

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

Duluth Public Schools, ISD 709

Agenda

Tuesday, December 15, 2015

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

1. **Staffing Report Action Items** 2
2. **Other Action Items**
  - A. Resolution HR-12-15-3321 - Duluth Principals' Association Collective Bargaining Agreement - Effective Dates 7/1/15-6/30/17 4
  - B. Resolution HR-12-15-3320 - Approval of the Superintendent's Performance Evaluation 5
3. **Informational Items**
  - A. There are no Informational HR Items at this time.
4. **Future Items**
  - A. There are no Future HR Items at this time.

**HUMAN RESOURCES ACTION ITEMS FOR: 12/15/2015**

<b><u>CERT APPOINTMENT</u></b>	<b><u>POSITION/LOCATION/CLASS&amp;STEP/REPLACING</u></b>	<b><u>EFFECTIVE DATES</u></b>
BENNETT, PATRICIA <b>Total: 1</b>	.48 CONTRACT HOURLY TITLE I/STOWE, IV+45 5	10/5/2015 6/10/2016
<b><u>CERT LEAVES</u></b>	<b><u>POSITION/LOCATION/TYPER OF LEAVE</u></b>	<b><u>EFFECTIVE DATES</u></b>
*Placeholder <b>Total:</b>		
<b><u>CERT LONG TERM SUB</u></b>	<b><u>POSITION/LOCATION/CLASS &amp; STEP/REPLACING</u></b>	<b><u>EFFECTIVE DATES</u></b>
BREDESON SAMPSON, JULIA BREDESON SAMPSON, JULIA CAVEN, KARLY EGBERT, PAMELA IRVINE, MARY <b>Total: 5</b>	GRADE 5/LOWELL, III 2, M DRISCOLL, CHANGE IN DATES GRADE 5/LOWELL, III 2, K HOLT .9 SOCIAL STUDIES/EAST, IV+45 2, B MCCLIMEK, CHANGE IN DATES SPECIAL ED EBD/EAST, IV 9, J KOIVISTO, CHANGE IN DATES GRADE 4/PIEDMONT, J BUSHEY, TO BE DETERMINED	10/2/2015 11/15/2015 11/16/2015 3/4/2016 9/2/2015 1/22/2016 9/21/2015 11/13/2015 10/6/2015
<b><u>CERT TEMP INCREASE</u></b>	<b><u>POSITION/LOCATION/CONDITION</u></b>	<b><u>EFFECTIVE DATES</u></b>
BARNES, JANE GLASER, LINDA GRAVES, PETER LAFONTAINE, LAURA MICHALICEK, KEVIN <b>Total: 5</b>	ECFE PARENT EDUCATOR/BARNES, .65 TO .725 PARENT EDUCATOR/MYERS-WILKINS, .5 TO .725 MATH/EAST, 1/6 OVERLOAD HEALTH/EAST, 1/6 OVERLOAD SCIENCE/DENFELD, 1/6 OVERLOAD	9/2/2015 6/10/2016 9/2/2015 6/10/2016 9/28/2015 6/10/2016 9/2/2015 1/22/2016 11/9/2015 1/22/2016
<b><u>NONCERT APPOINTMENT</u></b>	<b><u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u></b>	<b><u>EFFECTIVE DATES</u></b>
BERGMAN, MICHELLE BERGMAN, MICHELLE BUSHEY, JANE CANAVAN, NICHELE DRAGSTEN, MICHAEL DUPRE, KATHLEEN ELBERLING, CHRISTINA HENDERSON, COURTNEY HILGENDORF, KELSEY LATOURELLE, BRENDA LEIGHTON, BRIDGET LEONARD, BRIAN LYONS, DAWN MARPLE, BROOKE NORDWALL, COLEEN PACKINGHAM, TRACY ROCK, NICHOLE STACKLAND, THOMAS STEBERG, TODD THOMPSON, ETHAN WRIGHT, REBEKAH <b>Total: 21</b>	SPEC ED PARA, BW/HOMECROFT, 15/38WKS, \$15.08/HR, NEW POSITION SPEC ED PARA BW/MYERS-WILKINS, 31.25/38WKS, \$15.08/HR, T STACKLAND SPEC ED PARA LPN/DENFELD, 36.25/38WKS, \$18.79/HR, C GIAMBALVO OFFICE SUPPORT SPEC SR/HOCHS/PURCHASING, 40/52WKS, \$17.60/HR, C SWOR SPEC ED STUDENT SPEC MALE REQ/STOWE, 32.5/38WKS, \$15.08/HR, S RAMBERG SPEC ED PARA BW/LAURA MACARTHUR ECSE, 15/38WKS, \$15.08/HR SPEC ED PARA BW/LAURA MACARTHUR ECSE, 15/38WKS, \$15.08/HR, NEW POSITION SUPV PARA FEMALE REQ/EAST, 24/38WKS, \$14.23/HR, K HILGENDORF INSTR PARA/PIEDMONT, 32.5/38WKS, \$12.96/HR, NEW POSITION SPEC ED PARA LPN/CONGDON, 31.25/38WKS, \$17.07/HR, B LEIGHTON HEALTH PARA LPN/ORDEAN EAST, 30/38WKS, \$17.07/HR, J BUSHEY TECH TUTOR GRAPHIC ARTS/DENFELD/EAST, 32.5/38WKS, \$16.07/HR, J HEDLUND INDIAN YOUTH ADVOCATE PARA/DENFELD, 40/38WKS, \$17.33/HR, NEW POSITION SPEC ED PARA BW/DENFELD, 32.5/38WKS, \$15.08/HR, TEMP POSITION OFFICE SUPPORT SPEC INTER/HOCHS/SPEC SVCS, 40/52WKS, \$15.70/HR, H MORRIS OFFICE SUPPORT SPEC SR/LESTER PARK, 40/45WKS, \$17.60/HR, B SOUFFLET INSTR PARA/LESTER PARK ECSE, 19/38WKS, \$14.90/HR, C SWARD SPEC ED PARA BW/CONGDON PARK, 31.25/38WKS, \$17.38/HR, NEW POSITION SCHOOL CUSTODIAN II/LINCOLN PARK, 40/52WKS, \$11.72/HR SCHOOL CUSTODIAN II/LINCOLN PARK, 40/52WKS, \$11.72/HR TECH TUTOR CULINARY/EAST, 19.75/38WKS, \$16.07	10/26/2015 11/17/2015 11/2/2015 11/9/2015 10/21/2015 12/2/2015 11/2/2015 11/5/2015 11/2/2015 11/30/2015 11/13/2015 11/16/2015 11/30/2015 11/10/2015 1/21/2016 11/25/2015 12/1/2015 9/2/2015 11/9/2015 11/2/2015 11/3/2015 10/28/2015
<b><u>NONCERT EXTENSION</u></b>	<b><u>POSITION/LOCATION/LENGTH</u></b>	<b><u>EFFECTIVE DATES</u></b>
CONLEY, KELLEY <b>Total: 1</b>	MISA PARA/ALC, NOT TO EXCEED 40HRS, 10/15,12/28-30,1/22,2/16-19,2/29,4/4	10/15/2015 4/8/2016
<b><u>NONCERT LEAVES</u></b>	<b><u>POSITION/LOCATION/TYPER OF LEAVE</u></b>	<b><u>EFFECTIVE DATES</u></b>
CARLSON, SUSAN LUOMANEN, JEREMY *Placeholder <b>Total: 2</b>	FOOD SERV HELPER/DENFELD/"A" MEDICAL LWOP 9/16/15 - 11/15/15 SCH CUSTII/DENFELD & MACARTHUR RETURN FROM LWOP 11/09/15	11/16/2015 9/22/2015 11/8/2015
<b><u>NONCERT LONG TERM SUB</u></b>	<b><u>POSITION/LOCATION/RATE OF PAY/REPLACING</u></b>	<b><u>EFFECTIVE DATES</u></b>
LAAKSO, ELIZABETH <b>Total: 1</b>	FOOD SERVICE HELPER/LOWELL, 15/38WKS, \$10.82/HR, VACANCY	11/9/2015 6/9/2016
<b><u>NONCERT PERM INCREASE</u></b>	<b><u>POSITION/LOCATION/CONDITION</u></b>	<b><u>EFFECTIVE DATES</u></b>
CIANNI, MARY SHEMWELL, ETHNA <b>Total: 2</b>	SPEC ED PARA STUDENT SPEC/LAURA MACARTHUR, .53125 TO .78125 SPECIAL ED PARA BW/LAURA MACARTHUR/PIEDMONT, .45 TO .6	10/26/2015 11/16/2015
<b><u>NONCERT PROMOTION</u></b>	<b><u>NEW POSITION/LOCATION/OLD POSITION/LOCATION</u></b>	<b><u>EFFECTIVE DATES</u></b>
CHOPP, JEROME <b>Total: 1</b>	ENGINEER III/LINCOLN PARK/ENGINEER II/MYERS-WILKINS, \$22.68/HR	11/23/2015

