School District of River Falls
Personnel Committee Meeting
Monday, October 14, 2019 - 6:00 PM
District Office, 852 E Division Street, River Falls, Wisconsin 54022

Agendas can be viewed at https://www.rfsd.k12.wi.us/district/school-board.cfm or at
https://meetings.boardbook.org/Public/Organization/1447

1. **CALL TO ORDER -- 6:00 PM -- District Conference Room**
2. **MANNER OF PUBLIC NOTIFICATION OF MEETING**
3. **HEARING OF VISITORS OR DELEGATIONS**
4. **REQUEST FOR ANTICIPATED EXECUTIVE SESSION PURSUANT TO WISCONSIN STATUTE SECTION 19.85(1)(B)(C)(ROLL CALL VOTE REQUIRED) FOR THE PURPOSE OF CONSIDERING DISCIPLINE, COMPENSATION AND PERFORMANCE EVALUATION DATA OF A PUBLIC EMPLOYEE.**
5. **CONVENE TO EXECUTIVE SESSION**
6. **RECONVENE TO OPEN SESSION**
7. **FINAL CERTIFIED STAFFING UPDATE** **3**
Description: <u>Background:</u>　The committee will discuss the final certified staffing update for the 2019-20 school year.
Recommended Action:　None, informational only.

8. **APPROVE THE ADDITION OF NEW COMPUTER WORK STATION TECHNICIAN**
Description: <u>Background:</u> The administrative team is recommending the addition of a 1.0 FTE Computer Work Station Technician. The Work Station Technician position was given serious consideration during the adoption of the 2019-20 Staffing Plan. The position was not recommended to be added at that time, however, it was seen as one of the top priorities heading into this year. The recommendation to add this position is based on a favorable final 2019-20 budget as well as a recognition that our current IT staffing level can't address all student and educator technology support needs in a timely fashion.
Recommended Action: Approve the addition of 1.0 FTE Computer Work Station Technician.

9. **2020-21 STAFFING PLAN CALENDAR** **7**
Description: <u>Background:</u>　The 2020-21 Staffing Plan Calendar will communicate the estimated timeline for the development of a staffing plan for the upcoming year.
Recommended Action: None, informational only.

10. **APPROVE REVISIONS TO POLICY 343.2 CLASS SIZE GUIDELINES** **9**
Description: <u>Background:</u>　The administrative team is recommending the alignment classroom size guidelines at all district elementary schools.
Recommended Action: Approve revisions to Policy 343.2 Class Size Guidelines.

11. **PRELIMINARY STUDENT ENROLLMENT AND CERTIFIED STAFF RATIOS** **12**
Description: <u>Background:</u>　Preliminary student enrollment and staffing ratios will be compared to class size guidelines.
Recommended Action: None, Information only.

12. **COMPENSATION ANALYSIS PROJECT UPDATE** **23**
Description: <u>Background:</u>　Based on feedback from the August Personnel Committee Meeting, the administrative team will share a revised project timeline, the makeup of a steering committee, and a plan to collect compensation data.
Recommended Action: None, Information only.

13. **DISCUSS STRATEGIES TO ADDRESS SUBSTITUTE FILL RATE FOR TEACHERS, PARAPROFESSIONALS, CUSTODIANS, AND BUS DRIVERS.**

Description: <u>**Background:**</u> The administrative team will share the actions steps currently being implemented to address the substitute fill rate for teachers, paraprofessionals, custodians, and bus drivers.
<u>**Recommended Action**</u>: None, Information only.

14. **DETERMINE POTENTIAL FUTURE AGENDA ITEMS**
Description: <u>**Background:**</u> Discussion regarding potential future agenda items to be included on upcoming meeting agendas.
<u>**Recommended Action:**</u> Determine future agenda items as needed.

15. **RECOMMEND NEXT PERSONNEL COMMITTEE MEETING DATE**
Description: <u>**Suggestion:**</u> Monday, November 11, 2019 at 7:00 PM in the District Office Conference Room, 852 E Division Street.

16. **ADJOURNMENT**

CERTIFIED STAFF HIRES							
LOCATION	DEPT.	POSITION	APPLICANTS	INTERVIEW	REPLACES	REASON	NEW EMPLOYEE	NOTES
HS	ADMIN	ASSISTANT PRINCIPAL	56	3/19, 3/21	NEW	-	LISA GOIHL	
MMS	ADMIN	ASSISTANT PRINCIPAL	67	4/8, 4/12	RICK CLEARY	RETIREMENT	BRIAN BUCK	
RB	SPED	SCHOOL PSYCHOLOGIST	9	4/5	NEW	-	SONJA KAMRATH	
RB	REG	5TH GRADE	NA	NA	JOHN GILDSETH	RETIREMENT	*MARY SWANSON	*TRANSFERRED FROM RB SPED LTS (KEMPER RETURNS FROM LOA)
GW	REG	K-1ST GRADE LOOPING	40	4/9, 4/15	LYNNE ALTENBURG	RETIREMENT	EMILY WILLIAMSON	
GW	SPED	CROSS-CATEGORICAL SPED TEACHER	6	4/16	NEW	-	ASHLEIGH OLSON	
MMS	REG	SCHOOL COUNSELOR	42	4/17	NEW	-	SAMANTHA DUSEK	
HS	REG	MATH	23	4/19	NEW	-	ZACH TURPIN	
MMS	REG	6TH GRADE MATH (BLUE)	28	4/25	CINDY REVAK	RETIREMENT	KATRINA HALL	
MMS	REG	6TH GRADE MATH (GOLD)	28	4/26	*ELIZABETH LINDQUIST	*TRANSFER	SARAH LUMAN	*TRANSFERRED TO 6TH GRADE LITERACY (NEW POSITION)
MMS	REG	7TH GRADE SCIENCE	19	4/24	GORDON LENNEMAN	RETIREMENT	MALLORY DEZIEL	
HS	REG	SCHOOL COUNSELOR	23	4/24	NEW	-	CALYN JOHNSON	
HS	REG	TECH. ED/STEM	7	4/26	PAUL HAUGLAND	RETIREMENT	RYAN BRILL	
HS	REG	SCIENCE TEACHER	14	4/23	BOB DUERST	RESIGNATION	BRITTANY JOHNSON	
RB	REG	1ST GRADE	38	4/29	KIT BRUESEWITZ	RETIREMENT	SAMUEL PORTEN	

