

Human Resources Committee
Duluth Public Schools, ISD 709

Agenda

Monday, October 9, 2017

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

4:15 PM

1. Staffing Report Action Items

2

2. Other HR Action Items

A. *Placeholder - Approval of Individual Contract - Assistant Superintendent

B. *Placeholder - Approval of Minnesota Minimum Wage Increase

3. Informational Items

A. There are no HR Informational Items at this time

4. Future Items

A. There are no Future HR Items at this time.

HUMAN RESOURCES ACTION ITEMS FOR: 10/17/2017

| <u>CERT APPOINTMENT</u> | <u>POSITION/SITE/CLASS&STEP/REPLACING</u> | <u>EFFECTIVE DATES</u> |
|----------------------------------|--|-------------------------------|
| BERGMAN, MELISSA | GRADE 4-5 SPLIT/LAKEWOOD, III 3, D LEPPER | 08/29/17 |
| ENGBRETSEN, LAURA | GRADE 1/MYERS-WILKINS, IV 2, J DAVERN | 08/29/17 |
| FELDHAKA, MARY | KINDERGARTEN/MYERS-WILKINS, III 2, TEMP POS | 09/18/17 |
| JOHNSON, HALEY | .825 ECFE/PRE-KINDERGARTEN/DW, III 2, NEW POS | 09/11/17 |
| MACIOCE, MARIA | .6 ENGLISH/DENFELD, .3 FRESHMAN SEMINAR/DENFELD, IV 7, NEW POS | 08/29/17 |
| SAYLER, DONNA | SCHOOL SOCIAL WORKER/DW, IV 3, E BACZKIEWICZ | 09/18/17 |
| TRUITT, KRISTI | KINDERGARTEN/LESTER PARK, IV 6, NEW POS | 09/08/17 |
| WEILAND, KARA | GRADE 5/MYERS-WILKINS, III 4, A NORTON | 08/29/17 |
| ZIEGLER, CHRISTINE | SCHOOL SOCIAL WORKER/DW, IV 7, T WALLING | 09/05/17 |
| *Placeholder | | |
| Total: 9 | | |
| <u>CERT EXTENSION</u> | <u>POSITION/SITE/CLASS&STEP/REPLACING</u> | <u>EFFECTIVE DATES</u> |
| NEWGREN, SANDRA | EARLY CHILDHOOD ED COORD/COACH TOSA/DW, NOT TO EXCEED 40 HRS | 06/11/18 06/15/18 |
| NEWGREN, SANDRA | EARLY CHILDHOOD ED COORD/COACH TOSA/DW, NOT TO EXCEED 40 HRS | 08/22/17 08/28/17 |
| Total: 2 | | |
| <u>CERT LEAVES</u> | <u>POSITION/LOCATION/LEAVE TYPE</u> | <u>EFFECTIVE DATES</u> |
| GORSKI, ELIZABETH | HEALTH/CHESTER CREEK/MERRITT CREEK, MEDICAL LWOP | 09/15/17 |
| HOFFBAUER, ALLISON | SPEC ED/MACARTHUR, PARENTAL LWOP | 10/25/17 12/05/17 |
| *Placeholder | | |
| Total: 2 | | |
| <u>CERT LONG TERM SUB</u> | <u>POSITION/LOCATION/CLASS & STEP/REPLACING</u> | <u>EFFECTIVE DATES</u> |
| BRUNS, TYLER | SPEC ED/ORDEAN EAST, III 2, M VALESANO, TO BE DETERMINED | 08/29/17 |
