



*MINUTES*

Troy Bier, Chair  
Kathi Stebbins-Hintz  
Elizabeth St.Myers  
John Krings, President

September 3, 2024

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

Time: Immediately following the Educational Services Committee meeting, but not before 6:15 p.m.

Committee Members Present: Troy Bier, Elizabeth St.Myers and Kathi Stebbins-Hintz

Others Present: Brian Oswall and Ronald Rasmussen

I. Call to Order

Mr. Bier called the meeting to order at 6:18 p.m.

II. Public Comment

There was no public comment.

III. Actionable Items

A. Appointments

**PS – 1 Motion by Elizabeth St.Myers, seconded by Kathi Stebbins-Hintz to approve the following professional staff appointments:**

Jeremy Akey	Location:	Lincoln High School & WRAMS
	Position:	Teacher – Business Education
Donald Botcher	Location:	Lincoln High School
	Position:	Teacher – Technical Education
Brittany Handrich	Location:	Howe Elementary
	Position:	Teacher – Cross Categorical

**Motion carried unanimously.**

**PS – 2 Motion by Kathi Stebbins-Hintz, seconded by Elizabeth St.Myers to approve the following support staff appointments:**

Jennifer Skalecki	Location:	Lincoln High School
	Position:	Kitchen Helper
Faith Peaslee	Location:	Howe Elementary
	Position:	Second Cook
Samantha Conway	Location:	WRAMS
	Position:	Special Education Aide
Dixie Torke	Location:	WRAMS
	Position:	Supervisory Aide, Health Aide

Katrina Jabbi	Location: Position:	WRAMS Special Education Aide
Chelsea Klutterman	Location: Position:	WRAMS Special Education Aide
Pang Foua Khang	Location: Position:	WRAMS ELL Aide
Rachel Charette	Location: Position:	Mead Elementary Special Education Aide
Malinda De La Cruz	Location: Position:	WRAMS Supervisory Aide
Catherin Weis	Location: Position:	WRAMS Instructional Aide
Candace Dunn	Location: Position:	Mead Elementary Special Education Aide
Jennifer Churchill	Location: Position:	Grove Elementary Special Education Aide
Lynette Braun	Location: Position:	Grove Elementary Special Education Aide, Noon Duty Aide
Cheryl Clark	Location: Position:	Grant Elementary Noon Duty Aide
Ebony Coleman	Location: Position:	Mead Elementary Noon Duty Aide
Jessica Honeycutt	Location: Position:	Mead Elementary Noon Duty Aide
Ashley Agen	Location: Position:	Grant Elementary Instructional 4K Aide
Emily Jinsky	Location: Position:	Woodside Elementary Kitchen Helper
Emily Jinsky	Location: Position:	Woodside Elementary Breakfast Cashier
Haley Casper	Location: Position:	THINK Academy Instructional Aide, Noon Duty Aide
Rachel Olari	Location: Position:	Grant Elementary Library Aide
Debra Jepson	Location: Position:	Howe Elementary Special Education Aide
Brenda Greene	Location: Position:	District Administrative Assistant to the Social Workers/Families in Transition Coordinator



Board Policy 345.13 Exhibit 1 - Grade Change Appeal Form, Second Reading

**PS – 7 Motion by Elizabeth St.Myers, seconded by Kathi Stebbins-Hintz to approve Board Policy 345.13 Exhibit 1 - Grade Change Appeal Form for second reading.**

**Motion carried unanimously.**

Board Policy 610 - Fiscal Management Goals, Second Reading

**PS – 8 Motion by Kathi Stebbins-Hintz, seconded by Elizabeth St.Myers to approve Board Policy 610 - Fiscal Management Goals for second reading.**

**Motion carried unanimously.**

Board Policy 620 - Annual Operating Budget, Second Reading

**PS – 9 Motion by Elizabeth St.Myers, seconded by Kathi Stebbins-Hintz to approve Board Policy 620 - Annual Operating Budget for second reading.**

