



Wisconsin Rapids Board of Education

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

MINUTES

John A. Krings, President
John Benbow, Jr.
Larry Davis
Sandra K. Hett
Anne Lee
Katie Medina
Mary E. Rayome

June 11, 2018

REGULAR BOARD OF EDUCATION MEETING

LOCATION: Thomas A. Lenk Educational Center, 510 Peach Street, Wisc. Rapids, WI 54494
Conf. Rm. A/B

TIME: 6:00 p.m.

BOARD MEMBERS PRESENT: John Benbow, Larry Davis, John Krings, Sandra Hett, Anne Lee, Katie Medina,
Mary Rayome

ADMINISTRATION PRESENT: Craig Broeren, Daniel Weigand, Kathi Stebbins-Hintz, Ryan Christianson, Matt
Green, Ed Allison

MEDIA PRESENT: Jesse Austin – River Cities Community Access

President John Krings called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Roll Call

Approval of Minutes

Motion by Mary Rayome, seconded by John Benbow to approve regular Board of Education meeting minutes of May 14, 2018; and special open and closed session Board of Education meeting minutes of May 14, 2018. Motion carried unanimously.

Comments from Citizens and Delegations

None.

Committee Reports

- A. Business Services Committee – June 4, 2018. Report given by John Benbow.
Mr. Benbow mentioned that the Board toured the 2017-18 Trades Home, which is the twentieth home built by Lincoln High School students. Board members continue to be amazed by the talent of the students, leadership of the instructor, and success of the program – in fact, many current contractors are former students.

Mr. Benbow then reviewed the following consent agenda item brought before the Board through the Business Services Committee, and asked if there were any motions to be held:

- BS-1 Approval of a proposal from Tweet/Garot Mechanical for the replacement of kitchen grease traps at Grove, Howe, and Washington at a cost of \$21,200.00 with funding from the Food Service budget.

Motion by John Benbow, seconded by Katie Medina to approve consent agenda item BS 1. Motion carried unanimously on a roll call vote.

Mr. Benbow provided updates and reports on:

- Invoices for LifeGuard MD – Replacement Defibrillators and Follett online library media purchases
- Outcome of the Internal Revenue Service audit of the District’s payroll operations
- Recall and replacement of 17 Automated External Defibrillator (AED) units

Motion by John Benbow, seconded by Larry Davis to approve the balance of the Business Services Committee report and minutes of the regular June 4, 2018 Business Services Committee meeting. Motion carried unanimously.

B. Personnel Services Committee – June 4, 2018. Report given by Sandra Hett.

Ms. Hett reviewed the following consent agenda items brought before the Board through the Personnel Services Committee, and asked if there were any motions to be held:

