

Personnel Committee Meeting – Regular Session - May 14, 2025

Members Present: Committee Chair, Pam Peterson, and Committee Members Terry Larsen and Galina Werdier

Others Present: Joshua Hetfeld, District Administrator

Pamela Peterson, Committee Chair, called the Personnel Committee meeting of May 14, 2025, to order at 5:30 p.m.

Joshua Hetfeld, District Administrator reviewed the Hours of Work/Work Schedules/Calendars discussion in the Employee Handbook. A change is being requested from the current language of ‘7:45 a.m. to 3:45 p.m.’ across the staff, to ‘7:30 a.m. to 4:00 p.m.’ with start and end times being designated by a teacher’s supervisor. This change would help in accommodating current needs at the elementary level. The Handbook Language change recommendation was accepted by the committee, and will be brought to the full board for approval.

The committee discussed the request for a Full Time (1.0 FTE) Elementary Instructional Assistant. This would be an added permanent position. This position would provide support to students and staff throughout the school building with the primary focus on two significant blocks of time to supervise and support in a CAMP room situation. The committee agrees with the addition of this position and will recommend approval to the full board.

Motion by Terry Larsen/Galina Werdier to move to Executive Session at 5:40 p.m. pursuant to Wisconsin Statutes 19.85 (1)(c). Motion carried.

Due to the May 14, 2025 Special Meeting of the Electorate of the School District of Webster meeting, the committee returned to regular session at 5:52 p.m. to take recess to attend the meeting.

Motion by Terry Larsen/Galina Werdier to recess the May 14, 2025 Personnel/Negotiations meeting to attend the May 14, 2025 Special Meeting of the Electorate of the School District of Webster at 5:53 p.m. Roll call vote with all members voting yes. Motion carried.

Motion by Terry Larsen/Galina Werdier to reconvene to the Regular Session of the May 14, 2025 Personnel/Negotiations meeting at 6:50 p.m. Motion carried.

Motion by Terry Larsen/Galina Werdier to move to Executive Session at 6:50 p.m. pursuant to Wisconsin Statutes 19.85 (1)(c). Roll call votes taken with all members voting yes.

Motion by Galina Werdier/Terry Larsen to reconvene to the Regular Session of the May 14, 2025 Personnel/Negotiations meeting at 7:20 p.m. Roll call vote taken with all members voting yes.

Motion by Terry Larsen/Galina Werdier to adjourn at 7:20 p.m. Motion carried.

Respectfully submitted,



Pamela Peterson
Personnel/Negotiations Committee Chair
School Board Treasurer