

**Human Resources Committee**  
Duluth Public Schools, ISD 709

Agenda

Monday, June 12, 2017

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

4:15 PM

- |   |          |
|---|----------|
| <b>1. Staffing Report Action Items</b>  | <b>2</b> |
| A. *Placeholder - Approval of Duluth Federation of Teachers Local 692,<br>A.F.T. Collective Bargaining Agreement effective dates: 7/1/17-6/30/19,<br>and 7/1/19-6/30/21 - Resolution HR-6-17-3459 | 4        |
| <b>2. Other HR Action Items</b>   |          |
| A. *Placeholder - Termination of Certified Hourly Staff - Resolution HR-6-<br>17-3454   | 5        |
| B. *Placeholder - Termination of Certified Non-Tenured Certified Staff -<br>Resolution HR-6-17-3455   | 6        |
| C. *Placeholder - Termination of Certified Tenured Certified Staff -<br>Resolution HR-6-17-3456   | 7        |
| <b>3. Informational Items</b>   |          |
| A. There are no HR Informational Items at this time.  |          |
| <b>4. Future Items</b>  |          |
| A. There are no Future HR Items at this time.   |          |

**HUMAN RESOURCES ACTION ITEMS FOR: 06/20/2017**

<u>CERT APPOINTMENT</u>	<u>POSITION/SITE/CLASS&amp;STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
BAUER, RUSSELL	SPEC ED ASD III/LINCOLN, PHD V 7, T. LARSON	08/29/17
BAUER, SHAUNA	SPEC ED DAPE/DW, IV 7, K. OLING	08/29/17
RILEY, ABIGAIL	SPEC ED ASD II/DENFELD, III+45 1, A EGGER ENZMANN, TEMP POS	04/19/17 06/09/17
*Placeholder		
Total: 3		
<u>CERT EXTENSION</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
ANDERSON, JILL	SPEC ED EBD/ARROWHEAD ACADEMY, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
BARNES, JANE	ECFE PARENT EDUCATOR/ST LUKES, NOT TO EXCEED 28 HRS	06/12/17 08/28/17
DALBEC, SHARON	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 53 HRS	06/13/17 07/20/17
DURFEE, CHRISTOPHER	MATH/WOODLAND HILLS, NOT TO EXCEED 81 HRS	06/13/17 07/20/17
EK, ANN	SPEC ED EBD/WOODLAND HILLS, NOT TO EXCEED 20 HRS	06/13/17 07/20/17
GRANMO, SHERYL	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
GRENIGER, JODY	ABE/HOCHS, NOT TO EXCEED 180 HRS	06/12/17 08/04/17
HELLA, LINDSEY	MATH/WOODLAND HILLS, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
HENDERSON, LYNN	PARENT EDUCATOR/ECFE/DW, NOT TO EXCEED 60 HRS	06/12/17 08/28/17
JUBENVILLE, JAMES	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
KEROLA, WILLIAM	SPEC ED EBD/CHESTER CREEK, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
KILBURG, JEANNE	SPEC ED EBD/WOODLAND HILLS, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
KOLQUIST, JULIE	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
LEBENS, LINNEA	ABE/HOCHS, NOT TO EXCEED 250 HRS	06/12/17 08/04/17
MOZOL, DIANE	CHILD EDUCATOR/ECFE/DW, NOT TO EXCEED 48 HRS	06/12/17 08/28/17