**NONCERT RESIGNATION**

GIAMBALVO, CLAIRE  
 SASH, REBECCA  
 DUDLEY, HARRISON  
**Total: 3**

**POSITION/LOCATION**

SPEC ED PARA LPN/DENFELD  
 SPECIAL ED PARA BW/LINCOLN PARK  
 HUMAN RESOURCES MGR/HOCHS

**EFFECTIVE DATES**

10/7/2015  
 11/20/2015  
 12/31/2015

**NONCERT TEMP DECREASE**

LATOUR, STEVEN  
**Total: 1**

**POSITION/LOCATION/CONDITION**

SUPV PARA/ORDEAN EAST, .8125 TO .6875

**EFFECTIVE DATES**

11/4/2016 6/10/2016

**NONCERT TEMP INCREASE**

BAILEY, ROBERT  
 CIANNI, MARY  
 CLEMENTS, GREGORY  
 DELACRUZ, JAMIE  
 HEARNS, PAUL  
 HEMBREE, BRADLEY  
 HEMBREE, BRADLEY  
 HOMERE, PHILLIP  
 JOHNSON, PATRICIA  
 MITCHELL, MARILYN  
 MOSELEY, DAVID  
 PAVLICH, YVONNE  
 RIDGEWELL, LINDA  
 SIMONSON, JUDITH  
 SMITH, CINDY  
 TOLAND, PAMELA  
 TURNER, KATHERINE  
 VALENTINE, SALLY ANN  
 WICK, SUSAN  
**Total: 19**

