

Sun Prairie Area School District Online Application

gilkey-meisegeier, robert - AppNo: 1715

Date Submitted: 8/3/2022

JobID 1357 Questions continued

Review past work/volunteer experience emphasizing areas in which you have worked with children in structured activities.

Nikolay Middle School Para Professional for one year. Park and Rec Youth Center Supervisor for 10 years working in sports as well. YMCA youth sports for 1 year as well as Friday Night Hoops at the Y. Big Buddy program through Fort Atkinson High School Mentored students in elementary school that was requested by the administrators and not through a Big Buddy program High School Link Crew Leader Mentored students at the Salvation Army in Madison High School Basketball and AAU basketball coach.

What experience, if any, have you had with special needs children? (Physical, cognitive, emotional, learning disabled.)

Special Olympics basketball coach and referee. Working with special needs kids at Nikolay Middle School in the classroom as well as recess and lunch supervision. Worked at Opportunities Inc in Fort Atkinson factory worker, working with special need people.

Describe your computer knowledge and background.

Many years of computers for retail jobs, as well as classroom work. I am currently an Anytime Fitness Club Manager where we use computers everyday for budgets, word, google docs, excel, and more.

Briefly comment on your ability to interact and communicate with others

I have strong communication skills with students as well as other teachers and administrators. Communication with me especially is a big thing. I've had to be in communication with superintendents, principals, teachers, coaches, player parents, and supervisors in the past. A lot of things can go wrong with poor communication skills, but things can always run very smooth with great communication skills. Talking and communication for me comes easy and that is how we can move kids forward with communicating expectations and more.

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Anytime Fitness Club Manager		5802 HWY 51 McFarland, Wi 53558 6088388111		Brad Myer 6082372717	
Date From - Date To:	08/2019 -	Full or Part Time:	Full	Last Annual Salary:	41798
Reason for Leaving:	still employed				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Managing 700 plus members through a pandemic, sign up members, keep the club clean, manage and coach our trainers.				

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Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Nikolay Middle School Para Professional		211 South St Cambridge, WI 53523 6084237335		Krista Jones 6084237335	
Date From - Date To:	08/2017 - 06/2018	Full or Part Time:	Part	Last Annual Salary:	\$11.25
Reason for Leaving:	new job				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Help supervise students in study hall, recess, and lunch. Help special education students in the classroom on homework and projects.				

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Fort Atkinson High School, Fort Atkinson, WI
Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected
IA - University of Iowa	08/2020 12/2022	Sport Recreation Management Hrs:	Athletic/Activities Administration Hrs:	Bachelors	12/2022
WI - University of Wisconsin, Whitewater	09/2015 05/2016	Physical Education Hrs:	Hrs:		
Madison college	08/2013 05/2015	Liberal Arts Hrs:	Hrs:	Associates	

	Undergraduate	Graduate
Overall GPA	2.8/4	/4
Major GPA	2.7/4	/4
Highest Degree Attained	Number of graduate hours beyond your highest degree:	Grad Program Of Study
Associates		

List honors, awards or distinctions you have earned:

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Certification

Do you hold National Board for Professional Teaching Standards certification? **No**

Do you hold or anticipate a Wisconsin certificate? **No**

Type	Certificate Number	Expiration Date	Status
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Please list any other endorsements and/or verifications documented on your Certificate(s):

- * Have you applied for a Wisconsin certificate? No
- * List the date you applied for certification:
- * Have you received a deficiency statement? No
If pending, date test taken
- * Have you passed the Basic Skills Exam? No
- * Have you passed the Content Area Exam? No

Do you hold a current out-of-state certificate? No

State	Type	Certificate Number	Expiration Date	Current?
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List your out-of-state certified teaching/administration fields:

Language Skills

Do you know any language other than English? Yes

Language(s): spanish
 Oral Level: Literate
 Written Level: Literate

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Mike Hintz	Ellie Tarnutzer
School/Org:	Fort Atkinson High School	Lake Millers Cleaners and Dyers
Current Position:	Physical Education Teacher	Owner
Home Phone:		
Cell Phone:	6083955311	9209881209
Work Phone:		
Mailing Address:		
Email:	hintzm@fortschools.org	Ellie@lakemillscleanersanddyers.com
Relationship to Candidate:	Former coach	
Years Known:	15	25

Sun Prairie Area School District Online Application

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Date Submitted: 8/3/2022

Professional References cont.

Reference 3 of 3	
Name:	Steve Mahoney
School/Org:	Fort Atkinson High School
Current Position:	
Home Phone:	
Cell Phone:	9205637811
Work Phone:	
Mailing Address:	
Email:	mahones@fortschools.org
Relationship to Candidate:	Former Coach
Years Known:	15

Referrals

How did you hear about employment with us?

School District Website

Additional Information

List any additional information which will help in determining your professional qualifications for a position.

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

Professional Status

* Have you ever had a teaching certificate or teaching license revoked or suspended?

No

If Yes, explain:

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

Sun Prairie Area School District Online Application

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Disclosures continued

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

No

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Sun Prairie Area School District is an Equal Opportunity Employer. Sun Prairie Area School District ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Sun Prairie Area School District has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any

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liability or damages on account of having furnished such information.

I, robert gilkey-meisegeier, agree to all of the terms above.

I agree

Dear Sun Prairie Area School District,

I am eager and excited for the Youth Advocate position for Sun Prairie West High School. I am a student focused person that cares about students wellbeing, mental health, physical activity, and overall education. In this position I feel that this will allow me to excel in helping students achieve their goals and the overall goal of walking across the stage.

I have worked in a school before as a para-professional helping students with IEPs get the right educational help they need. I managed recess duty, and lunch duty, and study halls. I have strong deescalation skills with students making sure they are not harming themselves or anyone else. I have also worked with staff and parents to make sure their child or student is getting the right attention they need to achieve their goals.

Overall, I have strong communication skills, well organized, and detail oriented in my work. I feel like I would be a great candidate for the Youth Advocate position and I look forward to hearing from you soon.

Thanks, Rob

Criminal History Request

Name: Gilkey-Meisegeier Robert
Last First Middle

Maiden Name: _____ Date of Birth: _____ Sex: Male
 (Other Names Used)

Social Security Number: _____ Phone Number: _____

Hispanic or Latino? No, not Hispanic or Latino Yes, Hispanic or Latino

Race: (Choose one or more) American Indian/Alaska Native Asian
 Black/African American/African White
 Native Hawaiian/Pacific Islander Two or More Races

Have you ever lived or worked out of state? (Please circle one) NO YES
 If yes, which state(s)? _____

Have you ever been convicted* of a crime or do you presently have any pending charges other than minor traffic violations? (Please circle one) NO YES
 If you circled YES, please fill in the information below.

*CONVICTION means the final judgment of a verdict or a finding of guilty, a plea of guilty or a plea of no contest, in any state or federal court of jurisdiction in a criminal case, regardless of whether an appeal is pending or could be filed. Conviction does not include a final judgment which has been expunged by pardon, reversed, set aside or otherwise rendered invalid.

Conviction Charge	Date of Conviction	Charge
OWI	April 2016	
City, State	Sentence	Remarks
Fort Atkinson		

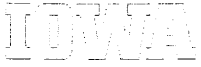
Conviction Charge	Date of Conviction	Charge
OWI	October 2016	
City, State	Sentence	Remarks
Lake Mills		

I understand and agree that:

- The Sun Prairie Area School District will conduct a criminal background investigation.
- Until that investigation is completed and reviewed, I am a conditional employee.
- All information given by me in this disclosure is true and correct without omissions of any kind.
- The district shall not be held liable in any respect if my employment status is terminated because of false statements or omissions made by me in this disclosure statement. Any omissions or false statements made by me in this disclosure, no matter when discovered, may be grounds for termination of my employment status.
- I will not hold the Sun Prairie Area School District or its representative liable for any damage which may result from the furnishing and receiving of this information.