RB	REG	1ST GRADE BUBBLE	21	4/29	*PAM EKSTROM	TRANSFER	ANNA BRETTINGEN	*TRANSFERRED TO JK, THOMFORDE TRANSFERRED FROM BUBBLE TO PERMANENT K, HUNEKE TRANSFERRED FROM JK TO 2ND GRADE (VERBURG RETIREMENT)
RB	SPED	SPEECH/LANGUAGE PATHOLOGIST	5	5/16	SAM CATER	RESIGNATION	MADELINE FOY	
GW	REG	3RD GRADE	38	5/14, 5/20	*TAYNA LARSON	TRANSFER	BROOKE MCMILLAN	*TRANSFERRED TO GW LITERACY COACH (NEW POSITION)
MMS	REG	7TH GRADE ENGLISH/LANGUAGE ARTS	22	5/14	*MYANNA LANSING	TRANSFER	LANCE TOKHEIM	*TRANSFERRED TO 7TH GRADE LITERACY (NEW POSITION)
MMS	SPED	CROSS-CATEGORICAL SPED TEACHER (LD EMPHASIS)	4	5/22	JEANINE SMETANA	RESIGNATION	ISAIAH MILLER	
MMS	REG	SCHOOL COUNSELOR	19	5/28	OLIN MORRISON	RESIGNATION	JORDAN SIEFERT	
WS	SPED	CROSS-CATEGORICAL SPED TEACHER (EBD EMPHASIS)	5	5/30	MICHELLE FRANDRUP	RESIGNATION	WENDY TROUT	
HS	REG	MATH	10	6/4	BAILEY BEYER	RESIGNATION	HOPE CARLSON	
RFPME	REG	SCHOOL COUNSELOR	23	6/18	NEW	-	KAYDEN SCHUMACHER	
MMS	SPED	CROSS-CATEGORICAL SPED TEACHER (EBD EMPHASIS)	5	7/15	RYAN SCHERZ	TRANSFER	AMANDA BISHOP	*TRANSFERRED TO HS CC SPED (MITCHELL ROBERGE RESIGNATION), **1 YR LIMITED TERM
HS/MMS	REG	FRENCH	3	7/17	HILARY HANCY	RESIGNATION	MELISSA KNOX	

HS	REG	PHYSICAL EDUCATION/HEALTH TEACHER	25	7/19	SHELLY KAHUT-LOOMIS	RETIREMENT	KADY BAUSCHELDT	
HS	SPED	TRANSITION COORDINATOR	6	8/5	MEGAN SCHWALEN	RESIGNATION	JENNIFER POWELL	
HS	REG	ENGLISH	14	7/16, 7/23, 8/6	*AMANDA WHIPKEY	TRANSFER	SARAH TUFT	*TRANSFERRED TO HS CC SPED (NEW POSITION)
WS	REG	5TH GRADE (50% FTE)	10	8/7	JEANIE KINNEY	TRANSFER	JENNIFER HANNACK	*TRANSFERRED TO READING-TITLE COORDINATOR/LITERACY COACH (BRENDA STEWARD RESIGNATION)
RFPME	REG	READING TEACHER (50% FTE)	3	8/13	JEANIE KINNEY	TRANSFER	KARA ROWAN	*TRANSFERRED TO READING-TITLE COORDINATOR/LITERACY COACH (BRENDA STEWARD RESIGNATION)
HS	REG	MATH	7	8/13	LANCE WESTBERG	RESIGNATION	JOHN RUMPEL	
RCA	REG	ALT ED TEACHER	5	8/15	LAURA GUNNELL	TRANSFER	JENNY JERRY (*PROGRAM SUPPORT)	*TRANSFERRED TO MMS SOCIAL STUDIES (SCOTT PAPE RESIGNATION)
HS	REG	WORK-BASED LEARNING	7	9/10	NEW	--	MIKE MILLER (*SUPPORT STAFF)	

RETENTION ANALYSIS: REASON					TOTAL		TEACHERS		ADMIN	
YEAR	RETIREMENT	RESIGNATION	NEW	TOTAL	RESIGNATION	R/R	RESIGNATION	R/R	RESIGNATION	R/R
2018	12	15	5	32	6.20%	11.16%	6.11%	10.92%	7.69%	15.38%
2019	10	12	9.5	31.5	4.90%	8.98%	5.17%	9.05%	0.00%	7.69%

FTE ADJUSTMENTS ARE NOT NOTED

RETENTION ANALYSIS: DEPARTMENT/LOCATION (ALL CHANGES)								
YEAR	SPED	HS/REN	MMS	WS	RFPME	GW	RB	DISTRICT	TOTAL
2010-2018 AVE.	5.89	5	3.67	1.78	1.67	1.11	1.78	2	22.9
2018	11	9.5	2.5	2	0	1	4	2	32
2019	8	8	8.5	0	1	2	3	1	31.5