| CUMMINS, JOHANNA | .8 SPANISH/EAST, III 2, C COFFEY-SCHORR, TO BE DETERMINED | 10/09/17 |
| HARALA, MARY | GRADE 3/CONGDON, IV+45 8, G CURRAN, TO BE DETERMINED | 08/29/17 |
| MOEN, CHRISTINE | SPEECH LANGUAGE PATHOLOGIST/DW, IV+45 9, A HOFFBAUER | 09/13/17 12/05/17 |
| MORISSEAU, MARIA | GRADE 1/MYERS-WILKINS, 111+15 2, T NELSON, TO BE DETERMINED | 08/29/17 |
| TRUITT, KRISTI | KINDERGARTEN/PIEDMONT, IV 2, J LEVOIR | 08/30/17 09/07/17 |
| ULVESTAD, ANNMARIE | GRADE 1/MACARTHUR, III 2, R LARSEN, TO BE DETERMINED | 08/30/17 |
| WHITE, HEATHER | MATH/DENFELD, III 7, S LARSEN-DARKER, TO BE DETERMINED | 08/29/17 |
| WOLFE, SAMANTHA | KINDERGARTEN/PIEDMONT, III 2, J LEVOIR, TO BE DETERMINED | 09/08/17 |
| *Placeholder | | |
| Total: 9 | | |
| <u>CERT PERM INCREASE</u> | <u>POSITION/LOCATION/CONDITION</u> | <u>EFFECTIVE DATES</u> |
| BRYANT, KELSEY | .3 PHY ED SPEC/CONGDON, .5 PHY ED SPEC/LAKEWOOD, .6 TO .8 | 08/29/17 |
| CARLSON, HAILEY | MEDIA SPEC/MERRITT/CHESTER/WOODLAND, SPANISH/LINCOLN, AEO, .8 TO 1.0 | 08/29/17 |
| HANSON, CHAD | .1 MUSIC/CHESTER, .4 MUSIC/ALC, .1 MUSIC/AEO, .4 TO .6 | 08/29/17 |
| *Placeholder | | |
| Total: 3 | | |
| <u>CERT RESIGNATION</u> | <u>POSITION/LOCATION</u> | <u>EFFECTIVE DATES</u> |
| NELSON, TIA | SPEC ED DCD III/MYERS-WILKINS | 09/15/17 |
| *Placeholder | | |
| Total: 1 | | |
| <u>CERT TEMP DECREASE</u> | <u>POSITION/LOCATION/CONDITION</u> | <u>EFFECTIVE DATES</u> |
| BREILEIN, ALEXANDRA | .4 ART/ALC, .2 ART/AEO, 1.0 TO .60, VOLUNTARY REDUCTION | 08/29/17 06/08/18 |
| MIKULICH, MEGAN | SOCIAL STUDIES/EAST, 1.0 TO .9, VOLUNTARY REDUCTION | 08/29/17 06/08/18 |
| *Placeholder | | |
| Total: 2 | | |
| <u>CERT TEMP INCREASE</u> | <u>POSITION/LOCATION/CONDITION</u> | <u>EFFECTIVE DATES</u> |
| BROSELL, AMANDA | SPEECH LANGUAGE PATHOLOGIST/DW, .6 TO 1.0 | 09/14/17 12/05/17 |
| CHEDERQUIST, KEVIN | INDUSTRIAL ARTS/EAST, .5 1/6 OVERLOAD | 08/29/17 06/08/18 |
| DAMOUR, GLENN | SERVICE OCCUPATIONS/EAST, 1/6 OVERLOAD | 08/29/17 06/08/18 |
| FRANCKOWIAK, KIMBERLY | SOCIAL STUDIES/ALC, .5 1/6 OVERLOAD | 08/29/17 06/08/18 |
| MOSTROM, PETER | SCIENCE/LINCOLN PARK, 1/6 OVERLOAD | 08/29/17 06/08/18 |
| SCHINGEN, JOSEPH | ENGLISH/ALC, .5 1/6 OVERLOAD | 08/29/17 06/08/18 |
| SERRANO RIVERA, ALBERTO | ESL/DW, .9 TO 1.0 | 08/29/17 06/08/18 |

