

Human Resources Committee
Duluth Public Schools, ISD 709
Agenda
Monday, December 8, 2014
District Services Center
709 Portia Johnson Dr.
Duluth, MN 55811
4:15 PM

1. **Staffing Report Action Items** 2
2. **Other Action Items**
 - A. **Placeholder - for Contracts*
 - B. Approval of the Superintendent's performance review
3. **Informational Items**
 - A. **Placeholder - Discussion of revisions to the next Superintendent's Review - Harry Welty, Board Member*
 - B. Discussion of teacher FTE comparison
4. **Future Items**
 - A. *There are no HR Future Items at this time.*

HUMAN RESOURCES ACTION ITEMS FOR: 12-16-14

<u>CERT APPOINTMENT</u>	<u>POSITION/SITE/CLASS&STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
CHELSETH, ELIZABETH GREWE, JODI KOCIAN-DERY, EMILY Total: 3	.475 TITLE I/STOWE, III+15 2, REALLOC OF FTE ELEM READING/MATH/PIEDMONT, III+30 7, REALLOC OF FTE .4 ART SPECIALIST/STOWE, III 4, REALLOC OF FTE, CHANGE IN DATES	11/12/14 06/05/15 10/06/14 09/04/14 12/19/14
<u>CERT COCURRICULAR</u>	<u>POSITION/LOCATION/EFFECTIVE DATE/STIPEND</u>	<u>EFFECTIVE DATES</u>
SCRIGNOLI, MICHAEL Total: 1	ASST CROSS COUNTRY/DENFELD, 14/15, \$2468.00	
<u>CERT LEAVES</u>	<u>POSITION/LOCATION/LEAVE TYPE</u>	<u>EFFECTIVE DATES</u>
EMERSON, MICHAEL FALK, MARY HOWE, TREVOR MAKI, KATHLEEN RUHANEN, DOREEN SAVRE, JAMIE SAVRE, JAMIE WARD, AMANDA Total: 8	WORK EXP/DENFELD/EAST, P#4125, W/O PAY, 10/20-10/24/14, CHG IN DATES MATH/EAST, SUPT APPROVED LEAVE, W/O PAY, CHANGE IN FTE, .2 TO .4 INDUSTRIAL ARTS/ORDEAN EAST, MEDICAL, W/O PAY, TO BE DETERMINED KDGN/LOWELL, MEDICAL W/O PAY GR 1/HOMECROFT, P#4125, W/O PAY GUIDANCE COUNSELOR/EAST, MEDICAL, .5 W/O PAY GUIDANCE COUNSELOR/EAST, MEDICAL, W/O PAY SPEECH LANG PATHOLOGIST/MACARTHUR, PARENTAL, W/O PAY, TBD	09/22/14 09/26/14 10/20/14 06/05/15 10/28/14 11/24/14 11/26/14 03/27/15 03/31/15 11/03/14 11/07/14 09/23/14 10/31/14 11/10/14
<u>CERT LONG TERM SUB</u>	<u>POSITION/LOCATION/CLASS & STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
OLING, LEE RIDGEWELL, CHRISTINE ZMUDY, HOWARD Total: 3	GUDIANCE COUNSELOR/EAST, IV+45 9, J SAVRE, CHANGE IN DATES EARTH SCIENCE/ORDEAN EAST, III 4, P SCHNABEL LD/DENFELD, IV+45 7, S OLSON, TO BE DETERMINED	08/27/14 11/07/14 10/31/14 06/05/15 11/04/14
<u>CERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
ST JOHN-STEBE, TERRI Total: 1	FAMILY PART/FACILITATOR/MACARTHUR HDST, .6125 TO .625	09/03/12
<u>CERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
SCHNABEL, PHEBE Total: 1	EARTH SCIENCE/ORDEAN EAST	10/31/14
<u>CERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
RADAKOVICH, MARGUERITE Total: 1	GR 2/STOWE	01/31/15
<u>CERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
GRAVES, PETER HANNU, DEBRA HAUGEN, MARGARET KNUTSEN, JESSICA KOLODGE, LISA LULL, EMILY NORGARD, ALLISON PANASUK-ZIFKO, SARA SUNDAL, JENNIFER TERESI, WENDY TOLO, CHARLES VERHEL, WILLIAM ZWAK, MICHAEL Total: 13	MATH/EAST, 1/6 OVERLOAD ART/ORDEAN, 1/6 OVERLOAD PRE-K/WASHINGTON CTR .625 TO 1.0 LD/EAST, 1/6 OVERLOAD SPEECH LANGUAGE PATHOLOGIST/BARNES, 1/6 OVERLOAD GERMAN/LINCOLN, 1/6 OVERLOAD SPEECH LANG PATH/MACARTHUR, 1/6 OVERLOAD SPEECH LANGUAGE PATHOLOGIST/BARNES ECSE, 1/6 OVERLOAD PRE-K/WASHINGTON CTR HDST, .75 TO 1.0 SOCIAL STUDIES/LINCOLN, 1/6 OVERLOAD PHYED/ORDEAN EAST, 1/6 OVERLOAD INDUSTRIAL ARTS/ORDEAN EAST, 1/6 OVERLOAD LABOR MANAGEMENT/DW, 1/6 OVERLOAD	10/20/14 06/05/15 09/02/14 06/05/15 11/10/14 12/23/14 11/17/14 06/05/15 11/06/14 12/19/14 08/27/14 06/05/15 10/27/14 12/05/14 11/06/14 12/19/14 10/13/14 12/23/14 09/02/14 09/24/14 10/20/14 06/05/15 11/21/14 06/05/15 08/27/14 06/05/15
<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
BESSE, JESSICA BUCKLEY, KENNETH DELACRUZ, JAMIE HELQUIST, MELODIE HOBAN, TRACY JEDLENSKI, NICOLE	LIFEGUARD/LINCOLN, 30/38WKS, \$13.68/HR, NEW POS APPRV 10/21/14 SPECIAL ED BW PARA/PIEDMONT, 18.75/38WKS, \$14.49, S PASARIBU SUPV PARA/DENFELD, 19/38WKS, \$13.68/HR, REALLOC OF FTE SPEC ED STUDENT SPECIFIC PARA/MACARTHUR, 31.25/38WKS, \$14.49/HR,OLSON HELPER/DENFELD, 15/38WKS, \$10.30, REALLOC OF FTE SUPV PARA/DENFELD, 19/38WKS, \$13.68/HR, REALLOC OF FTE	11/06/14 11/17/14 11/05/14 11/17/14 08/28/14 11/10/14

