

Human Resources Committee Meeting

Duluth Public Schools, ISD 709

Agenda

Monday, February 11, 2013

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 - New Position

B. *Placeholder

3. Informational ItemsA. *There are no Informational Items at this time.***4. Future Items**A. *There are no HR Future Items at this time.*

HUMAN RESOURCES ACTION ITEMS FOR: 02/26/13**CERT APPOINTMENT**

| <u>POSITION/SITE/CLASS&STEP/REPLACING</u> | <u>EFFECTIVE DATES</u> | |
|--|--|-------------------|
| ANDERSON, KEVIN | .6 MEDIA SPECIALIST/MACARTHUR, III+45 1, TEMP ASSIGNMENT, K ANDERSON | 01/07/13 06/07/13 |
| DENIO, SUSAN | MEDIA SPECIALIST/.6 CONGDON, .4 LOWELL, IV+15 6, TEMP ASSIGNMENT, P WIPSON | 01/22/13 06/07/13 |
| HANEY, ERIN | GR 6/ORDEAN EAST, III+15 8, TEMP ASSIGNMENT, M KRYSIAK | 01/22/13 06/07/13 |
| HANSON, BENJAMIN | MUSIC/.2 EAST/.2 ALC, III 2, J WALTERS | 01/28/13 06/07/13 |
| HANSON, KEITH | SPECIAL ED/MACARTHUR, IV 4, TEMP ASSIGNMENT, CHANGE IN DATES | 11/27/12 01/18/13 |
| RIDGEWELL, CHRISTINE | GR 1/HOMECROFT, III 2, TEMP ASSIGNMENT, W DEETZ | 01/21/13 06/07/13 |
| Total: 6 | | |

CERT COCURRICULAR

| <u>POSITION/LOCATION/EFFECTIVE DATE/STIPEND</u> | <u>EFFECTIVE DATES</u> | |
|--|---|--|
| BEICHLER, AUSTIN | BOYS BASKETBALL/ORDEAN EAST, 12/13, \$1269.00 | |
| BODIN, AMY | .5 AMERICORPS TRUE NORTH STIPEND/PIEDMONT, 12/13, \$750.00 | |
| BOWEN-BAILEY, HOLLY | .5 AMERICORPS PROMISE FELLOWS STIPEND/ORDEAN, 12/13, \$750.00 | |
| BOYAT-CHARTIER, STEPHANIE | .5 AMERICORPS READING CORPS STIPEND/NETTLETON, 12/13, \$750.00 | |
| BROMAN, NANCY | .5 AMERICORPS MATH CORPS STIPEND/NETTLETON, 12/13, \$750.00 | |
| BURNHAM, BERNADETTE | .5 AMERICORPS TRUE NORTH STIPEND/MACARTHUR, 12/13, \$750.00 | |
| BUSHEY, JOHN | .5 AMERICORPS TRUE NORTH STIPEND/HOMECROFT, 12/13, \$750.00 | |
| DEVANEY, DEBORAH | .5 AMERICORP PROMISE FELLOWS STIPEND/LINCOLN, 12/13, \$750.00 | |
| DEVANEY, MARY BETH | .5 AMERICORPS READING CORPS STIPEND/CONGDON, 12/13, \$750.00 | |
| ERIE, RONDA | .5 AMERICORPS MATH CORPS STIPEND/MACARTHUR, 12/13, \$750.00 | |
| HARALA, MARY | .25 AMERICORPS TRUE NORTH STIPEND/CONGDON, 12/13, \$375.00 | |
| ISBELL, PATRICIA | .5 AMERICORPS READING CORPS STIPEND/LAKEWOOD, 12/13, \$750.00 | |
| ISBELL, PATRICIA | .5 AMERICORPS TRUE NORTH STIPEND/LAKEWOOD, 12/13, \$750.00 | |
| ISBELL, PATRICIA | .5 AMERICORPS TRUE NORTH STIPEND/LESTER, 12/13, \$750.00 | |
| JOHNSON, MEGAN | .5 AMERICORPS READING CORPS STIPEND/STOWE, 12/13, \$750.00 | |
| KRESS, DOROTHY | .5 AMERICORPS PROMISE FELLOWS STIPEND/DENFELD, 12/13, \$750.00 | |
| KRIZAJ, ERIN | .5 AMERICORPS READING CORPS STIPEND/LESTER, 12/13, \$750.00 | |
| LARSON, AMY | .5 AMERICORPS READING CORPS STIPEND/LOWELL, 12/13, \$750.00 | |
| MACDONELL, JOAN | .5 AMERICORPS READING CORPS STIPEND/MACARTHUR, 12/13, \$750.00 | |
| MARSHALL, KATHI | .25 AMERICORPS TRUE NORTH STIPEND/CONGDON, 12/13, \$375.00 | |
| MICHEAU, TERRI | .25 AMERICORPS READING CORPS STIPEND/HOMECROFT, 12/13, \$375.00 | |
| PETERSON, RICHELLE | .5 AMERICORPS TRUE NORTH STIPEND/STOWE, 12/13, \$750.00 | |
| PILATE, SCOTT | .5 AMERICORPS MATH CORPS STIPEND/PIEDMONT, 12/13, \$750.00 | |
| PILATE, SCOTT | .5 AMERICORPS READING CORPS STIPEND/PIEDMONT, 12/13, \$750.00 | |
| SEDERBERG, BRENDA | .25 AMERICORPS READING CORPS STIPEND/HOMECROFT, 12/13, \$375.00 | |
| SULLIVAN, JANE | .5 AMERICORPS MATH CORPS STIPEND/LOWELL, 12/13, \$750.00 | |
| VENBERG, CYNTHIA | .5 AMERICORPS TRUE NORTH STIPEND/LOWELL, 12/13, \$750.00 | |
| ZOBEL, JULIE | .5 AMERICORPS PROMISE FELLOWS STIPEND/EAST, 12/13, \$750.00 | |
| Total: 28 | | |