PAQUETTE, BARBARA	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
PAWLKOWSKI, BETTY	SPEC ED EBD/ARROWHEAD ACADEMY, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
PLESKO, SHERRI	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
POST, CHRISTINE	SPEC ED EBD/WOODLAND HILLS, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
REMYNGTON, SARAH	SPEC ED EBD/WOODLAND HILLS, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
SMITH, HAMILTON	SCIENCE/WOODLAND HILLS, NOT TO EXCEED 29 HRS	06/13/17 07/20/17
TASTSIDES, CATHY JO	SPEC ED EBD/CHESTER CREEK, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
WITTMER, NANCY	SPEC ED EBD/CHESTER CREEK, NOT TO EXCEED 105 HRS	06/13/17 07/20/17
Total: 23		
<u>CERT LEAVES</u>	<u>POSITION/LOCATION/LEAVE TYPE</u>	<u>EFFECTIVE DATES</u>
BORLING, AMANDA	SOCIAL WORKER/LOWELL, 'A' PARENTAL, W/O PAY	06/12/17 06/16/17
DICKINSON, JENNA	INTERVENTIONIST TITLE I/DISTRICTWIDE	05/30/17 06/09/17
KLIEGLE, MELISSA	ENGLISH/DENFELD	05/19/17 06/09/17
STARIHA, KRISTENE	GRADE 1/PIEDMONT, 'A' PARENTAL, W/O PAY	05/04/17 06/06/17
WATTERS, ANGELA	AUTISM/PIEDMONT, PARENTAL, W/O PAY	04/14/17 05/26/17
*Placeholder		
Total: 5		
<u>CERT LONG TERM SUB</u>	<u>POSITION/LOCATION/CLASS &amp; STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
MOE, JESSICA	GRADE 1/PIEDMONT, III 2, K STARIHA, CHANGE IN DATES	03/27/17 05/09/17
SARGENT, JOAN	.5 SCHOOL SOCIAL WORKER/DW, IV+15 9, A BORLING	05/08/17 06/09/17
SELVEY, AUSTIN	.8 HEALTH/LINCOLN PARK, III 2, K WINTERFELD	05/01/17 06/09/17
WEILAND, KARA	.6 TITLE I INTERVENTION/PIEDMONT, III 3, J BUSHEY	06/07/17 06/09/17
WEILAND, KARA	.6 TITLE I INTERVENTION/PIEDMONT, III 3, J BUSHEY, CHANGE IN DATES	10/26/16 05/09/17
WEILAND, KARA	GRADE 1/PIEDMONT, III 3, K STARIHA	05/10/17 06/06/17
*Placeholder		
Total: 6		
<u>CERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
BERGSTROM, ALISON	EARLY CHILDHOOD/TOSA/DW, .675 TO 1.0	08/29/17
FARNHAM, DEBBIE	EARLY CHILDHOOD/HDST/PIEDMONT, .675 TO 1.0	08/29/17
TOSCANO, CONNIE	EARLY CHILDHOOD/HDST/LESTER, .6125 TO 1.0	08/29/17
VAN LOH, JANE	EARLY CHILDHOOD/HDST/HOMECROFT, .55 TO 1.0	08/29/17
Total: 4		
<u>CERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
MALDONADO, CYNTHIA	PRINCIPAL/STOWE	06/23/17
NACHTSHEIM, JOHN	SOCIAL WORKER/LINCOLN PARK	06/16/17
PICKARD, EMMA	SPANISH IMMERSION KINDERGARTEN/LOWELL	06/09/17
*Placeholder		
Total: 3		
<u>CERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
BERGUM, JOHN	SOCIAL STUDIES/EAST	06/09/17
LAURILA, CYNTHIA	GRADE 1/LOWELL	06/09/17
MILLER, ELIZABETH	GRADE 4/LAKEWOOD	06/09/17
*Placeholder		
Total: 3		
<u>CERT TEMP DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
ENTZMINGER-BUSSEY, AMY	SLP/DW, 1.0 TO .6, VOLUNTARY, CHANGE IN DATES	03/06/17 06/09/17
Total: 1		