*FTE ADJUSTMENTS ARE NOT NOTED *TRANSFER BETWEEN ONLY NOTED WITH EMPLOYEE LEAVING*

RETENTION ANALYSIS: DEPARTMENT/LOCATION (RETIREMENT/RESIGNATION)								
YEAR	SPED	HS/REN	MMS	WS	RFPME	GW	RB	DISTRICT	TOTAL
2018	4/6	1.5/7	1.5/0	1/0	0	1/0	2/1	1/1	12/15
2019	1/5	2/3.5	3/2.5	0	0	1/0	3/0	0/1	10/12

FTE ADJUSTMENTS ARE NOT NOTED

ATTRACTING ANALYSIS: TOTAL APPLICANTS			
YEAR	TOTAL CERTIFIED STAFF	TEACHER	ADMIN	AVE. APPLICANTS
2010-2018 AVE.	22.89	21.67	1.22	27.71
2018	32	30	2	15.69
2019	33	*31	2	19.15

FTE ADJUSTMENTS ARE NOT NOTED, INCLUDES THREE 0.5 FTE POSTINGS

2020-21 STAFFING PLAN CALENDAR

OCTOBER, 2019

- Personnel Committee adopts 2020-21 Staffing Plan Calendar (10-14-19)
- Personnel Committee compares actual 2019-20 Teacher to Student ratios to policy guidelines (10-14-19)
- Administrative Team discusses initial 2020-21 staffing priorities (10-22-19)

NOVEMBER, 2019

- HR and Finance Dept. complete 2020-21 Enrollment Forecast.
- Human Resources Department uses enrollment forecast to estimate 2020-21 Professional Staff to Student ratios (with no staffing adjustments).
- 2020-21 Enrollment Forecast and Estimated Staff Ratios are shared with Administrative Team (11-12-19)
- Building and Department Leaders seek input from stakeholders on 2020-21 Staffing Needs

DECEMBER, 2019

- District Administrator meets with Elementary, Middle School, High School Administrators to determine additional educator staffing requests that address
    - Professional Staff to Student Ratio Alignment, or
    - District Priority Areas
- District Administrator meets with Director of Student Services and Director of Academic Services to determine additional educator staffing requests that address
    - Professional Staff to Student Ratio Alignment, or
    - District Priority Areas
- District Administrator meets with Director of Finance and Facilities, Information Technology Supervisor, and any other department to determine additional staffing requests to address
    - District Priority Areas
- District Administrator creates a 2019-20 Staffing Plan.
- District Administrator shares 2019-20 Staffing Plan is shared with Administrative Team and Personnel Committee for feedback.

JANUARY, 2020

- Prioritized Staffing Plan is adjusted and refined based on Administrative and Board Feedback
- Personnel committee approves final 2019-2020 Staffing Plan
- Finance Department shares preliminary 2019-2020 Budget Forecast

FEBRUARY, 2020

- Highest priority staffing positions that fall within the preliminary budget forecast are posted and filled.
- District Administrator meets with Elementary Administrators to determine general education paraprofessional matrix ratios.
- District Administrator meets with Director of Student Services to determine special education paraprofessional matric ratios.
- 2019-2020 General Education Paraprofessional Matrix Ratios are approved by Personnel Committee.
- 2019-2020 Special Education Paraprofessional Staffing Plan is approved by Personnel Committee.

MARCH, 2020

- Finance Department shares refined 2019-2020 Budget Update
- Additional staffing priorities are filled if updated budget prediction allows

343.2

CLASS SIZE

Scheduling parameters shall be set at a student enrollment for all classes as enumerated in guidelines approved by the Board of Education. Exceptions to a minimum of 15 for all classes will be made for those classes required by the Department of Public Instruction or specifically authorized by the Board of Education.

CROSS REF.: Attached Guidelines
APPROVED: September 16, 1991
REVISED: March 17, 2008, October 14, 2019

SCHOOL DISTRICT OF RIVER FALLS
River Falls, Wisconsin 54022

DISTRICT CLASS SIZE GUIDELINES

ELEMENTARY

LEVEL	MINIMUM	MAXIMUM	LOOK TO ADD PARA OR PART TIME FTE PER G.L RATIO	LOOK TO ADD CLASS/TCHR PER G.L RATIO
K-1-2	18	23	24	27
3-4-5	18	25	27	28
Combination K-5	18	21		
Montessori (CH)	10	18	19	20
~~Montessori (EL)~~	~~10~~	~~20~~	~~19~~	~~20~~
Montessori (1-2-3)	18	23	24	27
Montessori (4-5-6)	18	25	27	28

MIDDLE SCHOOL

CLASS TYPE	MINIMUM	MAXIMUM
CORE (L.A., Social, Science, Math, Health, PE)	24	30
Exploratory (Art, TE, Music, Foreign Lang., FACE, Computer)	17	27
Lg. Group music (vocal/instrumental)	30	90
Instrumental Individual/Sm. Group Music Lessons (15 min. each)	1	10
Foreign Language (gr. 7-8)	18	30

HIGH SCHOOL

CLASS TYPE	MINIMUM	MAXIMUM
L.A. Social, Math, Health, Science, Computer	20	30
LAB (Science, TE, Ag, Art, FACE)	20	28
Facility, safety, and station dependent		
Lg. Group music (vocal/instrumental)	30	100+
Vocal & Instrumental Individual/Sm. Group Music Lessons	1	10
(15 min. each)		
Phy. Ed (general)	25	35
Swimming/Lifeguarding	20	30
Foreign Language	18	30
Advanced (with Board permission)	15	30
(singleton, safety) examples: engineering physics,		
AP calculus, adv. power mechanics, and		
foreign languages levels 3+		

Any class that goes below the approved Minimum must have Board of Education approval to be offered.