**POSITION/LOCATION/CONDITION**

FOOD SERVICE HELPER/EAST, .46875 TO .53125  
 SPEC ED PARA STUDENT SPEC/LAURA MACARTHUR, .78125 TO .90625  
 SUPV PARA/LINCOLN PARK, .75 TO .875  
 SUPV PARA/DENFELD, .475 TO .725  
 SPEC ED PARA BW/PIEDMONT, .78125 TO .90625  
 SPEC ED PARA BW/DENFELD, .875 TO .90625  
 SPEC ED PARA BW/DENFELD, .90625 TO .96875  
 SUPV PARA/EAST, .475 TO .725  
 FOOD SERVICE HELPER/EAST, .46875 TO .53125  
 FOOD SERVICE HELPER/EAST, .46875 TO .53125  
 SPEC ED PROG PARA/DENFELD, .875 TO .90625  
 FOOD SERVICE HELPER/EAST .46875 TO .53125  
 FOOD SERVICE HELPER/DENFELD, .46875 TO .56250  
 FOOD SERVICE HELPER/LAKEWOOD, .375 TO .40625  
 FOOD SERVICE HELPER/DENFELD, .46875 TO .56250  
 OFFICE SUPPORT SPEC INTER/ABE, .4 TO .5  
 FOOD SERVICE HELPER/EAST, .46875 TO .53125  
 FOOD SERVICE HELPER/DENFELD, .46875 TO .56250  
 FOOD SERVICE HELPER/PIEDMONT, .46875 TO .56250

**EFFECTIVE DATES**

10/1/2015 6/9/2016  
 10/26/2015 6/10/2016  
 9/2/2015 6/10/2016  
 10/26/2015 6/10/2016  
 9/8/2015 6/10/2016  
 9/8/2015 6/9/2016  
 11/16/2015 6/9/2016  
 10/14/2015 6/9/2016  
 10/1/2015 6/9/2016  
 10/1/2015 6/9/2016  
 9/8/2015 6/9/2016  
 10/1/2015 6/9/2015  
 9/28/2015 6/9/2016  
 9/28/2015 6/9/2016  
 9/28/2015 6/9/2016  
 10/26/2015 6/10/2016  
 10/1/2015 6/9/2015  
 9/28/2015 6/9/2016  
 10/12/2015 6/9/2016

**NONCERT TERMINATION**

BLAIS, JASON  
**Total: 1**

**POSITION/LOCATION**

SPEC ED PROG PARA/EAST

**EFFECTIVE DATES**

11/24/2015

**RESOLUTION****Duluth Principals' Association**

RESOLVED, By the School Board of Independent School District 709, St. Louis County, Minnesota, that the Collective Bargaining Agreement between Independent School District 709 and Duluth Principals' Association, a summary of which is in the hands of all School Board members, be approved and adopted for the periods 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.

## RESOLUTION

### APPROVAL OF THE SUPERINTENDENT'S ANNUAL PERFORMANCE EVALUATION

WHEREAS, the Superintendent and the School Board recognize the need to evaluate the Superintendent's performance annually.

WHEREAS, the annual performance evaluation shall be conducted in the month immediately following the Superintendent's *Annual Report of the School District*.

WHEREAS, the Superintendent's evaluation will consist of the completion of a written appraisal instrument by individual School Board Members, of which the School Board Chairperson will calculate, and complete a summary evaluation document.

WHEREAS, the School Board shall meet with the Superintendent in Executive Session to discuss a preliminary summary document and modify as appropriate. After the Superintendent's final summary evaluation has been prepared by the School Board, the School Board shall adopt, by vote, the summary evaluation at their next open meeting.

WHEREAS, the Superintendent and the School Board Chairperson will sign the summary evaluation as an indication that the evaluation has been reviewed. A copy will be placed in the Superintendent's personnel folder and a copy given to the Superintendent. After School Board adoption, the Superintendent's summary evaluation shall be made available as provided under current law.

WHEREAS, the School Board met with Superintendent William L. Gronseth in Executive Session on December 15, 2015 at approximately 5:30 p.m. for the purpose of discussing his annual performance evaluation.

NOW, THEREFORE, BE IT RESOLVED, By the School Board of Independent School District 709, St. Louis County, Minnesota, that the School Board shall adopt the December 15, 2015 Summary Evaluation of Superintendent William L. Gronseth.

Resolution HR-12-15-3320

December 15, 2015