

**Human Resources Committee - Regular School Board Meeting**

Duluth Public Schools, ISD 709

Agenda

Tuesday, September 24, 2013

UnitedHealth Group Building

4316 Rice Lake Road

Suite 108

Duluth, MN 55811

4:30 PM

**1. Staffing Report Action Items**

2

**2. Other Action Items**

*A. There are no other HR Action Items at this time.*

**3. Informational Items**

*A. 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: 9/24/2013**

**CERT APPOINTMENT**

ANDERSON, HEATHER  
 ANDERSON, KEVIN  
 BORLING, AMANDA  
 COLE, JESSICA  
 CRONIN-PETERSON, BLAKE  
 ERICKSON, JULIE  
 FISCHER, ALISON  
 FLAA, KIMBERLY  
 FRANCKOWIAK, KIMBERLY  
 HANSON, BENJAMIN  
 HESS, VALERIE  
 IDEKER, BRIDGET  
 LETOURNEAU, CASSIE  
 MERTES, EMILY  
 MULLER, MAGGIE  
 MULLINER, KELLIE  
 PEDERSON, JENNIFER  
 RADZAK, ANGELA  
 RICKETTS, TRACY  
 ROCK, TORY  
 THOUIN, PHILLIP  
 TOUMI, LYNN  
 WELLNITZ, JENNIFER  
 WOLFF, STEFANIE  
 Total: 24

**POSITION/SITE/CLASS&STEP/REPLACING**

KDGN/MYERS-WILKINS, III 4, T BETLEWSKI  
 .6 MEDIA SPECIALIST/MACARTHUR, 06/02, REALLOC OF FTE  
 .4 SOCIAL WORKER/DW, IV+30 6, J SARGENT  
 .8 MATH/LINCOLN, IV+45 9, REALLOC OF FTE  
 BAND/EAST, IV 6, B BROWN  
 .6 HEALTH/ORDEAN, III 3, REALLOC OF FTE  
 ESL/EAST, III, 1, REALLOC OF FTE  
 GUIDANCE COUNSELOR/LINCOLN, IV 8, S SEGLEM  
 SOCIAL STUDIES/ALC, III 2, REALLOC OF FTE  
 MUSIC/.2 ALC, .2 EAST. 1. CHESTER CREEK, III 3, REALLOC OF FTE  
 .8 EBD/SUPERIOR ACADEMY, III 3, S NORMAN  
 .65 FAMILY ADV/DW HDST, IV 3, REALLOC OF FTE  
 .4 SPECIAL ED EBD/DENFELD, III+15 4, REALLOC OF FTE  
 DATA COACH/MACARTHUR, PHD 5, REALLOC OF FTE  
 .4 READING/.2 ENGLISH/LINCOLN, .3 ENGLISH/EAST, III 3, REALLOC OF FTE  
 GR 5/MACARTHUR, III 4, REALLOC OF FTE  
 .5 LITERACY/MACARTHUR, .5 MEDIA SPEC/MYERS-WILKINS, III 4, REALLOC OF FTE  
 .6 READ 180/TRANS READING/.4 ENGLISH/LINCOLN, III 6, M BREEMEERSCH  
 .6 MATH/DENFELD, IV+45 8, REALLOC OF FTE  
 GUIDANCE COUNSELOR/LINCOLN, IV 4, G SAARI  
 SCIENCE/ALC, III+15 2, REALLOC OF FTE  
 MEDIA/.6 PIEDMONT/.4 LAKEWOOD, III+45 9. REALLOC OF FTE  
 .8 GUIDANCE COUNSELOR/DENFELD, IV 6, E MARTIN  
 DATA COACH/LESTER/LAKEWOOD, IV 8, P ISBELL

**EFFECTIVE DATES**

09/02/13  
 09/05/13  
 08/26/13  
 09/02/13  
 09/02/13  
 09/02/13  
 08/26/13  
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 09/02/13  
 09/02/13  
 08/30/13  
 09/02/13

