



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

May 4, 2015

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. Retirements
 - B. Resignation
 - C. Appointments
- IV. Policy Review and Approval
 - A. Policy 345.52 - Early Graduation
 - B. Policy 420 Rule - Guidelines for Admission of Transfer Students
- V. Action on 2015-16 Open Enrollment Applications
 - A. 2015-16 Requests to Transfer In
 - B. 2015-16 Requests to Transfer Out
- VI. Updates and Reports
 - A. 2015-16 Open Enrollment Data
- 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

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

BACKGROUND

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

May 4, 2015

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. Retirements

The administration recommends approval of the following professional staff early retirement requests:

Terri Larson	Location: Lincoln High School Position: Physical Education Teacher (1.0 FTE) Effective: June 5, 2015 Date of Hire: August 24, 1978
--------------	---

Keri Siekert	Location: Lincoln High School Position: Physical Education Teacher (1.0 FTE) Effective: June 5, 2015 Date of Hire: October 26, 1982
--------------	--

The administration recommends approval of the following support staff early retirement requests:

Cindy Hartjes	Location: Lincoln High School Position: Special Education Aide (7.0 hrs/day) Effective: June 4, 2015 Date of Hire: August 21, 1997
---------------	---

Kristin Joosten	Location: Lincoln High School Position: Receptionist/Assistant Principal Secretary (7.39 hrs/day) Effective: June 12, 2015 Date of Hire: August 3, 1998
-----------------	--

B. Resignation

The administration recommends approval of the following professional staff resignation:

Leigh Kraemer	Location: Lincoln High School/River Cities High School Position: School Psychologist (1.0 FTE) Effective: June 12, 2015 Date of Hire: August 20, 2009
---------------	--

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

345.52 EARLY GRADUATION

Wisconsin Rapids Public Schools accepts a philosophy of education that recognizes the individual differences among students. It is recognized that the more schooling that a pupil receives, the greater their chances for a successful future. We also recognize that students learn and mature at widely differing rates. To this end, Lincoln High School (LHS) desires to maximize, and not minimize, a pupil's educational opportunities. For this reason, LHS will only permit early graduation following completion of the junior year or first ~~semester~~ **two terms** of the senior year dependent upon the following factors:

1. The building principal and high school counselor have granted permission following conferences with faculty members who have worked with the student. (Social and emotional factors are to be evaluated in addition to academic achievements.)
2. The parent/guardian and pupil demonstrate a feasible plan designed to satisfactorily fulfill the required courses for the diploma desired.
3. The parent/guardian and pupil presents a plan that outlines their future plans and how early graduation facilitates these plans.

The following procedure for obtaining approval for early graduation must be followed:

1. The pupil must discuss the early graduation possibilities with his/her school counselor.
2. The pupil must write a letter to the principal stating the following:
 - a) Request for early graduation to include the date of graduation.
 - b) Reasons for the request.
3. A parent or guardian must return the early graduation form to the principal stating support and approval of their pupil's early graduation request.
4. The principal and counselor will review the student's letter and parent form.
5. A conference will be held with a parent or guardian, the pupil, the principal, and the school counselor to discuss the request.
6. The principal's favorable recommendation will be based upon the following criteria: maturity, academic ability and progress, etc. Denial of the request will be completed in writing by the principal and a copy provided to the student and his/her parent or guardian.
7. Pupils wishing to graduate in May/June of their junior year are required to initiate this process in writing by October 1 of the junior year. Pupils wishing to graduate ~~in January~~ **after completion of two terms** of their senior year are required to initiate this process in writing by the end of the junior year (no later than June 5th). Special circumstances will be evaluated individually.