Robert Gilkey-Meisegeier
 Signature

06/06/2022
 Date



Office of the Registrar Official Transcript

Name: Robert Gilkey-Meisegeier
University ID: 01398080
Month/Date of Birth: 11/01
Date Generated: 01/03/24 08:25 AM

University of Iowa Degree(s):
Bachelor of Science Conferred December 15, 2023
Major in Sport and Recreation Management (Coaching and Sport Instruction)
Certificate in Interscholastic Athletic/Activities Administration Awarded December 15, 2023

Previous/Transfer institution(s):
Madison Area Technical College, Madison, WI 2014-2023 30.00 SH
University of Wisconsin-Whitewater, Whitewater, WI 2015-2016 22.00 SH

*****START ACADEMIC RECORD*****

Table with columns: Course Number, Course Title, Sem Hrs, Grade. Includes Fall 2020 / College of Liberal Arts and Sciences 1 with courses SRM 3148, 3157, 3147, 3175 and summary rows for Graded Hrs Att, GPA, Graded Hrs Earned, Hrs Earned.

Table with columns: Course Number, Course Title, Sem Hrs, Grade. Includes Spring 2021 / College of Liberal Arts and Sciences 1 with courses EPLS 4200, SRM 3152, 1060, 3800, 3158 and summary rows for Graded Hrs Att, GPA, Graded Hrs Earned, Hrs Earned.

Table with columns: Course Number, Course Title, Sem Hrs, Grade. Includes Summer 2021 / College of Liberal Arts and Sciences with courses SRM 4199, 3153 and summary rows for Graded Hrs Att, GPA, Graded Hrs Earned, Hrs Earned.

Table with columns: Course Number, Course Title, Sem Hrs, Grade. Includes Fall 2021 / College of Liberal Arts and Sciences with courses SRM 3175, 4196, 3172, 1045, 3151 and summary rows for Graded Hrs Att, GPA, Graded Hrs Earned, Hrs Earned.

Table with columns: Course Number, Course Title, Sem Hrs, Grade. Includes Spring 2022 / College of Liberal Arts and Sciences with courses SRM 3700, 4199, ENGL 1200, FREN 1006, SRM 3178 and summary rows for Graded Hrs Att, GPA, Graded Hrs Earned, Hrs Earned.

Table with columns: Course Number, Course Title, Sem Hrs, Grade. Includes Summer 2022 / College of Liberal Arts and Sciences with courses HHP 2310, 2200 and summary rows for Graded Hrs Att, GPA, Graded Hrs Earned, Hrs Earned.

Table with columns: Course Number, Course Title, Sem Hrs, Grade. Includes Fall 2022 / College of Liberal Arts and Sciences with courses SPAN 1003, ARTH 1070, HIST 1030 and summary rows for Graded Hrs Att, GPA, Graded Hrs Earned, Hrs Earned.

Table with columns: Course Number, Course Title, Sem Hrs, Grade. Includes Spring 2023 / College of Liberal Arts and Sciences with courses SPAN 1502, ARTH 1070 and summary rows for Graded Hrs Att, GPA, Graded Hrs Earned, Hrs Earned.

On Academic Probation - College of Liberal Arts and Sciences
Not permitted to register
*University operations and instruction continued to adapt to the global public health emergency. Many course offerings and modalities were impacted, which in turn may have affected an individual student's experience in each course.

*****END ACADEMIC RECORD*****

Handwritten signature: Julie

Robert E Gilkey-Meisegeier

EDUCATION

Bachelor of Science: University of Iowa Sport Recreation Management December 2022

General Studies: Physical Education, University of Wisconsin-Whitewater 2015-2016

Liberal Arts Studies: Madison College, Fort Atkinson, 2013-2015

Fort Atkinson High School: 2009-2013

PROFESSIONAL EXPERIENCE

Club Manager Anytime Fitness: August 2019 - Current

- Communicate with members regularly to keep them informed and engaged
- Provide members with the motivation, guidance, and programming to help them achieve results.
- Motivate and lead team members to bring their best every day
- Organize and conduct events to build community awareness and drive new memberships
- Ensure that the facility's equipment and cleanliness consistently meet company standards

Para Professional: Cambridge Middle School, Cambridge, WI, 2017-2018

- Work with special education students 1 on 1 in the classroom ensuring they get the right educational help they need to succeed
- Support students with emotional or behavior concerns and assist them in developing appropriate social skills for in the classroom as well as out of the class room
- Study hall supervisor and Middle School athletics supervisor for all home events

Freshman Boys Basketball Coach: Cambridge High School, Cambridge, WI, 2017-2018

- Leading freshman boys basketball team in the right direction to ensure our program is in top shape for the future of Blue Jays basketball
- Varsity assistant coach handling scout team offense & defense

Supervisor: Fort Atkinson Park & Recreation, Fort Atkinson, WI, August 2011-Current

- Ensure the safety of kids ages 6th-8th grade within the building
- Referee and manage community youth sports such as; basketball, baseball, soccer, etc
- Oversea many youth camps & tournaments such as; basketball & football

Sales Associate: Nike Johnson Creek, WI, May 2012- August 2015

- Provide customer service while on the main floor
- Maintain cleanliness of the store while assisting in the stores opening and closing
- Serve as a stock room member moving new product from the back room to sales floor

Relevant Experience

Internships:

- Sun Prairie High School with Eric Nee High School Athletic Director
- Cambridge Activities Program with Adam Hosey CAP Athletic Director
- Anytime Fitness

Cambridge Athletics Social Media Manager

- Managing social media accounts for Cambridge athletic department & boys basketball

Basketball Coach

- Coach for UW-Whitewater Basketball Camps

- Coach for Wisconsin Academy AAU Basketball 15U
- Fort Atkinson High School summer league coach

Game Management

- Managed high school football student sections, making sure students weren't out of control
- Managed admissions & concessions for many high school & youth sporting events
- Announced basketball & football games
- Oversaw elementary youth night for Fort Atkinson youth basketball teams
- Taped high school football games for Fort Atkinson
- Managed all Fort Atkinson High School boys basketball games doing concessions, apparel sales, in game events with students, former players, and youth team players

CAMPUS & COMMUNITY INVOLVEMENT

- Intramural sports member for basketball as well as a referee
- BSU: Member of the Black Student Union organization at UW-Whitewater
- Big Buddy member mentoring elementary school kids
- Link Crew Member lead freshman around on the first day of school & various activities throughout the school year
- Special Olympics basketball referee/coach
- Iowa Sports Information Group (SIG) leader for Athletic Administration
- Iowa Diversity Equity & Inclusion committee

Certifications & Certificates

- Concussion in sports - NFHS/CDC
- AED/CPR - American Red Cross
- Interscholastic Athletic/Activities Administration certificate University of Iowa (December 2022)
- International Sports Science Association Strength & Conditioning Specialist certification (June 2022)

REFERENCES

Mike Hintz - Physical Education Teacher at Fort Atkinson High School

Email: hintzm@fortschools.org **Phone:** 1-920-563-7811 Ext 1191

Ellie Tarnutzer - Co Owner of Lake Mills Cleaners & Dyers

Email: ellie@lakemillscleaners.net **Phone:** 920-988-1209

Brett Ketterman - Fort Atkinson Parks & Recreation Director

Email: fortatkinsonyouthcenter@hotmail.com **Phone:** 920-563-7781

Steve Mahoney - Fort Atkinson High School Athletic Director

Email: Mahoneys@fortschools.org **Phone:** 920 563-7811 ext. 1194



SUN PRAIRIE AREA SCHOOL DISTRICT

501 S. Bird Street, Sun Prairie, Wisconsin 53590 (608) 834-6500 Fax: (608) 834-6555

ATHLETIC/ACTIVITY REFERENCE VERIFICATION

Candidate: Robert Gilkey-Meisegeier	Athletic/Activity Applying For: Varsit Asst Coach
Your Name: LaRon Ragsdale	Athletic/Activity Location: SPWHS
Reference Contacted: Mike Hintz	Date Contacted: 6/6/22
Reference's Position/Relationship: Former student and player	

1. (DESCRIBE Athletic or Activity Position)

Based on this description we are considering Mr. Gilkey-Meisegeier for, please describe the related knowledge and skills that he/she would bring to us.