**CERT EXTENSION**

GUDDECK, JULIE  
 PEARSON, TOM  
 ROED, SHAWN  
 WIKSTROM, MICHELLE  
 Total: 4

**POSITION/SITE/CLASS&STEP/REPLACING**

ESY-D/HH & ACAD SUP CLASSRM/DW, NOT TO EXCEED 34 HRS, CHG IN HRS  
 ACTIVITY DIRECTOR/DENFELD, NOT TO EXCEED 160 HRS  
 ACTIVITY DIRECTOR/EAST, NOT TO EXCEED 160 HRS  
 ESY-0T, B-3/DW, NOT TO EXCEED 130 HRS, CHANGE IN HOURS

**EFFECTIVE DATES**

08/05/13 08/16/13  
 07/01/13 06/30/14  
 07/01/13 06/30/14  
 06/10/13 08/30/13

**CERT LEAVES**

FALK, MARY  
 MADOLE, JENNIFER  
 MARTIN, ELLEN  
 MCNEIL, DENISE  
 PETERS-RUST, ELIZABETH  
 STACK, NAIRI  
 Total: 6

**POSITION/LOCATION/LEAVE TYPE**

MATH/EAST, MEDICAL, .2 W/O PAY  
 AGRI-BUS/EAST, P#4125, .4 W/O PAY, EXTENSION  
 GUIDANCE COUNSELOR/DENFELD, MID-CAREER, W/O PAY  
 PARENT EDUCATOR/BARNES ECFE, P#4125, W/O PAY  
 SPEECH LANGUAGE PATH/BARNES, PARENTAL, W/O PAY  
 ORCHESTRA/ORDEAN EAST, P#4125, .3 W/O PAY, EXTENSION

**EFFECTIVE DATES**

09/02/13 06/06/14  
 09/02/13 06/07/14  
 08/26/13 09/27/13  
 09/02/13 06/06/14  
 09/26/13 10/03/13  
 09/02/13 06/06/14

**CERT PERM INCREASE**

BORLING, AMANDA  
 CRONIN, VICKI  
 EMERSON, MICHAEL  
 ERICKSON, JULIE  
 HILLE, JANICE  
 LEMKE, BEVERLY  
 MORTLAND, NEIL  
 SAARI, LORI  
 TARNOWSKI, NORLIZA  
 WARMANEN, PHILIP  
 Total: 10

**POSITION/LOCATION/LEAVE TYPE**

SOCIAL WORKER/DW, .4 TO .8  
 PARENT ED/LESTER ECFE, .4375 TO .55  
 WORK EXP/.6 DENFELD, .4 EAST, .8 TO 1.0  
 .6 HEALTH/ORDEAN, .2 PHYED/ALC, .6 TO .8  
 MATH/LINCOLN, .8 TO 1.0  
 .5 DATA COACH/WOODLAND HILLS, .3 LD/BETHANY, .6 TO .8  
 .5 ADAP PHYED/STOWE, .5 PHYED SPEC/MYERS-WILKINS, .5 TO 1.0  
 SCHOOL NURSE/DW, .8 TO 1.0  
 GR 1/MACARTHUR, .5 TO 1.0  
 GR 5/MACARTHUR, .5 TO 1.0

**EFFECTIVE DATES**

09/02/13  
 09/02/13  
 09/02/13  
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 09/02/13

**CERT RECALL FROM LAYOFF**

BRADLEY, ELAINE  
 BROWN, DELAINE  
 HOBAN, JOHN  
 NORTHEY, SHAWN  
 Total: 4

**POSITION/LOCATION/LEAVE TYPE**

.8 ORCHESTRA/EAST  
 1.0 BAND/EAST  
 1.0 AUTISM/MACARTHUR  
 .4 MATH/LINCOLN

**EFFECTIVE DATES**

09/02/13  
 09/02/13  
 09/04/13  
 09/03/13

**CERT RESIGNATION**

KRAMER, JESSICA  
 Total: 1

**POSITION/LOCATION**

LD/CONGDON/CHESTER CREEK ACADEMY

**EFFECTIVE DATES**

08/19/13

**CERT RETIREMENT**

MARTIN, ELLEN  
 Total: 1

**POSITION/LOCATION**

GUIDANCE COUNSELOR/DENFELD (CHANGE IN DATE)

