

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

February 10, 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. **ANALYSIS OF 2024 STUDENT:STAFF RATIO COMPARABLES**

3

Description: A review of student-to-staff ratios of regionally comparable groups was conducted to aid in the development of the 2025-26 compensation and staffing plan.

Recommended Action: None, informational only.

5. **STAFFING UPDATE**

Description: The administrative team will share a 2025-26 staffing update.

Recommended Action: None, informational only.

6. **APPROVE RECOMMENDED 2025-26 STAFFING PLAN: PHASE I**

4

Description: Administration will share a tentative staffing plan that includes certified staff positions considered to be essential additions for the 2025-26 school year. These positions are hard to fill positions and approval of this plan will allow for early posting of these positions.

Recommended Action: Approve the 2025-26 Phase I: Staffing Plan.

7. **APPROVE 2026-27 SCHOOL YEAR CALENDAR**

8

Description: The calendar committee is recommending the 2026-27 school calendar. The school calendar will include the school year start/end dates, in-service days, and vacation days.

Recommended Action: Approve the 2026-27 school calendar.

8. **NOTICE OF COMMENCEMENT OF CONTRACT NEGOTIATIONS**

Description: River Falls School District will be commencing contract negotiations with the Teacher Employee Group (RFEA, WEAC Region 1) and the Bus Driver Group (WEAC Region 1). This notice satisfies Wisconsin State Statute 19.84(1)(b) and 19.86. The Personnel Committee, Director of Human Resources, and Superintendent will serve as the District Negotiations Committee.

Recommended Action: Approve Commencement of Contract Negotiations.

9. **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.

10. **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, March 3, 2025, 7:00 p.m. (or immediately following Finance & Facilities)
The meeting will be held at the District Office, 852 E. Division Street.

11. 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 TEACHER CONTRACT DAYS AND COMPENSATION, AND PURSUANT TO WIS. STAT. SEC. 19.85(1)(E), WHICH PERMITS CONVENING IN CLOSED SESSION FOR THE PURPOSE OF DELIBERATING OR NEGOTIATING THE PURCHASING OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION, FOR THE PURPOSE OF DISCUSSING 2025-26 CONTRACT NEGOTIATION MEETINGS. ROLL CALL REQUIRED.

12. CONVENE TO CLOSED SESSION

13. ADJOURN (NO ACTION TAKEN IN CLOSED SESSION)

RATIO OF STUDENTS TO ALL STAFF	
DISTRICT	Ratio of students to 1 staff member
Monona Grove	6.59
Ellsworth Community School District	6.98
Pulaski	7.29
Saint Croix Central School District	7.37
Hudson School District	7.61
Baldwin-Woodville Area School District	7.75
New Richmond School District	7.88
Menomonie Area School District	8.02
River Falls School District	8.58
West DePere	9.3

RATIO OF STUDENTS TO LICENSED STAFF	
DISTRICT	Ratio of students to 1 licensed staff member
Monona Grove	10.69
Pulaski	11.97
Saint Croix Central School District	12.56
Menomonie Area School District	12.77
Ellsworth Community School District	12.78
Hudson School District	12.98
Baldwin-Woodville Area School District	13.29
New Richmond School District	13.35
River Falls School District	13.35
West DePere	13.45

***NOTE: THIS RATIO INCLUDES CLASSROOM TEACHERS, SPECIAL EDUCATION, COUNSELORS, STUDENT SERVICES, AND TEACHING SPECIALISTS**

RATIO OF STUDENTS TO ADMINSTRATORS	
District Name	Ratio of students to 1 administrator
Monona Grove	182.97
Saint Croix Central School District	183.94
Baldwin-Woodville Area School District	191.91
Ellsworth Community School District	200
Pulaski	210.39
Menomonie Area School District	220.53
West DePere	225.69
Hudson School District	238.68
River Falls School District	246.57
New Richmond School District	252.29

RATIO OF STUDENTS TO ALL SUPPORT STAFF	
District Name	Rato of students to 1 support staff member
Ellsworth Community School District	16.66
Monona Grove	18.92
Saint Croix Central School District	19.78
Hudson School District	19.93
Pulaski	20.48
Baldwin-Woodville Area School District	20.49
New Richmond School District	20.81
Menomonie Area School District	23.86
River Falls School District	26.62
West DePere	34.81

[SOURCE: DPI Public Ratio of Students to FTE Staff Report \(2024\)](#)

2025-26 STAFFING PLAN: PHASE I

Location	Position and FTE
Rocky Branch	Special Education Teacher (1.0 FTE, .5 Cross Categorical and .5 Early Childhood)
District	Occupational Therapist (1.0 FTE)
Meyer Middle School	Cross Categorical Special Education Teacher (1.0 FTE)
District	Speech Therapist (.5 FTE)
District	Physical Therapist (.1 FTE)

2025-26 STAFFING PLAN: PHASE I RATIONALE

Rocky Branch Cross Categorical SPED Teacher: 0.5 FTE

RB will have approximately 49 special education students next year
- highest of all 4 elementary schools

Even with a 0.5 add (moving the building to 4.0 FT Special Education teachers), RB will have the highest average caseloads.

