

Human Resources Committee
Duluth Public Schools, ISD 709

Agenda

Monday, June 13, 2016

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

4:15 PM

- | | |
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| 1. Staffing Report Action Items | 2 |
| 2. Other Action Items | |
| A. *Placeholder - Resolution HR-6-16-3372 - Termination of Non-Tenured Certified Staff | 5 |
| B. *Placeholder - Resolution HR-6-16-3373 - Termination of Certified Hourly Staff | 6 |
| C. *Placeholder - Resolution HR-6-16-3374-Termination of Certified Tenured Staff | 7 |
| 3. *Placeholder - Approval of Continuous Improvement Team Stipend | |
| 4. Informational Items | |
| A. Minimum Wage Increase | |
| B. Requested review of Superintendent evaluation process. | |
| 5. Future Items | |
| A. There are no Future HR Items at this time. | |

HUMAN RESOURCES ACTION ITEMS FOR: 6/21/2016**CERT APPOINTMENT****POSITION/LOCATION/CLASS&STEP/REPLACING****EFFECTIVE DATES**

LANDGREEN, TABITHA	SCHOOL NURSE/DW, III 2, K HUGHES	08/30/16
MALDONADO, CYNTHIA	ELEMENTARY PRINCIPAL/STOWE, IV,2 L UDESEN	08/15/16
MALDONADO, ELISA	ELEMENTARY PRINCIPAL/MYERS-WILKINS, IV, 3 S HEILIG	08/06/16
PICKARD, EMMA	SPANISH IMMERSION KINDERGARTEN/LOWELL, IV 6, NEW POS	08/30/16
SEBOE, DANETTE	SECONDARY PRINCIPAL/EAST HIGH SCHOOL, VI,3 L KNAPP	08/08/16
URSIN-SCHIFF, RACHEL	SPEECH LANGUAGE PATHOLOGIST .6/DW, IV, 7/N GRAHAM	08/30/16
WORDEN, AMY	ELEMENTARY PRINCIPAL/HOMECROFT, IV,2 C OBST	08/15/16