School District of River Falls

RENAISSANCE CHARTER ALTERNATIVE ACADEMY
Staffing Ratio Based on 12:1

Students	DAY PROGRAM		NIGHT PROGRAM	
	Teacher FTE	Paraprofessional FTE	Teacher FTE	Paraprofessional FTE
12	1.0	0.0	1.0	1.0
18	1.5	0.0	1.0	1.0
24	2.0	0.5	1.0	1.0
30	2.5	0.5	1.0	2.0
36	3.0	1.0	1.0	2.0
42	3.5	1.0	2.0	2.0
48	4.0	1.0	2.0	2.0
54	4.5	1.0	2.0	3.0
60	5.0	1.0	2.0	3.0

+ 0.5 coordinator

* At 48 a 0.5 contract for services position will be added rather than a certified teacher

This chart reflects the minimum number of students needed to increase staff to the next level

TEACHER PREP TIME

The School District of River Falls believes that teacher prep time is important and has value. It shall be the responsibility of the Building Principal to annually review teacher schedules to assure teachers are provided with an appropriate amount of prep time.

Guidelines updated 12/19/07 (added Montessori and Renaissance)
Guidelines updated 1/21/08 (deleted SAGE requirement)
Guidelines updated 5/18/09 (additional FTE added to Renaissance)
Guidelines updated 10/15/19 (alignment of all Elementary Staffing Ratios)

CLASSROOM	SCHOOL	GRADE	HIGH-ACTUAL	LOW-ACTUAL	AVERAGE-ACTUAL	HIGH-POLICY	LOW-POLICY	POLICY ALIGNMENT	SPACE AVAILABLE (HIGH-POLICY) MINUS (AVERAGE-ACTUAL)
Williamson	GW	1	23	23	23.0	23	18		0.0
Lund	GW	1	23	23	23.0	23	18		0.0
McMillen	GW	3	25	25	25.0	25	18		0.0
VanMoorlehem	GW	5	25	25	25.0	25	18		0.0
Felling	GW	1	22	22	22.0	23	18		1.0
Maier	GW	3	24	24	24.0	25	18		1.0
Pharis	GW	5	24	24	24.0	25	18		1.0
Gorman	GW	3	23	23	23.0	25	18		2.0
Lueck	GW	4	23	23	23.0	25	18		2.0
Follstad	GW	5	23	23	23.0	25	18		2.0
Brittain	GW	K	21	21	21.0	23	18		2.0
Ruble	GW	K	21	21	21.0	23	18		2.0
LaPoint	GW	2	20	20	20.0	23	18		3.0
Linehan	GW	4	22	22	22.0	25	18		3.0
Papp	GW	4	22	22	22.0	25	18		3.0
Rasmussen	GW	K	20	20	20.0	23	18		3.0
Clark	GW	2	19	19	19.0	23	18		4.0
Hayes	GW	2	19	19	19.0	23	18		4.0

GW SUMMARY				
	19-20		18-19	
TOTAL 'COURSES' ANALYZED	18		18	
OVER RECOMMENDED GUIDELINES	0	0%	5	28%
AT RECOMMENDED GUIDELINE	4	22%	3	17%
IN GUIDELINE RANGE	14	78%	10	56%
GUIDELINE	0	0%	0	0%

Name									
Huneke	RB	2	23	23	23.0	23	18	🟨	0.0
Tiffany	RB	2	23	23	23.0	23	18	🟨	0.0
Amundson	RB	3	25	25	25.0	25	18	🟨	0.0
Young	RB	5	25	25	25.0	25	18	🟨	0.0
Kornmann	RB	1	22	22	22.0	23	18	🟩	1.0
Schroeder	RB	2	22	22	22.0	23	18	🟩	1.0
Kleinschmidt	RB	3	24	24	24.0	25	18	🟩	1.0
Toppel	RB	5	24	24	24.0	25	18	🟩	1.0
Hanson	RB	K-1	22	22	22.0	23	18	🟩	1.0
Brettingen	RB	1	21	21	21.0	23	18	🟩	2.0
Porten	RB	1	21	12	21.0	23	18	🟩	2.0
Follstad	RB	3	23	23	23.0	25	18	🟩	2.0
Friede	RB	4	23	23	23.0	25	18	🟩	2.0
Gray	RB	4	23	23	23.0	25	18	🟩	2.0
Thomforde	RB	K	21	21	21.0	23	18	🟩	2.0
Zalusky	RB	4	22	22	22.0	25	18	🟩	3.0
Swanson	RB	5	22	22	22.0	25	18	🟩	3.0
Majerus	RB	K	20	20	20.0	23	18	🟩	3.0
Henk	RB	K-1	20	20	20.0	23	18	🟩	3.0
Ekstrom	RB	K	11	11	11.0	23	18	⬛	12.0

RB SUMMARY				
	2019-20		2018-19	
TOTAL 'COURSES' ANALYZED	20		20	
OVER RECOMMENDED GUIDELINE	0	0%	7	35%
AT RECOMMENDED GUIDELINE	4	20%	2	10%
IN GUIDELINE RANGE	15	75%	11	55%
GUIDELINE	1	5%	0	0%

Olson	RFPME	1-3	22	22	22.0	23	18	1.0
Purington	RFPME	4-6	23	23	23.0	25	18	2.0
Akkerman	RFPME	4K-K	21	21	21.0	23	18	2.0
Jilk	RFPME	4K-K	21	21	21.0	23	18	2.0
Smith	RFPME	1-3	18	18	18.0	23	18	5.0
Burow	RFPME	4-6	19	19	19.0	25	18	6.0
L'Allier	RFPME	4-6	19	19	19.0	25	18	6.0
Lockwood	RFPME	1-3	17	17	17.0	23	18	6.0
Watson	RFPME	1-3	15	15	15.0	23	18	8.0

RFPME SUMMARY				
	2019-20		2018-19	
TOTAL 'COURSES' ANALYZED	9		9	
OVER RECOMMENDED GUIDELINE	0	0%	6	67%
AT RECOMMENDED GUIDELINE	0	0%	1	11%
IN GUIDELINE RANGE	7	78%	2	22%
GUIDELINE	2	22%	0	0%

