

Human Resources Committee
Duluth Public Schools, ISD 709
Agenda
Monday, August 12, 2013
District Services Center
709 Portia Johnson Dr.
Duluth, MN 55811
4:15 PM

1. Staffing Report Action Items

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2. Other Action Items

A. **Placeholder - Job Description*

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 FOF 08/20/13

<u>CERT APPOINTMENT</u>	<u>POSITION/SITE/CLASS & STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
ABRAHAMSON, KEVIN	COORDINATOR CURRICULUM & INSTRUCTION, IIA-6 40/52WKS, \$1,737/WK	08/12/13
GERDES, BECKY	PRINCIPAL/PIEDMONT, IV 4, 40/43WKS, \$99,158, L POWER	08/12/13
HEILIG, JASON	SPECIAL ED DCD SETTING II/DENFELD, III 4, REALLOC OF FTE	09/02/13
HOWES, WILLIAM	EDUCATION EQUITY COORDINATOR/HOCHS, IA-2, 40/48WKS, R HAGLAND	08/12/13
MARTINSON, LINDSEY	SPECIAL ED BIRTH-2/ECSE/DW, III 1, E JOHNSON	07/29/13
MCDONALD, RHETT	SPECIAL ED DCD SETTING III/EAST, III 3, R WISE	09/02/13
MORTLAND, NEIL	.500 ADAPTIVE PHY ED/DW, III 2, R PIORO	09/02/13
PICKAR, WENDY	.800 PHYSICAL THERAPIST/DW, IV+45 8, B FOUURIAT	08/05/13
SWENSON, DANIELLE	ECSE 3-5 OUTREACH/DW, III 2, T HAMP	09/02/13
TRAVAGLIONE, ANNA	SPECIAL ED DCD SETTING III/LINCOLN, III 3, REALLOC OF FTE	09/02/13
WANNER, FRANK	.400 QUALITY PROCESS COORDINATOR/DW	09/02/13
Total: 11		
<u>CERT COCURRICULAR</u>	<u>POSITION/LOCATION/EFFECTIVE DATE/STIPEND</u>	<u>EFFECTIVE DATES</u>
BRANOVAN, MARK	.100 ASST BASEBALL/EAST, 12/13, \$253.30	
Total: 1		
<u>CERT EXTENSION</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
JOHNSON, BARBARA	TITLE I/MERRITT CREEK, NOT TO EXCEED 104.5 HRS (CHANGE IN DATES)	06/14/13 06/27/13
JOHNSON, ELISABETH	ECSE/DW, NOT TO EXCEED 90 HRS	07/01/13 08/09/13
NORMAN, ADRIAN	ASST PRINCIPAL/ALC, NOT TO EXCEED 120 HRS	06/17/13 07/26/13
Total: 3		
<u>CERT LEAVES</u>	<u>POSITION/LOCATION/LEAVE TYPE</u>	<u>EFFECTIVE DATES</u>
BOYNTON, SANDRA	.400 BAND/ORDEAN-EAST, POLICY #4125 W/O PAY (RESCIND)	09/02/13 06/06/14
DAHLQUIST, JANINE	STAR COORDINATOR/EAST, POLICY #4125 W/O PAY	09/16/13 09/20/13
KNOX, KRISTIN	GR 1/PIEDMONT, MID-CAREER, W/O PAY (CHANGE IN LEAVE TYPE)	09/05/11 06/06/14
Total: 3		
<u>CERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
LULL, EMILY	.400 GERMAN/EAST, .400 GERMAN/.200 ENGLISH/ORDEAN-EAST, .800 TO 1.00	09/02/13
Total: 1		
<u>CERT RECALL FROM LAYOFF</u>	<u>POSITION/LOCATION/FTE</u>	<u>EFFECTIVE DATES</u>
WISE, REBECCA	1.00 EBD/MACARTHUR	09/02/13
Total: 1		
<u>CERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
FOURIAT, BETH	PHYSICAL THERAPIST/BARNES	07/12/13
Total: 1		
<u>CERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
MARTIN, ELLEN	GUIDANCE COUNSELOR/DENFELD	10/04/13
MESEDAHL, KEITH	MEDIA GENERALIST/DENFELD	06/07/13
Total: 2		
<u>CERT TEMP DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
GORANSON, AMY	PARENT EDUCATOR/BARNES ECFE, .700 TO .625	09/02/13 06/06/14
Total: 1		
<u>CERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
VAN LOH, JANE	PRE-K/STOWE ECFE/LEARNING READINESS, .550 TO .61875	09/02/13 06/06/14
WEBER, CYNTHIA	PRE-K/PIEDMONT LEARNING READINESS, .6125 TO .675	09/02/13 06/06/14
Total: 2		
<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
BALL, THERESE	HELPER/LINCOLN, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/04/13
BLANCHARD, MICHELLE	INTEGRATION SPECIALIST/DW, 40/41WKS, \$43,442, REALLOC OF FTE	08/19/13
BREWSTER, DONALD	HELPER/DENFELD, 16.25/38WKS, \$10.30/HR, H DAVIS	09/04/13
DEFOE, LEDA	HELPER/EAST, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/04/13
GIESE, SHANTEL	PRE-LICENSED ASL INTERPRETER PARA, 31.25/38WKS, \$19.71/HR, REALLOC OF	09/03/13
JOHNSON, ETHAN	PHYSICAL THERAPIST/DW, 32/38WKS, \$16.41/HR, D OLSON (TEMP POSITION)	09/03/13
JOHNSON, JENNIFER	LICENSED ASL INTERPRETER/DW, 31.25/38WKS, \$23.76/HR, REALLOC OF FTE	09/03/13
KUNKEL, ROBERTA	HELPER/MYERS-WILKINS, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/04/13
LAROQUE, ANDREA	HELPER/EAST, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/04/13
PACKINGHAM, DEBORAH	HELPER/STOWE, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/04/13
PIERCE, LUISA	INTEGRATION SPECIALIST SYSTEMS/DW, 40/41WKS, \$43,442, REALLOC OF FTE	08/19/13
SCHAEFER, STEVEN	HELPER/LOWELL, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/04/13
SISLO, KATHRYN	OFFICE SUPPORT SPECIALIST/BARNES, 18/38WKS, \$13.59/HR, B SULIIN	09/03/13
TODD, ANN	HELPER/LESTER, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/04/13
WALKER, AMY	HELPER/LOWELL, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/04/13