Rob does a very good job relating to younger players. In my opinion, Robert

2. Describe his/her strengths.

His ability to relate and interact with youth he interacts with.

3. If you were to create a set of growth objectives for Robert, what would they be?

He's young and new, so a quality mentor would be best to ensure Rob has the best chance for success as he navigates the many different hurdles thrown coaches way o a daily basis.

4. Describe Rob's attendance patterns and dependability.

I have never has an issue with Rob being where he was supposed to be. All tasks given to Rob to complete over the year's have always been done professionally and timely.

5. To your knowledge, has Rob worked in a team environment? Please describe his/her role on the team.

Always has been a team player.

6. To your knowledge, has he/she ever been placed on an improvement plan or terminated from a job?

Not that I am aware of

7. Describe the worst conflict situation you have seen have to deal with. How did he/she handle the situation? n/a

8. If given the opportunity would you hire this person above all other applicants?

yes

9. I'm going to briefly describe some categories. Please rate the applicant by comparing this individual with others you have observed or for whom you have had evaluative responsibility.

CATEGORY	Upper 10%	Upper 25% but not upper 10%	Upper 50% but not upper 25%	Lowest 50% but not lowest 10%	Lowest 10%	No basis for judgment
Knowledge of subject matter		x				
Discipline/class management		x				
Clarity of expression		x				
Flexibility/versatility	x					
Enthusiasm	x					
Instructional skills		x				
Goal/results oriented		x				
Meets individual needs		x				
Rapport with students	x					
Rapport with parents		x				
Rapport with colleagues	x					
Rapport with administration		x				

10. Is there anything else you believe we should know about ?

THANK YOU FOR YOUR TIME.



SUN PRAIRIE AREA SCHOOL DISTRICT

501 S. Bird Street, Sun Prairie, Wisconsin 53590 (608) 834-6500 Fax: (608) 834-6555

ATHLETIC/ACTIVITY REFERENCE VERIFICATION

Candidate: Robert Gilkey-Meisegeier	Athletic/Activity Applying For: Varsit Asst Coach
Your Name: LaRon Ragsdale	Athletic/Activity Location: SPWHS
Reference Contacted: Steven Mahoney	Date Contacted: 6/6/22
Reference's Position/Relationship: Supervisor	

1. (DESCRIBE Athletic or Activity Position)

Based on this description we are considering Mr. Gilkey-Meisegeier for, please describe the related knowledge and skills that he/she would bring to us.

Robert played and coached in Fort Atkinson.

2. Describe his/her strengths.

He is very energetic, passionate and cares about student-athletes!

3. If you were to create a set of growth objectives for Robert, what would they be?

Continue to branch out and learn strategies and concepts.

4. Describe Robert's attendance patterns and dependability.

Exceptional, he will always be prompt and there.

5. To your knowledge, has Robert worked in a team environment? Please describe his/her role on the team.

Yes, he coached with us. He was very loyal and did what ever the team needed.

6. To your knowledge, has he/she ever been placed on an improvement plan or terminated from a job?

No

7. Describe the worst conflict situation you have seen Robert have to deal with. How did he/she handle the situation? I haven't witnessed much conflict, with players, he would speak to them as a teacher, he would inspire them if they were down or weren't playing as much as they wanted.

8. If given the opportunity would you hire this person above all other applicants?

Yes!

9. I'm going to briefly describe some categories. Please rate the applicant by comparing this individual with others you have observed or for whom you have had evaluative responsibility.

CATEGORY	Upper 10%	Upper 25% but not upper 10%	Upper 50% but not upper 25%	Lowest 50% but not lowest 10%	Lowest 10%	No basis for judgment
Knowledge of subject matter		x				
Discipline/class management		x				
Clarity of expression	x					
Flexibility/versatility	x					
Enthusiasm	x					
Instructional skills		x				
Goal/results oriented		x				
Meets individual needs	x					
Rapport with students	x					
Rapport with parents		x				
Rapport with colleagues		x				
Rapport with administration	x					

10. Is there anything else you believe we should know about He's a great person?

THANK YOU FOR YOUR TIME.

📄 2022-23 Athletics Letter of Assignment

Sent 11/08/2022 At 2:11 PM By MELISSA GORS

HR Prepares Offer | Review & Approve (Or Deny) | MELISSA GORS

Submitted by MELISSA GORS on 11/08/2022 at 2:49 PM

Legal Name

First Name*	Middle Name*	Last Name*
Robert	.	Gilkey-Meisegeier

Date*
11/08/2022

Name of Activity*
Basketball (Boys) - Sophomore Head Coach

Building*
SP - west

Years of Experience*
0

Total Stipend Amount*
\$2640

Semi-monthly payrolls*
11/23/2022 - 3/24/2023

HR Approves | Review & Approve (Or Deny) | MELISSA GORS

Submitted by MELISSA GORS on 11/08/2022 at 3:09 PM

Melissa Gors 

Signed:
MELISSA GORS
Time:
11/08/2022 at 3:09 PM
IP Address:
216.56.240.35, 198.143.32.44

User:
MELISSA GORS
Email:
mjgors@sunprairieschools.org

Employee Reviews and Approves | Review & Approve (Or Deny) | Robert Gilkey-Meisegeier

Submitted by Robert Gilkey-Meisegeier on 11/15/2022 at 10:05 AM

Robert Gilkey-Meisegeier 

Signed:
Robert Gilkey-Meisegeier
Time:
11/15/2022 at 10:05 AM
IP Address:
172.58.137.117, 198.143.32.48

User:
Robert Gilkey-Meisegeier
Email:
regilke@sunprairieschools.org

Date*

11/15/2022

Set up New Hire in Systems | Review & Approve (Or Deny) | MELISSA GORS

Submitted by MELISSA GORS on 11/15/2022 at 2:21 PM

2022-23 Athletics Letter of Assignment

Sent 03/16/2023 At 9:32 AM By MELISSA GORS

HR Prepares Offer | Review & Approve (Or Deny) | MELISSA GORS
Submitted by MELISSA GORS on 03/16/2023 at 9:43 AM

Legal Name

First Name*	Middle Name*	Last Name*
Robert	E	Gilkey-Meisegeier

Date*
03/16/2023

Name of Activity*
Weight Room Supervisor

Building*
HS- West

Years of Experience*
0

Total Stipend Amount*
\$630

Semi-monthly payrolls*
06/34/2023 - 6/9/2023

HR Approves | Review & Approve (Or Deny) | MELISSA GORS
Submitted by MELISSA GORS on 03/16/2023 at 9:46 AM

Melissa Gors 

Signed:
MELISSA GORS
Time:
03/16/2023 at 9:46 AM
IP Address:
216.56.240.35, 198.143.32.51

User:
MELISSA GORS
Email:
mjgors@sunprairieschools.org

Employee Reviews and Approves | Review & Approve (Or Deny) | Robert Gilkey-Meisegeier
Submitted by Brittany Macaulay on 11/07/2023 at 9:59 AM

BM 

Signed:
Brittany Macaulay
Time:
11/07/2023 at 9:59 AM
IP Address:
216.56.240.35, 198.143.32.32

User:
Brittany Macaulay
Email:
bcmacau@sunprairieschools.org

Date*
11/07/2023

Set up New Hire in Systems | Review & Approve (Or Deny) | MELISSA GORS
Submitted by Brittany Macaulay on 11/07/2023 at 10:04 AM



To: ROBERT E GILKEY MEISEGEIER
Home Building: SUN PRAIRIE WEST HIGH SCHOOL
From: Shelley Joan Weiss
Re: 2023 Summer School Agreement

On behalf of the Sun Prairie Area School District Summer School program, I am pleased to offer you a summer school assignment. We appreciate your enthusiasm to support our students. Below are the details of your summer school assignment:

Assignment Description: Summer School Support Staff Assistant
Building: SUN PRAIRIE WEST HIGH - SUMMER
Hourly Rate: \$19.4000
Per Diem Contract: \$1,978.80

Summer School Pay Dates are July 10, July 25, and August 10, 2023

Summer School Dates: June 20 - July 20, 2023

School Days: Monday - Thursday (no school on Fridays)
No School: Monday, June 19, 2023
Monday, July 3, 2023
Tuesday, July 4, 2023
Student Hours: 8:00 am - 12:50 pm daily for PreK - 12 (Hours may be adjusted for busing)
Staff Hours: 7:30 am - 1:30 pm (may be adjusted by Site Administrator)

Additional Staff Work Days:

Staff Preparation: Thursday June 15, 2023 (6 hours paid for required orientation)
Staff Wrap Up: Friday, July 21, 2023 OR
6 hours may be distributed across the last 4 days of school. Must be coordinated with site administrator.

