



MINUTES

Kathi Stebbins-Hintz, Chair
Larry Davis
Troy Bier
John Krings, President

October 2, 2023

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: Kathi Stebbins-Hintz, Troy Bier and Larry Davis

Others Present: Brian Oswall

I. Call to Order

Ms. Stebbins-Hintz called the meeting to order at 7:36 p.m.

II. Public Comment

There was no public comment.

III. Actionable Items

A. Appointments

PS – 1 Motion by Larry Davis, seconded Troy Bier to approve the following support staff appointments:

Debra Symons	Location:	Lincoln High School
	Position:	Cashier
Luis Hernandez	Location:	WRAMS
	Position:	ELL Aide
Katilin Siemen	Location:	Grant Elementary
	Position:	Noon Duty Aide
Holly Ihrcke	Location:	Woodside Elementary
	Position:	Special Education Aide
Mary Pierce	Location:	Mead Elementary
	Position:	Breakfast Cashier
Kendra Zavala	Location:	Pitsch Early Learning Center
	Position:	Special Education Aide
Kate McAllister	Location:	Grove Elementary
	Position:	Special Education Aide
Kayleena Schauff	Location:	Lincoln High School
	Position:	Special Education Aide
Letty Schmick	Location:	Lincoln High School
	Position:	Kitchen Helper

Rae Ann Nelson	Location: Position:	Lincoln High School Kitchen Helper
James Hertel	Location: Position:	District Relief Custodian
Kaylie Jinsky	Location: Position:	Woodside Elementary Special Education Aide
Candace Van Lysal	Location: Position:	Grant Elementary Noon Duty Aide
Cheryl Clark	Location: Position:	Mead Elementary Noon Duty Aide
Cindy Bell	Location: Position:	WRAMS Kitchen Helper
Rachel Charette	Location: Position:	Mead Elementary Special Education Aide
Bryanna Vann	Location: Position:	Lincoln High School Special Education Aide
Rachel Steinmetz	Location: Position:	Woodside Elementary Noon Duty Aide
Dan Almario	Location: Position:	WRAMS Special Education Aide
Stacy Crossley	Location: Position:	Lincoln High School Special Education Aide
Shelly Anderson	Location: Position:	Lincoln High School Special Education Aide

Motion carried unanimously.

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

Amanda Bullock	Location: Position:	District School Nurse
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Motion carried unanimously.

B. Resignations

PS – 3 Motion by Larry Davis, seconded by Troy Bier to approve the following non-represented support staff resignation:

Nichole Fuller Daughtry	Location: Position:	District School Nurse
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Motion carried unanimously.

PS – 4 Motion Troy Bier, seconded by Larry Davis to approve the following professional staff resignation:

Chris Moore	Location:	WRAMS
	Position:	Teacher – Cross Cat

Motion carried unanimously.

PS – 5 Motion by Troy Bier, seconded by Larry Davis to approve the following support staff resignations:

Gerald Korslin	Location:	Grant Elementary
	Position:	Noon Duty Aide
Jennifer Krakow	Location:	Mead Elementary
	Position:	Breakfast Cashier
Jenna Hake	Location:	District Office
	Position:	Pupil Services Secretary
Reed Zirnhelt	Location:	WRAMS
	Position:	Kitchen Helper
James Hertel	Location:	District
	Position:	Relief Custodian

Motion carried unanimously.

C. Board Policy Review

Board Policy 751 - Student Transportation, Second Reading

PS – 6 Motion by Larry Davis, seconded by Troy Bier for approval of Board Policy 751 - Student Transportation for second reading.

Motion carried unanimously.

D. Elementary Library Media Specialist Stipend

Brian Oswald, Director of Human Resources, shared that the elementary Library Media Specialist coordinates library/media in all the elementary buildings (this includes the addition of Pitsch and COA), oversees supervision of nine library aides, aides in administration of Clever for elementary schools, and provides educational technology integration for students and staff in addition to the traditional literacy based programming as time allows. This stipend is generally reviewed annually; however, it was not reviewed for the 2022-2023 school year, so it is recommended to approve this stipend for the 2022-2023 and 2023-2024 school year.

PS – 7 Motion by Troy Bier, seconded by Larry Davis to approve a \$1,500 stipend for the Library Media Specialist for the 2022-2023 and for the 2023-2024 school year.

Motion carried unanimously.