<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
KAPLAN, ELIZABETH	SPEC ED BW PARA/MYERS-WILKINS/ECSE, 14/38WKS,\$14.49/HR, CHG IN DATE	11/10/14
KRAFTHEFER, BROOKE	LIFEGUARD/ORDEAN EAST, 30/38WKS, \$13.68/HR, NEW POS BRD APPRV 10/21/14	11/07/14
KRAUSE, CHERYL	EXECUTIVE CLERICAL LEVEL D/HOCHS/HR, 40/52 WKS, \$20.06, N DORMEDY	11/18/14
LYONS, DAWN	SPECIAL ED PROG PARA/STOWE, 31.25/38WKS, \$14.49/HR, S WANGEN	11/17/14
MCDONALD, ASHLEY	SPECIAL ED PROG PARA/MYERS-WILKINS, 31.25/38WKS,\$14.49/HR, K ADAMS	11/10/14
MCLEETE, LORANDA	SPEC ED PROG PARA/ORDEAN EAST, 32.5/38WKS, \$14.49, M BUETTNER	11/24/14
STRATIOTI, DIANA	OFF SUP SENIOR/HOCHS/SPECIAL SERV 40/48WKS, \$17.66/HR, N VEGA	11/14/14
ULVESTAD, ANNMARIE	SPEC ED BW PARA/MYERS-WILKINS ECSE, 16/38WKS, \$14.49/HR, REALL OF FTE	11/03/14
WICK, MARK	SUPV PARA/DENFELD, 19/38WKS, \$13.68/HR, REALLOC OF FTE	11/04/14
Total: 15		
<u>NONCERT EXTENSION</u>	<u>POSITION/LOCATION/LENGTH</u>	<u>EFFECTIVE DATES</u>
CONLEY, KELLEY	MISA PARA/ALC, NOT TO EXCEED 40 HRS, 1/2, 1/16, 1/19/2015	12/29/14 12/30/14
Total: 1		
<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPE OF LEAVE</u>	<u>EFFECTIVE DATES</u>
BREWSTER, DONALD	HELPER/DENFELD, 'B', PERSONAL LEAVE, W/O PAY, TO BE DETERMINED	09/15/14
CARLSON, SUSAN	HELPER/DENFELD, 'A' PERSONAL, W/O PAY	10/22/14 10/24/14
DAY, ANGELA	PRE-LICENSED ASL/EAST, 'A' PERSONAL, W/O PAY	10/07/14 10/10/14
DIXON, JOYCE	HELPER, LESTER, 'A' PERSONAL, W/O PAY	10/06/14 10/15/14
DURENE, LISA	LIC SIGN LANG INTERPRETER/MYERS-WILKINS, 'A' PERSONAL, W/O PAY	11/09/14 11/14/14
ENG, AMANDA	HELPER/PIEDMONT, 'A' PERSONAL, W/O PAY, AND 10/8/14	10/01/14 10/06/14
LUNDGREN, KATHLEEN	SCHOOL BUS HELPER/TRANSPORATION, 'A' MEDICAL W/O PAY, CHG IN DATES	04/16/14 10/17/14
LUOTO, KIMBERLY	CUSTODIAN II/LOWELL, 'B' PERSONAL, W/O PAY	10/20/14 10/20/15
MALONEY, MARJORIE	SPECIAL ED BW PARA/MYERS-WILKINS, 'A' PERSONAL, W/O PAY	10/01/14 11/07/14
MAYBERRY, SEAN	SUPV PARA/LINCOLN, 'A' MILITARY, WITH PAY	11/14/14 11/14/14
MCLELLAN, DEBORAH	HELPER/LESTER, 'A', PERSONAL, W/O PAY	02/16/15 04/06/15
MIGHELL, PATRICIA	HELPER/EAST, 'A' PERSONAL, W/O PAY	10/30/14 11/07/14
MORISSEAU, MARIA	SUPV PARA/EAST, 'A' PERSONAL, W/O PAY	11/05/14 11/07/14
PETRICH, DIANE	SPECIAL ED BW PARA/STOWE, 'A' PERSONAL W/O PAY	10/20/14 10/24/14
PFEIFFER, JAYME	HELPER/EAST, 'A' PERSONAL, W/O PAY	10/13/14 10/15/14
SCHULLER, ANNE	HELPER/DENFELD, 'A' PERSONAL, W/O PAY	10/15/14 10/24/14
SERRA-WIBERG, PATRICIA	INSTR PARA/PIEDMONT SCHOOL READINES, 'A' PERSONAL, W/O PAY	12/23/14 01/05/15
URBANIAK, JOAN	SUPV PARA/LINCOLN, 'A' PERSONAL, W/O PAY	09/22/14 09/25/14
WILLIAMS, CORAL	SPECIAL ED PARA/STUDENT SPEC/ORDEAN, ADMIN, WITH PAY, TBD	11/18/14
Total: 19		
<u>NONCERT LONG TERM SUB</u>	<u>POSITION/LOCATION/RATE OF PAY/REPLACING</u>	<u>EFFECTIVE DATES</u>
DAHMEN, DAKOTA	HELPER/EAST, 15/38WKS, \$10.30, REALLOC OF FTE	11/10/14 06/04/15
DAILEY, SHARYL	HELPER/PIEDMONT 15/38WKS, \$10.30/HR, C STEPHENS	10/20/14 06/04/15
KOECHER, CINDY	HELPER/LESTER, 15/38WKS, \$10.30/HR, J DIXON	10/28/14 06/04/15
SYLVESTER, DAWN	HELPER/EAST, 15/38WKS, \$10.30/HR, S YESKE	10/27/14 06/04/15
Total: 4		
<u>NONCERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
BESSE, JESSICA	LIFEGUARD/LINCOLN, .475 TO .75	11/06/14
BUETTNER, MOLLY	PRE-LIC ASL/DW, .78125 TO .8125	10/27/14
GOSEYUN, YOLANDA	INTEGRATION SPECIALIST/DW, .75 TO 1.0	11/10/14
Total: 3		
<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
BENSON, WHITNEY	HELPER/EAST	10/10/14
DIXON, JOYCE	HELPER/LESTER	10/27/14
LATOUR, STEVEN	SCHOOL BUS DRIVER II/TRANSPORTATION	10/24/14
LOCHNER, JODI	INSTR PARA/LESTER ECSE	09/23/14
YESKE, SARAH	HELPER/EAST, PRESUMED RESIGNATION	09/23/14
YOUNGBLOM, KALYN	PRE-LIC INTERPRETER/MYERS-WILKINS, CHANGE IN DATE	11/05/14
Total: 6		
<u>NONCERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
FULLER, GREGORY	FIREPERSON I/PIEDMONT	12/31/14
WATERS, LINDA	SPECIAL ED PROG PARA/EAST	06/05/15
Total: 2		