<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
WELCH, DEVIN Total: 16	HELPER/DENFELD, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/04/13
<u>NONCERT DEMOTION</u>	<u>NEW POSITION/OLD POSITIN/RATE OF PAY</u>	<u>EFFECTIVE DATES</u>
JOHNSON, ADAM	SPECIAL ED PARA/BW/MALE REQ/DENFELD, INDIAN YOUTH ADV/DW, \$15.84/HR	09/03/13
JOHNSON, MICHELE	SUPV PARA/ALC, SPECIAL ED PARA/BW/PIEDMONT, \$15.74/HR	09/03/13
MILLER, ROBERT	SPECIAL ED PARA/BW/DENFELD, INDIAN STUD COORD/DW, \$14.56/HR	09/03/13
PETERSON, LINDA	INSTR PARA/PIEDMONT ECFE, SPECIAL ED PARA/BW/LINCOLN, \$14.56/HR	09/03/13
SMITH, NICHOLAS	SPECIAL ED PROG PARA/MALE REQ/DENFELD, INDIAN YOUTH ADV/DW, \$15.84/H	09/03/13
WANGEN, STEPHEN Total: 6	SUPV PARA/LINCOLN, SPECIAL ED PARA/BW/DENFELD, \$15.21/HR	09/03/13
<u>NONCERT EXTENSION</u>	<u>POSITION/LOCATION/LENGTH</u>	<u>EFFECTIVE DATES</u>
BLANCHARD, MICHELLE	INTEGRATION SPECIALIST/DW, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
CARTER III, DAVID	INTEGRATION SPECIALIST/MYERS-WILKINS, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
DAWSON, MARIA	INTEGRATION SPECIALIST/HOMECROFT, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
GELINEAU, AARON	INTEGRATION SPECIALIST/DENFELD, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
GRANT, MARLON	INTEGRATION SPECIALIST/STOWE, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
GRAVES, CAROLYN	OFF SUP INTERMEDIATE/DENFELD, NOT TO EXCEED 40 HRS	06/24/13 06/28/13
HARRIS, CALVIN	INTEGRATION SPECIALIST/EAST, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
HARRIS, JES WA	INTEGRATION SPECIALIST/ORDEAN-EAST, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
HENDERSON, ALLEGRA	INTEGRATION SPECIALIST/LINCOLN, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
LANCOUR, JOAN	OFF SUP INTERMEDIATE/HOCHS/ASST SUPT, NOT TO EXCEED 114 HRS	07/01/13 08/09/13
MALONEY, MARJORIE	SPECIAL ED BW PARA/NETTLETON, NOT TO EXCEED 30 HRS	06/17/13 06/21/13
PAQUETTE, PATRICIA	OFF SUP SENIOR/OFFICE OF EDUCATION EQUITY, NOT TO EXCEED 160 HRS	07/01/13 07/26/13
PIERCE, LUISA	INTEGRATION SPECIALIST/DW, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
SMITH, NATHAN	INTEGRATION SPECIALIST/CONGDON, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
SMITH, TAMARA	INTEGRATION SPECIALIST/MACARTHUR, NOT TO EXCEED 40 HRS	08/12/13 08/16/13
SOMROCK, SHERRY	LICENSED SIGN LANG INTER/DW, NOT TO EXCEED 80 HRS	07/01/13 08/30/13
WILLIAMS, CASSANDRA Total: 17	LICENSED SIGN LANG INTER/NETTLETON, NOT TO EXCEED 22 HRS	06/24/13 07/05/13
<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPER OF LEAVE</u>	<u>EFFECTIVE DATES</u>
HANSON, NANCY	FIELD SUPPORT/HOCHS/TECHNOLOGY, "A" MILITARY, W/ PAY, 05/16/13	06/26/13 06/28/13