**EFFECTIVE DATES**

09/27/13

**CERT TEMP INCREASE**

BERGUM, LADONNA  
 ERICKSON, JULI  
 GRONSETH, DEANNA  
 JONES, GREG  
 KOLODGE, LISA  
 MORRIS, JOANNE  
 NYGAARD, WILLIAM  
 RAY, JULIE  
 ZIFKO, SARA  
 Total: 9

**POSITION/LOCATION/CONDITION**

SPANISH/EAST, 1/6 OVERLOAD  
 SPEECH LANG PATH/DW, 1/6 OVERLOAD  
 SPEECH LANGUAGE PATH/DW, 1/6 OVERLOAD  
 STAFF DEVELOPMENT/HOCHS, 1/6 OVERLOAD  
 SPEECH LANGUAGE PATH/BARNES, 1/6 OVERLOAD  
 SPEECH LANGUAGE PATH/DW, 1/6 OVERLOAD  
 SOCIAL STUDIES/EAST, 1/6 OVERLOAD  
 SPEECH LANG PATH/DW, 1/6 OVERLOAD  
 SPEECH LANG PATH/DW, 1/6 OVERLOAD

**EFFECTIVE DATES**

09/02/13 01/17/14  
 09/02/13 09/30/13  
 09/02/13 10/04/13  
 09/02/13 06/06/14  
 09/02/13 10/04/13  
 09/02/13 10/04/13  
 09/02/13 01/17/14  
 09/02/13 09/30/13  
 09/02/13 09/30/13

**NONCERT APPOINTMENT**

BEAULIER, TIMOTHY  
 BLACKORBY, LESLIE  
 HANSON, BRENDA  
 JASKI, TERESA  
 LIECHTY, LAURA  
 PORTER, MICHELLE  
 SCHMITZ, MICHAEL  
 SISLO, KATHRYN  
 Total: 8

**POSITION/LOCATION/WEEKS/RATE OF PAY/REASON**

HELPER/LOWELL, 15/38WKS, \$10.30/HR, REALLOC OF FTE  
 HELPER/LOWELL, 15/38WKS, \$10.30/HR, REALLOC OF FTE  
 SCHL BUS DRIVER II/TRANSPORTATION, 25/38WKS, \$14.15/HR, REALLOC OF FTE  
 HELPER/LOWELL, 15/38WKS, \$10.30/HR, REALLOC OF FTE  
 HELPER/MYERS-WILKINS, 15/38WKS, \$10.30/HR, REALLOC OF FTE  
 EXEC CLERICAL LEVEL C/HOCHS/HR, 40/52WKS, \$20.32/HR, B SISLO  
 SCHL BUS DRIVER II/TRANS, 25/38WKS, \$14.15/HR, REALLOC OF FTE  
 OFF SUP SPEC INTERMEDIATE/WDLAND HILLS,40/40WKS,\$15.77/HR.,J GILBERTSON

**EFFECTIVE DATES**

09/04/13  
 09/04/13  
 08/28/13  
 09/04/13  
 09/04/13  
 09/03/13  
 08/28/13  
 08/26/13

**NONCERT EXTENSION**

TARAN, ROBERTA  
 Total: 1

**POSITION/LOCATION/LENGTH**

SATELLITE MGR I/MYERS-WILKINS, NOT TO EXCEED 70 HRS

**EFFECTIVE DATES**

08/19/13 08/30/13

**NONCERT LEAVES**

KRAFTHEFER, FABIAN  
 LAPLANTE, DAVID  
 NEUBARTH, TRICIA  
 Total: 3

**POSITION/LOCATION/TYPER OF LEAVE**

SCHOOL CUSTODIAN II/DENFELD, "A" PERSONAL, W/O PAY  
 HELPER/LOWELL, 'A' MEDICAL, W/O PAY, CHANGE IN DATES  
 OFF SUP SPEC INTERMEDIATE/DENFELD, "B" PERSONAL, W/O PAY

