

Human Resources Committee Meeting

Duluth Public Schools, ISD 709

Agenda

Monday, May 7, 2012

UnitedHealth Group Building

4316 Rice Lake Road

Suite 108

Duluth, MN 55811

4:15 PM

1. **Staffing Report Action Items** 2
2. **Other Action Items**
 - A. **Placeholder - Termination of Certified Hourly Staff - Resolution #HR-5-12-3009* 4
 - B. **Placeholder - Termination of Certified Probationary (Non-Tenured) Staff - Resolution #HR-5-12-3010* 5
 - C. **Placeholder - Termination of Certified Long-Term Substitutes - Resolution #HR-5-12-3011* 6
 - D. **Placeholder - Approval of Kathleen Kaufman's Individual Contract - Public Relations Coordinator*
3. **Informational Items**
 - A. *There are no Informational Items at this time.*
4. **Future Items**
 - A. *There are no HR Future Items at this time.*

HUMAN RESOURCES ACTION ITEMS FOR: 5/15/2012**CERT APPOINTMENT**MELL, CAROL
Total: 1**POSITION/SITE/CLASS&STEP/REPLACING**

.475 TITLE I/STOWE, IV+45 6, REALLOC OF FTE

EFFECTIVE DATES

03/26/12 06/08/12

CERT COCURRICULARBARNINGHAM, DAVID
BENSON, WILLIAM
BERGAN, DAVID
BOWEN-BAILEY, HOLLY
BRANOVAN, MARK
BROWN, NATHANIEL
CAMERON, WILLIE
DANIELSON, SHARYN
FROEHLINGS DORF, PETER
HIETALA, JOSEPH
HILL, TRAVIS
HUMPHREYS, CHAD
JACKSON, RACHEL
MEEHL, JESSE
MOELLER, NADINE
NELSON, PAMELA
PETERSON, DENNIS
SMITH, MATTHEW
STROM, ANNETTE
STROM, ANNETTE
STROM, ANNETTE
STROM, ANNETTE
TOLO, CHARLES
WHITLINGER, LINDSEY
Total: 24**POSITION/LOCATION/EFFECTIVE DATE/STIPEND**.45 ASST BOYS BASEBALL/EAST, 11/12, \$1123.20
HEAD SWIMMING/MORGAN PARK, 11/12, \$800.00
HEAD GOLF/DENFELD, 11/12, \$2564.00
HEAD SWIMMING/WOODLAND, 11/12, \$1000.00
.05 ASST BASEBALL/EAST, 11/12, \$124.80
HEAD SOFTBALL/EAST, 11/12 1.0 TO .5 FTE, \$1973.00, CHANGE IN FTE
GR 7 HEAD BOYS BASKETBALL/MORGAN PARK, 11/12, \$1250.00
HEAD SWIMMING/MORGAN PARK, 11/12, \$800.00
ASST SWIM/WOODLAND, 11/12, \$700.00
ACTIVITIES DIRECTOR/WOODLAND, 11/12, \$1015.00
ASST SPEECH/DENFELD, 11/12 \$1162.00
ACADEMIC CLUB/FLOOR HOCKEY/WOODLAND, 11/12, \$785.00
.5 ACADEMIC CLUB/YEARBOOK CLUB/WOODLAND, 11/12, \$438.50
.45 ASST BOYS BASEBALL/EAST, 11/12, \$1123.20
3.5 ACADEMIC CLUBS/WOODLAND, 11/12, \$2747.50
ASST SWIMMING/WOODLAND, 11/12, \$700.00
.5 HEAD SOFTBALL/EAST, 11/12, \$1973.00
.3 JV BOYS HOCKEY/DENFELD, 11/12, \$955.80
.5 ACADEMIC CLUB/YEARBOOK CLUB/WOODLAND, 11/12, \$438.50
ACADEMIC CLUB/BELL MUSEUM CLUB/WOODLAND, 11/12, \$890.00
ACADEMIC CLUB/STUDENT COUNCIL/WOODLAND, 11/12, \$890.00
NEWSPAPER(3 ISSUES)/WOODLAND, 11/12, \$1077.00
3.5 ACADEMIC CLUBS/WOODLAND, 11/12, \$2747.50
.32 ASST GIRLS BASKETBALL/EAST, 11/12, \$1019.52**EFFECTIVE DATES****CERT EXTENSION**CRANDALL, WILLIAM
Total: 1**POSITION/LOCATION/CONDITION**