- PS-1 Approval of the 2018 summer school support staff appointments of Machele Anderson, Crystal Fraundorf, Tina Gaugert, Jennifer Schudy, Jean Merriman, Tamara Twait, Janet Babcock, Nicole Crowley, Cheryl Koch, Patricia Halbur, Sara Matthews, Holly McMiller, Katheryn Melville, Karey Netz, LeeAnn Tack, Cheryl Panter, Desirae Brittnacher, Kay Friday, and Cindy O’Loughlin.
- PS-2 Approval of the 2018 summer support staff appointments of Andy Thao, Joshua Peplinski, Nu Thao, Oliver Sawyer, Ashley Oleson, Leah Fredrick, Nicole Steinmetz, Zachary Kozlowski, Caleb Krommenakker, Noah Raab, Jesse Gallager, and Chani Pulchinski.
- PS-3 Approval of the support staff appointments of Melissa Call (Noon Aide – Howe), Chelsey Mazurek (Food Services Secretary – District), Amanda Grant (Kitchen Helper – Woodside), Laura Carlson (Kitchen Helper – Lincoln), Amanda Belke (Special Ed Aide – Lincoln), Debra Blevins (Special Ed Aide – Grove), Megan Follett (Special Ed Aide – Woodside), Christina Haka (Special Ed Aide – Mead), Grecia Hernandez-Otero (ELL – Grove), Maria Lopez (Special Ed Aide – Lincoln), Jodi Matthews (Special Ed Aide – Grove), and Carrie Schultz (Special Ed Aide – Howe).
- PS-4 Approval of the professional staff appointments of Lynette Simonar (Social Worker – Mead), and Rachel Wisniewski (Teacher – Washington).
- PS-5 Approval of the professional staff resignations of James Lynch (Teacher – East), and Nikki Ligman (Teacher – Grant).
- PS-6 Approval of the support staff resignation of Stacey Bray (Noon Aide – Howe).
- PS-7 Approval of the support staff early retirement of Jon Dahlman (Custodian – Mead), and Lucinda Slattery (Instructional/Health Aide – THINK).
- PS-8 Approval of Board Policy 332 – Experimental/Innovative Programs, second reading.
- PS-9 Approval of Board Policy 332.1 – Exhibit 1 – Process Guidelines for Requesting New Courses Form, second reading.
- PS-10 Approval of Board Policy 432 – School Attendance Boundaries, second reading.
- PS-11 Approval of Board Policy 523.1 – Staff Physical Examinations, first reading.
- PS-12 Approval of language changes for the Physical Examination section of the Employee Handbooks for Administrators and Other Non-Represented Staff, Custodial and Maintenance Staff, Food Services Staff, Office/Clerical and Aide Support Staff and Professional Staff as recommended in the June, 2018 Personnel Services Committee Agenda & Background, Attachment E.
- PS-13 Approval of language changes for the Sick Leave section of the Employee Handbooks for Custodial and Maintenance Staff, Food Services Staff, Office/Clerical and Aide Support Staff, and Professional Staff, as recommended with the changes noted in the June, 2018 Personnel Services Committee Agenda and Background, Attachment F.
- PS-14 Approval of non-athletic co-curricular pay rate percentages as presented to the Committee to take effect with the start of the 2018-19 school year.

- PS-15 Approval of \$38,000 as the new base-wage calculator to be used with athletic and non-athletic co-curricular pay percentage rates to calculate wages for District coaching and advisor positions beginning with the start of the 2018-19 school year, with the exception that coaches and advisors currently employed in a position prior to the 2018-19 school year shall maintain the wage received in the 2017-18 school year, so long as they maintain continuous employment in the coaching or advising position and the 2017-18 wage rate is higher than the wage calculated in the 2018-19 and thereafter.
- PS-16 Approval of the addition of one 4.0 hours/day non-classified cleaner position to be added to the Building and Grounds Department for placement at Mead Elementary Charter School, beginning on June 8, 2018.

Sandra Hett requested that consent agenda items PS-9 and PS-15 be held out.

Motion by Sandra Hett, seconded by Mary Rayome to approve consent agenda items PS 1-8, 10-14, and 16. Motion carried unanimously.

With regard to consent agenda item PS-9, Ms. Hett expressed a concern about the language being recommended for approval in Board Policy 332.1 – Exhibit 1 – Process Guidelines for Requesting New Courses Form under the section that references “Resources” which states, “Maximum of 24 hours paid at the Curriculum Development rate or two (2) DEUs.” Ms. Hett believes the language is confusing when compared to the changes being recommended in the *Supplemental Pay Plan* that was discussed in the Educational Services Committee (ESC) meeting held on June 4, 2018. Specifically, a line in the ESC agenda and background information pertaining to the Supplemental Pay Plan modifications states that one of the key changes is to “remove the option for teachers to be paid the hourly rate of \$14.00 for professional development activities when a DEU or hours toward a DEU are offered.”

President Krings entertained the possibility of tabling PS-9. Superintendent Broeren expressed an interest in having conversation surrounding the Supplemental Pay Plan when the topic comes up under the report by the Educational Services Committee as he believes the policy could be approved as recommended, and modifications made to the Supplemental Pay Plan language in order to provide clarification and address the concerns expressed by Ms. Hett. The recommendations surrounding the Supplemental Pay Plan have been introduced to better clarify options for staff members, decrease any confusion, streamline processes, and provide more options which includes the potential to boost staff members’ salary longer term through their participation in DEU course development by means of a *DEU payment* versus a one-time hourly \$14.00 per hour payment.