**EFFECTIVE DATES**

08/05/13 08/07/13  
 12/13/12 09/02/13  
 09/03/13 09/03/14

**NONCERT PERM DECREASE**

HOFFBAUER, JESSE  
 Total: 1

**POSITION/LOCATION/TYPER OF LEAVE**

SPECIAL ED BW PARA/LOWELL, .8125 TO .78125

**EFFECTIVE DATES**

09/03/13

**NONCERT PERM INCREASE**

BLEVINS, SHARIE  
 CARTER, DARCY  
 HALVORSON, MARY  
 WALDRIFF, TRACY  
 Total: 4

**POSITION/LOCATION/TYPER OF LEAVE**

OFF SUP INTERMEDIATE/BARNES/ECFE, .4 TO .875  
 OFF SUP SPEC INTERMEDIATE/EAST, .8 TO 1.0, 44WKS TO 52WKS  
 INSTR PARA/MYERS-WILKINS, .4375 TO .975  
 INSTR PARA/WASHINGTON CTR/ECFE, .325 TO .3625

**EFFECTIVE DATES**

08/19/13  
 10/08/12  
 09/03/13  
 09/03/13

**NONCERT PROMOTION**

ADAMS, KATHLEEN  
 PETERSON, LINDA  
 Total: 2

**NEW POSITION/LOCATION**

SPEC ED PROG PARA/MYERS-WILKINS, SUPV PARA/EAST, \$15.84/HR  
 SPEC ED PROG PARA/MYERS-WILKINS, INSTR PARA/PIEDMONT ECFE, \$15.96/HR

**EFFECTIVE DATES**

09/03/13  
 09/03/13

**NONCERT RECALL**

CLEMENTS, GREGORY  
 URBANIAK, JOAN  
 Total: 2

**NEW POSITION/LOCATION**

.5 SPECIAL ED/JOB COACH/MALE REQ/HOCHS  
 .375 SUPV PARA/LINCOLN

**EFFECTIVE DATES**

09/03/13  
 09/04/13

**NONCERT RESIGNATION**

CARLSON, JOSHUA  
 DAVIS, ELSIE  
 PEDLEY, STEVEN  
 SISLO, KATHRYN  
 TODD, ANN  
 Total: 5

**POSITION/LOCATION**

LICENSED SIGN LANGUAGE INTERPRETER/CHESTER CREEK ACADEMY  
 INSTR PARA/LESTER  
 HELPER/MYERS-WILKINS  
 SUPV PARA/ORDEAN  
 HELPER/LESTER

**EFFECTIVE DATES**

07/01/13  
 09/02/13  
 08/27/13  
 08/04/13  
 08/03/13

**NONCERT RETIREMENT**

GILBERTSON, JUDY  
 LUNDAHL, DONNA  
 PEDERSON, PHYLLIS  
 STENSTROM, STEPHEN  
 Total: 4

**POSITION/LOCATION**

OFF SUP SPECIALIST/WOODLAND HILLS ACADEMY  
 OFF SUP SPECIALIST/WOODLAND HILLS ACADEMY  
 SPECIAL ED BW PARA/LOWELL  
 ENGINEER II/LOWELL

**EFFECTIVE DATES**

06/07/13  
 09/21/13  
 06/07/13  
 09/30/13

**NONCERT SUMMER SCHOOL**

MCKEEVER, JUDITH  
 Total: 1

**POSITION/LOCATION**

ESY/SPECIAL ED PARA/MACARTHUR, NOT TO EXCEED 32 HRS

**EFFECTIVE DATES**

08/06/13 08/16/13