*Placeholders

Total: 7

CERT EXTENSION**POSITION/SITE/CLASS&STEP/REPLACING****EFFECTIVE DATES**

ABRAHAMSON, DANA	SPEC ED EBD/WOODLAND HILLS, NOT TO EXCEED 19 HRS	07/11/16	07/14/16
AHERN, JENNIFER	MATH/ALC, NOT TO EXCEED 80 HRS	06/21/16	08/24/16
AKERVIK, THERESA	CURRICULUM DEVELOPMENT/HOCHS, NOT TO EXCEED 80 HRS	06/13/16	06/30/16
ANDERSON, JILL	SPEC ED EBD/ARROWHEAD ACADEMY, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
ATELLA, JOHN	ESL/ABE, NOT TO EXCEED 168 HRS	06/13/16	08/26/16
BAMBENEK, PATRICIA	CURRICULUM DEVELOPMENT/HOCHS, NOT TO EXCEED 80 HRS	06/13/16	06/30/16
BARNES, JANE	ECFE PARENT EDUCATOR/DW, NOT TO EXCEED 49.50 HRS	06/13/16	08/29/16
CHESLEY, SANDRA	ADAPTIVE PHY ED/HOCHS, NOT TO EXCEED 120 HRS	06/13/16	06/30/16
CLAIRMONT, DENISE	PRINCIPAL/WOODLAND HILLS, NOT TO EXCEED 110 HRS	06/14/16	07/21/16
COTNER, JAMES	SPEC ED TOSA/ALC, NOT TO EXCEED 30 HRS	06/14/16	08/29/16
DAHL, CAROL	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
DURFEE, CHRISTOPHER	MATH/WOODLAND HILLS, NOT TO EXCEED 60 HRS	06/14/16	07/21/16
FRANCKOWIAK, KIMBERLY	SOCIAL STUDIES/ALC, NOT TO EXCEED 80 HRS	06/21/16	08/24/16
GOLDMAN, CRYSTAL	CURRICULUM DEVELOPMENT/HOCHS, NOT TO EXCEED 80 HRS	06/13/16	06/30/16
GRANMO, SHERYL	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
GRENIGER, JODY	ABE/HOCHS, NOT TO EXCEED 360 HRS	06/12/16	08/26/16
HALVER, DEBRA	MATH/ALC, NOT TO EXCEED 80 HRS	06/21/16	08/24/16
HANNU, DEBRA	CURRICULUM DEVELOPMENT/HOCHS, NOT TO EXCEED 80 HRS	06/13/16	06/30/16
HANSON, CHAD	MUSIC/ALC, NOT TO EXCEED 40 HRS	06/21/16	08/24/16
HARROLD, CARLA	CURRICULUM DEVELOPMENT/HOCHS, NOT TO EXCEED 80 HRS	06/13/16	06/30/16
HENDERSON, LYNN	ECFE PARENT EDUCATOR/DW, NOT TO EXCEED 18 HRS	06/13/16	08/29/16
HESS, VALERIE	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
JAROS, JENNIFER	ECFE/DW, NOT TO EXCEED 80 HRS	06/13/16	08/29/16
JOHNS, SHERI	INDEPENDENT STUDY COORD TOSA/ALC, NOT TO EXCEED 200 HRS	06/13/16	08/29/16
JUBENVILLE, JAMES	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
KEROLA, WILLIAM	SPEC ED EBD/CHESTER CREEK, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
KILBURG, JEANNE	SPEC ED EBD/WOODLAND HILLS, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
KOLQUIST, JULIE	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
KOVACOVIC, LAURIE	CURRICULUM DEVELOPMENT/HOCHS, NOT TO EXCEED 80 HRS	06/13/16	06/30/16
LEBENS, LINNEA	ABE/HOCHS, NOT TO EXCEED 360 HRS	06/12/16	08/26/16
MICKOLAJAK, TODD	SPEC ED TOSA/ALC, NOT TO EXCEED 30 HRS	06/14/16	08/26/16
MOZOL, DIANE	ECFE CHILD EDUCATOR/DW, NOT TO EXCEED 33 HRS	06/13/16	08/29/16
NORMAN, ADRIAN	PRINCIPAL/ALC, NOT TO EXCEED 120 HRS	06/13/16	08/31/16
OLSON, MOIRA	SPEC ED EBD/CHESTER CREEK, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
PAQUETTE, BARBARA	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
PAWLIKOWSKI, BETTY	SPEC ED LD/ARROWHEAD ACADEMY, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
PEARSON, TOM	ACTIVITY DIRECTOR/DENFELD, NOT TO EXCEED 160 HRS	07/01/16	06/30/17
PECHEK, AMANDA	SPEC ED EBD/ARROWHEAD ACADEMY, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
PETERSMEYER, ANNETTE	SPEC ED EBD/WOODLAND HILLS, NOT TO EXCEED 86 HRS	06/14/16	07/21/16
PLESKO, SHERRI	SPEC ED EBD/MERRITT CREEK, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
POST, CHRISTINE	SPEC ED EBD/WOODLAND HILLS, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
REMINGTON, SARAH	SPEC ED EBD/WOODLAND HILLS, NOT TO EXCEED 105 HRS	06/14/16	07/21/16
ROED, SHAWN	ACTIVITY DIRECTOR/EAST, NOT TO EXCEED 160 HRS	07/01/16	06/30/17
SALMELA, AARON	CURRICULUM DEVELOPMENT/HOCHS, NOT TO EXCEED 80 HRS	06/13/16	06/30/16
SCHMIDT, SUSAN	CURRICULUM DEVELOPMENT/HOCHS, NOT TO EXCEED 80 HRS	06/13/16	06/30/16
SMITH, HAMILTON	SCIENCE/ALC, NOT TO EXCEED 80 HRS	06/21/16	08/24/16
SOLIN, SUSAN	CURRICULUM DEVELOPMENT/HOCHS, NOT TO EXCEED 80 HRS	06/13/16	06/30/16

CERT EXTENSION

TASTSIDES, CATHY JO
 THOUIN, PHILLIP
 WENDLING, DEBORAH
 WILKINS, TAMMI
 WILLIAMS, PAULA
 WILLIAMS, PAULA
 WITTMER, NANCY
 ZWAK, MICHAEL
 Total: 55

POSITION/SITE/CLASS&STEP/REPLACING

SPEC ED EBD/CHESTER CREEK, NOT TO EXCEED 105 HRS
 SCIENCE/ALC, NOT TO EXCEED 80 HRS
 PHY ED, HEALTH/ALC, NOT TO EXCEED 40 HRS
 INNOVATION COORDINATOR/HOCHS, NOT TO EXCEED 104 HRS
 GUIDANCE COUNSELOR/ALC, NOT TO EXCEED 120 HRS
 GUIDANCE COUNSELOR/WOODLAND HILLS, NOT TO EXCEED 40 HRS
 SPEC ED EBD/CHESTER CREEK, NOT TO EXCEED 105 HRS
 WORK EXPERIENCE/ALC, NOT TO EXCEED 80 HRS