*NOTE REFLECTS PROPOSED ALIGNMENT TO OTHER ELEMENTARY SCHOOL CLASSROOM GUIDELINES,

Kapping/Boatman	WS	3	26	26	26.0	25	18	🟥	-1.0
Hensley	WS	3	26	26	26.0	25	18	🟥	-1.0
Johnson	WS	4	26	26	26.0	25	18	🟥	-1.0
Lindquist	WS	4	26	26	26.0	25	18	🟥	-1.0
Smith	WS	4	26	26	26.0	25	18	🟥	-1.0
Flood	WS	5	25	252	25.0	25	18	🟨	0.0
Freeman	WS	5	23	23	23.0	23	18	🟨	0.0
LaRoue	WS	1	22	22	22.0	23	18	🟩	1.0
Cook/Hannack	WS	5	24	24	24.0	25	18	🟩	1.0
Pelton	WS	1	21	21	21.0	23	18	🟩	2.0
Andersen	WS	1	21	21	21.0	23	18	🟩	2.0
Hoffmann	WS	2	21	21	21.0	23	18	🟩	2.0
Rosenow	WS	3	23	23	23.0	25	18	🟩	2.0
Oian	WS	K	21	21	21.0	23	18	🟩	2.0
Cunningham	WS	K	21	21	21.0	23	18	🟩	2.0
Sather	WS	2	20	20	20.0	23	18	🟩	3.0
Kugel	WS	2	20	20	20.0	23	18	🟩	3.0
Koskiniemi	WS	K	18	18	18.0	23	18	🟩	5.0

WS SUMMARY				
	2019-20		2018-19	
TOTAL 'COURSES' ANALYZED	18		19	
OVER RECOMMENDED GUIDELINE	5	28%	6	32%
AT RECOMMENDED GUIDELINE	2	11%	4	21%
IN GUIDELINE RANGE	11	61%	8	42%
UNDER RECOMMENDED GUIDELINE	0	0%	1	5%

PE	MMS	6	36	32	34.9	30	24	🟥	-4.9
PE	MMS	7	36	30	33.3	30	24	🟥	-3.3
Art	MMS	6	32	18	28.1	27	17	🟥	-1.1
Music Ed.	MMS	6	30	25	27.9	27	17	🟥	-0.9
G2T	MMS	6	32	21	27.7	27	17	🟥	-0.7
French	MMS	6	34	27	30.5	30	18	🟥	-0.5
PE	MMS	8	36	25	30.3	30	20	🟥	-0.3
Art	MMS	7	33	22	27.2	27	17	🟥	-0.2
STEM	MMS	7	31	28	27.2	27	17	🟥	-0.2
7th Grade--Lit (P/F)	MMS	7	32	28	29.8	30	24	🟨	0.3
7th Grade-Sci	MMS	7	32	26	29.7	30	24	🟨	0.3
G2T	MMS	7	29	22	26.6	27	17	🟨	0.4
7th Grade-SS	MMS	7	32	26	29.6	30	24	🟨	0.4
7th Grade--Math	MMS	7	31	24	28.7	30	24	🟩	1.3
Connect 1.0	MMS	6	31	17	28.1	30	24	🟩	1.9
6th Grade-SS	MMS	6	32	25	27.9	30	24	🟩	2.1
6th Grade-Sci	MMS	6	31	23	27.9	30	24	🟩	2.1
Careers	MMS	8	23	21	24.8	27	17	🟩	2.2
7th Grade--LA	MMS	7	30	23	27.8	30	24	🟩	2.2
Art	MMS	8	31	18	24.7	27	17	🟩	2.3
Health	MMS	7	31	24	27.5	30	24	🟩	2.5
7th Grade-Sci Enr.	MMS	7	31	24	27.5	30	24	🟩	2.5
G2T	MMS	8	23	14	24.4	27	17	🟩	2.6
6th Grade-Sci Enr.	MMS	6	29	25	27.0	30	24	🟩	3.0
8th Grade--Lit.	MMS	8	29	25	27.0	30	24	🟩	3.0
8th Grade-SS	MMS	8	30	23	26.9	30	24	🟩	3.1
8th Grade-Sci	MMS	8	29	24	26.9	30	24	🟩	3.1
Health	MMS	8	32	23	26.9	30	24	🟩	3.1
6th Grade--Lit.	MMS	6	29	23	26.8	30	24	🟩	3.2
Health	MMS	6	29	24	26.8	30	24	🟩	3.3
6th Grade-SS Enr.	MMS	6	29	25	26.8	30	24	🟩	3.3
Connect 2.0	MMS	7	31	24	26.7	30	24	🟩	3.3
8th Grade-SS Enr.	MMS	8	32	21	26.4	30	24	🟩	3.6
8th Grade-Sci Enr.	MMS	8	32	21	26.4	30	24	🟩	3.6
6th Grade--LA	MMS	6	29	24	26.3	30	24	🟩	3.7
8th Grade--Math	MMS	8	28	23	26.1	30	24	🟩	3.9
7th Grade-SS Enr.	MMS	7	27	24	25.8	30	24	🟩	4.3
6th Grade--Math	MMS	6	28	22	25.7	30	24	🟩	4.3
8th Grade--LA	MMS	8	28	23	25.4	30	24	🟩	4.6