8. All approvals are made contingent upon required courses and credit requirement fulfillment. Upon credit requirement fulfillment, the student will be removed from the enrollment of Lincoln High School.
9. ~~No~~ Commencement exercises will be held in January only be held at the end of the academic year. However, a ~~January graduate~~ senior graduating after two terms will be permitted to participate in the regular spring commencement activities. A junior year graduate will graduate with current-year seniors and may participate in the graduation ceremony.
10. Class rank for students approved for early graduation will be finalized upon calculation of class rank for the entire graduating class utilizing the early graduate's grades at the time he/she leaves.
11. Pupils who graduate early will not be permitted to take part in any organized school activity except for those open to the general public. While visiting LHS they will be expected to follow all procedures required of other adults in the community. Early graduates may enroll in higher education classes at the university, colleges, or technical schools. All courses, fees, and financial obligations become the responsibility of the early graduate, not the Wisconsin Rapids Public Schools.
12. Final approval of an early graduation request is based on the following criteria being met:
 - — → a) 3.0 grade point average in the three last two semesters terms of school prior to graduation (extenuating circumstances will be considered);
 - b) all graduation requirements fulfilled;
 - — → c) no truancy, attendance or discipline issues in the three terms of school prior to graduation; and
 - d) evidence of a documented plan of action.

Failing to meet any of these factors will place the application in jeopardy.

CROSS REF: 345.5 – Graduation Requirements

APPROVED: May 13, 2013
TBD

420 RULE GUIDELINES FOR ADMISSION OF TRANSFER STUDENTS

Placement

1. All transfer students from out of district schools, private schools, or home-based private educational programs, are required to provide transcripts or other records evidencing their level of academic achievement, subjects completed, credits earned, and results of standardized testing.
 - a. At the time a student transfers to a school in this district from one outside the district, a request shall be made to the sending school district requesting all records on the student (~~cumulative records,~~ **progress records, behavioral records,** physical health records, ~~test scores,~~ etc.)
2. If such records are unavailable or incomplete, the District may administer standardized and or academic tests before making a placement decision. Such tests will insure that all transferring students are placed according to age, at a level commensurate with their ability, and where the best opportunity for successful learning can occur.
3. The grade placement shall be determined by the principal of the school to which the student would normally be assigned, or his/her designee.
4. Once a placement decision is made, a student is subject to a probationary period of 90 days. If school officials determine the placement needs to be revised, the school may make a placement revision at any time following notification of the parent/guardian.
5. In the event that there is an appeal on behalf of the student regarding the placement, the district appeal process must be followed. The appeal and supporting rationale shall be in written form and shall progress as follows until resolution is reached:
 - a. Building Principal
 - b. Director of Curriculum
 - c. Superintendent
 - d. Board of Education

Transfer of Credits and Graduation

If the placement is made at the ninth grade level or higher, school officials may allow equivalent courses toward high school graduation as long as the courses contain the same time allotment and substantially the same objectives as the courses required by law for graduation.

Credits earned at a recognized and accredited public or private high school may be accepted as recorded by said school. Religion courses are **generally** not accepted.

Courses taken while in a home-based private educational program shall be recorded on the student's permanent record.

- a. Credits earned in a home-based private instructional program shall be recorded as satisfactory **and marked as a "P" meaning "passed" on the student transcript and count as credit toward graduation** (home-based grades will not be recorded on the admitting high school transcripts). Grades and grade point averages from home-based instruction will not be **counted in the student's GPA or** used for class standing.

- b. In the event that the home-based student has attended a recognized and accredited public or private high school for single or multiple semesters or years, the credits earned at such school(s) may be accepted as recorded by said school, and would transfer to the high school transcript and be counted toward class standing and in a the student's GPA.

