

Human Resources - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, January 22, 2019

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

1. **Staffing Report Action Items** **2**
2. **Other HR Action Items**
 - A. There are no HR Agenda Items at this time
3. **HR Informational Items**
 - A. STAR Reporting - District Demographics **4**
4. **Other HR Future Items**
 - A. District Policy Updates

HUMAN RESOURCES ACTION ITEMS FOR: 1/22/2019

<u>CERT APPOINTMENT</u>	<u>POSITION/LOCATION/CLASS&STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
LEONE, RILEY	.5 SPEC ED RESOURCE/CONGDON, III 3, NEW TEMP POS	01/02/19 06/07/19
MARSTEN, CAMILLE	.8 PHY ED SPECIALIST/DW, III 2, B MOOERS, TEMP POS, TO BE DETERMINED	12/17/18
NORDELL, ELIZABETH	BASIC SKILLS/MYERS-WILKINS, IV 7, NEW POS	11/30/18
STEJSKAL, JESSICA	SPEC ED DCD III/DENFELD, III 2, NEW POS	01/02/19
Total: 4		
<u>CERT LEAVES</u>	<u>POSITION/LOCATION/LEAVE TYPE</u>	<u>EFFECTIVE DATES</u>
COFFEY-SCHORR, COLLEEN	SPANISH/EAST, SUPERINTENDENT APPROVED LWOP	11/13/18 11/16/18
SOLARZ, KARI	GRADE 2/PIEDMONT, PARENTAL LWOP	01/07/19 02/15/19
Total: 2		
<u>CERT LONG TERM SUB</u>	<u>POSITION/LOCATION/CLASS & STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
BARTEL, ELIZABETH	KINDERGARTEN/LAKEWOOD, IV+45 8, C SCIANNI	12/03/18 06/07/19
HOLESTINE, FAITH	GRADE 2/PIEDMONT, III 2, K SOLARZ	11/26/18 02/15/19
SMULLEN, ALEXIS	SPEC ED DCD/DENFELD, III 3, H PYKKONEN	12/20/18 03/29/19
Total: 3		
<u>CERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
FUCHS, JENNIFER	SCHOOL SOCIAL WORKER/DW, .8 TO 1.0	10/22/18
Total: 1		
<u>CERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
BAUER, RUSSELL	SPEC ED ASD III/MYERS-WILKINS	01/04/19
Total: 1		
<u>CERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
HALVER, DAVID	INDUSTRIAL ARTS/LINCOLN PARK	06/07/19
HALVER, DEBRA	MATH/ALC	06/07/19
Total: 2		
<u>CERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
ATATISE SKINAWAY, DOREEN	OJIBWE ELEMENTARY IMMERSION/LOWELL, .9 TO 1.0	12/04/18 06/07/19
KEDROWSKI, ASHLEY	GUIDANCE COUNSELOR/ORDEAN EAST, .5 TO 1.0, G BACKUS	01/22/19 06/14/19
SANDBERG, SARAH	SPEECH LANGUAGE PATHOLOGIST/DW, .4 TO 1.0	12/17/18 06/07/19
SHAW, NATHAN	ENGLISH/DENFELD, .8 TO .9	01/22/19 06/07/19
Total: 4		
<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
ANDERSON, LERAE	FOOD SERVICE HELPER/EAST, 18.75/38WKS, \$11.32/HR, J DICKENSON	11/26/18
BETTS, COLLEEN	FOOD SERVICE SITE SUPERVISOR/HOCHS, 40/52WKS, \$911.00/WK, B SISLO	12/27/18
BOWMAN, ELLEN	SPEC ED PARA/BW/EAST, 32.5/38WKS, \$15.76/HR, NEW TEMP POS	12/19/18 06/07/19
HAKALA, AILI	SPEC ED PARA/PROGRAM/DENFELD, 32.5/38WKS, \$15.76/HR, NEW TEMP POS	01/02/19 06/07/19
HONKALA, DALE	ASST SUPV TRANSPORTATION/TRANSPORTATION, 40/52WKS, \$1,080/WK, D PETERSON	01/02/19
KOHEL, CHRISTOPHER	EEA CLERICAL/HOCHS, 40/52WKS, \$19.25/HR, M RINNE	12/27/18
LANCRETE, JENNIFER	SPEC ED PARA/PROGRAM/ORDEAN EAST, 32.5/38WKS, \$15.76/HR, S CARLSON, TEMP POS	12/19/18 06/07/19
MENSING, KATHRYN	SUPV PARA/DENFELD, 19/38WKS, \$14.88/HR, S ADAMSKI, TEMP POS	12/17/18 06/07/19
MONGAN, DEEDRA	PRE-SCHOOL INSTR PARA/HOMECROFT, 18/38WKS, \$15.76/HR, E RICHARDSON, TEMP POS	01/02/19 06/07/19
STASIUK, PETER	SPEC ED PARA/MACARTHUR, 37.5/38WKS, \$15.76/HR, K ANDERSON, TEMP POS	12/17/18 06/07/19
TORGESEN, KAREN	SPEC ED PARA/PROGRAM/LESTER PARK, 31.25/38WKS, \$15.76/HR, NEW TEMP POS	12/17/18 06/07/19
YATES, MEGHAN	SPEC ED PARA/BW/LINCOLN, 32.5/38WKS, \$15.76/HR, NEW TEMP POS	01/02/19 06/07/19
Total: 12		
<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPE OF LEAVE</u>	<u>EFFECTIVE DATES</u>
GEHLEN, CARRIE	FOOD SERVICE HELPER/DENFELD, A" MEDICAL LWOP"	11/26/18 12/14/18
HALL, CARLA	CAFETERIA HELPER/EAST, B" PERSONAL LWOP"	12/17/18 06/06/19
HOLL, DEBRA	PARA/LPN/LINCOLN, A" MEDICAL LWOP DATE TBD"	09/21/18
KILLIAN, JOSEPH	BUS DRIVER II/TRANSPORTATION, A" PERSONAL LWOP THROUGH DATE TBD"	11/05/18
RESTAD, TERISA	PARA/LPN/LAKEWOOD, A" MEDICAL LWOP"	12/12/18 12/14/18