8th Grade--Lit (P/F)	MMS	8	27	24	25.0	30	24		5.0
Connect 3.0	MMS	8	31	14	24.9	30	24		5.1
French	MMS	8	25	23	24.0	30	18		6.0
Spanish	MMS	7	27	17	22.5	30	18		7.5
Spanish	MMS	6	29	12	21.8	30	18		8.2
French	MMS	7	24	19	21.5	30	18		8.5
Spanish	MMS	8	19	14	19.4	30	18		10.6
Band	MMS	6	77	73	75.0	90	30		15.0
Choir	MMS	6	65	65	65.0	90	30		25.0
Band	MMS	8	61	61	61.0	90	30		29.0
Band	MMS	7	60	60	60.0	90	30		30.0
Choir	MMS	8	45	44	44.5	90	30		45.5
Choir	MMS	7	45	41	43.0	90	30		47.0
Math Foundations	MMS	6	14	11	12.5				
Math Foundations	MMS	7	14	9	11.0				
Math Foundations	MMS	8	12	6	9.3				

MMS SUMMARY				
	2019-20		2018-19	
TOTAL 'COURSES' ANALYZED	52		49	
OVER RECOMMENDED	9	17%	17	35%
AT RECOMMENDED GUIDELINE	4	8%	7	14%
IN GUIDELINE RANGE	39	75%	25	51%
UNDER RECOMMENDED GUIDELINE	0	0%	0	0%

Ag-Hort Science	HS	-	34	34	34.0	28	20		-6.0
FCS-S4S	HS	-	33	33	33.0	28	20		-5.0
Ag-Exploring Ag	HS	-	32	32	32.0	28	20		-4.0
Eng-Novels-Hybrid	HS	-	34	34	34.0	30	20		-4.0
FCS-Infant (TC)	HS	-	33	30	31.5	28	20		-3.5
FCS-Connections	HS	-	34	29	31.5	28	20		-3.5
SCI-TC-MED TERM	HS	-	32	30	31.3	28	20		-3.3
SCI-TC INTRO TO HP	HS	-	33	30	31.3	28	20		-3.3
Ag-TC Animal Sci	HS	-	32	30	31.0	28	20		-3.0
Art-Adv. Ceramics	HS	-	31	31	31.0	28	20		-3.0
Art-Public Art	HS	-	31	31	31.0	28	20		-3.0
FCS-F&D	HS	-	31	31	31.0	28	20		-3.0
SS-AF/ME	HS	-	33	33	33.0	30	20		-3.0
Ag-Vet. Sci	HS	-	32	29	30.5	28	20		-2.5
SCI-BF SCI	HS		32	29	30.5	28	20		-2.5
Ag-Pwr Mech I & II	HS	-	30	30	30.0	28	15		-2.0
Bus-TC-Innov. Bus. Mindset	HS	-	33	31	32.0	30	20		-2.0
Eng-AP Lit and Comp.	HS	-	32	32	32.0	30	20		-2.0
SCI-AP	HS	-	31	29	30.0	28	20		-2.0
SS-Law Hybrid	HS	-	32	32	32.0	30	20		-2.0
TE-Home and Auto	HS	-	30	30	30.0	28	20		-2.0
TE-PLTW Intro to Engin.	HS	-	30	30	30.0	28	20		-2.0
SCI-Micro	HS	-	32	27	29.8	28	20		-1.8
SS-CIVICS	HS	-	34	31	31.8	30	20		-1.8
SCI-Cell Bio	HS	-	30	28	29.5	28	20		-1.5
SCI-ZOO	HS	-	30	28	29.3	28	20		-1.3
Ag-NR in WI	HS	-	29	29	29.0	28	20		-1.0
Bus-TC BE	HS	-	31	31	31.0	30	20		-1.0
Eng-Drama II	HS	-	31	31	31.0	30	20		-1.0
Math-Geom	HS	-	33	30	31.0	30	24		-1.0
PE-AT	HS	-	31	31	31.0	30	20		-1.0
SCI-Genetics	HS	-	30	28	29.0	28	20		-1.0
SS-CIVICS (AB)	HS	-	31	31	31.0	30	20		-1.0
SS-GEO (AB)	HS	-	31	31	31.0	30	20		-1.0
FCS-Culinary Arts	HS	-	31	27	28.8	28	20		-0.8
Art-Ceramics	HS	-	31	27	28.8	28	20		-0.8
PE-Outdoor	HS	-	29	24	26.8	26	20		-0.8
Art-Design	HS	-	31	25	28.7	28	20		-0.7
HLTH-HLTH	HS	-	33	18	30.6	30	24		-0.6
Art-Painting	HS	-	31	23	28.5	28	20		-0.5

