



**AGENDA**

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

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

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

November 7, 2016

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

Time: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Actionable Items
  - A. Appointments
  - B. Resignation
  - C. Retirement
- IV. Policy Review and Approval
  - A. Board Policy 345.5 Graduation Requirements
- V. Updates and Reports
  - A. 2016-17 Open Enrollment Data Update
- VI. Compensation Review and Approval
- VII. Consent Agenda
- VIII. 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.



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

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**BACKGROUND**

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

November 7, 2016

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

Time: 6:00 p.m.

- I. Call to Order
- II. Public Comment
- III. Actionable Items
  - A. Appointments

The administration recommends approval of the following support staff appointments:

- |                |  |
|----------------|--|
| Amanda Mrozek  | Location: THINK Academy<br>Position: Instructional Aide (3.0 hrs/day)<br>Effective: October 3, 2016<br>Hourly Wage: \$14.91  |
| Michelle Wolfe | Location: Vesper Community Academy<br>Position: Instructional Aide (3.0 hrs/day)<br>Effective: October 4, 2016<br>Hourly Wage: \$14.17 (starting rate) / \$14.91 (after 60 days) |
| Ronald Hewitt  | Location: East Junior High School<br>Position: Kitchen Helper (2.0 hrs/day)<br>Effective: October 14, 2016<br>Hourly Wage: \$13.66 (starting rate) / \$14.38 (after 60 days)     |

B. Resignation

The administration recommends approval of the following support staff resignation:

- |              |  |
|--------------|--|
| Amanda Kempf | Location: Washington Elementary School<br>Position: Noon Aide (1.5 hrs/day)<br>Effective: September 1, 2016<br>Hire Date: September 15, 2014 |
|--------------|--|

C. Retirement

The administration recommends approval of the following support staff retirement:

- |                |  |
|----------------|--|
| Richard Larsen | Location: Building & Grounds<br>Position: Head Maintenance (8.0 hrs/day)<br>Effective: November 30, 2016<br>Hire Date: August 27, 1990 |
|----------------|--|

IV. Policy Review and Approval

A. Board Policy 345.5 Graduation Requirements

The policy was reviewed and approved for first reading at the Board meeting in September 2016. The administration recommends approval of Board Policy 345.5 Graduation Requirements for second reading. (*Attachment A*)

V. Updates and Reports

A. 2016-17 Open Enrollment Data Update

Open enrollment data for the 2016-17 school year will be review and discussed. (*Attachment B*)

VI. Compensation Review and Approval

Discussion and possible action on individual wage and benefit compensation of non-represented employees.

VII. 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.

VIII. Adjournment

## 345.5 GRADUATION REQUIREMENTS

In order to be eligible for a high school diploma from the Wisconsin Rapids Public School District, students must meet the following graduation requirements:

1. Students must earn 24 credits to graduate from Lincoln High School, and 21.5 credits to graduate from River Cities High School in grades 9-12. Students who have completed goals on the IEP or Section 504 Plan, completed individual English as a Second Language goals, completed goals on a Differentiated Plan through the Gifted and Talented program, or completed the requirements of the High School Equivalency Diploma (HSED) at River Cities High School, may also be awarded a diploma.

2. In order to graduate from Wisconsin Rapids Public Schools, a student must earn the following credits in grades 9-12: ~~(beginning with the class of 2017)~~

English .....	4.0 credits
Mathematics .....	3.0 credits
Science .....	3.0 credits
Social Studies .....	3.0 credits
Physical Education .....	1.5 credits
Health .....	.5 credits
IT Fundamentals I .....	.5 credits (beginning with the class of 2018)
Financial Literacy .....	.5 credits
Electives - Lincoln .....	8.5 credits (8.0 beginning with the class of 2018)
Electives - River Cities .....	6.0 credits (5.5 beginning with the class of 2018)

3. **In order to graduate from Wisconsin Rapids Public Schools, a student must take and pass the “Civics Exam” comprised of questions that are identical to questions that may be asked of an individual applying for U.S. Citizenship by the United States Citizenship and Immigration Services. A statement shall be included in the Individualized Education Plan (IEP) of students with disabilities stating whether or not they will take the test, and if necessary, take the test with accommodations. If a student’s IEP includes a statement that it is not appropriate to administer the Civics Exam to the student, the completion of the Civics Exam is not a condition of graduation for that student.**

4. Students transferring from non-accredited schools must attend the full senior year in Wisconsin Rapids Public Schools in order to obtain a diploma.

- ~~4.~~ 5. Students will be enrolled in a class or participating in an activity approved by the School Board during each class period of each day unless the pupil is enrolled in an alternative education program as defined by Wis. Stat. 115.28(7)(e)(1), or has exhibited a high level of maturity and personal responsibility referenced in Wis. Stat. 118.33(1)(b) and as determined by building procedures.

- ~~5.~~ 6. Exceptions to these requirements are outlined below:

- a. Students may be eligible for early graduation in accordance with Board Policy 345.52.
- b. Students transferring from another school system who have completed four or more semesters of course work and have made normal progress toward graduation will have their credit requirements determined by the high school principal and counseling staff. All other such transfer students will meet regular District credit requirements.
- c. Students transferring into the District from a home-based private educational program may be eligible for a high school diploma if they have met the District credit requirements, and have successfully completed at least their full senior year in Wisconsin Rapids Public Schools.
- d. The high school principal may determine eligibility for a diploma for students who have demonstrated a level of proficiency in required credited subjects (Wisc. Stat. 118.33(d)(2)).

