

Human Resources Committee Meeting

Duluth Public Schools, ISD 709

Agenda

Monday, September 10, 2012

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

4:15 PM

1. Staffing Report Action Items

2

2. Other Action Items**3. *There are no Other Action Items at this time*****4. Informational Items***A. There are no Informational Items at this time.***5. Future Items***A. There are no HR Future Items at this time.*

HUMAN RESOURCES ACTION ITEMS FOR: 09/18/12**CERT APPOINTMENT**

BORLING, AMANDA
 DARVELL, MEGAN
 LULL, EMILY
 MCDONALD, RHETT
 POWER, LEEA
 HINTSALA, JACOB
 Total: 6

POSITION/SITE/CLASS & STEP/REPLACING

SOCIAL WORKER/DW, IV 30 5, R. LAKE
 SPECIAL ED ASD III/MACARTHUR, III 2, L. WATKINS-MELBY
 .6 ENGLISH/.2 GERMAN/ORDEAN EAST III 5, REALLOC OF FTE
 SPECIAL ED DCD/SMI SETTING III, III 2, A. JACKSON
 PRINCIPAL/ALC/RESIDENTIALS, V 3, W. CRANDALL/G. MAUS
 ASST. PRINC/LINCOLN PARK MIDDLE II, 1, A. NORMAN

EFFECTIVE DATES

08/27/12
 09/03/12
 09/03/12
 09/03/12
 09/03/12
 09/03/12

CERT EXTENSION

LEIBFRIED, CHARLES
 MICKOLAJAK, TODD
 NESS, JANE
 NORGDARD, ALLISON
 NORMAN, SUSAN
 OLESON, SUSAN
 OPACK, DOROTHY
 Total: 7

POSITION/SITE/CLASS & STEP/REPLACING

SUPV OF FEDERAL PROG/HOCHS, NOT TO EXCEED 40 HRS
 SPECIAL ED/WOODLAND HILLS, NOT TO EXCEED 40 HRS
 SPECIAL ED/LAKESIDE ACADEMY, NOT TO EXCEED 16 HRS
 ESY/SPEECH/LANG PATH/DW, NOT TO EXCEED 60 HRS, CHG IN DATES
 SPECIAL ED/WOODLAND HILLS, NOT TO EXCEED 40 HRS
 SPECIAL ED/WOODLAND HILLS, NOT TO EXCEED 40 HRS
 SPECIAL ED/LAKESIDE ACADEMY, NOT TO EXCEED 16 HRS

EFFECTIVE DATES

08/06/12 08/10/12
 08/27/12 08/31/12
 08/27/12 08/31/12
 06/12/12 08/24/12
 08/27/12 08/31/12
 08/27/12 08/31/12
 08/27/12 08/31/12

CERT LEAVES

BOYNTON, SANDRA
 HOUGLUM, DIANE
 LARSON, AMY
 LOVOLD, MARY
 Total: 4

POSITION/LOCATION/LEAVE TYPE

MUSIC/BAND/ORDEAN-EAST, POLICY #4125, .4 W/O PAY
 EBD/CHESTER CREEK, MEDICAL, W/O PAY, TO BE DETERMINED
 GR 1/LOWELL, .5 JOB SHARE
 ENGLISH/ORDEAN, POLICY #4125, W/O PAY

EFFECTIVE DATES

09/03/12 06/07/13
 11/14/12
 09/03/12 06/07/13
 09/03/12 06/07/13

CERT LONG TERM SUB

LETOURNEAU, CASSIE
 RILEY, MICHELLE
 Total: 2

POSITION/LOCATION/CLASS & STEP/REPLACING

EBD/CHESTER CREEK, III 3, REALLOC OF FTE
 EARTH SCIENCE/LINCOLN PARK, IV 8, P. SANDHOLM

EFFECTIVE DATES

09/03/12 06/07/13
 09/03/12 01/18/13

CERT RECALL FROM LAYOFF

BROWN, DELAINE
 CARLSON, JAMES
 HOLMSTROM, ERIC
 KROLL STRUKEL, KIMBERLY
 VAN CAMP, MARCIA
 Total: 5

POSITION/LOCATION/CLASS & STEP/REPLACING

.4 MUSIC/BAND/EAST
 EBD/PIEDMONT, 1.0
 .2 BIOLOGY/EAST, .2 BIOLOGY/.4 PHYSICAL SCIENCE/DENFELD
 SPANISH/.6 EAST, .4 ORDEAN/EAST
 MUSIC/VOCAL/DENFELD, 1.0