Bus-CPU Tech.	HS	-	34	27	30.5	30	20	🟥	-0.5
FCS-Life Skills	HS	-	30	27	28.5	28	20	🟥	-0.5
SS-Psych.	HS	-	32	28	30.4	30	20	🟥	-0.4
PE-Senior Elective	HS	-	37	34	35.3	35	25	🟥	-0.3
FCS-Nutrition/Wellness	HS	-	29	28	28.3	28	20	🟥	-0.3
SCI-ESS	HS	-	29	28	28.3	28	20	🟥	-0.3
Ag-Gen. Mech	HS	-	33	23	28.3	28	20	🟥	-0.3
PE-Lifetime	HS	-	37	33	35.3	35	25	🟥	-0.3
Bus-Emp. Skills	HS	-	30	30	30.0	30	20	🟨	0.0
Bus-TC Acct.	HS	-	30	30	30.0	30	20	🟨	0.0
Bus-Word Process.--Hybrid	HS	-	30	30	30.0	30	20	🟨	0.0
Eng-SF/Fantasy	HS	-	30	30	30.0	30	20	🟨	0.0
SCI-Botany	HS	-	30	26	28.0	28	20	🟨	0.0
SS-AS 1 (AB)	HS	-	30	30	30.0	30	20	🟨	0.0
SS-AS II (AB)	HS	-	30	30	30.0	30	20	🟨	0.0
SS-Psych. II	HS	-	31	29	30.0	30	20	🟨	0.0
TE-TC 3d	HS	-	28	28	28.0	28	15	🟨	0.0
Eng-Eng 9	HS	-	32	25	29.8	30	20	🟨	0.2
SS-CRIME	HS	-	32	26	29.8	30	20	🟨	0.2
SCI-Stream	HS	-	30	26	27.8	28	20	🟨	0.3
Bus-TC Microsoft Office--Hybrid	HS	-	30	29	29.5	30	20	🟨	0.5
Eng-Eng 9AB	HS	-	30	29	29.5	30	20	🟨	0.5
TE-Basic Eng.	HS	-	28	27	27.5	28	20	🟨	0.5
SS-GEO	HS	-	32	27	29.3	30	20	🟨	0.8
Art-Sculpture	HS	-	28	26	27.0	28	20	🟩	1.0
Bus-Dig. Vid./Audio	HS	-	29	29	29.0	30	20	🟩	1.0
Eng-AP Lang/Comp AB	HS	-	30	28	29.0	30	20	🟩	1.0
FCS-Home Design	HS	-	27	27	27.0	28	20	🟩	1.0
PE-Lifeguard	HS	-	19	19	19.0	20	18	🟩	1.0
SS-Modern World-Hybrid	HS	-	31	27	29.0	30	20	🟩	1.0
Math-Alg. II	HS	-	31	24	28.9	30	24	🟩	1.1
Eng-Lit and Film	HS	-	33	21	28.8	30	20	🟩	1.3
Eng-Myth	HS	-	33	21	28.7	30	20	🟩	1.3
Eng-Eng. 10	HS	-	30	27	28.6	30	20	🟩	1.4
PE-Intro to PE	HS	-	37	26	33.4	35	25	🟩	1.6
SS-AS II	HS	-	33	20	28.4	30	20	🟩	1.6
Eng-Creative Writing	HS	-	32	25	28.3	30	20	🟩	1.7
PE-Racquet Sports	HS	-	36	30	33.3	35	25	🟩	1.7
PE-Team	HS	-	37	28	33.3	35	25	🟩	1.8
SS-AS 1	HS	-	31	26	28.2	30	20	🟩	1.8
Ag-Small Engines	HS	-	29	23	26.0	28	20	🟩	2.0

Course	Level								
Bus-TC MP	HS	-	29	27	28.0	30	20		2.0
Bus-TC Web Design	HS	-	30	26	28.0	30	20		2.0
Eng-Eng 9 H	HS	-	30	26	28.0	30	20		2.0
Math-Alg. 1 (AB)	HS	-	29	27	28.0	30	24		2.0
SS-Intro to Econ (AB)	HS	-	30	26	28.0	30	20		2.0
SS-Race and Culture	HS	-	32	24	28.0	30	20		2.0
TE-Exploring Wood/Plastic	HS	-	26	26	26.0	28	20		2.0
WL-Span I (AB)	HS	-	30	26	28.0	30	20		2.0
WL-Span III	HS	-	28	28	28.0	30	20		2.0
WL-Span V	HS	-	28	28	28.0	30	20		2.0
SS-World Studies II	HS	-	32	19	27.7	30	20		2.3
Art-Drawing	HS	-	31	19	25.5	28	20		2.5
SCI-CHEM	HS	-	29	21	25.5	28	20		2.5
Math-FST	HS	-	31	23	27.3	30	24		2.7
Bus-TC Leadership	HS	-	27	27	27.0	30	20		3.0
Bus-TC PF	HS	-	32	18	27.0	30	20		3.0
Eng-Amer. Lit	HS	-	30	23	27.0	30	20		3.0
SCI-AP BIO	HS	-	25	25	25.0	28	20		3.0
SS-World Studies I	HS	-	32	18	27.0	30	20		3.0
Eng-Speech	HS	-	33	16	26.8	30	20		3.3
FCS-Adv. Culinary Arts	HS	-	28	19	24.3	28	20		3.7
Math-Calc.	HS	-	36	18	26.3	30	24		3.8
Eng-Drama	HS	-	26	26	26.0	30	20		4.0
SCI-Eng, Physics	HS	-	24	24	24.0	28	20		4.0
WL-Spanish II (AB)	HS	-	26	26	26.0	30	20		4.0
Eng-AP Lang/Comp	HS	-	30	21	25.5	30	20		4.5
Math-Alg 1	HS	-	29	21	25.2	30	24		4.8
Math-Pre Calc	HS	-	32	20	25.2	30	24		4.8
Art-Exp. Art	HS	-	23	23	23.0	28	20		5.0
Bus-TC P of M	HS	-	25	25	25.0	30	20		5.0
SS-Intro to Econ	HS	-	31	14	25.0	30	20		5.0
SS-World Studies I (AB)	HS	-	27	23	25.0	30	20		5.0
SS-World Studies II (AB)	HS	-	27	23	25.0	30	20		5.0
SS-APHUG	HS	-	25	25	25.0	30	20		5.0
Bus-Dig. Media	HS	-	29	20	24.5	30	20		5.5
Eng-Eng. 10 AB	HS	-	28	21	24.5	30	20		5.5
SS-Sociology	HS	-	28	21	24.5	30	20		5.5
WL-Spanish I	HS	-	32	16	24.1	30	20		5.9
Eng-Senior Comp.AB	HS	-	26	22	24.0	30	20		6.0
SS-AP US GOVT.	HS	-	24	24	24.0	30	20		6.0