<u>CERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
AHERN, JENNIFER	MATH/AEO, HALF 1/6 OVERLOAD	04/03/17 06/09/17
BELLEHUMEUR, JULIE	FAMILY ADVOCATE/HDST/DW, .625 TO .75	05/08/17 06/09/17
FELDMAN MCCULLOUGH, HARMONY	FAMILY ADVOCATE/HDST/DW, .625 TO .75	05/08/17 06/09/17
HAUGEN, MARGARET	FAMILY ADVOCATE/HDST/DW, .625 TO .75	05/08/17 06/09/17
MCNEIL, DENISE	FAMILY ADVOCATE/HDST/DW, .625 TO .75	05/08/17 06/09/17
Total: 5		
<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
WEBER, NATALIE	SPEC ED PARA/BW/PIEDMONT, 14/38WKS, \$15.38/HR, TEMP POS	05/22/17 06/02/17
Total: 1		
<u>NONCERT EXTENSION</u>	<u>POSITION/LOCATION/LENGTH</u>	<u>EFFECTIVE DATES</u>
CONLEY, KELLEY	MISA/ABE, NOT TO EXCEED 135 HRS	06/09/17 06/30/17
DORMAN, DIXIE	INTEGRATION SPEC/INDIAN ED/DW, NOT TO EXCEED 72 HRS	06/19/17 06/30/17
HANKS, ROBIN	CULTURAL IMMERSION PARA/PROG/LOWELL, NOT TO EXCEED 40 HRS	06/26/17 06/30/17
OVERDAN, AVIS	SPEC ED PARA/ALC, NOT TO EXCEED 12 HRS	06/20/17 06/21/17
Total: 4		
<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPER OF LEAVE</u>	<u>EFFECTIVE DATES</u>
BANKS, JANET	HELPER/ORDEAN EAST, 'B' PERSONAL, W/O PAY	04/26/17 06/08/17
HERMANSON, KIONA	OFFICE SUPP SPEC/WOODLAND HILLS/CHESTER CREEK, 'A' PERSONAL, W/O PAY	05/30/17 06/02/17
LARSON, AMANDA	HELPER/LESTER, 'A' PERSONAL, W/O PAY	05/01/17 05/05/17
LARSON, AMANDA	HELPER/LESTER, 'A' PERSONAL, W/O PAY	05/15/17 05/19/17
PETERSON, RONALD	SCHL BUS DRIVER II/TRANSPORTATION, 'A' PERSONAL, W/O PAY, TBD	04/19/17
SISLO, GARY	HELPER/EAST, 'B' PERSONAL, W/O PAY	05/25/17 06/08/17
SMITH, CINDY	HELPER/DENFELD, 'A' PERSONAL, W/O PAY	05/08/17 05/12/17
SUNDLAND, MIRANDA	INSTR PARA/HOMECROFT, 'A' PERSONAL, W/O PAY	05/05/17 06/09/17
*Placeholder		
Total: 8		
<u>NONCERT PERM DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
BECK, ELIZABETH	SPEC ED PARA/WOODLAND HILLS, .8125 TO .78125	08/29/17
ERICKSON, ALAN	INSTR PARA/TITLE I/PIEDMONT, .6625 TO .65625	08/29/17
HOLL, DEBRA	INSTR PARA/TITLE I/PIEDMONT, .6625 TO .65625	08/29/17
Total: 3		
<u>NONCERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
FRONDEN, KAREN	INSTR PARA/ECFE/LESTER, .475 TO .525	08/29/17
HANSON, JENELLE	INSTR PARA/ECFE/PIEDMONT, .4375 TO .5625	08/29/17
NELSON, KIM	INSTR PARA/HDST/MYERS-WILKINS, .95 TO 1.0	08/29/17
PETERSON, CONNIE	INSTR PARA/HDST/STOWE, .775 TO .975	08/29/17
SWARD, CINDY	INSTR PARA/ECFE/LESTER, .6375 TO .775	08/29/17
WALDRIFF, TRACY	INSTR PARA/HDST/LAURA MACARTHUR, 38WKS TO 40WKS	08/29/17
Total: 6		
<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
ENGSETH, JERALDINE	HELPER/ORDEAN EAST	05/12/17
GOSEYUN, YOLANDA	INTEGRATION SPECIALIST/ALC	06/16/17
SMITH, ROXANN	BENEFITS COORDINATOR/HOCHS	06/02/17
TURNER, KATHLEEN	SUPV PARA/ORDEAN	05/05/17
*Placeholder		
Total: 4		
<u>NONCERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
BERGUM, DIANE	SPEC ED PARA/CHESTER CREEK	06/09/17
COBB, SCOTT	PAINTER/FACILITIES	07/14/17
RUSSELL, BARBARA	SPED PARA/LPN/LESTER PARK	10/06/17
*Placeholder		
Total: 3		
<u>NONCERT TERMINATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
DORMAN, DIXIE	INTEGRATION SPEC/INDIAN ED/DW, LACK OF FUNDING	06/30/17
JENSEN, GINGER	LONG TERM HELPER SUB/CONGDON, REJECTED ON PROBATION	05/03/17
SUZICK, JUDITH	SPEC ED PARA/BW/LAURA MACARTHUR, REJECTED ON PROBATION	05/12/17
XIONG, GIA	INTEGRATION SPEC/DIVERSITY COORD/HOCHS, LACK OF FUNDING	06/16/17
ZEBOTT, SHERRY	LONG TERM SUB HELPER/EAST, REJECTED ON PROBATION	05/15/17
*Placeholder		
Total: 5		
<u>NONCERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
AUTIO, LIZABETH	HELPER/ORDEAN EAST, .46875 TO .8125	05/01/17 06/08/17
SAWYER, KRISTEN	SPEC ED PARA/BW/MYERS-WILKINS, .35 TO .4375	05/22/17 06/09/17
THOMAS, TIFFANI	HELPER/MYERS-WILKINS, .40625 TO .5	05/01/17 06/08/17
Total: 3		