The \$18.00 per hour curriculum writing and new course development rate for staff would continue to be an option; however, staff would also have the option to now be paid in the form of DEUs instead of the \$18.00 per hour rate with the cap set at 24 hours per course (not person), in order to have the DEU be equivalent to exactly 2 DEUs. These are intermediary steps being proposed as the Supplemental Pay Plan undergoes change. The administration will be monitoring the impact of these changes in the coming year and would plan to bring additional recommendations forward for approval as necessary.

Mr. Broeren encouraged the Board to consider approving Policy 332.1 as proposed for second reading, and then incorporating an additional bullet point into the Supplemental Pay Plan to further address the concerns expressed by the Board.

Motion by Sandra Hett, seconded by John Benbow to approve of Board Policy 332.1 – Exhibit 1 – Process Guidelines for Requesting New Courses Form, second reading. Motion carried unanimously.

With regard to consent agenda item PS-15 concerning approval of a new base wage rate of \$38,000 to be used with athletic and non-athletic co-curriculars, Ms. Hett explained that for about seven years, the District has been at the base wage rate of \$35,000 for athletics. Last year, the athletic rate moved to \$36,500 while academic co-curriculars experienced no change. The impetus for the proposed increase is to bring the academic co-curricular rate up. With the numerous and variety of wage increases that have been coming through for approval in recent months, including the changes being proposed for the DEU process, Ms. Hett expressed a concern about the impact more increases will have on the District budget if approved. Ms. Hett advocates for the base wage rate to be set at \$37,000 as opposed to \$38,000, and would like the item voted on separately as a result. The Board discussed the item. Superintendent Broeren explained that the additional projected expense to move to the \$38,000 base wage rate is \$2,000 for non-athletic co-curriculars, and \$8,000 for athletic co-curriculars for a total of \$10,000.

Motion by Sandra Hett, seconded by Mary Rayome to approve \$38,000 as the new base-wage calculator to be used with athletic and non-athletic co-curricular pay percentage rates to calculate wages for District coaching and advisor positions beginning with the start of the 2018-19 school year, with the exception that coaches and

advisors currently employed in a position prior to the 2018-19 school year shall maintain the wage received in the 2017-18 school year, so long as they maintain continuous employment in the coaching or advising position and the 2017-18 wage rate is higher than the wage calculated in the 2018-19 and thereafter. On a roll call vote, the motion passed 6-1. Sandra Hett voted no.

Ms. Hett provided updates and reports on:

- Dr. Christianson shared with the Committee that individual meetings were recently held with two separate professional staff members who had contacted him about submitting an early retirement request effective at the close of the 2017-18 school year. Current Professional Staff Employee Handbook language from the section titled “Post-Employment Insurance Benefit” was reviewed, which states, “The request for participation in the early retirement plan must be filed with the district administrator (or designee) no later than Friday prior to the March Personnel Services Committee meeting for retirement at the end of second semester.” Dr. Christianson explained that both employees were requesting to receive the early retirement benefit health insurance coverage.

The Committee was informed that since the aforementioned Handbook language had been approved by the Board of Education, the Board has not approved any requests for participation in the early retirement plan which arrived after the March Personnel Services Committee meeting deadline. One previous request from a professional staff employee for a mid-year early retirement to include participation in the early retirement plan was denied by the Board because the Board set clear expectations for professional staff members to complete the contract year agreement they entered into and adhere to the request deadline as outlined in the Professional Staff Employee Handbook.

After discussing some ideas and approaches for addressing professional staff early retirement requests submitted past the deadline, the Committee requested that the administration gather additional information and potential options for consideration and possible action at a future Board meeting.