<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPER OF LEAVE</u>	<u>EFFECTIVE DATES</u>
SIEMSEN, MARY Total: 6	SPEC ED PARA/PIEDMONT, A" PERSONAL LWOP"	02/04/19 02/12/19

<u>NONCERT LONG TERM SUB</u>	<u>POSITION/LOCATION/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
BEYER, ANGELA	FOOD SERVICE HELPER/LESTER PARK, 15/38WKS, \$11.32/HR, E LAWREY, TEMP POS	01/02/19 06/07/19
MILLER, JOSEPH	FOOD SERVICE HELPER/EAST, 20/38WKS, \$11.32/HR, J DICKENSON, TEMP POS	12/11/18 06/07/19
Total: 2		

<u>NONCERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
SWARD, LISA Total: 1	FOOD SERVICE HELPER/EAST, .46875 TO .53125, G SISLO	11/30/18

<u>NONCERT PROMOTION</u>	<u>NEW POSITION/LOCATION/OLD POSITION/LOCATION/RATE OF PAY</u>	<u>EFFECTIVE DATES</u>
HURLEY, CAROLYN	ENGINEER II/MYERS-WILKINS, MAINT CUST/MYERS-WILKINS, \$22.83/HR, J BLOOMQUIST	12/13/18
MOKROS, DANIEL	ENGINEER II/LOWELL, ENGINEER I/LAKEWOOD, \$22.83/HR, B CHOPP	12/12/18
RUSK, TIMOTHY	ENGINEER II/CONGDON, FIRE II/ORDEAN EAST, \$22.83/HR, D GERTH	12/17/18
Total: 3		

<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
ANDERSEN, MISTY	PARA/ASL INTERPRETER/MYERS-WILKINS	12/19/18
HURTIG, BARBARA	DELI ASSISTANT/DENFELD	01/03/19
LAWREY, ELYSE	CAFETERIA HELPER/LESTER PARK	12/21/18
MATTONEN, STUART	PARA/TECH TUTOR/DENFELD	01/11/19
SOLBERG, BROOKE	PARA/LPN/ORDEAN EAST	01/08/19
Total: 5		

<u>NONCERT TEMP DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
DOCKENDORF, EMILY	SPEC ED PARA/STUD SPEC/CHESTER CREEK, .8125 TO .78125	01/02/19 06/07/19
ENGSTROM, HOLLY	FOOD SERVICE HELPER/DW, .4375 TO .375	10/08/18 06/06/19
Total: 2		

