



*MINUTES*

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

October 7, 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: John Krings, Troy Bier, Elizabeth St.Myers and Kathi Stebbins-Hintz

Others Present: Brian Oswall, Steve Hepp, Phil Bickelhaupt and Ronald Rasmussen

I. Call to Order

Mr. Bier called the meeting to order at 6:40 p.m.

II. Public Comment

There was no public comment.

III. Actionable Items

A. Appointments

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

Bridget Koeshall Chariton	Location:	Washington Elementary
	Position:	Special Education Aide
Renee Dewitt	Location:	Washington Elementary
	Position:	Noon Duty Aide
Brittney Schroeder	Location:	Lincoln High School
	Position:	Special Education Aide
Kelly Deitz	Location:	District
	Position:	Certified Occupational Therapist Assistant
Jody Gerner	Location:	RCHS
	Position:	Instructional Aide
Kyia Haberkorn	Location:	Grove Elementary
	Position:	Special Education Aide
Mia Tritz	Location:	COA
	Position:	Instructional Aide – 4K
James Alft	Location:	Lincoln High School
	Position:	Special Education
Samuel Scheidegger	Location:	Lincoln High School
	Position:	Special Education Aide, One-on-One



D. Washington Elementary Special Education Teacher

Steve Hepp, Director of Pupil Service, shared that multiple students with special education needs transferred into Washington right before school started. This has led to an increase in the caseloads of the special education teachers. This surge has stretched the current staff's ability to deliver individualized and effective support to all students on their caseloads.

**PS – 6 Motion by Kathi Stebbins-Hintz, seconded by Elizabeth St.Myers to approve hiring an additional full-time special education teacher position to alleviate current caseloads and support incoming students**

**Motion carried unanimously.**

E. Pupil Services Team Leaders

Mr. Hepp explained that the Pupil Services Department has over 100 people within 7 unique departments and 4 sub-departments within the Special Education Department. The facilitation of PLC meetings and leading professional development is challenging with only three Pupil Services administrators. A Team Leader for each Pupil Services Department will help ensure that District initiatives are being met, build collaborative environments, and further open lines of communication to problem-solve within each department. This position mirrors the expectations and pay for current elementary team leaders.

**PS – 7 Motion by Elizabeth St.Myers, seconded by Kathi Stebbins-Hintz to approve yearly stipends in the amount of \$250 for Pupil Services Team Leaders.**

**Motion carried unanimously.**

F. Skyward Conversion Stipend

Phil Bickelhaupt, Director of Technology shared that the District migration from Skyward SMS 2.0 to Skyward Qmlativ has led to a significant amount of work for Jean Westover. Mr. Bickelhaupt said that the migration will continue to require extra work of Ms. Westover throughout the school year.

**PS – 8 Motion by Kathi Stebbins-Hintz, seconded by Elizabeth St.Myers to approve a one-time stipend to Jean Westover in the amount of \$2000 for overtime work on the Skyward Qmlativ SIS migration.**

**Motion carried unanimously.**

G. Professional Staff Handbook Update

Ron Rasmussen, Superintendent, explained to the Committee that staff have been retiring under the more expensive insurance plan and then switching to the cheaper plan. This has allowed them to pay less than current staff are paying for insurance. In addition, the renewal cost of the more expensive insurance plan has far outpaced the renewal of the cheaper plan which has impacted the District's overall budget.

**PS – 7 Motion by Elizabeth St.Myers, seconded by Troy Bier to approve the proposed language changes regarding the Benefits section found under "Post-Employment Insurance Benefit" of the Professional Staff Handbook, effective October 15, 2024.**

**Motion passed 3 – 1. Kathi Stebbins-Hintz abstained.**

IV. Updates and Reports

A. HSA Updates

Mr. Rasmussen shared that the District will be making Health Savings Account (HSA) deposits in January and September instead of the full amount in January. Staff have been leaving the District before the next school year and have been able to keep the full HSA deposit for the year. Retiree's September deposit will be in the form of a Health Reimbursement Account (HRA).

V. Consent Agenda

- Motions:
- PS – 1 Support Staff Appointments
  - PS – 2 Professional Staff Resignation, Pending Receipt of Liquidated Damages
  - PS – 3 Support Staff Resignations
  - PS – 4 Professional Staff Retirement
  - PS – 5 Non-Represented Support Staff Retirement
  - PS – 6 Washington Elementary Special Education Teacher
  - PS – 7 Pupil Services Team Leaders
  - PS – 8 Skyward Conversion Stipend
  - PS – 9 Professional Staff Handbook Update

VI. Adjournment

Mr. Bier adjourned the meeting at 7:05 p.m.