Helper

Motion carried unanimously.

IV. Updates and Reports

A. Status of District Substitutes

Brian Oswald, Director of Human Resources, shared with the Committee the current WRPS substitute fill rate. WRPS has 24 less substitute teachers and 20 less substitute aides this school year. The secondary fill rate has been around 80% while elementary had a fill rate as low as 69% in the fall, but has had a fill rate of 87% since returning from winter break.

B. Handbook Language

Brian Oswald, Director of Human Resources, shared with the Committee a question from a staff member pertaining to wording found in the Post-Employment Insurance Benefit section of the employee handbooks regarding how "at least 15 years of employment" applies to qualifying for the retirement benefit. The administration has been interpreting this language to mean at least 15 consecutive years of employment leading up to the date of retirement, not 15 total years of employment. The Committee agreed with the administration's interpretation, and requested that they update the handbook language to clearly state that employees must work at least 15 consecutive years leading up to their retirement date to be eligible for post-employment insurance benefits outline in the handbooks.

V. Consent Agenda

Motions: PS – 1 Support Staff Appointments
PS – 2 Non-Represented Support Staff Appointment
PS – 3 Professional Staff Early Retirement
PS – 4 Support Staff Early Retirements
PS – 5 Professional Staff Resignation
PS – 6 Non-Represented Support Staff Resignation
PS – 7 Support Staff Resignations

VI. Adjournment

Ms. Hett adjourned the meeting at 8:23 p.m.