EFFECTIVE DATES

06/14/16 07/31/16
 06/21/16 08/24/16
 06/21/16 08/24/16
 06/13/16 06/30/16
 06/18/16 08/23/16
 06/18/16 07/21/16
 06/14/16 07/21/16
 06/21/16 08/24/16

CERT LEAVES

DANIELSON, SHARYN
 MCKECHNIE, KAITLYN
 PETERS RUST, ELIZABETH
 *PLACEHOLDER
 Total: 3

POSITION/LOCATION/LEAVE TYPE

HEALTH/LESTER PARK, MID-CAREER LWOP
 ECFE/LESER PARK, PARENTAL LWOP
 SPEECH LANGUAGE PATH/BARNES, MID CAREER LWOP

EFFECTIVE DATES

08/30/16 11/18/16
 05/19/16 06/10/16
 08/30/16 06/07/19

CERT LONG TERM SUB

NISSEN, ANDREW
 Total: 1

POSITION/LOCATION/CLASS & STEP/REPLACING

PRE-KINDERGARTEN/ MACARTHUR HS, III 2, K JACOBS, CHG IN DATES

EFFECTIVE DATES

04/11/16 06/10/16

CERT RESIGNATION

BROWN, DELAINE
 FONSECA, MICHELLE
 HAGEN, DENA
 MILLER, MIRANDA
 *Placeholder
 Total: 4

POSITION/LOCATION

BAND/LINCOLN PARK MIDDLE SCHOOL
 GRADE 2/LAURA MACARTHUR
 ASSISTANT DIRECTOR SPECIAL SERVICES/HOCHS
 AUTISM/EAST HIGH SCHOOL

EFFECTIVE DATES

03/14/16
 06/10/16
 06/30/16
 06/10/16

CERT RETIREMENT

HARALA, MARY ANN
 STACK, NAIRI
 *Placeholder
 Total: 2

POSITION/LOCATION

GRADE 2/CONGDON PARK ELEMENTARY
 ORCHESTRA/ORDEAN EAST MIDDLE SCHOOL

EFFECTIVE DATES

06/10/16
 06/10/16

CERT TEMP DECREASE

BOLME-LAKE, TAWNYEA
 *Placeholder
 Total: 1

POSITION/LOCATION/CONDITION

DIR ASSESS EVAL/HOCHS, 1.0 TO .85, VOLUNTARY REDUCTION

EFFECTIVE DATES

07/01/16 06/30/17

NONCERT APPOINTMENT

OBERDAN, AVIS
 SMITH, ROXANN
 *Placeholder
 Total: 2

POSITION/LOCATION/WEEKS/RATE OF PAY/REASON

SPEC ED PARA BW/PIEDMONT, 15HRS/WK, \$15.08/HR, TEMP POS, CHG IN DATES
 BENEFITS COORDINATOR/HOCHS, 40/52WK, \$1,001.00/WK, L KINNEAR

EFFECTIVE DATES

02/01/16 06/02/16
 06/13/16

NONCERT LEAVES

BANKS, JANET
 BISSELL, LORRI
 ENGESETH, JERALDINE
 MOSELEY, DAVID
 OLCOTT, CHRISTINE
 WAZWAZ, NOAF
 *Placeholder
 Total: 6

POSITION/LOCATION/TYPER OF LEAVE

FOOD SERVICE HELPER/ORDEAN EAST, "A" Personal LWOP
 FOOD SERVICE HELPER/DENFELD, "A" MEDICAL LWOP
 FOOD SERVICE HELPER/ORDEAN EAST, "A" Personal LWOP
 SPED PARA/DENFELD, "B" PERSONAL LWOP
 SPECIAL ED PROG PARA/DENFELD, "B" PERSONAL LWOP"
 INSTRUCTIONAL PARA/STOWE HDST, "A" PERSONAL LWOP

EFFECTIVE DATES

05/23/16 06/08/16
 05/03/16
 05/30/16 06/03/16
 08/30/16 12/22/16
 08/30/16 06/09/17
 06/06/16 06/09/16

NONCERT PERM DECREASE**POSITION/LOCATION/CONDITION****EFFECTIVE DATES**

RAWLYK, EILEEN
 *Placeholder
 Total: 1

OFFICE SUPPORT SPECIALIST/BARNES, 40 WKS TO 38 WKS

04/25/16

4

NONCERT RESIGNATION**POSITION/LOCATION****EFFECTIVE DATES**

FALWEY, SARAH
 JAMES, SUSAN
 LANDGREEN, TABITHA
 LUOTO, KIMBERLY
 OTTO, ZACHARY
 POHL, PHYLLIS
 RAMBERG, STEVEN
 ROBERTS-CARR, JULIET
 RODRIGUE, JEANNE
 TEBBEN, NATALIE
 WRIGHT, REBEKAH
 *Placeholder
 Total: 11