This summer school assignment is pending sufficient enrollment and school board approval.

I accept this assignment and will comply with the Summer School Agreement and expectations. I understand that it is dependent on sufficient enrollment and board approval.



**Sun Prairie Area
School District**
Futures depend on us...every child, every day.

ATHLETICS LETTER OF ASSIGNMENT 2023-2024

Name: Robert Gilkey-Meisegeier

Building: SP West

Name of Activity: Basketball (Boys) - Sophomore Head Coach

Years of Experience: 1

Total Stipend Amount: 2640.00

Bi-weekly payrolls: 11/17/2023-03/22/2024

Please Note:

- The District expects you to work approximately 25-28 hrs. per week on average for this seasonal position.
- The stipend paid is a fixed amount and will not change if you work hours different than the number of hours the district calculated as the expected hours worked.

By signing this form you are stating that you understand and agree to these terms. Please return this form to Melissa Gors in Human Resources. Keep a copy for your records.

Elizabeth Berndt

Signature

11/06/2023

Date

Robert Gilkey-Meisegeier

Authorization Signature

11/06/2023

Date



Sun Prairie Area
School District
Futures depend on us...every child, every day.

ATHLETICS LETTER OF ASSIGNMENT 2023-2024

Name:

Robert Gilkey-Meisegeier

Building:

WHS

Name of Activity:

Concession Stand Manager - Year round

Years of Experience: 1

Total Stipend Amount:

\$4500

Bi-weekly payrolls:

08/25/2023 - 5/17/2024

Please Note:

- The District expects you to work approximately 25-28 hrs. per week on average for this seasonal position.
- The stipend paid is a fixed amount and will not change if you work hours different than the number of hours the district calculated as the expected hours worked.

By signing this form you are stating that you understand and agree to these terms. Please return this form to Melissa Gors in Human Resources. Keep a copy for your records.

Melissa Gors

Signature

08/17/2023

Date

Robert Gilkey-Meisegeier

Authorization Signature

08/17/2023

Date



Sun Prairie Area
School District
Futures depend on us...every child, every day.

ATHLETICS LETTER OF ASSIGNMENT 2023-2024

Name: Robert Gilkey-Meisegeier

Building: Sun Prairie West High School

Name of Activity: Weight Room Supervisor - Spring

Years of Experience: 1

Total Stipend Amount: \$630.00

Bi-weekly payrolls: 03/22/2024-06/14/2024

Please Note:

- The District expects you to work approximately 25-28 hrs. per week on average for this seasonal position.
- The stipend paid is a fixed amount and will not change if you work hours different than the number of hours the district calculated as the expected hours worked.

By signing this form you are stating that you understand and agree to these terms. Please return this form to Melissa Gors in Human Resources. Keep a copy for your records.

Brittany Macaulay

Signature

02/29/2024

Date

Robert Gilkey-Meisegeier

Authorization Signature

03/03/2024

Date



2023-24 FTE and Wage Information

EMPLOYEE: ROBERT E GILKEY MEISEGEIER

BUILDING: SUN PRAIRIE WEST HIGH SCHOOL

POSITION INFORMATION:

Assignment Description	Start Date	FTE	Hours Per Day	Minutes Per Day	Number of Days	Hourly Rate
Youth Advocate	08/30/2022	1.00000	7	30	189	\$19.4000
Youth Advocate	08/28/2023	1.00000	7	30	192	\$20.5600

Please verify the building, assignment, hours per day. If anything is different than listed, please contact your HR Liaison.

EXPLANATION: This reflects the increase between your 2022-23 and 2023-24 hourly wage. Refer to the start date to determine the corresponding plan year information. Note: This notice includes a 6% Annual Increase.

This information, as well as past pay rate information, is available in Employee Access;

Log in to Employee Access~Go to:

Employee Information -> Personal Information-> Assignments (on the far left side)

Choose **Assignment year** from drop down (choose other years for previous year information)

Click on **Position** arrow to expand

When expanded you will see **Payroll Information**-click on that arrow to expand that information. This is where you will find your annual salary, as well as your hourly rate.

Please email your HR Liaison with any questions.



To: ROBERT E GILKEY MEISEGEIER
From: Chris Sadler, Director of Human Resources
Re: Letter of Intent
Date: April 2023

This letter serves as a notice that the District intends to offer you the below stated assignment for the upcoming school year.

The details of your assignment are as follows:

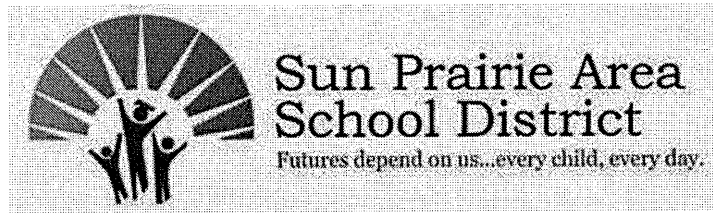
Assignment Description	Building Code	Hourly Rate	Hours Per Day	Minutes Per Day	Number of Days	Start Date
Youth Advocate	HSW	\$19.4000	7	30	192	08/28/2023

Employment Conditions:

1. This letter of intent is neither a guarantee of work nor a limitation on the number of hours per day or hours per week you may be assigned. The Board reserves the right to assign you additional hours as educational or operational needs require.
2. Your assigned location and hours may change according to the operational needs of the District and does **not** constitute a binding employment contract. As such, you are an at-will employee. The District or Employee may rescind this letter of intent after giving at least fourteen calendar days' notice of intent.

Your electronic signature verifies acceptance of this letter of intent with the Sun Prairie Area School District for the 2023-24 school year. We must receive your electronic signature acknowledging your acceptance of this letter of intent through Skyward or your letter of resignation (sent to Human Resources) no later than May 15, 2023. Without acknowledgement of your acceptance of this letter, the District reserves the right to recruit other individuals to fill positions as needed to fulfill the operational needs of the District.

Thank you and best wishes for a summer filled with rest and relaxation!



To: ROBERT E GILKEY MEISEGEIER
Home Building: SUN PRAIRIE WEST HIGH SCHOOL
From: Shelley Joan Weiss
Re: 2024 Summer School Agreement

On behalf of the Sun Prairie Area School District Summer School program, I am pleased to offer you a summer school assignment. We appreciate your enthusiasm to support our students. Below are the details of your summer school assignment:

Assignment Description: Summer School Support Staff Assistant
Building: SUN PRAIRIE WEST HIGH - SUMMER
Hourly Rate: \$20.5600
Per Diem Contract: \$2,343.84

Summer School Pay Dates: July 12, July 26, and August 9

Summer School Dates: June 17 - July 18, 2024

School Days: Monday - Thursday (no school on Fridays)
No School: June 19 & 20
July 4
Student Hours: 8:00 am - 1:00 pm daily for PreK - 12 (Hours may be adjusted for busing)
Staff Hours: 7:30 am - 1:30 pm (may be adjusted by Site Administrator)

Additional Staff Work Days:

Staff Preparation: June 12
Staff Wrap Up: July 19
6 hours may be distributed across the last 4 days of school. Must be coordinated with site administrator.

