

Monday, January 5, 2026

Monona Grove Board of Education Personnel Committee

MONONA GROVE BOARD OF EDUCATION

Personnel Committee Meeting

January 5, 2025 at 5:00pm

Virtually, via Zoom

<https://us02web.zoom.us/j/86785308756?pwd=6em7OhoCwrUwoTe5JCbGA0Sfn1GGWu.1>

Meeting ID: 867 8530 8756

Passcode: 8gMqVK

A. Call to Order

B. Declaration of Public Notice

C. Approval of Minutes

Subject :	1. Meeting Minutes
Meeting :	Jan 5, 2026 - Monona Grove Board of Education Personnel Committee
Category :	C. Approval of Minutes
Type :	Action
Recommended Action :	Move approval of the November 3, 2025 minutes as presented.

Public Content

Attached are Minutes from the November 3, 2025 meetings.

File Attachments

[Personnel Minutes 11 3 25.docx.pdf \(39 KB\)](#)

D. Discussion Items:

Subject :	1. Substitute Fill Rate and Attendance Report (September to November)
Meeting :	Jan 5, 2026 - Monona Grove Board of Education Personnel Committee
Category :	D. Discussion Items:
Type :	Discussion

Public Content

Human Resources will share the September through November Substitute Fill Rate and Attendance Report,

File Attachments

[Absentee Data and Sub Fill Rates Sept-Nov 2025.pdf \(943 KB\)](#)

Subject :	2. Retention & Exit Interview Reports
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Meeting : Jan 5, 2026 - Monona Grove Board of Education
Personnel Committee
Category : D. Discussion Items:
Type : Discussion, Information

Public Content

The Human Resources Department will share Retention & Exit Interview information with the Committee.

File Attachments

[24-25 Employee Exit Data.pdf \(752 KB\)](#)
[24-25 Employee Retention Rates \(1\).pdf \(370 KB\)](#)

E. Consideration of the Following:

Subject : 1. Revised Job Descriptions for Licensed Personnel
Meeting : Jan 5, 2026 - Monona Grove Board of Education
Personnel Committee
Category : E. Consideration of the Following:
Type : Action
Recommended Action : Recommend the Revised Job Descriptions for Licensed Personnel be presented in the January Board Meeting Consent Agenda.

Public Content

Human Resources has worked with various employees for input into their job descriptions. Attached are the co-created edits.

File Attachments

[School Psychologist \(1\).pdf \(183 KB\)](#)
[School Counselor - Secondary.docx.pdf \(188 KB\)](#)
[Physical Therapist.docx.pdf \(180 KB\)](#)
[School Counselor - Elementary.docx.pdf \(173 KB\)](#)
[School Nutrition Director.docx \(1\).pdf \(181 KB\)](#)

F. Future Meeting Dates

Subject : 1. Meeting Dates
Meeting : Jan 5, 2026 - Monona Grove Board of Education
Personnel Committee
Category : F. Future Meeting Dates
Type : Information

Public Content

February 2, 2026 at 5:00pm. Granite Ridge School, First Floor Flex-Cafe.

G. Adjournment