CERT LEAVES

| <u>POSITION/LOCATION/LEAVE TYPE</u> | <u>EFFECTIVE DATES</u> | |
|--|--|-------------------|
| BERGUM, LADONNA | SPANISH/EAST, P#4125, W/O PAY | 04/16/13 04/24/13 |
| CLAY, CORY | BAND/ORDEAN EAST, P#4125, W/O PAY, EXTENSION | 01/21/13 06/07/13 |
| KNUTSEN, JOAN | ENGLISH/EAST, MEDICAL, W/O PAY, TO BE DETERMINED | 01/07/13 |
| WESTHOLM, DANIELLE | ENGLISH/EAST, PARENTAL LEAVE, .4 W/O PAY, TO BE DETERMINED | 01/22/13 |
| Total: 4 | | |

CERT LONG TERM SUB

| <u>POSITION/LOCATION/CLASS & STEP/REPLACING</u> | <u>EFFECTIVE DATES</u> | |
|--|--|-------------------|
| IDEKER, BRIDGET | .65 FAMILY ADVOCATE/DW HDST, IV 2, G PHILLIPS | 01/14/13 06/07/13 |
| JONES, JO | DEAN OF STUDENTS/ORDEAN EAST, III 3, R JACKSON | 01/02/13 06/07/13 |
| MULLER, MAGGIE | ENGLISH/ALC, III 2, D WESTHOLM, CHANGE IN DATE, TO BE DETERMINED | 09/12/12 |
| OLMEM, NANCY | SPECIAL ED/MACARTHUR, IV+45 9, M DARVELL | 01/22/13 02/08/13 |
| SEDERBERG, NICOLE | PRE-KDGN/BARNES HDST, III 2, Y WAKELEY | 02/07/13 06/07/13 |
| Total: 5 | | |

CERT RECALL FROM LAYOFF

| <u>POSITION/LOCATION</u> | <u>EFFECTIVE DATES</u> | |
|---------------------------------|---|----------|
| RILEY, MICHELLE | .6 PHYSICAL SCIENCE/EAST, .2 EARTH SCIENCE/ORDEAN | 01/21/13 |
| RING, JACALYN | SOCIAL STUDIES/DENFELD, .7 TO .9, CHANGE IN FTE | 09/03/12 |
| WALTERS, JOANNA | .5 DEAN OF STUDENTS/LINCOLN | 01/24/13 |
| Total: 3 | | |

CERT RETIREMENT

CROSBY, LISA
 FROST, RICHARD
 HOFF, LINDA
 NORD, DENISE
 Total: 4

POSITION/LOCATION

SPANISH/ORDEAN(ON LAYOFF)
 SPECIAL ED/LINCOLN
 SOCIAL STUDIES/LINCOLN
 KDGN/STOWE (ON LEAVE)

