

Human Resources - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, January 23, 2018

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

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| 1. Staffing Report Action Items | 2 |
| 2. Other HR Action Items | |
| A. Approval of Hourly Wage Rates for Hourly Employees | |
| B. Approval of Pay Equity Report | 4 |
| 3. Informational Items | |
| A. Superintendent Review | |
| 4. Future Items | |
| A. There are no Future HR Items at this time. | |

HUMAN RESOURCES ACTION ITEMS FOR: 01/23/2018

<u>CERT APPOINTMENT</u>	<u>POSITION/SITE/CLASS&STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
LEINO, ANNE	.8 PUBLIC SCHOOL NURSE/DW, 111 7, M HAWORTH	12/18/17
SHEVICH, ANDREA	KINDERGARTEN/PIEDMONT, III 2, J LEVOIR, TEMP POS	12/04/17 06/08/18
Total: 2		
<u>CERT LEAVES</u>	<u>POSITION/LOCATION/LEAVE TYPE</u>	<u>EFFECTIVE DATES</u>
GRONSETH, DEANNA	SPEC ED TOSA/DW, MID-CAREER LWOP	01/03/18 06/06/20
LABOONE, JENNIFER	GRADE 1/PIEDMONT, PARENTAL LWOP	12/07/17 01/19/18
TAUS, MORGAN	LD TEACHER/STOWE, PARENTAL LWOP	01/04/18 02/09/18
Total: 3		
<u>CERT LONG TERM SUB</u>	<u>POSITION/LOCATION/CLASS & STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>
RINDAL, GRANT	MATH/LINCOLN, III 2, A LETKO	10/24/17 12/05/17
ROBINSON, RACHEL	GRADE 1/PIEDMONT, III 2, J LABOONE, CHANGE IN DATES	11/06/17 01/19/18
Total: 2		
<u>CERT TEMP DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
SAARI, LORI	SCHOOL NURSE/DW, .90 TO .80	01/03/18 06/08/18
Total: 1		
<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
GOLDFINE, JASON	SCHOOL BUS DRIVER II/TRANSPORTATION, 25/38WKS, \$15.02/HR, R VALENTINE	12/04/17
STEBERG, TODD	CUSTODIAN II FLOAT/DW, 40/52WKS, \$11.96/HR, J BUNT	12/14/17
WEME, RICHARD	SCHOOL BUS DRIVER II/TRANSPORTATION, 25/38WKS, \$15.02/HR, D PETERSON	01/03/18
Total: 3		
<u>NONCERT DEMOTION</u>	<u>NEW POSITION/LOCATION/OLD POSITION/LOCATION/RATE OF PAY</u>	<u>EFFECTIVE DATES</u>
ENGBRETSSEN, KATRINA	SPEC ED PARA/STUD SPEC/MACARTHUR, SPEC ED PARA/BW/MACARTHUR, \$15.38/HR	12/08/17
LAVIGNE, NICHOLAS	SPEC ED PARA/BW/MYERS-WILKINS, SPEC ED PARA/STUD SPEC/MACARTHUR, \$15.38/HR	12/08/17
QUILTY, JILL	SUPV PARA/ORDEAN EAST, SPEC ED PARA/STUD SPEC/CHESTER CREEK, \$15.88/HR	12/11/17
SWARD, CINDY	INSTR PARA/ECFE/LESTER, PARA/HDST/HOMECROFT, \$15.33/HR	12/20/17
Total: 4		
<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPER OF LEAVE</u>	<u>EFFECTIVE DATES</u>
AMMESMAKI, MARCUS	CULTURAL IMMERSION PARA/A" LWOP"	10/26/17 11/10/17
FRONDEN, JULIE	HELPER/CONGDON,A" LWOP"	01/16/18 01/25/18
LARSON, DAWNMARIE	SATELLITE MGR II/LESTER, A" LWOP"	11/06/17 11/10/17
PAYONK, BRENDA	HELPER/ORDEAN EAST, A" LWOP"	02/27/18 03/08/18
SALMELA, GAYLE	HDST PARA/MYERS-WILKINS, A "LWOP"	01/16/18 01/26/18
Total: 5		
<u>NONCERT LONG TERM SUB</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
MYSHACK, RAEANN	HELPER/LINCOLN PARK, 17.5/38WKS, \$11.04/HR	11/01/17 06/07/18
REGAN, CONNIE	HELPER/DENFELD, 18.75/38WKS, \$11.04/HR	12/05/17 06/07/18
VANERT, MICHAEL	HELPER/DENFELD, 18.75/38WKS, \$11.04/HR	12/18/17 06/07/18
Total: 3		
<u>NONCERT PROMOTION</u>	<u>NEW POSITION/LOCATION/OLD POSITION/LOCATION/RATE OF PAY</u>	<u>EFFECTIVE DATES</u>
FEICK, WILLIAM	MAINT CUST/ROCKRIDGE ACADEMY, SCHL CUST/STOWE, \$16.97/HR, CHANGE IN DATES	12/19/17
MILLER, CARRIE	SATELLITE MGR II/ROCKRIDGE ACADEMY, HELPER/LINCOLN PARK, \$14.13/HR	12/18/17
PATENAUDE, MARK	ENGINEER II/ROCKRIDGE ACADEMY, FIREPERSON II/ORDEAN EAST, \$21.25/HR	12/19/17
Total: 3		
<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
CIURLEO, VERONICA	BUS DRIVER II/TRANSPORTATION	01/03/18
CONSTANTINI, THOMAS	SPEC ED PARA/HOMECROFT	12/15/17
GRETHEN, WENDY	SPEC ED PARA/BW/MYERS WILKINS	12/07/17
HARTMANN, KRISTIAN	SPEC ED PARA/LINCOLN PARK	01/12/18
LEINO, ANNE	HEALTH PARA/LPN/HOMECROFT	12/15/17
NORLANDER, DAWN	SUPV PARA/ORDEAN EAST	12/22/17
SIMENSON, ROXANE	TECH TUTOR PARA/DENFELD	12/22/17
WARD, TODD	CUSTODIAN II/LINCOLN PARK	12/06/17

