



WAUNAKEE
COMMUNITY SCHOOL DISTRICT

Board of Education

Human Resources Dept Update
March 9, 2026

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Excellence
EVERY STUDENT, EVERY DAY!



Overview of HR topics - Core Area #2 Staff Learning, Supports, and Experiences

Department Overview

Key Priorities for 2025-2026 School Year

- Staff Retention / Recruitment
 - District staffing data
- Staff Experience
 - Employee Engagement
- Staff Wellness
 - Staff Wellness Clinic / Insurance / HR Department Goal
- District Leadership Growth
 - COPES
- Future topics

Human Resources



Brian Grabarski
Director of Human Resources



Cari Dailey
Payroll Specialist



Amy Manzetti
Administrative Assistant
Time Off / Absence
Management Coordinator



Ronelle Aime
Payroll & Benefits Specialist



Jenny Endres
Employment & Benefits
Specialist



Cloe Weihert
HR Administrative Asst
Ask HR communications
Co-curricular Hiring





Primary Responsibilities

- Director of Human Resources
 - Oversee recruitment and selection for entire district staff with the exception of the Superintendent.
 - Improves the employee experience - Hiring to Departure
 - Lead the following district committees - Insurance, Teacher/HR Workgroup (Handbooks), Compensation; Actively support District Safety, Calendar, Policy, and Budget Committees
 - Total Compensation (Salary and Benefits) strategy and management - Negotiations Spokesperson, Market Research, Internal Equity
 - Collaborate and coordinate with the district legal team for all personnel matters
 - Serve as District's Equity and Discrimination Compliance Officer for staff; District's Title IX Coordinator
 - Direct and partner with supervisors in contract non-renewal, layoffs, investigations, discipline and terminations



WCSD Staffing Overview

■ Administrative Assistants	37
■ Classified Staff	153
■ Custodians/Maintenance Staff	44
■ Teachers	391
■ Administrative Support Staff	31
■ <u>Administrators</u>	<u>24</u>
■ TOTAL	680

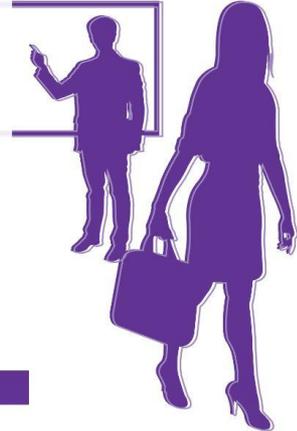
WCSD is Waunakee's largest employer.

Including casual employees, we have payrolls of over 900 individuals. Approximately 80% of our budget is personnel related.



Staff Retention (employees continuing from previous school year)

	# of Employees	AUG 2025	AUG 2024	AUG 2023	AUG 2022
Administrative Assistants	37	94.7%	97.3%	81.6%	78.0%
Custodial & Maintenance	44	84.7%	89.1%	83.0%	69.8%
Classified (Full-time & Part-time)	153	80.1%	74.6%	87.3%	73.3%
Teachers	392	94.1%	91.6%	94.2%	90.4%
Administrative Support	31	96.6%	96.4%	91.6%	90.9%
Administration	24	95.8%	95.8%	90.0%	100%



Administration (Cabinet)
Succession Planning

29

(24 Admin / 5 Admin Support)

Eligible for retirement (age 55)

2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
10	2	4	0	0
6-10 yrs.	11-15 yrs.	16-20 yrs.	20+ yrs.	
3	4	3	3	





Staff Engagement = Staff Voice

New Hire Survey

Annual All Staff Engagement Survey -> Building-Specific Action Planning

Monthly Building and District Administration / Board / WTA meetings

Trimesterly Ask HR Office Hours in each building

Exit Survey

District Committees - Teacher/HR Workgroup, Insurance, Calendar, Systemwide Leadership, DEI



Why come? Why leave? What's next?

Why do employees come to WCSD?

- District reputation
- Unique role we offered
- Friends and contacts within the district

Why do they leave WCSD?

- Career change
- Unique opportunity
- Better base salary

What's next? Stay Interviews - Why do you stay?



