

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

Duluth Public Schools, ISD 709

Agenda

Tuesday, December 16, 2014

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

- 1. Staffing Report Action Items** **2**
- 2. Other Action Items**
  - A. Approval of two Contracts - Non-Certified Business Division Administrators' Association - 7/1/13-6/30/15 and 7/1/15-6/30/17 - Resolution #HR-12-14-3219 **5**
  - B. Approval of the Superintendent's performance review
- 3. Informational Items**
  - A. Discussion of revisions to the next Superintendent's Review - Harry Welty, Board Member
  - B. Discussion of teacher FTE comparison
- 4. Future Items**
  - A. There are no HR Future Items at this time.

**HUMAN RESOURCES ACTION ITEMS FOR: 12-16-14**

<b><u>CERT APPOINTMENT</u></b>	<b><u>POSITION/SITE/CLASS&amp;STEP/REPLACING</u></b>	<b><u>EFFECTIVE DATES</u></b>
CHELSETH, ELIZABETH GREWE, JODI KOCIAN-DERY, EMILY Total: 3	.475 TITLE I/STOWE, III+15 2, REALLOC OF FTE ELEM READING/MATH/PIEDMONT, III+30 7, REALLOC OF FTE .4 ART SPECIALIST/STOWE, III 4, REALLOC OF FTE, CHANGE IN DATES	11/12/14 06/05/15 10/06/14 09/04/14 12/19/14
<b><u>CERT COCURRICULAR</u></b>	<b><u>POSITION/LOCATION/EFFECTIVE DATE/STIPEND</u></b>	<b><u>EFFECTIVE DATES</u></b>
SCRIGNOLI, MICHAEL Total: 1	ASST CROSS COUNTRY/DENFELD, 14/15, \$2468.00	
<b><u>CERT LEAVES</u></b>	<b><u>POSITION/LOCATION/LEAVE TYPE</u></b>	<b><u>EFFECTIVE DATES</u></b>
EMERSON, MICHAEL FALK, MARY HOWE, TREVOR MAKI, KATHLEEN RUHANEN, DOREEN SAVRE, JAMIE SAVRE, JAMIE WARD, AMANDA Total: 8	WORK EXP/DENFELD/EAST, P#4125, W/O PAY, 10/20-10/24/14, CHG IN DATES MATH/EAST, SUPT APPROVED LEAVE, W/O PAY, CHANGE IN FTE, .2 TO .4 INDUSTRIAL ARTS/ORDEAN EAST, MEDICAL, W/O PAY, TO BE DETERMINED KDGN/LOWELL, MEDICAL W/O PAY GR 1/HOMECROFT, P#4125, W/O PAY GUIDANCE COUNSELOR/EAST, MEDICAL, .5 W/O PAY GUIDANCE COUNSELOR/EAST, MEDICAL, W/O PAY SPEECH LANG PATHOLOGIST/MACARTHUR, PARENTAL, W/O PAY, TBD	09/22/14 09/26/14 10/20/14 06/05/15 10/28/14 11/24/14 11/26/14 03/27/15 03/31/15 11/03/14 11/07/14 09/23/14 10/31/14 11/10/14
<b><u>CERT LONG TERM SUB</u></b>	<b><u>POSITION/LOCATION/CLASS &amp; STEP/REPLACING</u></b>	<b><u>EFFECTIVE DATES</u></b>
OLING, LEE RIDGEWELL, CHRISTINE ZMUDY, HOWARD Total: 3	GUDIANCE COUNSELOR/EAST, IV+45 9, J SAVRE, CHANGE IN DATES EARTH SCIENCE/ORDEAN EAST, III 4, P SCHNABEL LD/DENFELD, IV+45 7, S OLSON, TO BE DETERMINED	08/27/14 11/07/14 10/31/14 06/05/15 11/04/14
<b><u>CERT PERM INCREASE</u></b>	<b><u>POSITION/LOCATION/CONDITION</u></b>	<b><u>EFFECTIVE DATES</u></b>
ST JOHN-STEBE, TERRI Total: 1	FAMILY PART/FACILITATOR/MACARTHUR HDST, .6125 TO .625	09/03/12
<b><u>CERT RESIGNATION</u></b>	<b><u>POSITION/LOCATION</u></b>	<b><u>EFFECTIVE DATES</u></b>
SCHNABEL, PHEBE Total: 1	EARTH SCIENCE/ORDEAN EAST	10/31/14
<b><u>CERT RETIREMENT</u></b>	<b><u>POSITION/LOCATION</u></b>	<b><u>EFFECTIVE DATES</u></b>
RADAKOVICH, MARGUERITE Total: 1	GR 2/STOWE	01/31/15
<b><u>CERT TEMP INCREASE</u></b>	<b><u>POSITION/LOCATION/CONDITION</u></b>	<b><u>EFFECTIVE DATES</u></b>
GRAVES, PETER HANNU, DEBRA HAUGEN, MARGARET KNUTSEN, JESSICA KOLODGE, LISA LULL, EMILY NORGARD, ALLISON PANASUK-ZIFKO, SARA SUNDAL, JENNIFER TERESI, WENDY TOLO, CHARLES VERHEL, WILLIAM ZWAK, MICHAEL Total: 13	MATH/EAST, 1/6 OVERLOAD ART/ORDEAN, 1/6 OVERLOAD PRE-K/WASHINGTON CTR .625 TO 1.0 LD/EAST, 1/6 OVERLOAD SPEECH LANGUAGE PATHOLOGIST/BARNES, 1/6 OVERLOAD GERMAN/LINCOLN, 1/6 OVERLOAD SPEECH LANG PATH/MACARTHUR, 1/6 OVERLOAD SPEECH LANGUAGE PATHOLOGIST/BARNES ECSE, 1/6 OVERLOAD PRE-K/WASHINGTON CTR HDST, .75 TO 1.0 SOCIAL STUDIES/LINCOLN, 1/6 OVERLOAD PHYED/ORDEAN EAST, 1/6 OVERLOAD INDUSTRIAL ARTS/ORDEAN EAST, 1/6 OVERLOAD LABOR MANAGEMENT/DW, 1/6 OVERLOAD	10/20/14 06/05/15 09/02/14 06/05/15 11/10/14 12/23/14 11/17/14 06/05/15 11/06/14 12/05/14 08/27/14 06/05/15 10/27/14 12/05/14 11/06/14 12/05/14 10/13/14 12/23/14 09/02/14 09/24/14 10/20/14 06/05/15 11/21/14 06/05/15 08/27/14 06/05/15
<b><u>NONCERT APPOINTMENT</u></b>	<b><u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u></b>	<b><u>EFFECTIVE DATES</u></b>
BESSE, JESSICA BUCKLEY, KENNETH DELACRUZ, JAMIE HELQUIST, MELODIE HOBAN, TRACY JEDLENSKI, NICOLE	LIFEGUARD/LINCOLN, 30/38WKS, \$13.68/HR, NEW POS APPRV 10/21/14 SPECIAL ED BW PARA/PIEDMONT, 18.75/38WKS, \$14.49, S PASARIBU SUPV PARA/DENFELD, 19/38WKS, \$13.68/HR, REALLOC OF FTE SPEC ED STUDENT SPECIFIC PARA/MACARTHUR, 31.25/38WKS, \$14.49/HR, OLSON HELPER/DENFELD, 15/38WKS, \$10.30, REALLOC OF FTE SUPV PARA/DENFELD, 19/38WKS, \$13.68/HR, REALLOC OF FTE	11/06/14 11/17/14 11/05/14 11/17/14 08/28/14 11/10/14