- ~~6.~~ 7. The high school principal shall be responsible for ensuring that students meet the requirements necessary for high school graduation. Decisions related to requirements, graduation, or participation in the graduation ceremony is the responsibility of the high school principal. Accommodations may be made for students with exceptional educational interests, needs or requirements in accordance with established guidelines.

~~7.~~ 8. Participation in the graduation ceremony is a privilege. Students must comply with the established building procedures to participate. Students and their parents/guardians shall be kept informed of the students' graduation status at regularly scheduled intervals.

~~8.~~ 9. Any appeal of the decision made not to award a diploma would be made to the Superintendent of Schools.

~~9.~~ 10. The Superintendent (or his/her designee) shall be responsible for the general supervision and management of the graduation of students under this policy.

The Superintendent (or his/her designee) shall develop, review, and recommend policies so that the schools of the District can help prepare students to satisfy the criteria in this policy and otherwise implement this policy.

The Superintendent (or his/her designee) shall develop practices and procedures to inform students and parents/guardians of the policy requirements and to inform students and parents/guardians of the academic progress of students.

~~10.~~ 11. The School District of Wisconsin Rapids does not discriminate on the basis of gender, race, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, gender identity, gender expression, physical, mental, emotional or learning disability or handicap.

Legal references:

Wisconsin Statutes:		Administrative Code	
115.28	Alternative Education Program	PI8	School District Standards
115.77(bg)	Children with Disabilities	PI9	Pupil Nondiscrimination
115.915	School Age Parent	PI11	Children With Disabilities
115.97	Bilingual-bicultural Education Programs	PI13	Limited English Proficient Pupils
118.15	Compulsory School Attendance	PI18	High School Graduation Standards
118.153	Children At-Risk	PI19	Education for School Age Parents
118.30	Pupil Assessment	PI25	Children At-Risk Plans and Program
118.33	High School Standards: Criteria for Promotion	PI40	Youth Options Programs
118.35	Gifted & Talented Programs		
120.12(22)	Advanced Placement Examinations		
121.02	School District Standards		

CROSS REFERENCES: 345.52 – Early Graduation  
420 Rule – Guidelines for Transfer Students

APPROVED: July 9, 2001

REVISED: November 11, 2002  
January, 2004  
April 13, 2015  
TBD

**OPEN ENROLLMENT/66.030 INFORMATION FOR 2016-17 SCHOOL YEAR**

Attachment B

<b>TRANSFER-IN APPLICATIONS</b>	Number of Applications Received April, 2016	Alternative Exception Applications 2016-17	Applicants Actually Attending WRPS 2016 17	Continuing Open Enrolled Students from 2015-16	TOTAL Open Enrolled IN 2016-17	66.030
Adams-Friendship	1	2	3	2	5	6
Almond-Bancroft	1	1	1	0	1	2
Amherst	0	0	0	0	0	7
Auburndale	2	0	1	0	1	2
Eau Claire	0	0	0	0	0	6
Hartford	1	0	0	0	0	0
Marshfield	0	0	0	0	0	5
Mosinee	0	1	1	0	1	0
Necedah	0	0	0	0	0	18
Nekoosa	31	16	23	37	60	8
Pittsville	3	1	3	0	3	0
Portage Community	1	0	0	0	0	0
Port Edwards	20	6	20	40	60	12
Spencer	0	0	0	0	0	5
Stevens Point	4	1	13	3	16	41
Tri-County	0	0	0	4	4	0
<b>TOTAL</b>	64	28	65	86	151	112
					263	

Anticipated OE Amount Per Student = \$6748.00 (4K=60%)

Students are Virtual and 4K Community

Difference in Revenue (In vs. Out):  
\$1,682,924 IN - \$1,538,524 OUT = \$144,400

Adding together Open Enrollment + 66.030 INS: 263 total  
34 (4K) x \$4048 = \$137,632 (+) 229 (K-12) x \$6,748 = \$1,545,292 = \$1,682,924

<b>TRANSFER-OUT APPLICATIONS</b>	Number of Applications Received April, 2016	Alternative Exception Applications 2016-17	Applicants Actually Attending Other District 2016-17	Continuing Open Enrolled Students from 2015-16	TOTAL Open Enrolled OUT	66.030
Abbotford	1	0	0	0	0	0
Adams-Friendship	0	1	0	1	1	0
Appleton (Virtual)	9	0	3	6	9	0
Auburndale	0	1	1	12	13	0
Chetek-Weyerehauser	1	0	0	0	0	0
Grantsburg (Virtual)	1	1	1	1	2	0
Janesville	1	0	0	0	0	0
Marathon City	1	0	0	0	0	0
Marshfield	0	2	2	2	4	0
McFarland (Virtual)	2	4	3	4	7	0
Medford	0	5	3	1	4	0
Merrill	1	0	0	0	0	0
Nekoosa	12	14	15	36	51	4
Pittsville	7	3	9	19	28	0
Port Edwards	7	20	26	40	66	4
Stevens Point	18	5	19	14	33	0
Tomorrow River	1	0	0	4	4	0
Tri-County	0	1	1	6	7	0
Waukesha	2	1	0	0	0	0
Wausau	0	0	0	1	1	0
<b>TOTAL</b>	64	58	83	147	230	8
					238	

Students are Virtual and 4K Community

Adding together Open Enrollment + 66.030 OUTS: 243 total  
25 (4K) x \$4048 = \$101,200 (+) 213 (K-12) x \$6,748 = \$1,437,324 = \$1,538,524