



*Respectful, Responsible, Safe & Prepared*

**PERSONNEL COMMITTEE MEETING MINUTES**  
**December 7, 2023 – 6:00 p.m.**  
**Waupaca High School Community Room and [Live Stream](#)**

**Welcome and Call to Order:**

Chairperson Betty Manion welcomed new Board member Nic Genske to the Committee and called the meeting to order at 6:34 p.m.

**Roll Call:**

Present in the WHS Community Room: All members of the Committee were present (Chairperson Betty Manion, Ron Brooks, and Nic Genske). Additionally, Board members Dale Feldt, Steve Klismet, and Molly McDonald were present.

**Also Present:**

Present in the WHS Community Room: Ron Saari, Sandy Lucas, and Laurie Schmidt.

**Approval of Agenda:**

A motion was made by Ron Brooks and seconded by Nic Genske to approve the agenda as presented. The motion carried unanimously on a voice vote.

**Substitute Nurse and Health Aides Compensation:**

Director of Student Services Laurie Schmidt advised that she completed a comparative compensation rate analysis of school nurse substitutes and found that compensation rates in neighboring districts are higher, which could contribute to difficulty in finding substitute nurses when needed. Although sometimes when Nurse Jamie Trzebiatowski or Nurse Hannah Rowe are out they cover for each other, but this adds additional duties to the health aides. Therefore, she recommended an increase in the hourly compensation rate for substitute Registered Nurses to \$35 per hour (with substitute LPN compensation rates remaining at \$20 per hour).

In addition, Ms. Schmidt advised that the District's health aides were unintentionally omitted from the recent compensation adjustment provided to the District's special education assistants, so she recommended a \$1.00 per hour increase to their hourly compensation rate. There has been a significant increase in required services for students and the additional cost is in the budget.

A motion was made by Ron Brooks and seconded by Nic Genske to make a recommendation to the full Board at the next regular Board meeting to increase the hourly compensation rate for substitute Registered Nurses to \$35 per hour and to increase the hourly compensation rate for health aides by \$1.00 per hour, as presented. The motion carried unanimously on a voice vote.

**Adjournment:**

A motion was made by Ron Brooks and seconded by Nic Genske to adjourn the meeting at 6:43 p.m. The motion carried unanimously on a voice vote.