This summer school assignment is pending sufficient enrollment and school board approval.

I accept this assignment and will comply with the Summer School Agreement and expectations. I understand that it is dependent on sufficient enrollment and board approval.



2024-25 Salary Information

EMPLOYEE: GILKEY MEISEGEIER, ROBERT E

BUILDING: SUN PRAIRIE WEST HIGH SCHOOL

POSITION INFORMATION:

Assignment Description	Start Date	FTE	Number of Days	Add-On Amount	Per Diem Contract
Youth Advocate	08/28/2023	1.00000	192	\$0.00	\$29,606.40
Dean of Students	08/05/2024	1.00000	215	\$0.00	\$76,528.00

EXPLANATION: This reflects the increase between your 2023-24 and 2024-25 salary. Refer to the start date to determine the corresponding plan year information.

2024-25 BASE SALARY INCREASE DETAILS:

Annual Salary Adjustment	
Goal Increase	
Year 4- 2021-22 Pay Study Base Salary Increase (if applicable)	

This information, as well as past pay rate information, is available in Employee Access; Log into Employee Access>**Employee Information** > **Personal Information** > **Assignments** -Choose **Assignment year** from drop down (choose other years for previous year information) - When expanded you will see **Payroll Information**-click on that arrow to expand that information. This is where you will find your annual salary, as well as your hourly rate.

Please contact your HR Liaison if you have questions. If, in the process of resolving the questions, a new document needs to be prepared, the new document will be forwarded to you through the same process.



Wisconsin Department of Public Instruction
**SCHOOL DISTRICT REQUEST FOR A LICENSE WITH
 STIPULATIONS FOR A TEACHING SUBJECT, PUPIL
 SERVICES POSITION, OR EDUCATIONAL
 INTERPRETER**
 PI 1624-LWS1 (Rev. 09-22)

INSTRUCTIONS: If your employee needs a one-year license for an administrator position, use ELO license type A201 with the form PI-1622-ADMIN instead.

For best results, any PDF form should be downloaded and opened in Acrobat Reader rather than filled out in the browser. Not all PDF features will work as intended when opened in a browser.

I. GENERAL INFORMATION			
CESA No. 2	LEA No. 5656	Requesting School District Sun Prairie Area School District	Telephone Area/No. (608) 834-6500
School No. 420	School Name—Location of Assignment Sun Prairie West High School		Charter School? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If Yes, check box if Virtual Charter</i> <input type="checkbox"/>
Subject(s)/Position Requested Physical Education Teacher		Development Level/Grade(s) K-12	
Percentage of School Day in this Assignment(s) <input checked="" type="checkbox"/> Full-time (in the assignment for the full school day) <input type="checkbox"/> Part-time (in the assignment for part of school day) <i>Specify percentage of day in this assignment: _____%</i>		Is the license needed for a Long-term Substitute assignment? <input type="checkbox"/> Yes <i>Assignment begin and end date must be provided</i> <input checked="" type="checkbox"/> No	
		Request for this person in this assignment(s) is a: <input checked="" type="checkbox"/> First Time Request <input type="checkbox"/> Renewal Request— Must complete Part II.	
Assignment Begin Date Mo./Day/Yr. 7/1/24	Assignment End Date Mo./Day/Yr. 6/30/25	Employee Name First, Middle, Last Robert, E, Gilkey Meisegeier	

Identify the pathway to full licensure your employee will utilize/its utilizing to either renew this one-year license with stipulations or become eligible for full licensure by August 31 of the year the one-year license would expire. Check one.

ENROLL(ED) in an approved licensure program leading to the license in the above listed subject/position and taking six semester credits in licensure program through a college/university or the equivalent training at a Wisconsin approved alternative educator preparation program.

Name of Program UW-Whitewater - Physical Education Post Baccalaureate Program	Anticipated Completion Date Mo./Day/Yr. 8/30/2027
--	--

- PASS** the appropriate test(s) required to apply for full licensure. *Indicate the test name and registration date below.*
- via the license based on a Content Test.
(for the teacher with Provisional, Lifetime or Master Educator License seeking to add other license by content test only. Attempts at testing to add license via Content test are not considered adequate progress to renew a one-year License with Stipulations).
 - via endorsement from a Wisconsin approved educator preparation program.
(for the person who has completed all educator preparation program requirements, but has yet to pass the Wisconsin exams)
 - via endorsement from an OUT-OF-STATE educator preparation program.
(for the person who has completed all educator preparation program requirements, but has yet to pass that state's exams)
 - for a Charter School License (for non-virtual charter teaching assignments)
(Attempts at testing to add a Charter School License is not considered adequate progress to renew a one-year License with Stipulations)

Test Name	Registration Date Mo./Day/Yr.
-----------	-------------------------------

- SUCCESSFULLY COMPLETE** the school district sponsored portfolio pathway if eligible for the three-year license with stipulations in the employing school district next school year.
- SUCCESSFULLY COMPLETE** the Montessori Pathway.
- SUCCESSFULLY COMPLETE** the American Board for the Certification of Teacher Excellence (ABCTE). Enrollment in the American Board pathway to license and attempts at completing the testing for this process are not considered adequate progress to renew a one-year License with Stipulations.

II. LEA RENEWAL VERIFICATION

During the last one-year license with stipulations but by no later than August 31, the applicant:

- a. attached the 1624-LWS1-PROG form verifying that the educator has met the renewal requirements under PI 34.028 (4). This means enrollment in an approved educator preparation program and completed at least six semester credits or the equivalent toward this license or who has completed all coursework of the program, but made attempts to complete non-coursework requirements for licensure.
- b. prepared outside of Wisconsin, who previously received department review of out-of-state application materials, has attempted to pass the cited Wisconsin testing requirements. **Attached is a score report of the attempt made.**
- c. **has not completed applicable requirements under a-b above toward full licensure.** Our district requests an exception to renewal requirements be considered for this school year. **Attached is our clear and convincing evidence** (e.g., evidence of enrollment, registration for exams, etc.) as to how the applicant will meet the pathway to licensure identified on page 1.

III. ATTESTATION—REQUIRED

I **ATTEST** the information on this form is true and that:

- a search for a fully licensed candidate was conducted and fully licensed and qualified candidates were not acceptable per PI 34.028 or PI 34.3086.
- I understand this teacher will be considered as teaching out of field and either inexperienced or unqualified under ESSA.
- I understand a request for renewal requires that the applicant has made adequate progress as verified in Part II.
- *Special Education Requests Only:* I understand this request meets IDEA requirements, including our district/school's need to provide high-quality professional development that is sustained, intensive and classroom-focused; to provide intensive supervision, including regular ongoing support; and that the teacher must demonstrate yearly adequate progress toward program completion. IDEA requires the teacher to complete all licensure requirements to be eligible for full licensure within three school years.

Name of School District Administrator or authorized Designee *Type/Print Clearly*

Christopher Sadler

Title

Director of Human Resources

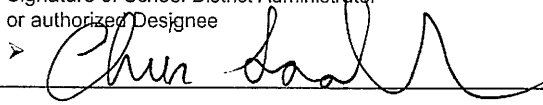
Email Address

cjsadle@sunprairieschools.org

Phone Area Code/No.

(608) 834-6551

Signature of School District Administrator
or authorized Designee



Date Signed Mo./Day/Yr.

6/14/24

Offer of Employment - Support Staff

Sent 08/11/2022 At 11:13 AM By ELIZABETH BERNDT

HR Prepares Offer | Review & Approve (Or Deny) | ELIZABETH BERNDT

Submitted by ELIZABETH BERNDT on 08/11/2022 at 11:17 AM



Sun Prairie Area School District
Futures depend on us...every child, every day.