| <u>CERT TEMP INCREASE</u> | <u>POSITION/LOCATION/CONDITION</u> | <u>EFFECTIVE DATES</u> |
|---------------------------|---|------------------------|
| SERRANO RIVERA, ALBERTO | ESL/DW, 1/6 OVERLOAD | 09/11/17 06/08/18 |
| SEVERIN, CHRISTY | SPEECH LANGUAGE PATHOLOGIST/DW, 1/6 OVERLOAD | 08/29/17 01/19/18 |
| SMITH, HAMILTON | AGRI BUSINESS/EAST, 1/6 OVERLOAD | 08/29/17 06/08/18 |
| SODERBERG, CARL | SOCIAL STUDIES/ALC, .5 1/6 OVERLOAD | 08/29/17 06/08/18 |
| SUNDAL, JENNIFER | PARENT EDUCATOR/ECFE/STOWE, .925 TO 1.0, | 09/25/17 06/08/18 |
| SWEDBERG, JUDITH | ECFE PARENT EDUCATOR/DW, .95 TO 1.0 | 08/29/17 06/08/18 |
| THOUIN, PHILLIP | SCIENCE/ALC, 1/6 OVERLOAD | 08/29/17 06/08/18 |
| WARD, AMANDA | SPEECH LANGUAGE PATHOLOGIST/DW, 1/6 OVERLOAD, A HOFFBAUER | 09/18/17 12/08/17 |
| WILLIAMS, PAULA | GUIDANCE COUNSELOR/WOODLAND HILLS, 1/6 OVERLOAD | 08/25/17 06/15/18 |

*Placeholder

Total: 16

| <u>CERT TERMINATION</u> | <u>POSITION/LOCATION</u> | <u>EFFECTIVE DATES</u> |
|-------------------------|--------------------------|------------------------|
| *Placeholder | | |

Total:

| <u>NONCERT APPOINTMENT</u> | <u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u> | <u>EFFECTIVE DATES</u> |
|----------------------------|---|------------------------|
| AMMESMAKI, MARCUS | OJIBWE IMMERSION PARA/LOWELL, 40/38WKS, \$16.39/HR | 08/29/17 |
| BARNETT, RITA | SPEC ED PARA/STUD SPEC/CHESTER CREEK, 31.25/38WKS, \$15.38/HR, REALLOCATE | 09/08/17 |
| BELLAMY, RICHARD | SPEC ED PARA/PROG/MALE REQ/MACARTHUR, 31.25/38WKS, \$15.38/HR, J URSIN | 08/29/17 |
| CORBETT, KATHRIN | .5 KEY ZONE SITE SUPV/COMM ED/MACARTHUR, 20/51WKS, \$17.19/HR, A ULVESTAD | 08/29/17 |
| CORBETT, KATHRIN | .5 KEY ZONE SITE SUPV/COMM ED/STOWE, 20/51WKS, \$17.19/HR, A ULVESTAD | 08/29/17 |
| EISENMENGER, LINDSAY | SPEC ED PARA/PROG/BW/STOWE, 31.25/38WKS, \$15.38/HR, L MUSOLF | 08/29/17 |
| ERICKSON, ALAN | SPEC ED PARA/STUD SPEC/PIEDMONT, 31.25/38WKS, \$15.38/HR, R BARNETT | 08/29/17 |
| GIMPEL, SHERRI | SUPV PARA/DENFELD, 19/38WKS, \$14.51/HR, T UDENBERG | 08/31/17 |
| GREENSMITH, JEFFERY | EARLY CHILDHOOD PARA/STOWE, 16/38WKS, \$15.38/HR | 09/07/17 |
| HAMMER, TIFFANEE | EARLY CHILDHOOD PARA/HDST/PIEDMONT, 18/38WKS, \$15.38/HR, M BUKOWIEC | 09/28/17 |
| HOLL, DEBRA | SPEC ED PARA/LPN/MACARTHUR, 35/38WKS, \$17.41/HR, REALLOCATE FTE | 09/04/17 |
| HORTON, AMANDA | AMERICAN INDIAN HOME SCHL LIAISON/DW, 40/38WKS, \$16.39/HR, T WALKER | 09/25/17 |
| HUTCHINGS, RAEBETH | SCHOOL BUS HELPER/TRANSPORTATION, 25/38WKS, \$11.71/HR, D NELSON | 08/29/17 |
| LEIGHTON, BRIDGET | HEALTH PARA/LPN/EAST, 35/38WKS, \$18.73/HR, C SCHWARTZ | 08/31/17 |
| MALY, TINA | SPEC ED PARA/LPN/LESTER PARK, 31.25/38WKS, \$17.41/HR, B RUSSELL | 09/18/17 |
| MARTINSON, JANNA | SPEC ED PARA/STUD SPEC/EAST, 32.5/38WKS, \$18.04/HR, D STINGLE | 08/29/17 |
| MINOR, EMILY | INSTR PARA/HDST/PIEDMONT, 20/40WKS, \$15.38/HR, K SAWYER | 10/04/17 |
| MULLENIX, SUSAN | ASL FACILITATOR PARA/DW, 31.25/38WKS, \$15.38/HR, REALLOCATE FTE | 09/27/17 |
| PREMO, TERRANCE | SCHOOL BUS DRIVER II/TRANSPORTATION, 25/38WKS, \$15.02/HR, H PAPPAS | 09/05/17 |
| REGAS, KATHERINE | EARLY CHILDHOOD PARA/HDST/BARNES, 16/38WKS, \$15.38/HR, NEW POS | 09/06/17 |
| ROCK, NICHOLE | EARLY CHILDHOOD PARA/HDST/HOMECROFT, 39/38WKS, \$15.38/HR, J MARTINSON | 09/12/17 |
| SANCHEZ, MARIO | INTEGRATION SPECIALIST/ORDEAN EAST, 40/41WKS, \$913.20/WK, J HARRIS | 09/25/17 |
| SCHWARTZ, CATHERINE | HEALTH PARA/LPN/ORDEAN EAST, 31.25/38WKS, \$20.06/HR, G ANDERSON | 08/29/17 |
| SIEGLE, KARIANNE | SPEC ED PARA/STUD SPEC/DENFELD, 32.5/38WKS, \$16.69/HR, G STRONG | 08/31/17 |
| TOMAICH, DERICK | SPEC ED PARA/PROG/ORDEAN EAST, 32.5/38WKS, \$16.69/HR, A BUSH | 09/05/17 |
| TURNER, GENIE | SPEC ED PARA/BW/ORDEAN EAST, 32.5/38WKS, \$15.38/HR, N ROCK | 09/27/17 |
| VANG, PAO | SPEC ED PARA/BW/STOWE, 31.25/38WKS, \$17.53/HR, REALLOCATE FTE | 09/08/17 |

*Placeholder

Total: 27

| <u>NONCERT LEAVES</u> | <u>POSITION/LOCATION/TYPER OF LEAVE</u> | <u>EFFECTIVE DATES</u> |
|-----------------------|---|------------------------|
| ANDERSON, KAREN | ASL FACILITATOR/MYERS-WILKINS, 'A' W/O PAY | 11/27/17 12/04/17 |
| BRUNS, TYLER | SPEC ED PARA/PROG/MACARTHUR, 'B' W/O PAY, RETURN DATE TBD | 08/29/17 |
| JOHNSON, DEBRA | LPN PARA/MACARTHUR, 'A' W/O PAY | 10/02/17 10/06/17 |
| JOHNSON, DEBRA | LPN PARA/MACARTHUR, 'A' W/O PAY | 10/30/17 11/03/17 |
| MORISSEAU, MARIA | SPEC ED PARA/BW/EAST, 'B' W/O PAY, RETURN DATE TBD | 08/29/17 |
| RUSSELL, BARBARA | SPEC ED PARA LPN/LESTER PARK | 10/03/17 10/06/17 |
| SCHULLER, ANNE | FOOD SERVICE HELPER/DENFELD, 'A' W/O PAY | 10/23/17 10/27/17 |
| SIMONSON, JUDITH | FOOD SERVICE HELPER/LAKEWOOD, 'A' W/O PAY | 11/20/17 12/01/17 |
| STEVERMER, NICKOLAS | NETWORK ENGINEER/HOCHS, 'A' PARENTAL W/O PAY | 10/24/17 11/03/17 |
| YANG, LIANG-PI | SPEC ED PARA/BW/MEYERS-WILKINS, 'B' W/O PAY | 08/29/17 06/08/18 |