RB is now serving students with ID/high needs that are in their attendance area, which is new this school year.

Early Childhood: 0.5

Based on current students, and those entering from Birth to Three (assuming all qualify/accept evaluations), we will likely have 22 students who require Early Childhood programming at the beginning of the year.

Generally EC starts at a lower caseload, and fills over the course of the year as students reach their 3rd birthday. This starting number is much higher than prior years.

Additionally, we are currently projected to have 14 students enrolled in 4K (10 with needs for specialized instruction beyond speech).

Occupational Therapy: 1.0

22-23 OT Caseloads = 62
23-24 OT Caseloads = 80
24-25 OT Caseloads = 82 (1/25)
24-25 OT Caseloads = ~ 92 (End of year projection)

Caseload requirements for occupational therapists (OTs) and physical therapists (PTs) are in Chapter PI 11.24, Wis. Admin Code. The minimum caseload for a full-time therapist is 15 students. The maximum caseload for a full-time therapist is 30 students, but with a licensed assistant(s) can reach 45 students

MMS Cross Categorical SPED. Teacher: 1.0 FTE

89 Students Total / 5 = 17.8 Average

89 Students Total / 6 = 14.8 Average

** This number does not include ID students, who routinely have a lower caseload.

With Added 1.0

Projected MMS SPED Caseloads	
Position	Caseload Numbers
SLD (3)	18, 17, 17
Behavioral/Social (2)	11, 11
Low ID (1)	6
High ID (1)	8
Cross Categorical (1)	15

Comparable SPED Caseloads	
Position	Caseload Numbers
Unity	22 (with 1 unfilled position)
Menomonie	18
Somerset EBD - 9:	LD - 17: Cross Categorical - 15
Osceola EBD - 12	LD = 16; ASD - 12
New Richmond	12-15

Speech Therapist: 0.5FTE

January 2024 - 181 students in speech

January 2025 - 198 students in speech

RB/4K SLP 30 → 46

EC SLP 24 → 28 (~ 10 in referral)

Physical Therapist: 0.1

Assuming there are no more transfer in students and all Birth to 3 students qualify, our PT will have a caseload of 27 by the start of next year. Our PT covers 7 different buildings.

Caseload requirements for occupational therapists (OTs) and physical therapists (PTs) are in Chapter PI 11.24, Wis. Admin Code. The minimum caseload for a full-time therapist is 15 students. The maximum caseload for a full-time therapist is 30 students, but with a licensed assistant(s) can reach 45 students

School District of River Falls
2026-27 SCHOOL CALENDAR

August 2026

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24♦	25♦	26♦	27♦	28
31				

*18-19 – New Teacher Orientation
24-27 – Teacher In-service*

September 2026 **21**

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

*1 – First Student Day
7 – No School (Labor Day)*

October 2026 **21**

M	T	W	TH	F
			1	2
5♦	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30Q

*5- No School (Teacher In-service)
(HS Virtual Day)*

November 2026 **17**

M	T	W	TH	F
2♦	3	4	5	6
9	10	11	12	13
16	17	18	19	20T
23	24	25	26	27
30				

*2 – No School (Teacher In-service)
25-27 – No School (Thanksgiving Break)*

December 2026 **16**

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

23-31 – No School (Winter Break)

January 2027 **19**

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15Q
18♦*	19	20	21	22
25	26	27	28	29

*1 – No School (Vacation)
18 – No School (Teacher In-service)*

February 2027 **19**

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15♦*	16	17	18	19
22	23	24	25	26

*15 – No School (Teacher In-service)
(HS Virtual Day)*

March 2027 **18**

M	T	W	TH	F
1	2	3	4	5T
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

15-19 – No School (Spring Break)

April 2027 **21**

M	T	W	TH	F
			1Q	2♦*
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

2 – No School (Teacher In-service)

May 2027 **19**

M	T	W	TH	F
3	4	5	6	7*
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

*7 – No School (Vacation)
31 – No School (Memorial Day)*

June 2027 **4**

M	T	W	TH	F
	1	2	3	4
7♦*	8♦*	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

*4 – Last Day of School
7-8 – Teacher In-service*

Quarters (Secondary):

- 1: 9/1/26-10/30/26 (42 days)
- 2: 11/3/26-1/15/27 (43 days)
- 3: 1/19/27-4/1/27 (47 days)
- 4: 4/5/27-6/4/27 (43 days)

Trimesters (Elementary):

- 1: 9/1/26-11/20/26 (56 days)
- 2: 11/23/26-3/5/27 (62 days)
- 3: 3/8/27-6/4/27 (57 days)

First Student Day: September 1, 2026
 No School Days:
 Graduation Day: TBD
 Last Student Day: June 4, 2027
 Possible Make-Up Days: *

Student Days	175
Parent Teacher Conference Days	2
Work/In-service Days ♦	11
Total Days	188