FOOD SERVICE HELPER/DENFELD
 INSTRUCTIONAL PARA/PIEDMONT
 HEALTH PARA/LPN/EAST
 FIREPERSON II/LESTER PARK
 SPED PARA STUDENT SPECIFIC/DENFELD
 INDIAN YOUTH ADVOCATE PARA/DW
 SPED PARA/STOWE
 SCHOOL CUSTODIAN II/DW
 INSTRUCTIONAL PARA ECFE/PIEDMONT ECFE
 ASL INTERPRETER PARA/MYERS-WILKINS
 TECH TUTOR PARA/EAST

05/09/16
 06/10/16
 06/10/16
 05/26/16
 06/10/16
 06/10/16
 06/09/16
 06/16/16
 06/10/16
 06/10/16
 05/26/16

NONCERT RETIREMENT**POSITION/LOCATION****EFFECTIVE DATES**

ADAMS, VIOLA
 ANDERSON, KANDICE
 BELLANGER, BETTY
 HORTON, MICHAEL
 MAKOWSKI, KAREN
 OLSON, CAROL
 WALLIN, PATRICIA
 *Placeholder
 Total: 7

SPED PARA BW/LOWELL
 OFFICE SUPPORT SPEC SENIOR/EAST, CHANGE IN DATE
 INDIAN YOUTH ADVOCATE PARA/DW
 FIELD SUPPORT TECH/HOCHS
 SPED PARA/ALC CHANGE IN DATE
 HRLY DRIVERS ED INST/COMMUNITY ED
 INSTRUCTIONAL PARA HS/BARNES HDST

06/10/16
 07/29/16
 06/10/16
 08/31/16
 06/10/16
 04/24/16
 11/25/16

NONCERT TEMP INCREASE**POSITION/LOCATION/CONDITION****EFFECTIVE DATES**

SHEMWELL, ETHNA
 *Placeholder
 Total: 1

SPEC ED PARA BW/MYERS-WILKINS, .6 TO .68125, CHANGE IN DATES

02/23/16

06/06/16

R E S O L U T I O N

RE: Termination of Certified Probationary (Non-Tenured) Staff

WHEREAS, during the first three years of consecutive employment all teachers in the public schools in cities of the first class are deemed to be in a probational period of employment during which period the School Board may renew, or not renew, any teachers' annual contract as the School Board shall see fit. The term "teacher" includes every person regularly employed, as a principal, or to give instruction in a classroom, or to superintend or supervise classroom instruction, or as a placement teacher and visiting teacher.

NOW, THEREFORE, BE IT RESOLVED by the School Board on Independent School District No. 709, St. Louis County, Minnesota, as follows:

1. The employment contracts of the following probationary teachers shall not be renewed and their employment shall terminate at the end of the school day on June 10, 2016, unless another date is indicated below, in which case the employment of the particular teacher shall terminate on that date.

**Placeholder*

2. **BE IT FURTHER RESOLVED** the Clerk of the School Board shall notify such teachers in writing before July 1, 2016, of the termination of their employment.

RESOLUTION

RE: Termination of Certified Hourly Staff

BE IT RESOLVED by the School Board of Independent School District No. 709, St. Louis County, Minnesota, that the employment of the following hourly teachers shall terminate effective at the end of the school day on June 10, 2016, unless another date is indicated below, in which case the employment of the individual shall terminate on that date.

BE IT FURTHER RESOLVED that the Clerk of the School Board shall notify such teachers in writing before July 1, 2016, of the termination of their employment.

*Placeholder

R E S O L U T I O N

RE: Termination of Certified Tenured Staff

WHEREAS, enrollment in the School District is declining;

WHEREAS, during the 2016-17 school year, the District will lack a sufficient number of pupils to support all tenured teachers currently employed by the District;

WHEREAS, the School Board has found it necessary to discontinue certain positions;

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 709, St. Louis County, Minnesota, as follows:

1. The Board proposes that the employment of the following tenured teachers terminate effective at the end of the school day on June 10, 2016, unless another date is indicated below, due to discontinuance of position or lack of pupils.

**Placeholder*

2. The Clerk of the School Board shall notify all such teachers in writing of the proposed layoff, the grounds for the proposed layoff, and the right to request a hearing within ten (10) calendar days after receiving said notice. The Clerk shall also notify all such teachers that if they fail to request a hearing within ten (10) days, they will be deemed to have acquiesced in the Boards action.