PRINCIPAL/ALC, NOT TO EXCEED 96 HRS

EFFECTIVE DATES

06/18/12 08/03/12

CERT LEAVESBOYHTARI, BONNIE
BUJOLD, LANCE
DANZ, MARY
FALK, MARY
FLEEGE, PATRICIA
JACKSON, ANN
KNOX, KRISTIN
KRIZAJ, ERIN
PIERSON, SHELLY
RUPP, KENDRA
SANDHOLM, PAUL
SUNDLAND, AMY
Total: 12**POSITION/LOCATION/LEAVE TYPE**GR 3/CONGDON, JOBSHARE .5 W/O PAY
SCIENCE/DENFELD, MID-CAREER, W/O PAY, CHANGE IN DATES
GR 1/LESTER, JOBSHARE, .5 W/O PAY
MATH/EAST, .2 P#4125 W/O PAY EXTENSION
ABE/ALC, P#4125, .3 W/O PAY, EXTENDED
SPECIAL ED/SMI/EAST, MID-CAREER, W/O PAY
GR 1/PIEDMONT, P#4125, W/O PAY, EXTENSION
GR 1/LESTER, JOBSHARE, .5 W/O PAY
GR 5/NETTLETON, P#4125, W/O PAY, EXTENSION
SPECIAL ED/DW, P#4125, W/O PAY, EXTENSION
SCIENCE/MORGAN PARK, P#4125, W/O PAY
GR 3/CONGDON, JOBSHARE .5 W/O PAY**EFFECTIVE DATES**09/03/12 06/07/13
07/01/10 05/30/12
09/03/12 06/07/13
09/03/12 06/07/12
09/03/12 06/07/13
09/03/12 11/14/12
09/03/12 06/07/13
09/03/12 06/07/13
09/03/12 06/07/13
09/03/12 06/07/13
09/03/12 06/07/13
09/03/12 01/18/13
09/03/12 06/07/13**CERT RESIGNATION**BRADDOCK, WILLIAM
GIBBON, TAMMY
MASTERSON, JENNY
Total: 3**POSITION/LOCATION**HOMELESS TUTOR/DW(ON LEAVE)PRESUMED RESIGNED
GR 2/NETTLETON (ON LEAVE)
MMM/DENFELD (ON LEAVE)**EFFECTIVE DATES**06/08/12
06/08/12
06/08/12**CERT RETIREMENT**BUJOLD, LANCE
FISKETTI, JOANNE
HAGGE, SUSAN
JACKSON, ANN
LANIER, LYNN
RUNIONS, NANCY
SANTKUYL, MARY
Total: 7**POSITION/LOCATION**SCIENCE/DENFELD (ON LEAVE), CHANGE IN DATE
GUIDANCE COUNSELOR/DENFELD
WORK EXP DISADVANTAGE/HOCHS
SPECIAL ED/SMI/EAST
SCHOOL NURSE/DW
GR 2/PIEDMONT
EBD/DW (ON LEAVE)**EFFECTIVE DATES**05/31/12
06/14/12
06/08/12
11/15/12
06/08/12
06/08/12
06/08/12**CERT TEMP DECREASE**BOHLMANN, HEIDI
Total: 1**POSITION/LOCATION/CONDITION**

ENGLISH/EAST, 1.0 TO .8

EFFECTIVE DATES

09/03/12 06/07/13

NONCERT APPOINTMENT

VEGA, NANCY
Total: 1

POSITION/LOCATION/WEEKS/RATE OF PAY/REASON

OFFICE SUP SPEC/INTERMEDIATE/HOCHS/ECSE, 40/46WKS, \$14.94, S GUSTAFSON

EFFECTIVE DATES

04/24/12

NONCERT EXTENSION

WAKEFIELD, SUSAN
Total: 1

POSITION/LOCATION/CONDITION

OFFICE SUPPORT SPEC/INTERMEDIATE/ALC, NOT TO EXCEED 133 HRS

EFFECTIVE DATES

06/25/12 08/12/12

NONCERT LEAVES

DONALD, ROSEMARY
GULBRANSON, DELWIN
Total: 2

POSITION/LOCATION/LEAVE TYPE

OFFICE SUP SPEC INTERMEDIATE/STOWE, 'A' PERSONAL, W/O PAY
FIREPERSON I/LESTER, ADMIN LEAVE, WITHOUT PAY, TO BE DETERMINED

