



MINUTES

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

June 2, 2014

Location: Board of Education, 510 Peach Street, Wisconsin Rapids, WI
Conference Room A/B

Time: 6:00 p.m.

Committee Members Present: Sandra Hett, Anne Lee, and Mary Rayome

Administration Present: Ryan Christianson

I. Call to Order

Committee Chair, Sandra Hett called the meeting to order at 6:00 p.m.

II. Public Comment

There was no public comment.

III. Actions on Personnel

A. Retirements

PS - 1 A motion was made by Anne Lee and seconded by Mary Rayome to recommend approval of the following professional staff early retirement:

Cindy Thompson Location: WRAMS
Position: CDB Teacher

Motion carried unanimously.

PS - 2 A motion was made by Anne Lee and seconded by Mary Rayome to recommend approval of the following support staff retirement:

Lee Meacham Location: East Junior High
Position: Custodian

Motion carried unanimously.

B. Resignations

PS - 3 A motion was made by Anne Lee and seconded by Mary Rayome to recommend approval of the following professional staff resignations:

Amanda Menzer Location: Howe Elementary
Position: Grade 1

Hlee Vang Location: Grove Elementary
Position: Grade 3

Kelly Hartvig Location: Woodside Elementary
Position: Kindergarten

Motion carried unanimously.

**PS – 4 A motion was made by Anne Lee and seconded by Mary Rayome to recommend approval of the following non-represented, non-union professional staff resignations:**

Ted Moskonas            Location:        Performing Arts Center  
                                 Position:        PAC Director

Robert Kaiser            Location:        Performing Arts Center  
                                 Position:        PAC Director

**Motion carried unanimously.**

**PS – 5 A motion was made by Anne Lee and seconded by Mary Rayome to recommend the approval of the following support staff resignations:**

Elaine Herman            Location:        Grove Elementary  
                                 Position:        Special Education Aide

Ka Zoua Thao            Location:        Howe Elementary  
                                 Position:        Instructional Aide - Bilingual

Ellen Sachs              Location:        Washington Elementary  
                                 Position:        Noon Aide

Deanna Rehberg           Location:        Washington Elementary  
                                 Position:        Noon Aide

**Motion carried unanimously.**

C. Appointments

**PS – 6 A motion was made by Anne Lee and seconded by Mary Rayome to recommend the approval of the following professional staff appointments:**

Jared Francois            Location:        Lincoln High School  
                                 Position:        Teacher Intern - Business

Kelly Look                Location:        Washington Elementary  
                                 Position:        Grade 1

Sarah Mohrbacher           Location:        Grove Elementary  
                                 Position:        Grade 3

Megan Kehlenbrink        Location:        Grove Elementary  
                                 Position:        Grade 1

Kariann Haluska            Location:        WRAMS  
                                 Position:        Grade 6 EBD/LD

Sarah Javenkoski           Location:        Mead Elementary  
                                 Position:        Regular Education – Grade TBD

**Motion carried unanimously.**

**PS – 7 A motion was made by Anne Lee and seconded by Mary Rayome to recommend the approval of the following support staff appointments:**

Keith Wosick              Location:        East Junior High  
                                 Position:        Night Custodian – 2<sup>nd</sup> Shift

Kim Schenk	Location:	Lincoln High School/Building and Grounds
	Position:	Secretary to Athletic Director and PAC Director/B & G Receiving Secretary

**Motion carried unanimously.**

D. Summer Grounds Appointments

**PS – 8 A motion was made by Anne Lee and seconded by Mary Rayome to recommend the approval of the following summer grounds appointments:**

Tyler Wendt	Location:	District
	Position:	District Summer Cleaner

Josh Wefel	Location:	District
	Position:	District Summer Cleaner

Logan Zimmerman	Location:	District
	Position:	District Summer Cleaner and District Summer Grounds

**Motion carried unanimously.**

E. Summer School Support Staff Appointment

**PS – 9 A motion was made by Anne Lee and seconded by Mary Rayome to recommend the approval of the following summer school support staff appointment:**

Teresa Wunrow	Location:	Lincoln High School
	Position:	Summer School Food Service Employee

**Motion carried unanimously.**

F. Request for Voluntary Reduction

**PS – 10 A motion was made by Anne Lee and seconded by Mary Rayome to recommend the approval of the following request for voluntary reduction:**

Paula Reaves	Location:	Lincoln High School
	Current Position:	Social Studies
	Proposed/New Position:	Social Studies

**Motion carried unanimously.**

IV. Action on Department Chair Pay Structure

**PS – 11 A motion was made by Mary Rayome and seconded by Anne Lee to recommend the approval of a new stipend payment structure to take effect beginning with the 2014-15 school year for professional staff who will fulfill department chair assignments.**

**Motion carried unanimously.**

V. Action on Employee Handbook Revisions

**PS – 12 A motion was made by Anne Lee and seconded by Mary Rayome to approve recommended revisions to the Vacation benefit language section of the Office/Clerical and Aide Support Staff Employee Handbook.**

**Motion carried unanimously.**

**PS – 13 A motion was made by Mary Rayome and seconded by Anne Lee to approve recommended changes to insurance eligibility language in the Custodians, Maintenance, and Computer Techs Employee Handbook.**

**Motion carried unanimously.**

VI. Action on 2014-2015 Open Enrollment Applications

**PS – 14 A motion was made by Mary Rayome and seconded by Anne Lee to recommend approval of the students requesting to attend the Wisconsin Rapids Public Schools under the Open Enrollment Law, pending a review of discipline records and special services needs.**

**Motion carried unanimously.**

**PS – 15 A motion was made by Anne Lee and seconded by Mary Rayome to recommend approval of the students requesting to attend non-resident school districts under the Open Enrollment Law, pending a review of discipline records and special services needs.**

**Motion carried unanimously.**

VII. Updates and Reports

The Committee was provided information regarding the 2014-15 open enrollment applications process.

VIII. Consent Agenda

- Motions:
- PS – 1 Professional Staff Early Retirement
  - PS – 2 Support Staff Retirement
  - PS – 3 Professional Staff Resignations
  - PS – 4 Non-represented, Non-union Professional Staff Resignations
  - PS – 5 Support Staff Resignations
  - PS – 6 Professional Staff Appointments
  - PS – 7 Support Staff Appointments
  - PS – 8 Summer Grounds Appointments
  - PS – 9 Summer School Support Staff Appointment
  - PS – 10 Request for Voluntary Reduction
  - PS – 11 Department Chair Pay Structure
  - PS – 12 Employee Handbook Revision (Office/Clerical and Aide Support Staff)
  - PS – 13 Employee Handbook Revision (Custodians, Maintenance, and Computer Techs)
  - PS – 14 2014-2015 Open Enrollment Requests to Transfer In
  - PS – 15 2014-2015 Open Enrollment Requests to Transfer Out

IX. Adjournment

Ms. Hett adjourned the meeting at 6:32 p.m.