<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
KAPLAN, ELIZABETH	SPEC ED BW PARA/MYERS-WILKINS/ECSE, 14/38WKS,\$14.49/HR, CHG IN DATE	11/10/14
KRAFTHEFER, BROOKE	LIFEGUARD/ORDEAN EAST, 30/38WKS, \$13.68/HR, NEW POS BRD APPRV 10/21/14	11/07/14
KRAUSE, CHERYL	EXECUTIVE CLERICAL LEVEL D/HOCHS/HR, 40/52 WKS, \$20.06, N DORMEDY	11/18/14
LYONS, DAWN	SPECIAL ED PROG PARA/STOWE, 31.25/38WKS, \$14.49/HR, S WANGEN	11/17/14
MCDONALD, ASHLEY	SPECIAL ED PROG PARA/MYERS-WILKINS, 31.25/38WKS,\$14.49/HR, K ADAMS	11/10/14
MCLEETE, LORANDA	SPEC ED PROG PARA/ORDEAN EAST, 32.5/38WKS, \$14.49, M BUETTNER	11/24/14
STRATIOTI, DIANA	OFF SUP SENIOR/HOCHS/SPECIAL SERV 40/48WKS, \$17.66/HR, N VEGA	11/14/14
ULVESTAD, ANNMARIE	SPEC ED BW PARA/MYERS-WILKINS ECSE, 16/38WKS, \$14.49/HR, REALL OF FTE	11/03/14
WICK, MARK	SUPV PARA/DENFELD, 19/38WKS, \$13.68/HR, REALLOC OF FTE	11/04/14
Total: 15		

