

Human Resources Committee - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, May 20, 2014

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

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| 1. Staffing Report Action Items | 2 |
| 2. Other Action Items | |
| A. *Placeholder - Resolution #HR-5-14-3177 - Termination of Certified Hourly Staff | 4 |
| B. *Placeholder - Resolution #HR-5-14-3181 - Termination of Non-Tenured Certified Staff | 5 |
| 3. Informational Items | |
| A. Policy 9045 - Negotiating Committee Review | 6 |
| 4. Future Items | |
| A. <i>There are no HR Future Items at this time.</i> | |

HUMAN RESOURCES ACTION ITEMS FOR: 5/20/14

<u>CERT APPOINTMENT</u>	<u>POSITION/SITE/CLASS&STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
CROSBY, LISA Total: 1	SPANISH/.6 EAST/.4 ORDEAN EAST, III 5, K KROLL	04/14/14 06/06/14
<u>CERT COCURRICULAR</u>	<u>POSITION/LOCATION/EFFECTIVE DATE/STIPEND</u>	<u>EFFECTIVE DATES</u>
CHRUSCIELSKI, MATTHEW COGGER, BENJAMIN DUDLEY, VICTORIA FOUGNER, CALAN HOLTEN, SHERRY JOHNSON, MEGAN JONES, GREG MEDLIN, VIVIAN MICHEAU, TERRI NORMAN, NATHAN PACKINGHAM, TRACY PETERSON, KIRSTIN WAGNER, JESSICA ZWAK, WILLIAM ZWAK, WILLIAM Total: 15	.25 ASST BASEBALL/EAST, 13/14, \$633.24 ASST TRACK/DENFELD, 13/14, \$2679.00 .5 ASST DANCE TEAM/EAST, 13/14, \$656.00 ACADEMIC CLUB/INTRAMURAL WEIGHTS/DENFELD, 13/14, \$903.00, CHG IN FTE ELEM CLUB/YEARBOOK/HOMECROFT, 14/15, \$551.00 .5 READING CORPS STIPEND, 13/14, \$750.00 2ND HALF .7 KNOWLEDGE BOWL ADV/EAST, 13/14, \$1290.80, CHANGE IN FTE ELEM CLUB/YEARBOOK/LAKEWOOD, 14/15, \$551.00 .5 READING CORPS STIPEND/HOMECROFT, 13/14, \$750.00 ASST TRACK/ORDEAN EAST, 13/14, \$711.00 ELEMENTARY CLUB/YEARBOOK ADV/LESTER, 13/14, \$551.00 .3 KNOWLEDGE BOWL ADV/EAST, 13/14, \$553.20, CHANGE IN FTE ASST SPEECH/EAST, 13/14, \$1179.00, CHANGE IN FTE ASST SWIM/ORDEAN EAST, 13/14, \$711.00 ASST TRACK/ORDEAN EAST, 13/14, \$711.00	
<u>CERT LEAVES</u>	<u>POSITION/LOCATION/LEAVE TYPE</u>	<u>EFFECTIVE DATES</u>
BOYHTARI, BONNIE BROWN, DELAINE CHURCHILL, MARY KNOX, KRISTIN KROLL STRUKEL, KIMBERLY LARSON, AMY OLIVER, KATIE PRECKEL, KEVIN SIMS, JULIE SUNDLAND, AMY TIMMERSMAN, JODI VANASSE, DIANA ZWAK, KRISTY Total: 13	GR 3/CONGDON, JOB SHARE, .5 W/O PAY MUSIC-BAND/EAST, MEDICAL, W/O PAY CURR TECH/HOCHS/TECHNOLOGY, MID-CAREER EXT, W/O PAY GR 1/PIEDMONT, MID-CAREER EXT, W/O PAY SPANISH/EAST/ORDEAN, PARENTAL, W/O PAY GR 3/LOWELL, JOB SHARE, .5 W/O PAY READ 180/DATA COACH/LINCOLN, PARENTAL, W/O PAY EBD/ARROWHEAD ACADEMY, MID-CAREER, W/O PAY GR3/LESTER, ADMIN LEAVE WITH PAY GR 3/CONGDON, JOB SHARE, .5 W/O PAY SOCIAL STUDIES/LINCOLN, SUPT APPROVED LOA AUTISTIC/DW, MEDICAL, W/O PAY, CHANGE IN DATES GR 1/LOWELL, JOB SHARE, .5 W/O PAY	08/27/14 06/05/15 04/24/14 06/06/14 08/27/14 06/05/15 08/27/14 06/05/15 05/30/14 06/06/14 08/27/14 06/05/15 05/02/14 05/30/14 08/27/14 06/02/17 05/08/14 06/06/14 08/27/14 06/05/15 03/20/14 03/24/14 11/25/09 11/25/14 08/27/14 06/05/15
<u>CERT LONG TERM SUB</u>	<u>POSITION/LOCATION/CLASS & STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
ROSE, LUKE Total: 1	EBD/MERRCRK, III 1, S SCHMIDT	03/31/14 06/06/14
<u>CERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
LANE, MARJORIE SCHLICHTING, RHONDA SIMS, JULIE Total: 3	MATH/DENFELD (ON LEAVE) EBD/DW/CHESTER CREEK ACADEMY, (ON LEAVE) GR 3/LESTER	06/06/14 06/06/14 06/06/14
<u>CERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
CHESLAK, CAROL FISHER, MARJORIE GOLDBERG, PATRICE JOHNSON, JULIANNE KRESS, DOROTHY MESEDAHL, SHERYL MIZUKO, GERALDINE SCHMIDT, SUSAN SEVERSON, LAURIE VANASSE, DIANA WILKINSON, MARY ZAHORIK, MARGARET Total: 12	ECSE/DW GR 3/CONGDON GRAD STANDARDS/DENFELD SCHOOL NURSE/DW READ 180/DATA COACH/DENFELD KDGN/LOWELL GR 2/HOMECROFT EBD/MERRITT CREEK ACADEMY, CHANGE IN DATE EARTH SCIENCE/ORDEAN AUSTISTIC/DW (ON LEAVE) PRESUMED RETIREMENT EBD/CHESTER CREEK ACADEMY DCD-S/DW	06/30/14 06/06/14 06/06/14 06/06/14 06/06/14 06/06/14 06/06/14 04/03/14 06/06/14 11/25/14 07/17/14 06/16/14