EFFECTIVE DATES

01/15/13
 01/31/13
 01/18/13
 06/14/13

CERT TEMP DECREASE

DEARTH, PENELOPE
 JOHNSON, BARBARA
 Total: 2

POSITION/LOCATION/CONDITION

PSYCHOLOGIST/DW, 1.0 TO .8
 TITLE I/MERRITT CREEK ACADEMY, 1.0 TO .5

EFFECTIVE DATES

09/03/12 06/07/13
 09/03/12 06/07/13

CERT TEMP INCREASE

CHOPP, CLARE
 DENIO, SUSAN
 WARMANEN, PHILIP
 Total: 3

POSITION/LOCATION/CONDITION

ORCHESTRA/LINCOLN, 1/6 OVERLOAD
 MEDIA SPECIALIST/CONGDON, LOWELL, 1/6 OVERLOAD
 GR 2/MACARTHUR, .5 TO 1.0

EFFECTIVE DATES

02/05/13 06/07/13
 01/22/13 06/07/13
 01/02/13 06/07/13

NONCERT APPOINTMENT

CHRISTIANSAN, ALINA
 GULAN, SARAH
 LANCOUR, JOAN
 LATOUR, STEVEN
 MATTHEWS, NANCY
 RUSK, TIMOTHY
 SISLO, KATHRYN
 SMITH, STEVEN
 Total: 8

POSITION/LOCATION/WEEKS/RATE OF PAY/REASON

INSTR PARA/PIEDMONT HDST, 17.5/38WKS, \$13.06/HR TEMPOS
 SPECIAL ED BR PARA/NETTLETON ECSE, 16/38WKS, \$14.49/HR, TEMPOS
 OFFICE SUP SPEC INTER/LEARNING SERVICES, 19/44 WKS, \$15.09/HR REALLOFFTE
 SCHOOL BUS DRIVER II/TRANSPORTATION, 25/38WKS, \$14.15/HR, G KOLLATH
 SPECIAL ED BW PARA/LINCOLN, 32.5/38WKS, \$14.49/HR TEMPOS
 SPEC ED PROG PARA/JOB COACH/HOCHS, 20/38WKS, \$14.49/HR, S SMITH TEMPOS
 SUPV PAR/ORDEAN EAST, 19/38WKS, \$13.68/HR, B MASSIE
 SPECIAL ED BW PARA/LOWELL, 31.25/38 WKS, \$15.96/HR, TEMPOS

EFFECTIVE DATES

01/30/13
 02/04/13
 01/14/13
 01/07/13
 01/30/13
 01/30/13
 01/22/13
 02/01/13

NONCERT LEAVES

ABRAMSON, TAMI
 ANDERSON, KAREN
 BROWN, NATHANIEL
 BROWN, RYAN
 BUETTNER, MOLLY
 LUCKSTEIN, DAVID
 LY, NAM
 MANIEKKE, CAREE
 OMAN, DAVID
 RESTAD, TERISA
 RIDGEWELL, LINDA
 THOMPSON, BENJAMIN
 WINKLESKY, DANYEL
 Total: 13

POSITION/LOCATION/TYPER OF LEAVE

LIC CUED SPEECH TRANS/DENFLED, 'A' PERSONAL, W/O PAY
 INSTR PARA/LESTER ECFE, 'A' PERSONAL, W/O PAY
 SPECIAL ED BW PARA/LINCOLN, 'B', W/O PAY
 HELPER/LINCOLN, 'A' PERSONAL, W/O PAY
 INSTR PARA/LESTER, 'A' PERSONAL, W/O PAY
 SPECIAL ED PROG PARA/MACARTHUR, 'A' PERSONAL, W/O PAY
 HELPER/HOMECROFT, 'A' PERSONAL, W/O PAY
 HELPER/LINCOLN, 'A' PERSONAL, W/O PAY
 STOREROOM TRUCK DRIVER/HOCHS, 'A' MEDICAL, W/O PAY, TO BE DETERMINED
 HEALTH/LPN PARA/LAKEWOOD, PARENTAL, W/O PAY, CHANGE IN DATES
 HELPER/DENFELD, 'A' PERSONAL, W/O PAY
 SCHOOL CUSTODIAN II/EAST, 'A' PERSONAL, W/O PAY
 HELPER/EAST, 'A' PERSONAL, W/O PAY

