

**School District of River Falls
Personnel Committee Meeting**

April 14, 2025 - at 7:00 PM or immediately following the 6:00 PM Finance & Facilities meeting
District Office
852 E Division Street
River Falls, Wisconsin 54022

Personnel Committee members: Stacy Johnson Myers (Chair), Alison Page, & Alan Tuchtenhagen

A quorum of the Board may be present for information-gathering purposes only.

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 - 7:00 PM (or immediately after Finance & Facilities Committee Meeting)**
2. **MANNER OF PUBLIC NOTIFICATION OF MEETING**
3. **HEARING OF VISITORS OR DELEGATIONS**

4. **DISTRICT SCORECARD UPDATE: RIVER FALLS WORKS** 2
Description: Administration will review practices taken to achieve goals connected with the River Falls Works portion of the District Scorecard.
Recommended Action: None, informational only.

5. **STAFFING UPDATE** 11
Description: The administrative team will share a 2025-26 staffing update.
Recommended Action: None, informational only.

6. **APPROVE SENDING LETTERS OF INTENT TO CERTIFIED STAFF** 12
Description: Under the terms of Wisconsin Statute 118.22, on or before May 15 of the school year during which a teacher holds a contract, the Board by which the teacher is employed shall give the teacher written notice of renewal for the ensuing school year.
Recommended Action: Approve sending letters of intent to certified staff.

7. **CONSIDERATION OF ADJOURNING TO CLOSED SESSION PURSUANT TO WIS. STAT. SEC. 19.85(1)(C), WHICH PERMITS CONVENING IN CLOSED SESSION FOR THE PURPOSE OF CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY, TO DISCUSS THE FINAL NONRENEWAL OF CERTIFIED STAFF AND TO DISCUSS NEGOTIATIONS/STAFFING PLAN. ROLL CALL REQUIRED.**

8. **CONVENE TO CLOSED SESSION**

9. **RECONVENE INTO OPEN SESSION TO AFFIRM ACTION TAKEN IN CLOSED SESSION**

10. **PROPOSED/SUGGESTED ITEMS FOR THE NEXT REGULAR AND FUTURE PERSONNEL MEETING AGENDA(S)**
Description: As always, committee members will be given the opportunity to suggest items for future committee and/or Board meeting agendas.
Recommended Action: As needed.

11. **SCHEDULE NEXT PERSONNEL COMMITTEE MEETING**
Description: Upcoming committee meeting dates, times, and locations will be reviewed.
Recommended Action: Set the meeting schedule as follows:
Personnel Committee meeting, Monday, May 12, 2025, 7:00 p.m. *(or immediately following Finance & Facilities)*
The meeting will be held at the District Office, 852 E. Division Street.

12. **ADJOURN**

Director of Human Resources and Leadership Report

April 7, 2025



WHAT IS THE DISTRICT SCORECARD?

The School District of River Falls' District Scorecard serves as a tool to track the progress towards goals set by the 2022-27 Strategic Plan. The benchmarks reflect our high expectations for academic growth, student engagement, and employee satisfaction. Our intent is to meet or exceed these targets, but if we fall short, we are committed to identifying new lead measures that will drive change. This pursuit is ongoing and continuous.

OUR MISSION

Inspire all students through challenging, meaningful, and engaging learning experiences, in a safe and collaborative environment.

OUR VISION

In partnership with families and the community, the School District of River Falls is an innovative PK-12 grade educational leader committed to the academic, social, emotional, and physical well-being of every student.

OUR VALUES

- STUDENTS FIRST
- PEOPLE MATTER
- EQUITY
- RESPECT
- INTEGRITY
- EXCELLENCE
- INNOVATION
- COMMUNICATION

CRITICAL PERFORMANCE INDICATORS

Critical Performance Indicators measure what matters most to our district. Our commitment to excellence in learning, working, and community connections is reflected in our rigorous benchmarks.