*Placeholder

Total: 10

| <u>NONCERT PERM INCREASE</u> | <u>POSITION/LOCATION/TYPER OF LEAVE</u> | <u>EFFECTIVE DATES</u> |
|------------------------------|---|------------------------|
| ANDERSON, MARK | SPEC ED PARA/BW/EAST, .78125 TO .8125 | 09/11/17 |
| DAVIDSON, LEVI | SUPV PARA/EAST, .75 TO .84375 | 09/08/17 |
| DURENE, LISA | LIC SIGN LANGUAGE INTERPRETER/DW, .78125 TO .8125 | 08/29/17 |
| PAULSON, ELIZABETH | LICENSED CUED TRANSLITERATOR/DW, .78125 TO .8125 | 08/29/17 |
| WICK, JOAN | HEALTH PARA/LPN/CONGDON, .4875 TO .78125 | 09/11/17 |

Total: 5

NONCERT PROMOTION

BENNETT, JAMIE
 FRIESE, JULIE
 GILBERTSON, CAYLA
 GIMPEL, SHERRI
 NORDWALL, COLEEN
 RINNE, MARIA
 Total: 6

NEW POSITION/LOCATION/OLD POSITION/LOCATION/RATE OF PAY

INTEGRATION SPECIALIST/DW, OFF SUPP SPEC INTER/EAST, \$913.20/WK
 SPEC ED PARA/BW/LESTER PARK, INSTR PARA/TITLE I/PIEDMONT, \$15.38
 INSTR PARA/PIEDMONT, SUPV PARA/EAST, \$13.22/HR
 SPEC ED PARA/STUD SPEC/ORDEAN EAST, SUPV PARA/DENFELD, \$15.38/HR
 OFF SUPP SPEC SR/HOMECROFT, OFF SUPP SPEC INTER/SPEC SVCS, \$17.95/HR
 EEA CLERICAL LEVEL 3/HOCHS HR/OFF SUPP SPEC SR/HOMECROFT,\$17.95/HR

EFFECTIVE DATES

09/25/17
 09/05/17
 09/13/17
 09/12/17
 09/05/17
 08/28/17

NONCERT RECLASS

WOOD, SHAUNNA
 Total: 1

NEW POSITION/LOCATION/OLD POSITION/LOCATION/RATE OF PAY

EEA CLERICAL LEVEL 3/HOCHS, EEA CLERICAL LEVEL 2/HOCHS, \$21.56/HR

EFFECTIVE DATES

08/28/17

NONCERT RESIGNATION

NELSON, KALEY
 OBERDAN, AVIS
 *Placeholder
 Total: 2

POSITION/LOCATION

TRANSPORTATION/BUS DRIVER, PRESUMED RESIGNED
 SPEC ED PARA/ALC

EFFECTIVE DATES

08/31/17
 11/09/17

NONCERT RETIREMENT

STRONG, SUSAN
 TRENBERTH, PENELOPE
 *Placeholder
 Total: 2

POSITION/LOCATION

EXECUTIVE ASSISTANT/SPEC SVCS/HOCHS
 FOOD SERVICE HELPER/HOMECROFT

EFFECTIVE DATES

09/30/17
 09/22/17