



*Respectful, Responsible, Safe & Prepared*

**PERSONNEL COMMITTEE MEETING MINUTES**  
**December 5, 2024 – 5:30 p.m.**  
**Waupaca High School Community Room and [Live Stream](#)**

**Welcome and Call to Order:**

The meeting was called to order by Committee Chairperson Betty Manion at 5:30 p.m.

**Roll Call:**

Present in the WHS Community Room: All members of the Committee were present (Chairperson Betty Manion and Bob Adams; Lori Verhalen was present via phone). Additionally, Board members Ron Brooks, Dale Feldt, Steve Klismet, and Molly McDonald were present.

**Also Present:**

Present in the WHS Community Room: Craig Gerlach, Sandy Lucas, Mark Flaten, and Austin Moore.

**Approval of Agenda:**

A motion was made by Bob Adams and seconded by Lori Verhalen to approve the agenda as presented. The motion carried unanimously on a voice vote.

**Review of Board Meeting Norms:**

The Board reviewed their collective commitments.

**Hourly Pay Rate for Food Service Employees:**

Director of Business Services Austin Moore advised that in response to questions raised, he obtained food service wage comparison data from CESA, and noted that any private food service programs were not included. He also looked at the starting wage rates for local jobs that had been posted. So with the hourly wage increase as proposed, the Food Service staff will be in the same range as other districts.

In addition, the 3A and 3B classifications have been combined into one level 3 classification; the other classifications have differences in job responsibilities so cannot be combined.

Mr. Gerlach requested that the increase in pay be made retroactive to the November 4, 2024, Personnel Committee meeting which was when it was first proposed.

A motion was made by Bob Adams and seconded by Lori Verhalen to make a recommendation to the full Board at the next regular Board meeting to increase the hourly wage rate for Food Service employees by \$1.50 per hour to the 1A, 1B, 2, and consolidated level 3 classifications as presented, with it being paid retroactive to the previous Personnel Committee meeting held on November 4, 2024. The motion carried unanimously on a voice vote.

**Adjournment:**

A motion was made by Bob Adams and seconded by Lori Verhalen to adjourn the meeting at 5:38 p.m. The motion carried unanimously on a voice vote.