Date*

08/11/2022

Legal Name

First Name*

Robert

Middle Name*

E

Last Name*

Gilkey-Meisegeier

We are pleased to confirm your selection for employment with the Sun Prairie Area School District.

Position*

Youth Advocate

Job Type*

Permanent

Building*

High School - West

Start Date*

08/30/2022

Hourly Rate*

\$19.40

FTE*

1.0

Total Hours Per Day*

7.5

Start Time*

8 am

End Time*

4 pm

Days of Week*

M-F

Number of Days Per Year*

189

Total PTO Hours Per Month*
7.5

Total Vacation Hours Per School Year*
N/A

As a newly hired employee, you will be considered probationary for a period of one calendar year. Upon completion of a 90 workday probationary period, you will be eligible to use personal and vacation leave if applicable.

Your 90 day probationary period ends:*
01/23/2023

This offer is subject to a successful criminal background check and school board approval. The above job offer is also contingent upon you meeting certain physical requirements and having such physical exam results on file within 30 days of employment. The School District will pay for the employment physical if the appointment is scheduled with the District Employee Wellness Clinic. Appointments can be scheduled by calling. 608-825-6977.

Note: Special Education Assistant hires must be fully certifiable by the Wisconsin Department of Public Instruction and follow policy outlined in the All Employee Handbook Section 5.32 - Licensure/Certification. Special Education Assistants will be responsible for submitting an application for a Special Education Aide License with the Department of Public Instruction prior to the start of employment whenever possible.

This offer will be considered null and void if a signed copy is not returned within five days.

HR Director Approves | Review & Approve (Or Deny) | CHRISTOPHER SADLER
Submitted by CHRISTOPHER SADLER on 08/11/2022 at 11:33 AM

Chris Sadler 


Signed:
CHRISTOPHER SADLER
Time:
08/11/2022 at 11:33 AM
IP Address:
216.56.240.35, 198.143.32.17

User:
CHRISTOPHER SADLER
Email:
cjsadle@sunprairieschools.org

HR Sends Preliminary Offer to Employee | Review & Approve (Or Deny) | ELIZABETH BERNDT
Submitted by ELIZABETH BERNDT on 08/11/2022 at 11:48 AM

Employee Reviews and Approves | Review & Approve (Or Deny) | Robert Gilkey-Meisegeier
Submitted by Robert Gilkey-Meisegeier on 08/11/2022 at 11:58 AM

I accept the terms and conditions of employment stated herein.

Robert Gilkey-Meisegeier 

Signed:
Robert Gilkey-Meisegeier
Time:
08/11/2022 at 11:58 AM
IP Address:
75.128.248.108, 198.143.32.53

User:
Robert Gilkey-Meisegeier
Email:
robgilkeym@gmail.com

Date*
08/11/2022

HR Approves Recommendation for Hire Form | Review & Approve (Or Deny) | ELIZABETH BERNDT
Submitted by ELIZABETH BERNDT on 08/11/2022 at 12:23 PM

Verify DPI Licensing (if applicable) | Review Form | ELIZABETH BERNDT
Submitted by ELIZABETH BERNDT on 08/11/2022 at 12:24 PM

Comments

N/A

Enter Schedule into True Time | Review Form | NICOLE HOWARD
Submitted by NICOLE HOWARD on 08/30/2022 at 4:06 PM

Comments

NH

Update Absence Mangement | Review & Approve (Or Deny) | MICHAEL ISELIN
Submitted by MICHAEL ISELIN on 08/31/2022 at 10:52 AM

Comments

Mi

Offer of Employment - Administrative Support

Sent 05/07/2024 At 1:50 PM By Elizabeth Berndt

HR Prepares Offer | Review & Approve (Or Deny) | Elizabeth Berndt

Submitted by Elizabeth Berndt on 05/07/2024 at 2:22 PM



Today's Date*
05/07/2024

Legal Name

First Name*	Middle Name	Last Name*	Suffix
Robert	E	Gilkey-Meisegeier	

We are pleased to confirm your selection form employment with the Sun Prairie Area School District

Start Date*
08/05/2024

Salary*
\$73,500

Number of Days Per Year*
215

FTE*
1.0

Position*
Dean of Students

Permanent or Limited Term*
Permanent Hire

Building*
High School - West

This offer is subject to a successful criminal background check and subject to school board approval.

The offer is null and void if the administrative support employee does not possess the appropriate and valid legal license or certificate based on employment responsibilities certified and maintained by the State Superintendent of Public Instruction for the position being offered.

Wisconsin Statutes require that school districts have on record a physical examination for each employee. The Sun Prairie Area School District will pay for the cost of the examination if the appointment is scheduled with the District's Employee Wellness Clinic. The employment can be scheduled by calling 608-825-6977.

Please complete and return all employment documents electronically to Human Resources as soon as possible. Medical benefits go into effect the first day of the month following your start date.

This offer is considered null and void if a signed copy is not returned within five days.

Comments

cost of living increase will be added once determined

Director of Human Resources/HR Employee Relations Manager Approval | Review & Approve (Or Deny) | Isabel Simonetti
Submitted by Isabel Simonetti on 05/07/2024 at 2:25 PM

Isabel Simonetti 

Signed:
Isabel Simonetti
Time:
05/07/2024 at 2:25 PM
IP Address:
216.56.240.35, 198.143.32.7

User:
Isabel Simonetti
Email:
imsimon@sunprairieschools.org

Send Letter to Employee | Review & Approve (Or Deny) | Elizabeth Berndt
Submitted by Elizabeth Berndt on 05/07/2024 at 2:34 PM

Employee Reviews and Approves | Review & Approve (Or Deny) | Robert Gilkey-Meisegeier
Submitted by Robert Gilkey-Meisegeier on 05/07/2024 at 2:58 PM

I accept the terms and conditions of employment stated herein.

Robert Gilkey-Meisegeier 

Signed:
Robert Gilkey-Meisegeier
Time:
05/07/2024 at 2:58 PM
IP Address:
216.56.240.35, 198.143.32.7

User:
Robert Gilkey-Meisegeier
Email:
regilke@sunprairieschools.org

Date*
05/07/2024

HR Approves Recommendation for Hire Form | Review & Approve (Or Deny) | Elizabeth Berndt
Submitted by Elizabeth Berndt on 05/08/2024 at 8:40 AM

Update Absence Management | Review & Approve (Or Deny) | Jean Bussler
Submitted by Jean Bussler on 05/09/2024 at 1:10 PM

Comments

will update this summer jtb



Sun Prairie Area School District

Futures depend on us...every child, every day.

Employee Orientation & Training Checklist

Name: <small>First</small> Robert	<small>Middle Initial</small>	<small>Last</small> Gilkey-Meisegeier
Position: Youth Advocate	Start Date:	
Building(s): HIGH SCHOOL WES	Immediate Supervisor: Jennifer Ploeger	

HUMAN RESOURCES DEPARTMENT

Personnel File	
Item	Completed
Offer Letter/Contract	✓
Application/Letter of Interest/Resume	✓
Official Transcripts (if applicable)	
Letters of Recommendation (3) (certified)	
Reference Checks (2)	✓
DPI License (if applicable)	
Criminal Background Check	✓
I-9 Form	✓
Pre-Employment Physical	✓
Annual Check Selection	✓ ✓
Direct Deposit	✓
W4	✓ ✓
WT-4	✓
WRS Verification	✓
New Employee Orientation Checklist	✓

Melissa Gors

Department Signature

September 14 2022

Date

VOLUNTEER SPORT/EVENT WORKER AGREEMENT

Sent 08/21/2023 At 3:31 PM By Robert Gilkey-Meisegeier

VOLUNTEER SPORT/EVENT WORKER AGREEMENT | Form Entry | Robert Gilkey-Meisegeier

Submitted by Robert Gilkey-Meisegeier on 08/21/2023 at 3:31 PM

Review the information below, digitally sign and date to accept the terms.