<u>NONCERT TEMP DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
LINDGREN, KYOSTI Total: 1	SPECIAL ED STUDENT SPECIFIC/LINCOLN, .8125 TO .78125	10/29/14 11/21/14
<u>NONCERT TERMINATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
ENG, AMANDA Total: 1	HELPER/PIEDMONT	11/21/14
<u>NONCERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
COOKE, JOYCE	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
CRAVEN, TRACEY	HELPER/DENFELD, .375 TO .4735	09/25/14 06/05/15
DAVIDSON, LEVI	SUPV PARA/EAST, .75 TO .84375	09/16/14 06/05/15
FALWEY, SARAH	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
FLIPPIN, JUNEVELA	HELPER/DENFELD, .375 TO .4375	10/20/14 06/05/15
HOBAN, TRACY	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
ISAACSON, KIM	INSTR PARA/LESTER/ECFE, .6375 TO .6875	10/06/14 06/05/15
KUNKEL, ROBERTA	HELPER/MYERS-WILKINS, .375 TO .406	10/27/14 06/04/15
LUNDE, JUSTINA	HELPER/DENFELD, .40625 TO .4375	09/08/14 06/05/15
MOSELEY, DAVID	SPECIAL ED PROG PARA/DENFELD, .8125 TO .906	11/10/14 06/05/15
OTTO, ZACHARY	SPECIAL ED PROG PARA/DENFELD, .8125 TO .906	11/17/14 06/05/15
SCHULLER, ANNE	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
TALBOT, MARK	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
VALENTINE, SALLY ANN Total: 14	HELPER/PIEDMONT, .46875 TO .75	11/17/14 06/05/15
<u>NONCERT RECLASS</u>	<u>NEW POSITION/LOCATION/OLD POSITION/RATE OF PAY</u>	<u>EFFECTIVE DATES</u>
*Placeholder Total: 1		