EFFECTIVE DATES

04/09/12 04/13/12
04/19/12

NONCERT PERM DECREASE

GUSTAFSON, SANDRA
Total: 1

POSITION/LOCATION/CONDITION

OFFICE SUP SPEC INTERMEDIATE/WOODLAND HILLS, 1.0 TO .875, 46 TO 43 WKS

EFFECTIVE DATES

04/09/12

NONCERT PROMOTION

KELEKOVICH, ANTON
LARSON, THOMAS
PAQUETTE, PATRICIA
Total: 3

NEW POSITION/OLD POSITION/LOCATION/RATE OF PAY

SUPV OF PURCHASING, SENIOR BUYER, \$1128/WK
FIREPERSON II/HOCHS, CUSTODIAN II/LOWELL, \$17.93/HR TEMPOS
OFFICE SUP SPEC SENIOR/HOCHS/ED EQUITY, OFFICE SUP SPEC INERMED/WO HILLS

EFFECTIVE DATES

04/30/12
04/02/12 09/14/12
04/09/12

NONCERT RECALL

SUTHERLAND, LINDA
Total: 1

POSITION/LOCATION

SCHOOL CUSTODIAN III/LOWELL, 1.0, TEMPOS

EFFECTIVE DATES

04/02/12 09/14/12

NONCERT RESIGNATION

MCGRAW, ELIZABETH
NELSON, KATHERINE
Total: 2

POSITION/LOCATION

HELPER/HOMECROFT
SPECIAL ED BW/PARA/MORGAN (LAYOFF)

EFFECTIVE DATES

04/23/12
03/30/12

NONCERT RETIREMENT

DOSCH, MARY
GONHUE, KATHLEEN
MONTGOMERY, NORA
SCHINIGOI, CHERYL
Total: 4

POSITION/LOCATION

SPECIAL ED PROG PARA/HOCHS/BRIDGE PROG
OFFICE SUPPORT INTERMEDIATE/TRANSPORTATION
SATELLITE MGR I/EAST
INSTR PARA/BARNES HDST

EFFECTIVE DATES

06/08/12
08/31/12
11/18/11
09/01/12

NON-CERT TERM

BRIGHT, KELLY
Total: 1

POSITION/LOCATION

HELPER/MORGAN PARK

EFFECTIVE DATES

04/06/12

RESOLUTION

RE: Termination of Certified Hourly Staff

BE IT RESOLVED by the School Board of Independent School District No. 709, St. Louis County, Minnesota, that the employment of the following hourly teachers shall terminate effective at the end of the school day on June 8, 2012, unless another date is indicated below, in which case the employment of the individual shall terminate on that date.

****Placeholder***

BE IT FURTHER RESOLVED that the Clerk of the School Board shall notify such teachers in writing before July 1, 2012, of the termination of their employment.

**Resolution #HR-5-12-3009
May 15, 2012**

R E S O L U T I O N

RE: Termination of Certified Probationary (Non-Tenured) Staff

WHEREAS, during the first three years of consecutive employment all teachers in the public schools in cities of the first class are deemed to be in a probational period of employment during which period the School Board may renew, or not renew, any teachers' annual contract as the School Board shall see fit; and that the District will lack a sufficient number of pupils to support all non tenured teachers currently employed by the District.

NOW, THEREFORE, BE IT RESOLVED by the School Board on Independent School District No. 709, St. Louis County, Minnesota, as follows:

1. The employment contracts of the following probationary teachers shall not be renewed and their employment shall terminate at the end of the school day on June 8, 2012, unless another date is indicated below, in which case the employment of the particular teacher shall terminate on that date.

****Placeholder***

2. **BE IT FURTHER RESOLVED** the Clerk of the School Board shall notify such teachers in writing before July 1, 2012, of the termination of their employment.

**Resolution #HR-5-12-3010
May 15, 2012**

RESOLUTION

RE: Termination of Certified Long-Term Substitutes

WHEREAS, the School Board desires to provide notice that long-term substitute teaching positions terminate on the date specified in the individual substitute teacher's contract or at the conclusion of the school year, whichever is earlier;

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 709, St. Louis County, Minnesota, that the employment of all long-term substitute teachers, including those listed below, shall terminate effective at the end of the school day on June 8, 2012, unless another date is indicated below, or on the date specified in the individual substitute teacher's contract, whichever is earlier.

****Placeholder***

BE IT FURTHER RESOLVED that the Clerk of the School Board shall so notify such teachers in writing before July 1, 2012.

**Resolution #HR-5-12-3011
May 15, 2012**