WCSD Staff Climate Results - October, 2025

681 staff invites / 512 responses (partial & full) / 75% response rate

Question Themes

Relationships - Leadership, Support

Communication

Culture - Core values, Respect

Professional Development

Follow up Actions Taken

District administrative review

Site-based review / Action planning with staff - building specific process and plan

Remaining Actions - Follow up with building admin in May, 2026

Engagement Cont.

Net Promoter Score of 29 (31 in 24/25) (27.4 Cert / 35.7 Support)
Improvement since 22/23

Creators of NPS, Bain & Company, suggest a score:

- + Above 0 is good
- + Above 20 is favorable
- + Above 50 is excellent
- + Above 80 is world class

Survey Findings

Areas of strength

Relationships

Positive connections with students

Supportive and effective school-level leadership

Enjoyment / Sense of purpose

Areas to address

Behavioral support

Workload / initiatives

District-level support

Team/Peer conflict





Wellness Clinic / Health Plan -> HR Continuous Improvement

Definition

Creating an environment that supports healthy bodies, healthy minds and a positive community for students and staff is important to a districts ecosystem. Continuing to expand our wellness clinic and optimizing our health plan design for employee wellness and shared financial savings.

Why this matters?

The district's medical loss ratio (MLR) reflects our contractual agreements and health plan claims costs. It is the primary factor influencing health plan renewal rates. Health plan expenses are the district's largest cost aside from salaries. Maximizing the use of our employee wellness clinic to improve the MLR could result in substantial budget savings.

Goal

By June 30, 2026, the Human Resources Department will partner with Middleton-Cross Plains, Sun Prairie, and Verona School Districts to secure agreements with SSM, Medica, and Navitus. These efforts will expand access to wellness services, improve clinic efficiency through shared staffing, and optimize health plan design to contain rising renewal costs and enhance overall employee well-being.

[Staff Wellness Clinic Monthly Report](#)

Dept. Goal Continued

Agreement Areas for Clinic Services



Musculoskeletal (MSK) - (March, 2026)

- Onsite physical therapy
- Onsite Chiropractic care

Behavioral Health - (August, 2025 / review May, 2026)

- 1 day / week
- Advocacy model/steerage

Pharmacy Care - (April, 2026)

- Chronic condition review
- Formulary guidance
- Independent review of specialty complexity



COPES Evaluation Model - Central Office

Standards-based evaluation, similar to Educator Effectiveness Models
Feedback to promote self growth and continuous improvement

COPES

Performance Standard 1: Mission, Vision, and Goals

Performance Standard 2: Planning and Analysis

Performance Standard 3: Human Resources/Instructional Leadership

Performance Standard 4: Organizational Management

Performance Standard 5: Communication and Community Relationships

Performance Standard 6: Professionalism

[COPES Job Specific Performance Indicators](#)



COPES Evaluation Model - Central Office

Summative Central Office Process	Time Investment
Your Voice Matters: Goal Setting Plan	30 minutes
Session 1 Conference	30 minutes
Session 2 Conference	30 minutes
Session 3 Conference	30 minutes
Session 4 Summative Evaluation Report Conference	45 minutes
Review Survey Analysis and Comment (as appropriate)	15 minutes
Review End of Year Goal Setting & complete Summative Evaluation Report	60 minutes

Total: 4 hours



Figure 1: COPES Performance Evaluation Process





HR Items Coming to the Board

Wages - WCSD seeks to compensate at the average rate or higher of its County Peers.

- Hourly Staff
 - CPI related system increase + step movement + Market Competitiveness (Operational Referendum Funds)
- Teachers (Unionized)
 - Negotiated CPI increase on base wage
 - Supplemental wage (Compensation System) increase
- Non-unionized - Admin and Admin Support

Employee Guidelines



Upcoming Initiatives and Next Steps

Staffing

- Administrative succession
- Education labor shortage

Insurance / Health Care

- Greatest uncontained economic threat to WCSD
- Expansion of clinic services

Competitive Wages

- State-level and community support



Contact Information

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