



**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

August 5, 2013

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. Actions on Personnel
  - A. Retirements
  - B. Resignations
  - C. Appointments
  - D. Posting Results
- IV. Policy Review
  - A. Policy 342.5 – Title I Programs
- V. Updates and Reports
- VI. Consent Agenda
- VII. 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

August 5, 2013

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. Actions on Personnel

A. Retirements

The administration recommends approval of the following support staff retirement request:

Pamela Witt	Location:	Woodside Elementary School
	Position:	IMC Aide
	Effective:	June 10, 2013

B. Resignations

The administration recommends approval of the following professional staff resignation request:

Nou Vang	Location:	Howe Elementary School
	Position:	Social Worker (1.0 FTE)
	Effective:	July 30, 2013
	Reason:	Accepted a position outside the District
	Date of Hire:	August 26, 2008

The administration recommends approval of the following non-union, non-certified support staff resignation request:

Cindy Heinz	Location:	Human Resources Department
	Position:	Employee Benefits Manager (1.0 FTE)
	Effective:	July 29, 2013
	Reason:	Accepted a position outside the District
	Date of Hire:	January 14, 1991

The administration recommends approval of the following support staff resignation request:

Her Vue	Location:	Grove Elementary School
	Position:	ELL Instructional Aide (7.0 hours/day)
	Effective:	July 23, 2013
	Reason:	Relocating outside the District
	Date of Hire:	December 19, 2011

C. Appointments

The administration recommends approval of the following professional staff appointments effective August 27, 2013:

Duane Braun	Location:	Lincoln High/East Junior High Schools
	Position:	Technology Education Teacher (1.0 FTE)
	Replacing:	New ( <i>additional staffing due to Gateway/STEM initiative</i> )
	Education:	EdS – UW-Superior – 2004 MA – Edgewood College – 2000 BS – Northern State College – 1980
	Major/Minor:	EdS – Educational Administration MA – Educational Administration BS – Technology Education/Physical Education
	Salary:	\$43,000 annually
Kelsey Sachs	Location:	Mead Elementary Charter School
	Position:	Grade 2 (1.0 FTE)
	Replacing:	New ( <i>additional staffing through Title I Funding</i> )
	Education:	MS – National Louis University – 5/2008 BS – Winona State University – 9/2002
	Major/Minor:	MS – Education BS – Recreation & Tourism Management
	Salary:	\$36,500 annually
Aubrey Sytkowski	Location:	Woodside/Parochial
	Position:	Speech/Language Clinician
	Replacing:	Christine Witt (resignation)
	Education:	MS – UW-Stevens Point – 5/2013 BA – UW-Madison – 5/2011
	Major/Minor:	MS – Speech-Language Pathology BS – Communication Disorders and French
	Salary:	\$41,500 annually

D. Posting Results

The administration recommends approval of the following support staff posting results:

Jean Merriman	Location:	Woodside Elementary School
	Position:	IMC Aide (6.5 hours/day)
	Effective:	September 3, 2013
	Replacing:	Pamela Witt (retirement)
	Wages:	\$14.14/hour
Carole Pfahning	Location:	Mead Elementary Charter School
	Position:	Office Aide (7.0 hours/day)
	Effective:	August 22, 2013
	Replacing:	Lisa Wendt (posted to new position)
	Wages:	\$13.05/hour

IV. Policy Review

A. Policy 342.5 – Title I Programs

At their regular meetings in July 2013, the Educational Services Committee and Board of Education approved Policy 342.5, for first reading. Therefore, the administration recommends approval of Policy 342.5 – Title I Programs, with approved noted changes, for second reading. (Attachment A)

V. Updates and Reports

The Personnel Services Committee will be provided an update on current staffing vacancies and appointment proceedings.

VI. 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.

VII. Adjournment

## 342.5 TITLE I PROGRAMS

The Board shall participate in the federal Title I Program to provide supplementary services to selected all eligible students in grades kindergarten through ~~third~~ twelve.