## **RESOLUTION**

### **Duluth Federation of Teachers Local 692, A.F.T.**

**RESOLVED**, By the School Board of Independent School District #709, St. Louis County, Minnesota, that the Collective Bargaining Agreements between Independent School District #709 and the Duluth Federation of Teachers Local 692, A.F.T., a summary of which is in the hands of all School Board members, be approved and adopted for the periods July 1, 2017 to June 30, 2019, and July 1, 2019 to June 30, 2021 inclusive, and that the Chairperson and Clerk of the School Board be hereby authorized to execute said Agreement on behalf of the School District.

*\*Placeholder*

## 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 9, 2017, unless another date is indicated below, in which case the employment of the individual shall terminate on that date.

**BE IT FURTHER RESOLVED** that the Clerk of the School Board shall notify such teachers in writing before July 1, 2017, of the termination of their employment.

## 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 9, 2017, unless another date is indicated below, in which case the employment of the particular teacher shall terminate on that date.

***\*Placeholders***

2. **BE IT FURTHER RESOLVED** the Clerk of the School Board shall notify such teachers in writing before July 1, 2017, of the termination of their employment.

R E S O L U T I O N

**RE: Termination of Certified Tenured Staff**

**WHEREAS**, enrollment in the School District is declining;

**WHEREAS**, during the 2017-18 school year, the District will lack a sufficient number of pupils to support all tenured teachers currently employed by the District;

**WHEREAS**, the School Board has found it necessary to discontinue certain positions;

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

1. The Board proposes that the employment of the following tenured teachers terminate effective at the end of the school day on June 9, 2017, unless another date is indicated below, due to discontinuance of position or lack of pupils.

***\*Placeholder***

2. The Clerk of the School Board shall notify all such teachers in writing of the proposed layoff, the grounds for the proposed layoff, and the right to request a hearing within ten (10) calendar days after receiving said notice. The Clerk shall also notify all such teachers that if they fail to request a hearing within ten (10) days, they will be deemed to have acquiesced in the Boards action.