SCHOOL BOARD MONITORING CALENDAR

	JUL	AUG/SEP	SEP	OCT	OCT	NOV	DEC
TOPIC	School Board	Personnel, Ed Pro, Finance & Facilities	School Board	School Board	Personnel	School Board	Ed Pro
MTG	Strategic Plan Scorecard Draft, Supt Entry Plan	2024-25 Committee Goals	Final Strategic Plan Scorecard & Monitoring Calendar	Elem WIG Report, Supt 90-Day Report	Staff Retention Report	MS/HS, SPED WIG Report	State Assessment Report
	JAN	FEB	FEB	MAR	APR	JUN	JUN
TOPIC	Finance & Facilities	Personnel	School Board	School Board	Personnel	School Board	Planning Retreat
MTG	Budget Forecast & Facility Planning	Salary Comparability Report	Elem WIG Report, Supt 180-Day Report	MS/HS, SPED WIG Report	2025-26 Staffing Plan	Final WIG Reports	Updated Strategic Plan Scorecard Draft, Stakeholder Feedback & Data Analysis

Director of Human Resources and Leadership Development: Wildly Important Goal (WIG)

Improve staff member job satisfaction, as measured on the Job Satisfaction: Staff Feedback Survey Composite (Table 1) from 67.25% to 75% by 2027.

Lead measures:

1. Improve employee pay for certified staff and paras (influences retention too)
 - a. **Improve comparable Teacher Salary Ranking (Table 2) from 5th to 2nd by 2027
 - b. ***Improve comparable Support Staff Salary Ranking (Table 3) from 5th to 3rd by 2027
 - c. Close the salary gap for those misplaced on the salary ladder by 50%
2. Improve 1st year mentee experience through the development of core mentors at each building.
 - a. Increase investment in and expectations of core mentors to enhance the first and second year experience of teachers.
3. Improve communication and organization of inservice time commitments.
 - a. Effectively communicate teacher expectations for inservice time.
 - b. Enhance training/professional development for support staff on inservice days.
4. Support focused instructional leadership of building principals
 - a. Regular WIG/Whirlwind focused check-ins with building principals



RIVER FALLS WORKS



- Supportive collaborative teaching culture focused on student learning and high quality teaching practices.
- Mentoring and coach support for all staff.
- Regionally competitive salary and benefits package.
- Dedicated to a strong district and building culture and climate.

DISTRICT CRITICAL PERFORMANCE INDICATOR	2023-24	2024-25	2025-26	2026-27 TARGET
Employee retention rate will increase from 79% to 90%.	83			90
Staff member job satisfaction, as measured on the Job Satisfaction: Staff Feedback Survey composite, will increase from 67.25% to 75%.	67.25			75
Employee salary ranking will be 2nd or better when compared to regionally & demographically comparable school districts.*	5			2
Staff feedback on effective training/professional development, as measured on the Job Satisfaction: Staff Feedback Survey, will increase from 63.5% to 85%.	63.25			85
Capital referendum projects will be completed aligned to plan, within budget, on schedule, and with consistent, transparent communication to stakeholders.				100
Authentic collaboration will occur on scheduled collaboration dates within all K-12 buildings.				85

*Hudson, Menomonie, New Richmond, Monona Grove, West De Pere, and Pulaski



Employee Retention, Job Satisfaction

- Principal Leadership Check-In Meetings
 - Monthly meetings
 - Leadership Development support
 - Strategy
 - Celebrations/Reflections
 - WIG
 - Decision Making
 - Staff Interactions
 - School Culture



Employee Retention, Job Satisfaction

- New Staff Orientation
 - New Teacher Orientation
 - *New Support Staff Orientation
 - Bus Driver Welcome Back
 - Substitute Training



Employee Retention, Job Satisfaction

- Mid-year new staff check in meetings
 - Staff reflection and discussion
 - What's going well?
 - What can go better?
 - How can “we” provide you more support
 - Likelihood of returning