NORMAN, JOANN	SAT II MGR/DENFELD, "A" PERSONAL, W/O PAY	08/12/13 08/16/13
SMITH, STEVEN	SPECIAL ED PROG PARA/JOB COACH/HOCHS, "B" PERSONAL, W/O PAY	09/03/13 06/06/14
WALDRUFF, TRACY	INSTR PARA/WASHINGTON CTR, "A" PERSONAL, W/O PAY	09/02/13 10/25/13
WHITE, KAREN Total: 5	OFF SUP SENIOR/EAST, "B" PERSONAL, W/O PAY	08/05/13 08/05/14
<u>NONCERT PERM INCREASE</u>	<u>POSITION/LOCATION/TYPER OF LEAVE</u>	<u>EFFECTIVE DATES</u>
GUNSOLUS, LAURELEI	SPECIAL ED PARA/STUDENT SPECIFIC /EAST, .500 TO .782	09/03/13
LIVESAY, LORELEI	SUPV PARA/LINCOLN, .475 TO .750	09/03/13
MILLER, SUSANNA	INDIAN STUDENT SERV COORD/DW, .500 TO 1.00	09/03/13
PAQUETTE, PATRICIA Total: 5	OFF SUP SENIOR/INDIAN ED/OFFICE ED EQUITY/HOCHS, 43WKS TO 48WKS	07/29/13
<u>NONCERT PROMOTION</u>	<u>NEW POSITION/OLD POSITIN/RATE OF PAY</u>	<u>EFFECTIVE DATES</u>
ERICKSON, LIANNE	SATELLITE MGR II/ALC, HELPER/LOWELL, \$14.00/HR	09/03/13
KARKIAINEN, DARIN	STOREROOM TRUCK DRIVER/HOCHS, BUS DRIVER II/TRANSP, \$16.57/HR,CHNG I	05/06/13 07/16/13
KILLIAN, JOSEPH	RECV DISTR CLERK/HOCHS/STOREROOM, BUS DR II/TRANSP, \$18.21/HR	07/22/13
PETRICH, DIANE	SPECIAL ED PARA/BW/STOWE, INSTR PARA/PIEDMONT HDST, \$15.73/HR	09/03/13
WILLIAMS, CORAL Total: 5	SPECIAL ED PROG PARA/JOB COACH/HOCHS, SUPV PARA/LINCOLN, \$15.84/HR	09/03/13
<u>NONCERT RECALL</u>	<u>POSITION/LOCATION/FTE</u>	<u>EFFECTIVE DATES</u>
KRENNER, CHERYL	.475 SUPV PARA/LINCOLN	09/03/13
RONINGEN, JUDY Total: 2	.4375 INSTR PARA/PIEDMONT HDST	09/03/13
<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
JARVELA, LISA	OFF SUPPORT SPECIALIST/CHESTER CREEK/MERRITT CREEK	08/02/13
ROBINSON, PATRICK Total: 2	SCHOOL CUSTODIAN II/NETTLETON	08/16/13
<u>NONCERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
YOUNGBLOM, DEBORAH Total: 1	OFF SUP INTERMEDIATE/BARNES	09/20/13
<u>NONCERT SUMMER SCHOOL</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
CAMPBELL, JAMES	ESY/SPECIAL ED PARA/MACARTHUR, NOT TO EXCEED 12 HRS	08/06/13 08/09/13
CIURLEO, VERONICA	SCHOOL BUS DRIVER II/TRANSPORTATION	07/01/13 08/31/13
CLYNCH, JESSICA	SCHOOL BUS DRIVER II/TRANSPORTATION (CHANGE IN DATES)	06/10/13 08/31/13
DONALDSON, PATRICIA	SCHOOL BUS DRIVER II/TRANSPORTATION (CHANGE IN DATES)	07/01/13 08/31/13

NONCERT SUMMER SCHOOL

FENA, SALLY
HUGHLEY, MARY
JOYCE, DAVID
OLEARY, PAULETTE
SISLO, KATHRYN
Total: 9

POSITION/LOCATION/CONDITION

ESY/SPECIAL ED RN/PARA/MACARTHUR, NOT TO EXCEED 36 HRS (RESCIND)
ESY/SPECIAL ED PARA/MACARTHUR, NOT TO EXCEED 32 HRS (RESCIND)
ESY/SPECIAL ED PARA/MACARTHUR, NOT TO EXCEED 32 HRS (RESCIND)
ESY/LPN/MACARTHUR, NOT TO EXCEED 42 HRS
ESY/SPECIAL ED PARA/MACARTHUR, NOT TO EXCEED 32 HRS (RESCIND)

EFFECTIVE DATES

08/05/13 08/16/13
08/06/13 08/16/13
08/05/13 08/16/13
08/06/13 08/20/13
08/06/13 08/16/13