

**MINUTES:** Meeting of the Monona Grove School District Board of Education, Personnel Committee held at 4:00pm August 4, 2026, virtually, via Zoom

**COMMITTEE MEMBERS PRESENT:** Janice Stone, Philip Haven

**COMMITTEE MEMBERS ABSENT:** Eric Hartz

**ADMINISTRATORS PRESENT:** Tanya Fredrich, Kristin Sobocinski, Katy Byrnes Kaiser, Joe Schneider, Rob Meyer, Kris Langer

**STAFF PRESENT:** Maria Shelton, Jessica Haefner, Kristin Ostrander

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A. Call to Order - Janice Stone called the meeting to order at 4:01pm

B. Declaration of Public Notice – acknowledged

C. Approval of Minutes

Motion: Philip Haven moved approval of the June 2, 2026 minutes as presented. Janice Stone seconded. The motion passed unanimously.

D. Consideration of the following:

1. 2026-2027 Extra Curricular/Additive Schedule

**Motion:** Philip Haven moved approval of the 2026-2027 Extra Curricular Schedule and recommended it forward to the full Board for consideration. Janice Stone seconded. The motion carried unanimously.

The 2026-2027 Additive Schedule will go to the full Board without Committee consensus.

2. Revised Job Descriptions for Licensed Personnel

**Motion:** Philip Haven moved approval of the Revised Job Descriptions for Licensed Personnel as amended, with the exception Elementary Grade Level Coordinator and Secondary Department Coordinator of recommended forwarding to the full Board for consideration. The motion carried unanimously.

Amendment: Addition of co-curricular in the first paragraph of the description.  
“This position manages schedules, facilities, staffing, and compliance to maintain high-quality and inclusive extracurricular and **co-curricular** opportunities for all students.”

E. Discussion Items

1. Hourly Payroll Processing Timeline Transition

Kristin Sobocinski, Kristin Ostrander and Jessica Haefner shared the Hourly Payroll Processing Timeline Transition with the Committee.

F. Future Meeting Dates

August 4, 2026- 4:00pm, virtually via Zoom.

G. Adjournment

Motion: Philip Haven moved to adjourn the meeting at 5:22pm. Janice Stone seconded. The motion carried unanimously.

Approved: Monona Grove Personnel Committee  
September 1, 2026