Employee Retention, Job Satisfaction

- Mentorship
 - Enhanced “core” mentorship program
 - Teachers and Paras



Employee Retention, Job Satisfaction

- Employee Feedback
 - End of year staff survey
 - Staff perception of job satisfaction
 - I would recommend this District to others seeking employment. (90.4%)
 - Our District effectively onboards new employees. (74.3%)
 - Inservice training/professional development days are organized and well planned (63.5%)
 - When compared to other school districts in the region, I am satisfied with my pay (40.8%)



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Employee Retention, Job Satisfaction

- Employee Feedback
 - End of year staff survey
 - Staff perception of job satisfaction
 - Listening Sessions
 - Negotiations/Meet and Confer
 - Exit Interviews



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Employee Retention, Job Satisfaction

- Employee Feedback
 - Insurance Study Committee
 - Calendar Committee
 - Teacher Union Meetings
 - EID Steering Committee



Employee Retention, Job Satisfaction

- Pay increases and Employee Handbook adjustments
 - Analysis of comparables
 - Certified and non-certified staff
 - Regional and demographic comparables
 - Targeted approach to addressing comparable analysis



Communication and Engagement

- Monthly Human Resources Update.
 - Health Insurance
 - Wellness Opportunities
 - Tax documentation
 - Staffing plans
 - Inclement weather communication



Director of Human Resources and Leadership Development: Wildly Important Goal (WIG)

Improve staff member job satisfaction, as measured on the Job Satisfaction: Staff Feedback Survey Composite (Table 1) from 67.25% to 75% by 2027.

Goal 3: Attract, Retain, and Develop High Quality Staff

3.1: Enhance mentoring and coaching support for new certified teaching staff

- Develop a core mentor group at all buildings Report to Personnel by September, 2024
- 100% of new teachers indicate that new teacher orientation was successful Report to Personnel by October, 2024
- 100% participation rate mid-year check-in with new teachers Report to Personnel February, 2025
- Develop a mentor compensation plan to reflect increased mentor expectations March, 2025
- All Core Mentors CESA-trained Report to Personnel by June, 2025
- In collaboration with core mentors and administrators, adjust the mentor handbook to reflect enhanced mentee opportunities Report to Personnel by July, 2025



Director of Human Resources and Leadership Development: Wildly Important Goal (WIG)

Improve staff member job satisfaction, as measured on the Job Satisfaction: Staff Feedback Survey Composite (Table 1) from 67.25% to 75% by 2027.

Goal 3: Attract, Retain, and Develop High Quality Staff

3.2 Implement mentoring program for paraprofessionals (bus drivers will be targeted in 24-25)

- Meet two times with each paraprofessional mentor to address implementation Report to Personnel by February, 2025
- 100% of new paras will be assigned a mentor Report to Personnel by February, 2025
- 100% of new paras will indicate the mentor supported their onboarding to the district Report to Personnel by February, 2025
- Develop bus driver mentor handbook Report to Personnel by June, 2025



Director of Human Resources and Leadership Development: Wildly Important Goal (WIG)

Improve staff member job satisfaction, as measured on the Job Satisfaction: Staff Feedback Survey Composite (Table 1) from 67.25% to 75% by 2027.

Goal 3: Attract, Retain, and Develop High Quality Staff

3.4 Monitor and maintain regionally competitive salary and benefits for all staff

- Analysis of Certified/Support Staff Employee Retainment Report to Personnel by October, 2024
- Update and monitor certified staffing ratio an ensure alignment to Board policy Report to Personnel by November, 2024
- Close the salary gap by 50% for staff misplaced on the salary ladder Report to Personnel by November, 2024
- Update compensation analysis for each employee group Report to Personnel by March, 2025.
 - Improve comparable Teacher Salary Ranking from 5th to 2nd by 2027
 - Improve comparable Support Staff Salary Ranking from 5th to 3rd by 2027



Director of Human Resources and Leadership Development: Wildly Important Goal (WIG)

Improve staff member job satisfaction, as measured on the Job Satisfaction: Staff Feedback Survey Composite (Table 1) from 67.25% to 75% by 2027.

