



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

May 4, 2015

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

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. Actionable Items

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 request, including approval to participate in the early retirement plan for the post-employment health insurance benefits as defined by current Professional Staff Employee Handbook language.

Terri Larson Location: Lincoln High School
Position: Physical Education Teacher

Motion carried unanimously.

PS – 2 A motion by Mary Rayome and seconded by Anne Lee to recommend approval of the following professional staff early retirement request and to receive the professional staff post-employment health insurance benefit based on an annual amount of money equal to 85% of current family plan health insurance premiums for no more than eight years, which will be administered through a Health Reimbursement Arrangement (HRA).

Keri Siekert Location: Lincoln High School
Position: Physical Education Teacher

Motion carried unanimously.

PS – 3 A motion by Mary Rayome and seconded by Anne Lee to recommend approval of the following support staff early retirement requests:

Cindy Hartjes Location: Lincoln High School
Position: Special Education Aide

Kristin Joosten Location: Lincoln High School
Position: Receptionist/Assistant Principal Secretary

Motion carried unanimously.

B. Resignation

**PS – 4 A motion was made by Anne Lee and seconded by Mary Rayome to recommend approval of the following professional staff resignation:**

Leigh Kraemer                    Location:            Lincoln High School/River Cities High School  
    Position:            School Psychologist

**Motion carried unanimously.**

C. Appointments

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

Lynn Nelson                    Location:            Grove Elementary School  
    Position:            Noon Duty Aide

**Motion carried unanimously.**

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

Tyler Sneen                    Location:            District  
    Position:            Summer Grounds

Logan Zimmerman            Location:            District  
    Position:            Summer Grounds

Jordan Hodgson              Location:            District  
    Position:            Summer Grounds

**Motion carried unanimously.**

**PS – 7 A motion was made by Mary Rayome and seconded by Anne Lee to recommend approval of the following clerical/aide support staff appointments for the 2015 Summer School Program:**

<b><u>Name</u></b>	<b><u>Summer School Position</u></b>	<b><u>Location</u></b>
Jim Alft	Secretary	Lincoln High School
Machelle Anderson	Secretary	Grove
Janet Babcock	Instructional Aide	Grove
Pam Berg	Instructional Aide	Howe
Desirae Brittnacher	Instructional Aide – Lil Spikers	LHS (Elem Program)
Nicole Crowley	Instructional Aide	Washington
Camille Dusterdeck	Instructional Aide	Grove
Crystal Fraundorf	Secretary	Washington
Dana Freeman	Instructional Aide	Grove
Terri Huebner	Instructional Aide – Sewing	LHS (Elem Program)
Cheryl Koch	Instructional Aide	Lincoln High School
Sara Matthews	Instructional Aide	Washington
Jean Merriman	Elementary IMC/Office Aide	Grove
Cheryl Panter	Instructional Aide – Sewing	LHS (Elem Program)
Jennifer Schudy	Office Aide	Lincoln High School
LeeAnn Tack	Instructional Aide	Washington
Tamara Twait	Elementary IMC/Office	Washington
Katherine Vruwink	Instructional Aide	Grove

**Motion carried unanimously.**

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

Markus Hutnik	Location:	District
	Position:	Summer Technology Support

Sam Elzinga	Location:	District
	Position:	Summer Technology Support

Sam Milkey	Location:	District
	Position:	Summer Technology Support

**Motion carried unanimously.**

IV. Policy Review and Approval

A. Policy 345.52 - Early Graduation

**PS – 9 A motion was made by Mary Rayome and seconded by Anne Lee to recommend approval of Policy 345.52 - Early Graduation for second reading.**

**Motion carried unanimously.**

B. Policy 420 Rule - Guidelines for Admission of Transfer Students

**PS – 10 A motion was made by Anne Lee and seconded by Mary Rayome to recommend approval of Policy 420 Rule - Guidelines for Admission of Transfer Students for second reading.**

**Motion carried unanimously.**

V. Action on 2015-16 Open Enrollment Application

A. 2015-16 Requests to Transfer In

**PS – 11 A motion 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.**

B. 2015-16 Requests to Transfer Out

**PS – 12 A motion 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.**

VI. Updates and Reports

A. 2015-16 Open Enrollment Data

The Committee was provided information regarding the 2015-16 open enrollment applications process.

VII. Consent Agenda

Motions: PS – 1 Professional Staff Early Retirement  
PS – 2 Professional Staff Early Retirement

- PS – 3 Support Staff Early Retirements
- PS – 4 Professional Staff Resignation
- PS – 5 Support Staff Appointment
- PS – 6 Summer Grounds Appointments
- PS – 7 Clerical/Aide Support Staff Appointments
- PS – 8 Summer Technology Support Appointments
- PS – 9 Policy 345.52 Early Graduation
- PS – 10 Policy 420 Rule – Guidelines for Admission of Transfer Students
- PS – 11 2015-16 Requests to Transfer In
- PS – 12 2015-16 Requests to Transfer Out

VIII. Adjournment

Ms. Hett adjourned the meeting at 6:41 p.m.