<u>NONCERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
ADAMSKI, SCOTT	SPEC ED PARA/PROGRAM/MALE REQ/DENFELD, .8125 TO .9375	09/05/18 06/06/19
CHIALASTRI, THERESE	FOOD SERVICE HELPER/MYERS-WILKINS, .4375 TO .5625	10/08/18 06/06/19
CHRISTEAN, TERRI	FOOD SERVICE HELPER/LOWELL, .375 TO .4375	09/24/18 06/06/19
FLEECE, PATRICIA	ABE COORDINATOR/HOCHS, .75 TO .8, TEMP	01/01/19 05/31/19
FRONDEN, JULIE	FOOD SERVICE HELPER/LOWELL, .375 TO .40625	10/08/18 06/06/19
GANZ, VANESSA	SPEC ED PARA/BW/MACARTHUR, .625 TO .775, RIDE BUS	09/17/18 06/06/19
GEISSLER, SUSAN	SATELLITE MGR II/LINCOLN PARK, .875 TO 1.0	10/22/18 06/06/19
GIERNOT, BERNICE	FOOD SERVICE HELPER/MYERS-WILKINS, .375 TO .5625	10/08/18 06/06/19
JOHNSON, PATRICIA	FOOD SRV PROD MGR/EAST, .875 TO 1.0	08/23/18 06/06/19
KALLEVIG, BRYAN	SUPV PARA/DW, SUPV PARA/EAST, .5875 TO .80, NEW TEMP POS	12/17/18 06/07/19
KARON, MARIA	SATELLITE MGR I/PIEDMONT, .875 TO 1.0	10/08/18 06/06/19
KOWALIK, MARY	FOOD SERVICE HELPER/MACARTHUR, .375 TO .4375	10/08/18 06/06/19
KUNKEL, ROBERTA	FOOD SERVICE HELPER/MYERS-WILKINS, .4375 TO .59375	10/08/18 06/06/19
LEISCHKE, LAUREN	SPEC ED PARA/PROGRAM/DENFELD, 33.75 TO 35, RIDE BUS	11/19/18 06/07/19
MCKOWSKI, DEBRA	SATELLITE MGR I/ORDEAN EAST, .875 TO .9375	10/22/18 06/06/19
MEECE, ERIKA	FOOD SERVICE HELPER/LINCOLN PARK, .375 TO .40625	11/12/18 06/06/19
MODEAN, ROCHELLE	PRE-SCHOOL PARA/PROGRAM/MYERS-WILKINS, .45 TO .5	11/05/18 12/20/18
MONCRIEF, KIMBERLY	FOOD SERVICE HELPER/MACARTHUR, .375 TO .4375	10/08/18 06/06/19
RICHARDSON, ELIZABETH	SPEC ED PARA/HOMECROFT, .45 TO .75, A TAHTINEN	12/10/18 06/07/19
ROSETH, RICHARD	SUPV PARA/DENFELD, .73125 TO .85625	08/28/18 06/07/19
TARAN, DALE	FOOD SERVICE HELPER/MACARTHUR, .4375 TO .46875	10/08/18 06/06/19
TARAN, ROBERTA	SATELLITE MGR I/MYERS-WILKINS, .875 TO 1.0	10/08/18 06/06/19
TUURA, JILL	CULINARY TECH TUTOR/EAST, .25 TO .475, R URBICK, TEMP POS	12/17/18 06/07/19
VAN ALLEN, GEORGIA	SATELLITE MGR I/MACARTHUR, .875 TO 1.0	10/08/18 06/06/19
WATCZAK, JAMES	FOOD SERVICE HELPER/LOWELL, .375 TO .40625	10/08/18 06/06/19
ZOLTEK, LORI	FOOD SERVICE HELPER/MACARTHUR, .4375 TO .46875	10/08/18 06/06/19
Total: 26		

Licensed Staff	2018 – 2019		2017 - 2018	
	Full Time Equivalent	Percent	Full Time Equivalent	Percent
Total Full Time Equivalents	659.61 FTE	100%	642.24 FTE	100%
01 - American Indian or Alaskan Native	14.15 FTE	2.2%	13.82 FTE	2.20%
02 - Asian or Pacific Islander	6.00 FTE	.9%	6.80 FTE	1.10%
03 – Hispanic	7.84 FTE	1.2%	8.93 FTE	1.40%
04 - Black, Not of Hispanic Origin	5.92 FTE	.9%	5.00 FTE	.80%
05 - White, Not of Hispanic Origin	624.90 FTE	94.8%	606.96 FTE	94.50%

- Difference in FTE for 2018 mainly due to voluntary Pre - K