E. Common School Fund Stipend

Mr. Oswald shared with the Committee due to issues filling the Business position, Kirsten Johnson will continue in the Technology Integration position at WRAMS. Due to the schedule change, Kirsten will be managing the Common School Fund budget and District-wide subscription ordering after school hours.

PS – 8 Motion by Larry Davis, seconded by Troy Bier to approval a \$1,500 stipend for Kirsten Johnson for additional responsibilities for managing the Common School Fund budget and District-wide subscription ordering after school hours.

Motion carried unanimously.

F. FACT Advisor Stipend

Wisconsin's youth tobacco prevention movement empowers teen members in grades 7-12 to spread the truth about tobacco. FACT members lead advocacy initiatives including peer-to-peer education, media outreach, and meeting with state and local leaders. Marathon County Health Department is the lead agency for the Nicotine Prevention Alliance of Central Wisconsin (NPACW) and is funded by the Wisconsin Department Health Services Tobacco Prevention and Control Program (TPCP) to carry out tobacco prevention and control activities.

Mr. Oswald stated that Marathon County Health Department will pay the Wisconsin Rapids School District a total of \$1,800 for the completion of set activities. Funds can be utilized to compensate staff time and FACT program supplies. Funds from the program will be used to pay an annual stipend of \$750 up to two FACT advisors. If one advisor oversees the 6-8 and 9-12 programs that person would receive \$1,125. The advisor is responsible for the following: completion of the activities directed by the Marathon County Health Department, attending the Tobacco Coalition meetings (outside of school day including summers), attending State FACT meetings and trainings, and meet with students outside of the school day to write letters to the editor, coordinate the community breakfast, radio appearances and the news appearance.

The amounts listed for the FACT stipend(s) were adjusted since the October 2 PSC agenda as the annual stipend is contingent on the funds received from Marathon County Health Department.

PS – 9 Motion by Larry Davis, seconded by Troy Bier to approval of an annual stipend for up to two FACT advisors at \$750 each. If one advisor oversees the 6-8 and 9-12 programs that person would receive \$1,125.

Motion carried unanimously.

G. District Canvas Coordination Stipend

The District has been using Canvas for our Learning Management System (LMS). Mr. Oswald shared that over the past five years the program's usage has grown from a few users to a requirement for grades 6-12 and as our online platform for staff professional development. During this time, the management and integration of the system has fallen on many shoulders. 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 many tasks outside of her day to day duties as a classroom teacher over the last six months and will continue to do so through the 2023-2024 school year:

PS – 10 Motion by Troy Bier, seconded by Larry Davis to approve a one-time stipend of \$1,500 for Ashley Tessmer for the District Canvas Coordination position.

Motion carried unanimously.

H. Social Worker Administrative Assistant

Under the direction of the Families in Transition Coordinator and the Director/Assistant Director of Pupil Services, Mr. Oswald shared that the social worker assistant will work with school social workers to support the needs of students experiencing homelessness within the district. This position will assist the Families in Transition coordinator through performing duties associated with Focus Family Backpack, staffing the WRPS laundromat, EHCY transportation coordination and reimbursements, and other administrative assistant duties as deemed appropriate by the Families in Transition Coordinator. This position will be a one-year position paid for using American Rescue Plan Homeless Children and Youth grant funds.

PS – 11 Motion by Larry Davis, seconded by Troy Bier to approve a 15 hour a week, school calendar year Social Worker Administrative Assistant position at the hourly rate of \$17.01 for the 2023-2024 school year. This one-year position will be paid for by the American Rescue Plan Homeless Children and Youth grant funds.

Motion carried unanimously.

IV. Consent Agenda

- Motions:
- PS – 1 Support Staff Appointments
 - PS – 2 Non-represented Support Staff Appointment
 - PS – 3 Non-represented Support Staff Resignation
 - PS – 4 Professional Staff Resignation
 - PS – 5 Support Staff Resignations
 - PS – 6 Board Policy Review, Second Reading
 - PS – 7 Elementary Library Media Specialist Stipend
 - PS – 8 Common School Fund Stipend
 - PS – 9 FACT Advisor Stipend
 - PS – 10 District Canvas Coordination Stipend
 - PS – 11 Social Worker Administrative Assistant

V. Adjournment

Ms. Stebbins-Hintz adjourned the meeting at 7:55 p.m.