Motion by Sandra Hett, seconded by Anne Lee to approve the balance of the Personnel Services Committee report and minutes of the regular June 4, 2018 Personnel Services Committee meeting with a noted correction. (A correction on page 5, in the table on the left side of the page, four rows down referencing “WEB” should have the percentage amount changed from “4” to “2.”) **Motion carried unanimously.**

C. Educational Services Committee – June 4, 2018. Report given by Anne Lee.

Ms. Lee reviewed the following consent agenda items brought before the Board through the Educational Services Committee, and asked if there were any motions to be held:

- ES-1 Approval of the Carl Perkins Grant for the 2018-19 school year in the amount of \$44,167.18.
- ES-2 Approval of the Department of Workforce Development Technical Incentive Grant for the 2018-19 school year in the amount of \$46,720.00.
- ES-3 Approval of the Great Lakes Grant in the amount of \$47,000.00 over the 2018-19 and 2019-20 school years.
- ES-4 Approval of the purchase and installation of a bouldering wall for WRAMS, along with related equipment and necessary teacher certification as set out in Attachment A, in the amount of \$29,695.00 to be purchased with District curriculum funds.
- ES-5 Approval of the Supplemental Pay Plan for teachers for the 2018-19 school year.
- ES-6 Approval of the ESSA consolidated plan for Wisconsin Rapids Public Schools.

Sandra Hett requested that consent agenda item ES-5 be held out.

Motion by Anne Lee, seconded by Mary Rayome to approve consent agenda items ES 1-4, and 6. Motion carried unanimously on a roll call vote.

With regard to consent agenda item ES-5, Sandra Hett requested additional discussion and consideration on the item. She inquired as to how many staff members are currently paid at \$70,000 salary figure as referenced in the Supplemental Pay Plan. Dr. Christianson estimates roughly 150-175 staff members are currently paid at the \$70,000

level. Ms. Hett then questioned whether supplemental pay referenced in the fifth bullet down on page 3 of the ESC background should have a reference to the actual amount – the background material lists key changes to the plan, with one of them being “providing supplemental pay for District directed second Masters programs or current National Board certifications.” Mr. Broeren clarified that the “or” shouldn’t be listed in the bulleted list, and instead the reference to National Board certifications be its own bulleted item – the amount of possible pay for each item is clearly outlined in the Supplemental Pay Plan document.

To address the concerns expressed by Ms. Hett during the Personnel Services Committee report, Kathi Stebbins-Hintz, Director of Curriculum and Instruction, recommended the following language be added to page 1 of the Supplemental Pay Plan document under the “I. DEUs” bulleted listing as a *fifth* bullet before it gets approved:

“Teachers will no longer have the option to be paid at the hourly rate of \$14.00 for professional development activities when a DEU or hours toward a DEU are offered; teachers retain the option of being paid \$18.00 per hour for curriculum writing and curriculum development for new courses.”

The Board discussed the recommendation and expressed support for inclusion of the language in the Supplemental Pay Plan. Ms. Hett requested a full comprehensive cost analysis of the impact made as a result of the changes being made to the Supplemental Pay Plan, should it get approved. Mr. Broeren confirmed that he will ensure that this occurs around June of 2019.

Motion by Anne Lee, seconded by John Benbow to approve of consent agenda item ES-5 with changes incorporated in the Supplemental Pay Plan as discussed. Motion carried unanimously.

Ms. Lee provided updates and reports on:

- Student Travel – Three Lincoln High School and two East Jr. High School students will be traveling to Atlanta, Georgia from June 27 to July 2, 2018 for FCCLA Nationals, being chaperoned by two Family and Consumer science teachers.
- Athletic Facilities – Ronald Rasmussen, Principal of Lincoln, updated the Committee on the LHS strategic plan with regard to athletic facilities. Mr. Rasmussen noted that the pool replacement and wrestling and gymnastic rooms were part of the first phase. Replacing the track, re-sodding the football field, and improving the softball and baseball diamonds are future projects. He indicated that there is a possible collaboration with the American Legion Rangers and Ramblers baseball teams to improve the baseball and softball facilities.

Motion by Anne Lee, seconded by Larry Davis to approve the balance of the Educational Services Committee report and minutes of the June 4, 2018 Educational Services Committee meeting. Motion carried unanimously.

Agenda Referrals/Information Requests

Mr. Davis requested information on how often teachers are buying books for students. While visiting Grove recently, he learned about this from a teacher, but suspects it may be more widespread and is interested in learning more about the amount of books being bought by staff, and its frequency.