<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
KRAKER, ERIN Total: 1	HEALTH/LPN PARA/LESTER, 18.75/10 WKS, \$16.41/HR, TEMPOS	04/02/14 06/06/14
<u>NONCERT EXTENSION</u>	<u>POSITION/LOCATION/LENGTH</u>	<u>EFFECTIVE DATES</u>
ELMORE, NANCY HAYES, SADE VANG, PAO Total: 3	OFF SUP INTERMEDIATE/MACARTHUR, NOT TO EXCEED 48 HRS MENTAL HLTH PRACT/MACARTHUR, NOT TO EXCEED 208 HRS, 12/14-1/1/14, 1/20, 2/18 COMMUNITY LIAISON/MACARTHUR, NOT TO EXCEED 128 HRS	06/23/14 06/30/14 06/09/14 06/30/14 06/09/14 06/30/14
<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPER OF LEAVE</u>	<u>EFFECTIVE DATES</u>
ADAMS, KATHLEEN BLANKENSHIP, AUDREY BYRD, DUANE CARTER, DARCY CHIALASTRI, THERESE IMMERFALL, DALE LEWANDOWSKI, LEEANN LUOTO, KIMBERLY LYLE, GLORIA MALONEY, MARJORIE MURRAY, MICHAEL SCHULLER, ANNE SOGER, ANNA VEGA, NANCY VEGA, NANCY Total: 15	SPEC ED PROG PARA/MYERS-WILKINS, 'A' PERSONAL, W/O PAY, 4/14&4/15/14 SPEC ED BW PARA/ORDEAN EAST, 'A', MEDICAL W/O PAY, 3/26/14-3/28/14 DIVERSITY COORD/MYERS-WILKINS, 'A' MEDICAL, W/O PAY OFF SUP INTERMEDIATE/EAST, PARENTAL, W/O PAY HELPER/MYERS-WILKINS, 'A' PERSONAL, W/O PAY, CHANGE IN DATES SPEC ED PROG PARA/DENFELD, 'A' MEDICAL, W/O PAY INSTR PARA/PIEDMONT, 'B' PERSONAL, W/O PAY SCHOOL CUSTODIAN II/LOWELL, 'A' PERSONAL, W/O PAY HELPER/MACARTHUR, 'A' PERSONAL, W/O PAY SPEC ED BW PARA/MYERS-WILKINS, 'A' PERSONAL, W/O PAY, CHG IN DATES SCHOOL CUSTODIAN II/EAST, 'A' PERSONAL, W/O PAY HELPER/DENFELD, 'A' PERSONAL, W/ PAY HELPER/LINCOLN, 'A' PERSONAL, W/O PAY, CHANGE IN DATE OFF SUP INTERMEDIATE/HOCHS SPECIAL SERV, 'A' PERSONAL, W/O PAY OFF SUP INTERMEDIATE/HOCHS/SPECIAL SERV, 'A' PARENTAL, W/O PAY	04/22/14 05/14/14 03/18/14 03/21/14 03/21/14 04/18/14 04/07/14 05/05/14 03/10/14 03/31/14 03/19/14 04/01/14 04/18/14 06/06/14 04/21/14 04/23/14 05/27/14 05/30/14 03/17/14 04/25/14 03/05/14 03/10/14 03/24/14 03/26/14 03/17/14 04/15/14 04/23/14 04/29/14 05/27/14 11/24/14
<u>NONCERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
BARBER, PATTI GEISSLER, SUSAN KARON, MARIA MCKOWSKI, KELLIE TARAN, ROBERTA WAKEFIELD, SUSAN WAKEFIELD, WENDY Total: 7	SATELLITE MGR I/MACARTHUR, .875 TO .9375 SATELLITE MGR I/LOWELL, .84375 TO .90625 SATELLITE MGR I/PIDEMONT, .875 TO .9375 SATELLITE MGR I/LINCOLN, .9375 TO 1.0 SATELLITE MGR I/MYERS-WILKINS, .875 TO .9375 OFF SUP SENIOR/ALC, 45 TO 52 WKS SATELLITE MGR II/STOWE, .8125 TO .875	03/31/14 03/31/14 03/31/14 03/31/14 03/31/14 04/14/14 03/31/14
<u>NONCERT PROMOTION</u>	<u>NEW POSITION/LOCATION/OLD POSITION/RATE OF PAY</u>	<u>EFFECTIVE DATES</u>
GERTH, DAVID Total: 1	ENGINEER II/CONGDON/FIREPERSON I/HOMECROFT, \$21.64/HR	04/24/14
<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
SOGER, ANNA Total: 1	HELPER/LINCOLN, PRESUMED RESIGNATION	04/15/14
<u>NONCERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
KLECZKA, THERESA LAPLANTE, DAVID LEFAIVE, DIANE MORRIS, FRANCES VAN HALE, KAREN Total: 5	SPECIAL ED PROG PARA/CHESTER CREEK ACADEMY HELPER/PIEDMONT HELPER/STOWE SPECIAL ED BW PARA/DENFELD SPECIAL ED BW PARA/LESTER	06/06/14 06/06/14 06/06/14 06/06/14 06/06/14
<u>NONCERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
CANFIELD-EVANSON, KRISTIN Total: 1	INSTR PARA/MYERS-WILKINS, .375 TO .5	03/17/14 06/06/14