<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
WARD, TODD XIONG, GIA Total: 10	CUSTODIAN II/LINCOLN PARK, RESCIND RESIGNATION INTEGRATION SPEC/DIVERSITY COORD/HOCHS	01/08/18 01/26/18 3
<u>NONCERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
HENDRICKSON, RHONDA HENDRICKSON, RHONDA Total: 2	SPEC ED PARA/STUD SPEC/STOWE SPEC ED PARA/STUD SPEC/STOWE, RESCIND RETIREMENT	12/01/17 12/19/17
<u>NONCERT TEMP DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
BELLAMY, RICHARD Total: 1	SPEC ED PARA/PROGRAM/MACARTHUR, .96875 TO .93750	10/02/17 06/07/18
<u>NONCERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
CLARK, KATHLEEN COYLE, SARAH DESAUTEL, PEGGY HAMMER, TIFFANEE HEMBREE, BRADLEY JOHNSON, ELIZABETH KUNKEL, ROBERTA LAVIGNE, NICHOLAS REGAS, KATHERINE ROSETH, RICHARD Total: 10	1ST PARA/HDST/MACARTHUR, .775 TO .85 SPEC ED PARA/STUD SPEC/MACARTHUR, .875 TO 1.0, LONGER BUS RIDE HELPER/MYERS-WILKINS, .50 TO .59375 2ND PARA/HDST/PIEDMONT, .45 TO .575 SPEC ED PARA/BW/DENFELD, .8125 TO .9375, RIDE BUS 1ST PARA/HDST/STOWE, .775 TO .85 HELPER/MYERS-WILKINS, .50 TO .5625 SPEC ED PARA/STUD SPEC/MACARTHUR, .625 TO .78125, STUDENT NOW FULL DAYS 2ND PARA/HDST/BARNES, .40 TO .575 SUPV PARA/DENFELD, .73125 TO .85625	11/20/17 06/08/18 10/09/17 06/07/18 11/20/17 06/07/18 11/20/17 12/22/17 09/05/17 06/07/18 11/20/17 06/08/18 11/20/17 06/07/18 11/27/17 06/07/18 11/14/17 12/22/17 09/06/17 06/08/18

Part A: Jurisdiction Identification

Jurisdiction: ISD No. 709 - Duluth
215 North First Avenue East

Jurisdiction Type: School

Duluth MN 55802-2069

Contact: Tim Sworsky

Phone: (218) 336-8700

E-Mail: timothy.sworsky@isd709.org

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was: Consultant's System

Description:

DBM

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

Human Resources Bulletin Board
(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Duluth School Board ISD #709
(governing body)

David Kirby
(chief elected official)

School Board Chairperson
(title)

Part C: Total Payroll

\$63,181,032.00

is the annual payroll for the calendar year just ended December 31.

Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 1/24/2018

Compliance Report

Jurisdiction: ISD No. 709 - Duluth
215 North First Avenue East

Report Year: 2018
Case: 1 - 2018 DATA (Submitted)

Duluth MN 55802-2069

Contact: Tim Sworsky

Phone: (218) 336-8700

E-Mail: timothy.sworsky@isd709.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	46	61	16	123
# Employees	96	901	250	1,247
Avg. Max Monthly Pay per employee	4,282.69	6,590.97		5,869.95

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 114.93 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	20	31
b. # Below Predicted Pay	26	30
c. TOTAL	46	61
d. % Below Predicted Pay (b divided by c = d)	56.52	49.18

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 995	Value of T = -12.458
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- a. Avg. diff. in pay from predicted pay for male jobs = (\$48)
- b. Avg. diff. in pay from predicted pay for female jobs = \$919

III. SALARY RANGE TEST = 84.07 (Result is A divided by B)

- A. Avg. # of years to max salary for male jobs = 7.05
- B. Avg. # of years to max salary for female jobs = 8.38

IV. EXCEPTIONAL SERVICE PAY TEST = 103.06 (Result is B divided by A)

- A. % of male classes receiving ESP 65.22 *
- B. % of female classes receiving ESP 67.21

*(If 20% or less, test result will be 0.00)