EFFECTIVE DATES

09/03/12
 09/03/12
 09/03/12
 09/03/12
 09/03/12

CERT RETIREMENT

GEARY, CANDICE
 ISENSEE, KAREN
 MAUS, GREGG
 Total: 3

POSITION/LOCATION

PRE-KINDERGARTEN/BARNES HDST
 SPANISH/WOODLAND
 PRINCIPAL/WOODLAND HILLS

EFFECTIVE DATES

08/29/12
 06/08/12
 09/01/12

CERTIFIED SUMMER SCHOOL

BACKUS, GINGER
 HANEY, ERIN
 RUDOLPH-LAVALIER, CYNTHIA
 Total: 3

POSITION/LOCATION

EXCEL FACILITATOR/EAST, NOT TO EXCEED 90 HRS
 EXCEL/CONGDON PARK, NOT TO EXCEED 96HRS
 EXCEL/LOWELL, NOT TO EXCEED 96 HRS

EFFECTIVE DATES

08/06/12 08/30/12
 08/13/12 08/30/12
 08/13/12 08/31/12

<u>CERT TEMP DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
KROPF, CAROL	GUIDANCE COUNSELOR/DENFELD, 1.0 TO .8	08/27/12 06/14/13
TAMMINEN, BETH	COORD/ABE/ALC, 1.0 TO .625	08/06/12 07/05/13
Total: 2		
<u>CERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
FORD, TED	PHYSICS/EAST, 1/6 OVERLOAD	09/03/12 06/07/13
SWEDBERG, JUDITH	PRE-KDGN/BARNES, .625 TO .75	09/03/12 06/07/13
Total: 2		
<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
BOOTH, JAMES	HELPER/NETTLETON, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/05/12
ECKDAHL, CAREY	HELPER/LINCOLN PARK, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/05/12
ENGESETH, JERALDINE	HELPER/ORDEAN, 15/38WKS, \$10.30/HR, D. LEFAIVE	09/05/12
GRAY, MARIAN	HEALTH/LPN PARA/ORDEAN/EAST, 30/38WKS, \$16.41/HR, K. MAINELLA	09/04/12
JARVELA, LISA	OFF SUP SPEC/MERRITT CREEK, 40/40WKS, \$13.59, S. NELSON	08/20/12
MACDOUGALL, DONNA	HELPER/CONGDON PARK, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/05/12
PEDLEY, SEVEN	HELPER/NETTLETON, 15/38WKS, \$10.30/HR, REALLOC OF FTE	09/05/12
TUVE, TROY	SCHOOL BUS DRIVER II/TRANS, 25/38WKS, \$14.15/HR, REALLOC OF FTE	08/13/12
WANAMAKER, ANNA	HELPER/LINCOLN PARK, 15/38WKS, \$10.30/HR, J. TERRY	09/05/12
Total: 9		
<u>NONCERT DEMOTION</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
MORRIS, MARY	INSTR PARA/NETTLETON/HDST, SUPV PARA/ORDEAN EAST, \$14.56/HR	09/04/12
OLSON, JEANNETTE	SUPV PARA/FEM REQ/DENFELD, SPEC ED PROG PARA/ WOOD HILLS, \$16.23	09/04/12
VILLEBURN-VRANEK, KAREN	OFF SUP SPEC INTERM/TRANS, OFF SUP SPEC SENIOR/HOCHS, \$17.66/HR	08/13/12
Total: 3		
<u>NONCERT EXTENSION</u>	<u>POSITION/LOCATION/LENGTH</u>	<u>EFFECTIVE DATES</u>
GILBERTSON, JUDY	OFF SUP SPEC/WOODLAND HILLS, NOT TO EXCEED 40 HRS	08/27/12 08/31/12
Total: 1		
<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPE OF LEAVE</u>	<u>EFFECTIVE DATES</u>
DAVIS, ELSIE	INSTR PARA/LESTER PARK, "B" PERSONAL, W/O PAY	09/04/12 08/31/13
DEAN, JEFFREY	CUSTODIAN II/EAST, "A" MEDICAL, CHANGE IN DATES	02/17/12 08/29/12
HURLEY, CAROLYN	SATELLITE MGR II/ALC, "A" PERSONAL W/O PAY	08/16/12 08/21/12
NORMAN, JOANN	SATELLITE MGR II/PIEDMONT, "A" PERSONAL, W/O PAY	08/06/12 08/10/12
Total: 4		
<u>NONCERT PERM INCREASE</u>	<u>POSITION/LOCATION/TYPE OF LEAVE</u>	<u>EFFECTIVE DATES</u>
NELSON, SUSAN	OFF SUP SPECIALIST/EAST, 40 TO 44 WKS	08/06/12
SALMELA, GAYLE	SPECIAL ED PROG PARA/PIEDMONT/ECSE, .375 TO .4375	09/13/12
Total: 2		
<u>NONCERT PROMOTION</u>	<u>NEW POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
COPPERUD, CARRIE	SITE COORD LEAD/COM ED/DW, LATCHKEY SUPV/NETTLETON, \$18.27/HR	09/04/12
DARTANYAN, ALAN	FIREPERSON II/ORDEAN, FIRE I/CONGDON, \$18.35/HR	07/30/12
GERTH, DAVID	FIREPERSON I/HOMECROFT, SCHOOL CUSTODIAN II/EAST, \$17.24/HR	07/27/12
LANE, DANIEL	UTILITY PERSON I/DENFELD, POOL CUSOTIAN/WOODLAND, \$16.85/HR	08/16/12
LEDoux, JASON	FIREPERSON I/LESTER, SCHOOL CUSTODIAN II/LESTER, \$17.24/HR	08/26/12
LUBANSKY, KRAIG	ENGINEER 1/HOMECROFT, FIREPERSON II/EAST, \$20.67/HR	07/24/12
MOKROS, DANIEL	FIREPERSON II/DENFELD, CUSTODIAN II/MACARTHUR, \$18.35/HR	07/26/12
PLANTE, JOAN	OCC THER PARA/DW, SPEC ED PROG PARA/CHESTER CRK, \$17.65/HR	09/04/12
RUDD, RANDY	FIREPERSON II/CONGDON, FIREPERSON I/HOMECROFT, \$18.35/HR	07/27/12