Goal 3: Attract, Retain, and Develop High Quality Staff

3.6 Maintain and improve proactive communication systems allowing employee feedback.

- Facilitate listening sessions for all buildings and departments. Invite Board of Education representative to each listening session Report to Personnel by April 2025.
- Maintain monthly HR updates Report to Personnel by May, 2025.



Director of Human Resources and Leadership Development: Wildly Important Goal (WIG)

Improve staff member job satisfaction, as measured on the Job Satisfaction: Staff Feedback Survey Composite (Table 1) from 67.25% to 75% by 2027.

Goal 4: Provide Life Readiness Skills

4.4 Research and determine health and wellness priorities for students and staff

- Create wellness goals for 2024-25 without wellness grant dollars from insurance Report to Personal by November 2024
- Organize wellness activities to be offered multiple times during the 2024-25 school year Report to Personnel by June, 2025.



2025-26 CERTIFIED STAFF HIRES

	LOCATION	POSITION	APPLICANTS	INTERVIEW	REPLACES	REASON	NEW EMPLOYEE	NOTES
1	HS	SCIENCE	12	3/28	Merkatoris, A	Resignation	RAND, AMANDA	
2	HS	SPANISH	4	3/27	Muenich, C	Retirement	OFFERED	
3	HS	SPED	4	3/27	Anderson-Smolinksi, M	Resignation	MURRAY, KATE	<i>Unfilled 2024-25</i>
4	HS	SOCIAL STUDIES			Villeneuve, A.	Resignation		
5	HS	ART			Sorenson, A	Resignation		
6	DISTRICT	OT	3	4/4	NA	New Position		
7	DISTRICT	SP/L (.5FTE)	0		NA	New Position		
8	MMS	SPED Cross Cat.	4	3/27	NA	New Position	VESSEY, JOSIE	
9	MMS	SOCIAL STUDIES	20	4/4	Carlson, J	Resignation	OFFERED	
10	MMS	MUSIC	28	4/9	Fuller, Mk	Retirement		
11	WS	5TH GRADE	26	4/10	Lindquist, N	Retirement		
12	WS	TITLE I READING	7	4/2	Owens, K	Retirement	LARUE, HELEN	
13	WS	1ST GRADE	28		LaRue, H	Transfer		
14	RB	SPED CROSS CAT ID EMPH	9	4/1	NA	New Position		
15	RB	1ST GRADE	28		Kornmann, C	Retirement		
16	RB	SPED, CROSS CAT, EBD EMPH	3	4/8	Kennealy, M	Resignation		
17	GW	SPED ID	6	4/1	Wronski, D	Resignation		
18	GW	MUSIC	9	4/14	Jantscher, B	Retirement		
19	GW	SPEECH/LANGUAGE	7		Lindevig, K	Retirement		



Date

Name

School

Dear FIRST NAME,

Greetings! Public education is one of the most critical commitments our society makes to demonstrate hope for the future. Your work ensures that students learn skills and ideas that are the foundation of learning for their entire lives. We are aware that this is a daunting, complicated, and yet (hopefully) a rewarding task. On behalf of the school board, thank you for your efforts. We appreciate you and your work.

While you are immersed in the present school year, the school board and administration are making plans for the coming academic year. Accordingly, Lindsey Curtis and I reach out to extend to you an offer of continued employment for the 2025-26 academic year. We hope you will accept this offer and return to teach in the River Falls School District.

As you know, the school board is required to extend an offer of continued employment for the upcoming year. In order to comply with Wisconsin State Statute 118.24, please accept this letter as the school board's offer of continued employment for the 2025-2026 school year. We hope you will accept this offer and return to teach in the River Falls School District. Please use Skyward to electronically sign your letter by June 15, 2025. Should you decide to decline this offer of employment, a resignation letter is respectfully requested. If you have any questions, please contact Dr. Nate Schurman.

Along with our board colleagues, we know how important you are to the school district. We recognize your tremendous work and dedication to the students and families in the River Falls community. You have our enduring thanks and appreciation.

Sincerely,

Stacy Johnson Myers, School Board President

Lindsey Curtis, School Board Clerk