**Motion carried unanimously.**

Board Policy 620 Rule - Budget Planning Procedures, Second Reading

**PS – 10 Motion by Kathi Stebbins-Hintz, seconded by Elizabeth St.Myers to approve Board Policy 620 Rule - Budget Planning Procedures for second reading.**

**Motion carried unanimously.**

Board Policy 621 - Budget Implementation, Second Reading

**PS – 11 Motion by Elizabeth St.Myers, seconded by Kathi Stebbins-Hintz to approve Board Policy 621 - Budget Implementation for second reading.**

**Motion carried unanimously.**

Board Policy 621.1 - Budget Modifications, Second Reading

**PS – 12 Motion by Kathi Stebbins-Hintz, seconded by Elizabeth St.Myers to approve Board Policy 621.1 - Budget Modifications for second reading.**

**Motion carried unanimously.**

D. Elementary Library Media Specialist Stipend

Brian Oswald, Director of Human Resources, explained to the Committee that the Elementary Library Media Specialist coordinates library/media in all the elementary buildings, this includes the addition of Pitsch and COA, oversees supervision of nine library aides, aides in administration of Clever for elementary schools, and provides educational technology integration for students and staff in addition to the traditional literacy based programming.

**PS – 13 Motion by Kathi Stebbins-Hintz, seconded by Elizabeth St.Myers to approve a \$1,500 stipend for the Elementary Library Media Specialist for the 2024-2025 school year.**

**Motion carried unanimously.**

E. Common School Fund Stipend

Mr. Oswall shared with the Committee that Kirsten Johnson will continue in the Technology Integration position at WRAMS. Due to these responsibilities, Kirsten Johnson will be managing the Common School Fund budget and District-wide subscription ordering after school hours.

**PS – 14 Motion by Elizabeth St.Myers, seconded by Kathi Stebbins-Hintz to approve a \$1,500 stipend to coordinate the Common School Fund budget for the 2024-2025 school year.**

**Motion carried unanimously.**

F. Short Term Disability/Long Term Disability Carrier Change

Mr. Oswall shared with the Committee that the District was contacted by National Insurance Services(NIS) about providing a bid on the District's Short Term Disability (STD) and Long Term Disability (LTD) policies. The District currently uses The Standard as its Short Term Disability and Long Term Disability carrier. NIS submitted a bid that would save the District money while providing similar policy coverage as The Standard. The Standard was given the opportunity to provide a competitive bid, but they were not able to meet the bid provided by NIS. The District's LTD premiums will decrease by around \$58,000 with this transition. The STD premiums for employees will decrease by 5% with this transition.

**PS – 15 Motion by Elizabeth St.Myers, seconded by Kathi Stebbins-Hintz to approve the change of the District's Short Term Disability and Long Term Disability carrier to National Insurance Services(NIS).**

**Motion carried unanimously.**

IV. Consent Agenda

Motions: PS – 1 Professional Staff Appointments  
PS – 2 Support Staff Appointments  
PS – 3 Professional Staff Resignations  
PS – 4 Professional Staff Resignation  
PS – 5 Support Staff Resignations  
PS – 6 Board Policy 345.13 - Grades High School Courses, Second Reading  
PS – 7 Board Policy 345.13 Exhibit 1 - Grade Change Appeal Form, Second Reading  
PS – 8 Board Policy 610 - Fiscal Management Goals, Second Reading  
PS – 9 Board Policy 620 - Annual Operating Budget, Second Reading  
PS – 10 Board Policy 620 Rule - Budget Planning Procedures, Second Reading  
PS – 11 Board Policy 621 - Budget Implementation, Second Reading  
PS – 12 Board Policy 621.1 - Budget Modifications, Second Reading  
PS – 13 Elementary Library Media Stipend  
PS – 14 Common School Fund Stipend  
PS – 15 Short Term Disability/Long Term Disability Carrier Change

V. Adjournment

Mr. Bier adjourned the meeting at 6:44 p.m.