<u>NONCERT EXTENSION</u>	<u>POSITION/LOCATION/LENGTH</u>	<u>EFFECTIVE DATES</u>
CONLEY, KELLEY	MISA PARA/ALC, NOT TO EXCEED 40 HRS, 1/2, 1/16, 1/19/2015	12/29/14 12/30/14
Total: 1		

<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPE OF LEAVE</u>	<u>EFFECTIVE DATES</u>
BREWSTER, DONALD	HELPER/DENFELD, 'B', PERSONAL LEAVE, W/O PAY, TO BE DETERMINED	09/15/14
CARLSON, SUSAN	HELPER/DENFELD, 'A' PERSONAL, W/O PAY	10/22/14 10/24/14
DAY, ANGELA	PRE-LICENSED ASL/EAST, 'A' PERSONAL, W/O PAY	10/07/14 10/10/14
DIXON, JOYCE	HELPER, LESTER, 'A' PERSONAL, W/O PAY	10/06/14 10/15/14
DURENE, LISA	LIC SIGN LANG INTERPRETER/MYERS-WILKINS, 'A' PERSONAL, W/O PAY	11/09/14 11/14/14
ENG, AMANDA	HELPER/PIEDMONT, 'A' PERSONAL, W/O PAY, AND 10/8/14	10/01/14 10/06/14
LUNDGREN, KATHLEEN	SCHOOL BUS HELPER/TRANSPORATION, 'A' MEDICAL W/O PAY, CHG IN DATES	04/16/14 10/17/14
LUOTO, KIMBERLY	CUSTODIAN II/LOWELL, 'B' PERSONAL, W/O PAY	10/20/14 10/20/15
MALONEY, MARJORIE	SPECIAL ED BW PARA/MYERS-WILKINS, 'A' PERSONAL, W/O PAY	10/01/14 11/07/14
MAYBERRY, SEAN	SUPV PARA/LINCOLN, 'A' MILITARY, WITH PAY	11/14/14 11/14/14
MCLELLAN, DEBORAH	HELPER/LESTER, 'A', PERSONAL, W/O PAY	02/16/15 04/06/15
MIGHELL, PATRICIA	HELPER/EAST, 'A' PERSONAL, W/O PAY	10/30/14 11/07/14
MORISSEAU, MARIA	SUPV PARA/EAST, 'A' PERSONAL, W/O PAY	11/05/14 11/07/14
PETRICH, DIANE	SPECIAL ED BW PARA/STOWE, 'A' PERSONAL W/O PAY	10/20/14 10/24/14
PFEIFFER, JAYME	HELPER/EAST, 'A' PERSONAL, W/O PAY	10/13/14 10/15/14
SCHULLER, ANNE	HELPER/DENFELD, 'A' PERSONAL, W/O PAY	10/15/14 10/24/14
SERRA-WIBERG, PATRICIA	INSTR PARA/PIEDMONT SCHOOL READINES, 'A' PERSONAL, W/O PAY	12/23/14 01/05/15
URBANIAK, JOAN	SUPV PARA/LINCOLN, 'A' PERSONAL, W/O PAY	09/22/14 09/25/14
WILLIAMS, CORAL	SPECIAL ED PARA/STUDENT SPEC/ORDEAN, ADMIN, WITH PAY, TBD	11/18/14
Total: 19		