SS-Law	HS	-	24	24	24.0	30	20		6.0
Ag-Welding	HS	-	21	21	21.0	28	20		7.0
WL-French II	HS	-	23	23	23.0	30	20		7.0
Eng-Amer. Lit AB	HS	-	23	22	22.5	30	20		7.5
PE-Indy Act.	HS	-	36	19	27.5	35	25		7.5
Mus-Marching Band	HS	-	117	117	117.0	125	30		8.0
Math-AP Stats.	HS	-	25	19	22.0	30	15		8.0
WL-French I	HS	-	30	14	22.0	30	20		8.0
WL-Spanish II	HS	-	27	17	22.0	30	20		8.0
Math-Alg. II (AB)	HS	-	23	20	21.5	30	20		8.5
Eng-Eng 10H	HS	-	23	19	21.0	30	20		9.0
Mus-Chamber Choir	HS	-	46	46	46.0	55	30		9.0
PE-Adv. Fitness	HS	-	26	26	26.0	35	25		9.0
WL-Span III (AB)	HS	-	22	19	20.5	30	20		9.5
Mus-Wind Symp	HS	-	43	43	43.0	55	30		12.0
Mus-Concert Band	HS	-	42	42	42.0	55	30		13.0
Mus-Symp. Band	HS	-	72	72	72.0	90	30		18.0
Mus-Symp. Choir	HS	-	48	48	48.0	70	30		22.0
Mus-Concert Choir	HS	-	48	48	48.0	75	30		27.0
Math-Geom (AB)	HS	-	23	23	23.0	30	24		7.0
Math-CP	HS		23	22	22.5	30	24		7.5
Math-AP Calc BC	HS	-	23	21	22.0	30	24		8.0
Math-Pre Alg.	HS	-	25	18	21.5	30	24		8.5
Art-Adv. Drawing	HS	-	22	16	19.0	28	20		9.0
SCI-AP CHM	HS	-	19	19	19.0	28	20		9.0
SCI-PHY.	HS	-	21	17	19.0	28	20		9.0
Math-FST (AB)	HS	-	24	17	20.5	30	24		9.5
FCS-ACCT (TC)	HS	-	18	18	18.0	28	20		10.0
TE-PLTWPofE	HS	-	18	18	18.0	28	20		10.0
SS-AP Psych	HS	-	22	15	18.5	30	20		11.5
Mus-Mus. App.	HS	-	18	18	18.0	30	24		12.0
SS-APUSH	HS	-	20	16	18.0	30	20		12.0
Bus-TC BA	HS	-	17	17	17.0	30	20		13.0
Bus-TC PM	HS	-	17	17	17.0	30	20		13.0
WL-Span IV	HS	-	19	9	15.3	30	20		14.7
WL-French III/IV/V	HS	-	15	15	15.0	30	20		15.0
PE-Power Sports	HS	-	20	19	19.5	35	25		15.5
TE-CNC WOOD	HS	-	11	11	11.0	28	20		17.0

HS SUMMARY				
	2019-20		**2018-19**	
TOTAL 'COURSES' ANALYZED	**159**		**150**	
OVER RECOMMENDED	**48**	**30%**	**14**	**9%**
AT RECOMMENDED GUIDELINE	**16**	**10%**	**19**	**13%**
IN GUIDELINE RANGE	**83**	**52%**	**108**	**72%**
UNDER RECOMMENDED GUIDELINE	**12**	**8%**	**12**	**8%**

COMPENSATION ANALYSIS STEERING COMMITTEE

TO: **POTENTIAL STEERING COMMITTEE MEMBER**

INVITATION
The purpose of this email is to request your participation on the Compensation Analysis Steering Committee. Our first meeting is tentatively scheduled for Tuesday, October 22 at 4:15 pm in the Central Office Conference Room. If you are interested in learning more about the time commitment to participate, please contact me at ext. 1117 to discuss.

BACKGROUND:
In August, the Board of Education directed the administrative team to complete a formal compensation analysis project. As is outlined below, the purpose of this project is to collect, analyze, and interpret employee compensation data. Based on the data collected and district priorities, recommendations for compensation model adjustments may be given to the Board of Education for consideration.

The focus for the 2019-20 school year will be Certified Staff (i.e. Teachers) and Special Education paraprofessionals. Other support staff will be analyzed in subsequent years. At this time, the Board of Education has decided not to hire a third-party consultant to support the collection and interpretation of the data.

COMPENSATION ANALYSIS STEERING COMMITTEE
To promote stakeholder engagement throughout the compensation analysis project, a steering committee is being formed. While not actively involved in the data collection, the committee will guide this process by recommending comparable districts and data sources. Once the data is collected, the steering committee will participate in the interpretation of the data.

STEERING COMMITTEE
The committee will be made up of a diverse groups of stakeholders. We intentionally varied the makeup to include representatives from all buildings, employee types, and levels of experience at RFSD.

2019-20 PROJECT GOALS

1. Collect accurate compensation data for certified staff and special education paraprofessionals at River Falls School District and mutually agreed upon comparable districts.
2. Review and classify certified staff and special education paraprofessional positions.
3. Develop a consistent process for interpreting compensation data.
4. Based on data collected and district priorities, recommend compensation model adjustments to the Board of Education.
5. Support the communication of compensation analysis project to all employees.

PROJECT TIMELINE

September, 2019	Form ad-hoc Compensation Steering Committee—all stakeholders represented.
October, 2019	Initial meeting to review committee goals, guide the data collection components, and determine the compensation data points to be collected.
Nov-Dec, 2020	Human Resources Department collects data and provides Steering Committee Members with monthly progress updates.
January, 2020	Human Resources Department completes data collection. Steering Committee meets to review data.
March, 2020	Compensation data will guide 2020-21 Wage Offers (within current compensation models)
June, 2020	Based on data collected and district priorities, recommend compensation model adjustments to the Board of Education (may require several meetings in April, May, and June.)
July, 2020	Seek Board of Education approval for recommended adjustments to compensation models.
August, 2020	Develop communication plan
January, 2021	Complete employee group listening sessions and individual employee meetings
May, 2021	Use revised compensation model to set 2021-2022 wage offers