LEGAL REF.: Sections 118.15(4) Wisconsin Statutes
 118.165(1)
 118.33

CROSS REF.: 345.5 – Graduation Requirements

APPROVED: November 10, 1986

REVISED: August 13, 2001
 June 17, 2002
 TBD

OPEN ENROLLMENT REQUESTS FOR 2015-2016

Transfers In by District

GRADE	RESIDENT DISTRICT
9	Adams-Friendship Area
PK	Almond-Bancroft
2	Auburndale
3	Auburndale
5	Auburndale
6	Auburndale
8	Auburndale
9	Auburndale
11	Auburndale
PK	Auburndale
12	Lakeland UHS
3	Marshfield Unified
KG	Marshfield Unified
1	Nekoosa
1	Nekoosa
1	Nekoosa
1	Nekoosa
3	Nekoosa
3	Nekoosa
4	Nekoosa
6	Nekoosa
6	Nekoosa
7	Nekoosa
9	Nekoosa
9	Nekoosa
9	Nekoosa
11	Nekoosa
11	Nekoosa
11	Nekoosa
11	Nekoosa
11	Nekoosa
11	Nekoosa
KG	Nekoosa
KG	Nekoosa
PK	Nekoosa
1	Port Edwards
3	Port Edwards
5	Port Edwards
6	Port Edwards
6	Port Edwards
6	Port Edwards
10	Port Edwards
11	Port Edwards
11	Port Edwards
12	Port Edwards
KG	Port Edwards
PK	Port Edwards
PK	Port Edwards
12	Racine Unified
1	Stevens Point Area Public
4	Stevens Point Area Public
9	Stevens Point Area Public
10	Stevens Point Area Public
11	Stevens Point Area Public
11	Stevens Point Area Public
PK	Stevens Point Area Public
PK	Stevens Point Area Public
PK	Stevens Point Area Public

TOTALS	RESIDENT DISTRICT
1	Adams-Friendship Area
1	Almond-Bancroft
8	Auburndale
1	Lakeland UHS
2	Marshfield Unified
21	Nekoosa
13	Port Edwards
1	Racine Unified
9	Stevens Point
57	TOTAL REQUESTS TO TRANSFER IN

The Administration recommends approval of students requesting to attend the Wisconsin Rapids Public Schools under the Open Enrollment Law, pending a review of discipline records and special needs services.

OPEN ENROLLMENT REQUESTS 2015-2016
Transfers OUT By District

GRADE	NON-RESIDENT DISTRICT
3	Appleton Area
5	Appleton Area
6	Appleton Area
8	Appleton Area
10	Appleton Area
10	Appleton Area
11	Appleton Area
11	Appleton Area
8	Auburndale
10	Auburndale
11	Auburndale
PK	Auburndale
6	Barron Area
1	Marshfield Unified
3	Marshfield Unified
5	Marshfield Unified
7	Marshfield Unified
5	McFarland
9	McFarland
10	McFarland
10	McFarland
11	McFarland
KG	McFarland
KG	McFarland
10	Medford Area Public
6	Montello
4	Nekoosa
4	Nekoosa
5	Nekoosa
6	Nekoosa
7	Nekoosa
10	Nekoosa
KG	Nekoosa
PK	Nekoosa
PK	Nekoosa
5	Pittsville
9	Pittsville
9	Pittsville
10	Pittsville
KG	Pittsville
PK	Pittsville
PK	Pittsville
1	Port Edwards
2	Port Edwards
3	Port Edwards
3	Port Edwards
4	Port Edwards
4	Port Edwards
5	Port Edwards
6	Port Edwards
6	Port Edwards
8	Port Edwards
9	Port Edwards
10	Port Edwards
11	Port Edwards
KG	Port Edwards
KG	Port Edwards

GRADE	NON-RESIDENT DISTRICT
PK	Rosholt
1	Stevens Point Area Public
3	Stevens Point Area Public
4	Stevens Point Area Public
5	Stevens Point Area Public
6	Stevens Point Area Public
7	Stevens Point Area Public
7	Stevens Point Area Public
7	Stevens Point Area Public
8	Stevens Point Area Public
10	Stevens Point Area Public
11	Stevens Point Area Public
12	Stevens Point Area Public
PK	Stevens Point Area Public
PK	Stevens Point Area Public
PK	Stevens Point Area Public
PK	Stevens Point Area Public
PK	Stevens Point Area Public
PK	Stevens Point Area Public
PK	Stevens Point Area Public
PK	Stevens Point Area Public
1	Tomorrow River
1	Tri-County Area
12	Waukesha
PK	Waupaca

TOTALS	NON-RESIDENT DISTRICT
8	Appleton Area
4	Auburndale
1	Barron Area
4	Marshfield Unified
7	McFarland
1	Medford
1	Montello
9	Nekoosa
7	Pittsville
15	Port Edwards
1	Rosholt
19	Stevens Point
1	Tomorrow River
1	Tri-County
1	Waukesha
1	Waupaca
81	TOTAL REQUESTS TO TRANSFER OUT

The Administration recommends approval of students requesting to attend non - resident school districts under the Open Enrollment Law, pending a review of discipline and special needs services.