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 6, 2014, 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, 2014, of the termination of their employment.

**Resolution #HR-5-14-3177
May 20, 2014**

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. The term "teacher" includes every person regularly employed, as a principal, or to give instruction in a classroom, or to superintend or supervise classroom instruction, or as a placement teacher and visiting teacher.

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 6, 2014, 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, 2014, of the termination of their employment.

Policy 9045 – Negotiating Committee

At the Human Resources committee meeting held on May 12, 2014 HR Committee chair, member Harry Welty established a committee consisting of School Board Members William Westholm, Rosalie Loeffler-Kemp and Arthur Johnston to bring forth revised wording for Policy 9045 - Negotiating Committee.

This item will continue as an informational item for the June School Board agenda.

Current - 9045 - Negotiating Committee

The Negotiating Committee shall obtain the necessary certification of representation and be in charge of wage negotiations and "meet and confer" meetings with employee groups. All members of the School Board shall be members of the Negotiating Committee.

Adopted: 06-09-1970 ISD 709

Revised: 06-08-1976

06-20-1995

03-15-2011 ISD 709

Proposed changes to 9045 - Negotiating Committee as of the April 22, 2014, School Board Meeting.

The Negotiating Committee shall consist of two board members, and other non-board members as deemed necessary, appointed by the full School Board; obtain the necessary certification or representation and will be in charge of wage negotiations and "meet and confer" meetings with employee groups. All members of the School Board shall be members of the Negotiating Committee. Negotiating parameters shall be approved by the full School Board and periodic reports of progress and recommendations shall be made to the full School Board.

Adopted: 06-09-1970

Revised: 06-08-1976

06-20-1995

03-15-2011

04-22-2014

Proposed changes to 9045 - Negotiating Committee for the May 20, 2014, School Board Meeting.

The Negotiating Committee shall consist of up to two board members, and other non-board members as deemed necessary, appointed by the full School Board; obtain the necessary certification or representation and will be in charge of wage negotiations and "meet and confer" meetings with employee groups. All members of the School Board shall be members of the Negotiating Committee. Negotiating parameters shall be determined by the full School Board and periodic reports of progress and recommendations shall be made to the full School Board.

Adopted: 06-09-1970

Revised: 06-08-1976

06-20-1995

03-15-2011

04-22-2014

- Other policy examples from other districts
- Delete stipend for negotiating