

**MINUTES:** Meeting of the Monona Grove School District Board of Education, Personnel Committee held January 5, 2026 at 5:00pm, virtually, via Zoom

**COMMITTEE MEMBERS PRESENT:** Elizabeth Cook, Janice Stone (arrived at 5:52pm), Philip Haven

**ADMINISTRATORS and STAFF PRESENT:** Tanya Fredrich, Kristin Sobocinski, Carrie Nemesi, Maria Shelton

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**A. Call to Order** - Elizabeth Cook called the meeting to order at 5:04pm

**B. Declaration of Public Notice** – acknowledged

**C. Approval of Minutes**

**Motion:** Philip Haven moved approval of the October 7, 2025 minutes as presented. Elizabeth seconded. The motion passed unanimously.

**D. Discussion Items**

1. Substitute Fill Rate and Attendance Report (September to November)  
Carrie Nemesi shared the Substitute Fill Rate and Attendance Report with the Committee.
2. Retention & Exit Interview Reports  
Maria Shelton shared Retention & Exit Interview Report results with the committee.

**E. Consideration of the Following:**

3. Revised Job Descriptions for Licensed Personnel  
**Motion:** Philip Haven recommended bringing the School Nutrition Director, Physical Therapist and School Counselor - Elementary Revised Job Descriptions for Licensed Personnel full Board for consideration in the Consent Agenda at the January Board meeting. Janice Stone seconded. The motion passed unanimously.

The job descriptions for School Psychologist and School Counselor - Secondary are pending further review.

**F. Future Meeting Dates**

February 2, 2026 at 5:00pm

**G. Adjournment**

Philip Haven moved to adjourn at 6:32pm. Janice Stone seconded. The motion passed unanimously.

Approved: Monona Grove Personnel Committee  
March 2, 2026