<u>NONCERT PROMOTION</u>	<u>NEW POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
TRUONG, SI	FIREPERSON I/LOWELL, SCHOOL CUSTODIAN II/ORDEAN, \$17.24/HR	07/25/12
VANG, PAO	COMM LIAISON/MACARTHUR, SPEC ED BW PARA/CONGDON, \$17.06/HR	09/04/12
PLACEHOLDER		
Total: 12		
<u>NONCERT RECALL</u>	<u>NEW POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
LIVESAY, LORELEI	SUPV PARA/ORDEAN EAST, .475	09/04/12
WILLIAMS, CORAL	INSTR PARA/PIEDMONT, .4375	09/04/12
Total: 2		
<u>NONCERT RECLASS</u>	<u>NEW POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
BRAUN, WENDY	EXECUTIVE ASST/HOCHS, OFF SUP SENIOR/HOCHS/CURRIC, \$21.63/HR	07/18/12
Total: 1		
<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
COLLARD, DONNA	HELPER/STOWE	08/09/12
OTTEN, JOSHUA	LATCH KEY SITE SUPV/LOWELL	08/31/12
QUILLIEN, VERONICA	INTEGRATION SPECIALIST/CONGDON	08/21/12
THERESE, MAUREEN	INSTR PARA/PIEDMONT HDST	08/09/12
Total: 4		
<u>NONCERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
BATES, NEIL	ENGINEER 2/NETTLETON	08/31/12
BOYNTON, ROBERT	PAINTER/FACILITIES	08/31/12
BREEMEERSCH, GWENDELYN	OCCUP THERAPY PARA/MACARTHUR	08/17/12
GREEN, BRUCE	COMMUNITY LIAISON/DW	08/31/12
JOHN, PAULINE	EXECUTIVE ASST/HOCHS/FINCANCE	09/28/12
MACKAY, SANDRA	SUPV PARA/DENFELD, CHANGE IN DATE	06/08/12
SCHINIGOI, CHERYL	INSTR PARA/BARNES/HDST, CHANGE IN DATE	06/08/12
Total: 7		
<u>NONCERT SUMMER SCHOOL</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
BARTLETT, TONNA	SCHOOL BUS DRIVER II/TRANSPORATION	08/06/12 08/31/12
DONALDSON, PATRICIA	SCHOOL BUS DRIVER II/TRANSPORTATION	08/03/12 08/31/12
MAYVILLE, RICHARD	SCHOOL BUS DRIVER II/TRANSPORTATION	08/06/12 08/31/12
Total: 3		
<u>NONCERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
FARNHAM, DEBBIE	LATCH KEY SITE SUPV/MACARTHUR, .75 TO 1.0	06/11/12 08/24/12
Total: 1		