EFFECTIVE DATES

05/15/13 05/17/13
 03/06/13 03/10/13
 01/17/13 05/20/13
 01/23/13 02/07/13
 02/25/13 03/01/13
 02/06/13 02/15/13
 01/22/13 01/31/13
 12/17/12 12/20/12
 01/07/13
 10/16/12 01/21/13
 05/30/13 06/03/13
 01/14/13 01/18/13
 03/11/13 03/15/13

NONCERT LONG TERM SUB

SWAFFORD, REBECCA
 Total: 1

POSITION/LOCATION/WEEKS/RATE OF PAY/REASON

HELPER/LOWELL, 15/38WKS, \$10.30/HR, D LAPLANTE, CHANGE IN DATES

EFFECTIVE DATES

09/06/12 06/06/13

NONCERT PERM DECREASE

PAULSON, ELIZABETH
 Total: 1

POSITION/LOCATION/CONDITION

LICENSED CUED SPEECH TRANS/NETTLETON, .8125 TO .78125

EFFECTIVE DATES

09/04/12

NONCERT PERM INCREASE

CARLSON, SUSAN
 HOLMQUIST, CARRIE
 Total: 2

POSITION/LOCATION/CONDITION

HELPER/DENFELD, .40625 TO .4375
 HELPER/LINCOLN, .375 TO .46875

EFFECTIVE DATES

12/24/12
 01/14/13

NONCERT PROMOTION

MICHELIZZI, SAMUEL
 Total: 1

NEW POSITION/OLD POSITION/RATE OF PAY

ENGINEER III/ORDEAN, ENGINEER II/ORDEAN, \$21.95/HR, CHANGE IN DATE

EFFECTIVE DATES

07/11/12

NONCERT RECALL

KRENNER, CHERYL
Total: 1

NEW POSITION/LOCATION

SPECIAL ED BW PARA/NETTLETON/ECSE, .4

EFFECTIVE DATES

12/17/12

NONCERT RECLASS

VILLEBURN-VRANEK, KAREN
Total: 1

NEW POSITION/OLD POSITION/RATE OF PAY

EXEC ASST/LAKEWOOD, OFF SUP SENIOR/LAKEWOOD, \$20.34/HR

EFFECTIVE DATES

11/14/12

NONCERT RESIGNATION

CALLAWAY, NATALIE
DORMEDY, NICOLE
ECKDAHL, CAREY
HENDRICKSON, MARY
MCKENDRICK, JOSHUA
NICHOLLS, DEBRA
ROSE, TINA
RUNMARK, ADAM
THEIS, GABRIELA
Total: 9

POSITION/LOCATION

HELPER/LINCOLN
OFFICE SUPPORT INTERMEDIATE/BARNES (ON LEAVE)
HELPER/LINCOLN
LATCHKEY SUPV/LESTER
SCHOOL CUSTODIAN II/ORDEAN EAST
HELPER/EAST, PRESUMED RESIGNATION
HELPER/EAST
SCHOOL CUSTODIAN II/LINCOLN
INTEGRATION SPECIALIST SYSTEMS/LAKEWOOD

EFFECTIVE DATES

01/11/13
01/21/13
01/04/13
12/05/12
01/04/13
01/28/13
01/10/13
01/04/13
02/22/13

NONCERT TEMP DECREASE

ANDERSON, KAREN
Total: 1

POSITION/LOCATION/CONDITION

INSTR PARA/LESTER ECFE, .65 TO .5875

EFFECTIVE DATES

09/04/12 01/09/13

NON-CERT TERM

OPFERKEW, RICHARD
Total: 1

POSITION/LOCATION

SCHOOL CUSTODIAN II/DENFELD

EFFECTIVE DATES

01/24/13

NONCERT TEMP INCREASE

ANDERSON, KAREN
CHRISTIANSSEN, ALINA
LIVADAROS, KATHERINE
LIVESAY, LORELEI
MASSIE, BEVERLY
Total: 5

POSITION/LOCATION/CONDITION

INSTR PARA/LESTER ECFE, .5875 TO .6375
INSTR PARA/PIEDMONT HDST, .4375 TO .4875
CULTURAL CENTER PARA/EAST, .6 TO 1.0
SUPV PARA/LINCOLN, .475 TO .6
SUPV PARA/EAST, .475 TO .6, TEMPOS

EFFECTIVE DATES

01/10/13 06/07/13
01/30/13 05/30/13
01/14/13 06/07/13
01/02/13 06/07/13
01/02/13 06/07/13