Legal Name

First Name*	Middle Name	Last Name*
Robert	E	Gilkey-Meisegeier

Employee Type
-

Thank you for supporting our fantastic extracurricular programs by volunteering to work at one of the district's many sports or other events. The programs wouldn't be successful without you.

A stipend will be paid for your time volunteering under this Agreement. Beginning with the 2022-23 fiscal year, the stipend for all sport/event work will be paid at \$22.50 per hour. This volunteer work is occasional, sporadic, voluntary, and in a different capacity from your regular employment with the District, if any. You will have the opportunity to select which, if any, events you would like to work. You will not automatically be assigned to any event. There is no guarantee of hours on a per day, weekly, or annual basis. You are not entitled to perform this work in the future or on any regular basis. Your willingness to volunteer for the District, in this capacity, is appreciated, but it will have no impact on your regular employment with the District, if any.

If you are a District employee, in any capacity, including a substitute employee, you hereby accept and agree as follows:

- Your hours worked as a volunteer under this Agreement, will be recorded in True Time and paid on a semi-monthly capacity. Instructions can be found in the Google shared drive under True Time. You are responsible to submit hours worked, as a volunteer under this Agreement, each week in order for timely payments.
- Your hours worked, as a volunteer under this Agreement, shall be paid at the rate referenced above, even if you are paid at another hourly rate or receive another salary amount for his/her regular employment in the District. Hours worked, as a volunteer under this Agreement, shall count for WRS hours and contributions purposes, if you are otherwise eligible. However, hours worked, as a volunteer under this Agreement, are excluded from any calculation for overtime compensation, if eligible.

If you are not otherwise employed in the District, you will be required to record your time worked, as a volunteer, under this Agreement, and to submit via True Time. You will be paid for your work, as a volunteer under this Agreement, within 30 calendar days of the event, providing all required documents are completed; ie, direct deposit, W4, etc.

At any time, the District may terminate this Agreement without cause, without a hearing, and without any advanced notice, by notifying you in writing. Such a decision to terminate this Agreement is not subject to the District's grievance procedure.

By electrically signing this Agreement, you are stating that you understand, agree, and accept the terms.

Robert Gilkey-Meisegeier 

Signed:
Robert Gilkey-Meisegeier
Time:
08/21/2023 at 3:31 PM
IP Address:
68.79.96.225, 198.143.32.48

User:
Robert Gilkey-Meisegeier
Email:
regilke@sunprairieschools.org

Date*

08/21/2023

VOLUNTEER SPORT/EVENT WORKER AGREEMENT | Form Entry | Julie Lipke

Submitted by Julie Lipke on 08/28/2023 at 4:59 PM

Review and add pay code

Pay code Entered Date*

08/28/2023

VOLUNTEER SPORT/EVENT WORKER AGREEMENT

Sent 08/05/2022 At 9:48 AM By Robert Gilkey-Meisegeier

VOLUNTEER SPORT/EVENT WORKER AGREEMENT | Form Entry | Robert Gilkey-Meisegeier

Submitted by Robert Gilkey-Meisegeier on 08/05/2022 at 9:55 AM

Review the information below, digitally sign and date to accept the terms.



Sun Prairie Area School District

Futures depend on us...every child, every day.

Legal Name

First Name*	Middle Name	Last Name*
Robert		Gilkey-Meisegeier

Employee Type

--

Thank you for supporting our fantastic extracurricular programs by volunteering to work at one of the district's many sports or other events. The programs wouldn't be successful without you.

A stipend will be paid for your time volunteering under this Agreement. Beginning with the 2022-23 fiscal year, the stipend for all sport/event work will be paid at \$22.50 per hour. This volunteer work is occasional, sporadic, voluntary, and in a different capacity from your regular employment with the District, if any. You will have the opportunity to select which, if any, events you would like to work. You will not automatically be assigned to any event. There is no guarantee of hours on a per day, weekly, or annual basis. You are not entitled to perform this work in the future or on any regular basis. Your willingness to volunteer for the District, in this capacity, is appreciated, but it will have no impact on your regular employment with the District, if any.

If you are a District employee, in any capacity, including a substitute employee, you hereby accept and agree as follows:

- Your hours worked as a volunteer under this Agreement, will be recorded in True Time and paid on a semi-monthly capacity. Instructions can be found in the Google shared drive under True Time. You are responsible to submit hours worked, as a volunteer under this Agreement, each week in order for timely payments.
- Your hours worked, as a volunteer under this Agreement, shall be paid at the rate referenced above, even if you are paid at another hourly rate or receive another salary amount for his/her regular employment in the District. Hours worked, as a volunteer under this Agreement, shall count for WRS hours and contributions purposes, if you are otherwise eligible. However, hours worked, as a volunteer under this Agreement, are excluded from any calculation for overtime compensation, if eligible.

If you are not otherwise employed in the District, you will be required to record your time worked, as a volunteer, under this Agreement, and to submit via True Time. You will be paid for your work, as a volunteer under this Agreement, within 30 calendar days of the event, providing all required documents are completed; ie, direct deposit, W4, etc.

At any time, the District may terminate this Agreement without cause, without a hearing, and without any advanced notice, by notifying you in writing. Such a decision to terminate this Agreement is not subject to the District's grievance procedure.

By electrically signing this Agreement, you are stating that you understand, agree, and accept the terms.

Robert Gilkey-Meisegeier 

Signed:
 Robert Gilkey-Meisegeier
 Time:
 08/05/2022 at 9:55 AM
 IP Address:
 75.128.248.108, 198.143.32.53

User:
 Robert Gilkey-Meisegeier
 Email:
 robgilkeym@gmail.com

Date*

08/05/2022

VOLUNTEER SPORT/EVENT WORKER AGREEMENT | Form Entry | JULIE LIPKE

Submitted by JULIE LIPKE on 08/05/2022 at 11:26 AM

Review and add pay code

Pay code Entered Date*

08/05/2022

Comments

Thank you for volunteering to support our athletics and activities. The sport worker codes have been added for each high school. If you need a middle school pay code please contact payroll. Please be sure to select the appropriated code in True Time based on local for the event. A link for Instructions for True Time are included in the body of the agreement. Please familiarize yourself with them.



Elizabeth Berndt <eabernd@sunprairieschools.org>

Fwd: [External] Fwd: UW-Whitewater Post Bacc Program Plan

Robert Gilkey Meisegeier <regilke@sunprairieschools.org>
 To: Elizabeth Berndt <eabernd@sunprairieschools.org>
 Cc: Jennifer Ploeger <jrploeg@sunprairieschools.org>

Thu, Jun 13, 2024 at 10:26 AM

Hey Elizabeth,

I have been accepted into UWW for physical education teaching license.

If you have anymore questions please let me know.

Thanks!!

----- Forwarded message -----

From: **Rob Gilkey-Meisegeier** <robgilkeym@gmail.com>
 Date: Thu, Jun 13, 2024 at 10:25 AM
 Subject: [External] Fwd: UW-Whitewater Post Bacc Program Plan
 To: <regilke@sunprairieschools.org>

----- Forwarded message -----

From: **UW-W Kinesiology** <kinesiology@uww.edu>
 Date: Thu, Jun 13, 2024 at 10:23 AM
 Subject: UW-Whitewater Post Bacc Program Plan
 To: Gilkey-Meisegeier, Robert <GilkeyMeRE01@uww.edu>
 CC: Hermanson, Bridgette A <Hermansoba22@uww.edu>, robgilkeym@gmail.com <robgilkeym@gmail.com>

Greetings Robert,

Congratulations on being admitted to the Physical Education Post Baccalaureate Program! We are excited to have you join the program. You have been assigned to Dr. Nikki Hollett as your program advisor. I have attached your program plan. Please be sure to update the plan as you take courses through the google doc link provided here. You will use your UWW credentials to login. Updating your progress will help us better serve you and all students in the program.