Legislative Agenda

John Benbow reported on the following items:

- The Blue Ribbon Commission on School Funding held the last of eight scheduled public hearing in Madison on June 4. The Commission heard from invited speakers about how Wisconsin’s school funding system ranks nationally and then took input from the public. The Commission’s co-chairs, state Rep. Joel Kitchens (R-Sturgeon Bay) and state Sen. Luther Olsen (R-Ripon), mapped out the committee’s next steps at the close of the hearing. They plan to meet individually with each member of the commission over the next couple of months, accompanied by staff from the non-partisan Legislative Fiscal Bureau. Together they will go over what each member believes needs to be done to reform school funding and then work to draft proposals. The Commission will then come together once more as a group to finalize its proposals before making its recommendations to Governor Walker and the legislature.
- The Department of Workforce and Development (DWD) has developed Teacher Training and Development Grants which are for Schools Boards, or a governing body of a public, private or charter school that can demonstrate a critical need to train and license teachers. This is a new grant created in the 2017-19 biennial budget and is administered by the (DWD) as part of the Wisconsin Fast Forward grant program.

- Attorney General Brad Schimel on Friday awarded the Kenosha Unified School District the first School Safety Grant administered by the Wisconsin Department of Justice. Kenosha will receive \$888,788 for building safety improvements and training for faculty and staff.

Mr. Broeren provided an update on the status of the grant being written for submission on behalf of WRPS.

Bills

Motion by Mary Rayome, seconded by John Benbow to note May, 2018 receipts in the amount of \$1,769,302.98 and approve May, 2018 disbursements in the amount of \$7,876,608.28. Motion carried unanimously on a roll call vote.

New Business

Employee Appointment, Resignation, and Retirement Requests

Dr. Christianson recommended the following staff employment requests for approval by the Board:

Support Staff Appointments:

Richard Weber	Location:	Mead Elementary Charter School
	Position:	Custodian (8.0 hrs/day)
	Effective Date:	June 11, 2018
	Hourly Rate:	\$22.42
Curtiss Filtz	Location:	District
	Position:	Relief Custodian (8.0 hrs/day)
	Effective Date:	June 11, 2018
	Hourly Rate:	\$20.59 (starting rate) / \$21.68 (after 6 months)
Cathy Kapfhamer	Location:	WRAMS
	Position:	Night Custodian (8.0 hrs/day)
	Effective Date:	June 11, 2018
	Hourly Rate:	\$21.78
Stephanie Bailey	Location:	Lincoln High School
	Position:	Night Custodian (8.0 hrs/day)
	Effective Date:	June 11, 2018
	Hourly Rate:	\$21.68
Elizabeth Tushkowski	Location:	Mead Elementary Charter School
	Position:	Cleaner (20 hrs/week)
	Effective Date:	June 11, 2018
	Hourly Rate:	\$15.20 (starting rate) / \$16.00 (after 6 months)

Professional Staff Resignation

Larissa Lueck	Location:	Woodside Elementary School
	Position:	Teacher (1.0 FTE)
	Effective Date:	June 8, 2018
	Date of Hire:	August 21, 2000

Support Staff Resignations

Nancy Mancl	Location:	Lincoln High School
	Position:	Cashier (2.25 hrs/day)
	Effective Date:	June 8, 2018
	Date of Hire:	April 29, 2013
Nichole Maybee	Location:	Mead Elementary Charter School
	Position:	Noon Aide (2.25 hrs/day)
	Effective Date:	June 8, 2018
	Date of Hire:	April 29, 2013

Motion by John Benbow, seconded by Larry Davis to approve of employee appointment and resignation requests as presented. Motion carried unanimously.

Superintendent Broeren recommended the following administrator resignation request for approval by the Board, noting that liquidated damages have been paid in full:

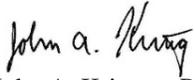
Ryan Christianson	Location:	Central Office
	Position:	Director of Human Resources
	Effective Date:	June 29, 2018
	Date of Hire:	August 4, 2003

Motion by John Benbow, seconded by Larry Davis to reluctantly approve of the resignation request of Ryan Christianson effective June 29, 2018. Motion carried unanimously.

Calendar

Calendar items were reviewed.

President Krings adjourned the meeting at 7:08 p.m.



John A. Krings – President

Maurine Hodgson – Secretary

Larry Davis – Clerk