### **Comparability**

As required by the Improving America's School Act of 1994, Wisconsin Rapids Public Schools has established and implemented a district wide salary schedule employee compensation program and will use state and local funds to provide services in Title I ~~project areas~~ schools, which if taken as a whole, are at least comparable to services being provided ~~in areas not receiving funds under this chapter~~ in the non-Title I schools. Should all ~~school~~ attendance area schools be designated as ~~project areas~~ Title I schools, state and local funds will be used to provide services which are substantially comparable in each ~~project area~~ school.

It is thus the stated policy of this district to ensure equivalency among schools or grade levels within this district in provision of:

1. Teachers, administrators and auxiliary personnel.
2. Curriculum materials and instructional supplies.

Documentation verifying compliance with this policy will be updated annually and will be available for SEA/DPI or auditors review upon request.

It is understood that unpredictable changes in enrollment or personnel assignments which occur after the beginning of a school year need not be included as a factor in determining comparability of services.

### **Title I Services on site to Private Religious Schools**

Title I services provided to private school students on site at the private school:

- May be available only to eligible students;
- Shall be provided through an employee whose employment is under the control and supervision of the Board;
- Shall be secular, neutral and non-ideological; and
- Shall supplement and not supplant private school services.

The Board shall retain control of the federal funds and title to all instructional materials used.

~~The Board recognizes the importance of parent involvement in the Title I Program and, therefore, will provide appropriate opportunities for parents to become involved in the design and implementation of the District's program.~~

~~Specific activities for parent involvement in the district's Title I Program shall be developed. These activities shall be reported to the Board on an annual basis.~~

### **Title I Parental Involvement**

**Programs supported by Title I funds must be designed and implemented in consultation with parents of the students being served. With parents in meaningful involvement, the District shall develop a Title I Parent Involvement Policy.**

**Each Title I school will involve parents in the joint development of its school program plan and the process of school review and improvement. Each Title I school will report the status of its program plan to the Board on an annual basis.**

Each Title 1 school will convene an annual meeting, to which all parents of participating children shall be invited, to inform parents of their school's participation and to explain their right to be involved.

With adequate representation of parents in meaningful involvement, each Title 1 school must develop, agree upon, and distribute and annually review a school building parent involvement policy that will describe how the school will accomplish the following:

1. Notify parents of the policy in understandable format and, to the extent practicable, provide it in a language the parents can understand.
2. Update the policy periodically to reflect the changing needs of the school.
3. Provide information to the parents about:
  - a) The Title 1 program in the school
  - b) Curriculum, assessments, proficiency levels for students
  - c) How parents can participate in decisions relating to the education of their children.

Each Title 1 school must develop a school-parent compact. The school-parent compact must be developed jointly with parents of all students served by Title 1. The school-parent compact must address the following:

1. How parents, the entire school staff, and students share the responsibility for improved academic achievement.
2. The school's responsibility to provide high quality curriculum and instruction to enable children to meet state standards.
3. Ways in which parents will support their children's learning.
4. The importance of communication between teachers and parents on an on-going basis.
5. At a minimum, communication between teachers and parents must occur:
  - a) Annually at parent-teacher conferences to discuss the compact as it relates to their child's achievement;
  - b) Through frequent reports to parents on their child's progress;
  - c) Through reasonable accessibility to staff, and opportunities to volunteer and participate in their child's class.

Coordination, technical assistance, and other support will be provided by the District to assist Title 1 schools in planning and implementing effective parent involvement.

Parental involvement strategies will be coordinated and integrated with other local, state, and federal initiatives.

An annual evaluation of each Title 1 school's program plan will be conducted to determine the effectiveness of parental involvement and to identify barriers to greater participation by parents. Findings of the evaluation will be applied to strategies for school improvement.

The Title 1 Parental Involvement Policy shall be distributed to all parents at Title 1 schools on an annual basis. The Policy will be updated periodically to meet the changing needs of parents.

LEGAL REF.: Chapter I of the Education Consolidation and Improvement Act of 1981  
Elementary and Secondary School Improvement Amendments of 1988 (Section 1018 Subsection (c))  
Improving America's School Act of 1994 (PL 103-382)  
No Child Left Behind Act of 2001 (PL 107-110) Section 1120, 1118

CROSS REF.: 870 – Public Complaints

APPROVED: April 9, 2001

**REVISED: TBD**