I have attached the Post-Bacc Rotation for your convenience. You can enroll in your first courses beginning this Summer. You will enroll through your WINS account. Reference the Student WINS How-To's for further direction. If you would like to meet with a program coordinator before enrolling, please reach out to Bridgette Hermanson at hermansoba22@uww.edu (also cc'd on this email) to set up a meeting.

In addition to your admission to the university, you will need to apply to be admitted for upper level courses in the College of Education and Professional Studies (COEPS). The process for applying can be found here <https://www.uww.edu/coeps/advising-licensure#admissions> . You should apply once you are enrolled in EDFOUND243. If you do not need to take the course, you can apply during your first semester. You will receive an email reminder from the COEPS when the application period is open - be sure to follow the instructions and apply in a timely manner as to not delay your admission to upper level courses.

Please feel free to contact our summer program coordinator, CC'd on this email, if you have questions regarding your courses or the program.

Thank you,

--

Jenna Gibson

Department Assistant

Department of Kinesiology

University of Wisconsin - Whitewater

Williams Center 123

p: 262-472-5780


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Rob Gilkey
Dean of Students
Sun Prairie West High School

This is an email from Sun Prairie Area School District and may contain information which is privileged and confidential. Any unauthorized disclosure, copying, distribution, or use of the contents is prohibited. If you have received this email in error, please immediately notify the sender and destroy the message.

2 attachments

 **Gilkey-Meisegerer, R PE PB Program Plan - Sheet1.pdf**
69K

 **PE Post-bacc Course Rotation 24 (8).docx**
11K



June 9, 2025

Rob Gilkey-Meisegeier

To: Rob Gilkey-Meisegeier, Dean of Students, Sun Prairie West High School

From: Chris Sadler, Director of Human Resources

RE: Disciplinary Action

Mr. Gilkey-Meisegeier:

You are employed by the Sun Prairie Area School District (District) as a Dean of Students assigned to West High School. The District has been investigating allegations against you concerning misconduct within the scope of your employment.

On Sunday, June 1st, 2025, you received communication stating that you were placed on paid district-directed leave pending further investigation into a situation connected to your employment at Sun Prairie West High School. On June 2nd, 2025, you met with the District's Legal Counsel and me to answer questions about your conduct. Based on the information you shared, we determined as follows:

- Prior to May 12, 2025, Student A and Mr. Gilkey-Meisegeier connected on Instagram. Mr. Gilkey-Meisegeier also connected with several other students enrolled in the District on Instagram. During Spring 2025, Mr. Gilkey-Meisegeier communicated with a student athlete (Student F) via messenger on Instagram about Student F's college commitment.
- During the week of May 5, 2025, while in the West HS lunchroom, Mr. Gilkey-Meisegeier heard from a student (Student C) that Student A had been performing oral sex on Mr. Harper in the West HS in-school suspension room. At that time, Mr. Gilkey-Meisegeier did not believe this report. During the week of May 5, 2025, Mr. Gilkey-Meisegeier did not tell anyone about his conversation with Student C.
- On or about May 12, 2025, through Instagram messenger, Student A sent Mr. Gilkey-Meisegeier three (3) separate video recordings wherein she was dancing (described by Mr. Gilkey-Meisegeier as "shaking her ass") in a long t-shirt and thong

underwear. Upon receipt of the first two (2) video recordings from Student A, Mr. Gilkey-Meisegeier responded: "Oh." Upon receipt of the third video recording from Student A, Mr. Gilkey-Meisegeier received notice from Instagram that his Instagram account had been suspended.

- On or about May 12, 2025, through Instagram messenger, Student A sent Mr. Gilkey-Meisegeier a written message in which she reported that a minor male student (Student B) was interested in her romantically and sexually. Student A mentioned that Student B was encouraging her to perform oral sex on Student B. Upon receipt of the message, Mr. Gilkey-Meisegeier responded with a message reminding Student A that she did not have to do anything she did not want to do.
- After his Instagram account was suspended, Mr. Gilkey-Meisegeier added Student A on Snapchat and used Snapchat to send a message to Student A to inquire about the reasons why Instagram deleted his account. Student A responded to Mr. Gilkey-Meisegeier that a former student (Student D) had also had his Instagram account suspended after she sent him the same or similar video recordings. Student A also told Mr. Gilkey-Meisegeier that she had been sending the same or similar video recordings to Mr. Harper.
- During the week of May 12, 2025, and May 19, 2025, Mr. Gilkey-Meisegeier did not report his communications with Student A on Instagram to anyone. except Mr. Harper. Mr. Gilkey-Meisegeier met with Mr. Harper to warn him about Student A's conduct, the "rumor" from Student C about Mr. Harper receiving oral sex from Student A, and the possibility of Mr. Harper getting into trouble as a result of Mr. Harper's interactions with Student A. At that time, based on Mr. Harper's response, Mr. Gilkey-Meisegeier did not believe Mr. Harper had received oral sex from Student A.
- During the week of May 26, 2025, Mr. Gilkey-Meisegeier learned from another West HS staff member that Student D had been telling people that Student A was performing oral sex on two (2) District staff members and sending them inappropriate video recordings on social media. Mr. Gilkey-Meisegeier assumed that Student D was referring to Mr. Harper and Mr. Gilkey-Meisegeier as the two (2) District staff members receiving oral sex from Student A.
- During the week of May 26, 2025, Mr. Gilkey-Meisegeier did not report his communications with Student A on Instagram to anyone. except Mr. Harper. As a result of the additional information, Mr. Gilkey-Meisegeier now had reasonable suspicion that Mr. Harper received oral sex from Student A. Instead of reporting his concerns about child sexual abuse to law enforcement or social services, or to an administrator in the District, Mr. Gilkey-Meisegeier, again, met with Mr. Harper to warn him about Student A's conduct, the "rumor" from Student C about Mr. Harper receiving oral sex from Student A, and the possibility of Mr. Harper getting into trouble as a result of Mr. Harper's interactions with Student A.
- During his interview on June 2, 2025, Mr. Gilkey-Meisegeier repeatedly admitted that there were several times during the previous few weeks that he knew he had a legal obligation as a mandatory reporter of child abuse to report his concerns and interactions with Student A to law enforcement or social services, or to an administrator in the

District. Mr. Gilkey-Meisegeier also repeatedly admitted that he knew the District expected him to report such concerns and interactions. Mr. Gilkey-Meisegeier repeatedly acknowledged that he failed to meet his statutory reporting responsibilities and his obligations to the District.

This was not the first incident of allegations of an inappropriate relationship with students that the District addressed with you. In April 2025, the District received an anonymous report that you had been engaged in an inappropriate relationship with a minor female West HS student (Student E). We investigated these allegations against you, which included interviewing you. On April 7, 2025, I sent an email message to you to notify you that the District's investigation into your relationship with Student E was completed. Within the correspondence, I reminded you to comply with District policy when communicating with students/athletes, which includes only using District-provided/approved apps to communicate via technology with students/athletes. I also directed you to complete the District's process to secure approval for transporting students in vehicles before doing so in the future.

We have determined that disciplinary action is warranted based on the conduct described above, including your admissions. Substantial evidence exists to conclude that you violated the District's Employee Handbook, including Sections 5.01 District Expectations, 5.06 Child Abuse/Neglect Reporting, 5.07 Communications, and 5.43 Student Relations. Substantial evidence also exists to conclude that you violated directives issued by the District regarding your interactions with students.

Based on the information provided above, and after consulting with the District's Superintendent, I am authorized to notify you that you are hereby terminated from employment effective immediately.

You are required to immediately return all district property, including but not limited to:

- District-issued keys, access cards, and identification
- Technology equipment (laptop, tablet, phone, etc.)
- District documents, files, and records
- Any other district-owned materials or property

Your last paycheck will be issued on June 27th, 2025. If you have any questions regarding the content of this letter, please feel free to contact me at (608) 834-6551. The School District will schedule a time with you soon to collect any personal items from your workspace(s).

Sincerely,

Chris Sadler

Chris Sadler

Director of Human Resources
Sun Prairie Area School District

cc:

- Personnel File