<u>NONCERT LONG TERM SUB</u>	<u>POSITION/LOCATION/RATE OF PAY/REPLACING</u>	<u>EFFECTIVE DATES</u>
DAHMEN, DAKOTA	HELPER/EAST, 15/38WKS, \$10.30, REALLOC OF FTE	11/10/14 06/04/15
DAILEY, SHARYL	HELPER/PIEDMONT 15/38WKS, \$10.30/HR, C STEPHENS	10/20/14 06/04/15
KOECHER, CINDY	HELPER/LESTER, 15/38WKS, \$10.30/HR, J DIXON	10/28/14 06/04/15
SYLVESTER, DAWN	HELPER/EAST, 15/38WKS, \$10.30/HR, S YESKE	10/27/14 06/04/15
Total: 4		

<u>NONCERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
BESSE, JESSICA	LIFEGUARD/LINCOLN, .475 TO .75	11/06/14
BUETTNER, MOLLY	PRE-LIC ASL/DW, .78125 TO .8125	10/27/14
GOSEYUN, YOLANDA	INTEGRATION SPECIALIST/DW, .75 TO 1.0	11/10/14
Total: 3		

<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
BENSON, WHITNEY	HELPER/EAST	10/10/14
DIXON, JOYCE	HELPER/LESTER	10/27/14
LATOUR, STEVEN	SCHOOL BUS DRIVER II/TRANSPORTATION	10/24/14
LOCHNER, JODI	INSTR PARA/LESTER ECFE	09/23/14
YESKE, SARAH	HELPER/EAST, PRESUMED RESIGNATION	09/23/14
YOUNGBLOM, KALYN	PRE-LIC INTERPRETER/MYERS-WILKINS, CHANGE IN DATE	11/05/14
Total: 6		

<u>NONCERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
FULLER, GREGORY	FIREPERSON I/PIEDMONT	12/31/14
WATERS, LINDA	SPECIAL ED PROG PARA/EAST	06/05/15
Total: 2		

<u>NONCERT TEMP DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
LINDGREN, KYOSTI Total: 1	SPECIAL ED STUDENT SPECIFIC/LINCOLN, .8125 TO .78125	10/29/14 11/21/14
<u>NONCERT TERMINATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
ENG, AMANDA Total: 1	HELPER/PIEDMONT	11/21/14
<u>NONCERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
COOKE, JOYCE	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
GRAVEN, TRACEY	HELPER/DENFELD, .375 TO .4735	09/25/14 06/05/15
DAVIDSON, LEVI	SUPV PARA/EAST, .75 TO .84375	09/16/14 06/05/15
FALWEY, SARAH	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
FLIPPIN, JUNEVELA	HELPER/DENFELD, .375 TO .4375	10/20/14 06/05/15
HOBAN, TRACY	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
ISAACSON, KIM	INSTR PARA/LESTER/ECFE, .6375 TO .6875	10/06/14 06/05/15
KUNKEL, ROBERTA	HELPER/MYERS-WILKINS, .375 TO .406	10/27/14 06/04/15
LUNDE, JUSTINA	HELPER/DENFELD, .40625 TO .4375	09/08/14 06/05/15
MOSELEY, DAVID	SPECIAL ED PROG PARA/DENFELD, .8125 TO .906	11/10/14 06/05/15
OTTO, ZACHARY	SPECIAL ED PROG PARA/DENFELD, .8125 TO .906	11/17/14 06/05/15
SCHULLER, ANNE	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
TALBOT, MARK	HELPER/DENFELD, .375 TO .4375	09/08/14 06/05/15
VALENTINE, SALLY ANN Total: 14	HELPER/PIEDMONT, .46875 TO .75	11/17/14 06/05/15
<u>NONCERT RECLASS</u>	<u>NEW POSITION/LOCATION/OLD POSITION/RATE OF PAY</u>	<u>EFFECTIVE DATES</u>
LANCOUR, JOAN Total: 1	OFF SUP EXEC ASST/CURRIC, \$19.96 HR, OFF SUP INTER/HOCHS/CURRIC, \$16.52/HR	07/01/14

## **RESOLUTION**

### **Non-Certified Business Division Administrators' Association**

**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 Non-Certified Business Division Administrators' Association, a summary of which is in the hands of all School Board members, be approved and adopted for the periods of July 1, 2013 to June 30, 2015, and July 1, 2015 to June 30, 2017 inclusive, and that the Chairperson and Clerk of the School Board be hereby authorized to execute said Agreement on behalf of the School District.