

## Human Resources - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, November 20, 2018

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

- |  |           |
|--|-----------|
| <b>1. Staffing Report Action Items</b>   | <b>2</b>  |
| <b>2. Other HR Action Items</b>  |           |
| <ul style="list-style-type: none"> <li>A. <u>New Policy - 401 Equal Employment Opportunity</u></li> </ul>  | <u>9</u>  |
| Attached is the edited MSBA Model Policy 401 - Equal Employment Opportunity for the second reading. This policy would replace the current policy 4010. |           |
| <u>Recommendation:</u> It is recommended that the Duluth School Board approve Policy 401 - second reading.   |           |
| <ul style="list-style-type: none"> <li>B. <u>Delete Policy - 4010 Equal Employment and Promotional Opportunities</u></li> </ul>                        | <u>11</u> |
| In moving to MSBA Model Policies, administration is recommending the deletion of Policy 4010 which will be replaced with MSBA Policy 401.              |           |
| <u>Recommendation:</u> It is recommended that the Duluth School Board approve the deletion of Policy 4010 - second reading.                            |           |
| <ul style="list-style-type: none"> <li>C. <u>New Policy - 402 Disability Non Discrimination Policy</u></li> </ul>                                      | <u>12</u> |
| Attached is the edited MSBA Model Policy 402 - Disability Non Discrimination for the second reading.   |           |
| <u>Recommendation:</u> It is recommended that the Duluth School Board approve Policy 402 - second reading.   |           |
| <ul style="list-style-type: none"> <li>D. <u>New Policy - 405 Veteran's Preference</u></li> </ul>  | <u>13</u> |
| Attached is the MSBA Model Policy 405 - Veteran's Preference for the second reading.   |           |
| <u>Recommendation:</u> It is recommended that the Duluth School Board approve Policy 405 - second reading.   |           |
| <b>3. HR Informational Items</b>   |           |
| <ul style="list-style-type: none"> <li>A. There are no HR Informational Items at this time.</li> </ul>   |           |
| <b>4. Other HR Future Items</b>  |           |
| <ul style="list-style-type: none"> <li>A. There are no Future HR Items at this time.</li> </ul>  |           |

**CERT APPOINTMENT**

ARMBRUSTER, AUSTIN  
 BACKSTROM, MARY  
 HUBLEY, CAMERON  
 RODBERG, JEANNE  
 SPEHAR, THOMAS  
 SPEHAR, THOMAS  
 Total: 6

**POSITION/LOCATION/CLASS&STEP/REPLACING**

SPEC ED RESOURCE/LOWELL/HOMECROFT, III 3, TEMP POS  
 INTERVENTIONIST/STOWE, III 2, TEMP POS  
 .425 HDST FAMILY ADVOCATE TCHR/LOWELL, 111 3, TEMP POS, H FELDMAN-MCCULLOUGH  
 .475 INTERVENTIONIST/STOWE, III 4, TEMP POS  
 .1 ART SPECIALIST/LESTER, IV+45, NEW POS  
 .4 MEDIA SPECIALIST/ROCKRIDGE/MERRITT/LESTER, IV+45, NEW POS

**EFFECTIVE DATES**

10/09/18 06/07/19  
 10/08/18 06/07/19  
 10/22/18 06/07/19  
 10/08/18 06/07/19  
 09/10/18  
 09/10/18

**CERT COCURRICULAR**

ADAMCZAK, ANTHONY  
 ADAMCZAK, ANTHONY  
 ADAMCZAK, ANTHONY  
 ALBRIGHT, THOMAS  
 ALSTEAD, HANNAH  
 ANDERSON, CLAUDIA  
 ANDERSON, JAKE  
 ANDERSON, JESSICA  
 ANDERSON, KEVIN  
 ANDERSON, SCOTT  
 AXELSON, ROGER  
 BACHAND, COREY  
 BALLAVANCE, ADAIR  
 BALLAVANCE, ADAIR  
 BAUER, HEATHER  
 BEAUDRY, MELINDA  
 BEDARD, THERESE  
 BEEKSMA, ELIZABETH  
 BENSON, SANDRA  
 BENSON, SANDRA  
 BENSON, WILLIAM  
 BERGMAN, MELISSA  
 BERRY, JAMES  
 BODIN, AMY  
 BOESE, JACOB  
 BOLANDER, KYLE  
 BOOMER, BREA  
 BOYNTON, SANDRA  
 BRAACK, ZACKERY  
 BRATEK, JULIEN  
 BREKKEN, JOEL  
 BREMER, NICHOLAS  
 BROWN, NATHANIEL  
 CARLSON, NICOLE  
 CARR, JULIA  
 CARR, JULIA  
 CHICK, KIMBERLY  
 CHOPP, CLARE  
 CHRISTENSON, PAUL  
 CHRISTENSON, PAUL  
 CHRISTENSON, PAUL  
 CHURCHILL, LESLIE  
 CLEMENTS, GREGORY  
 CLEMENTS, GREGORY  
 COGGER, BENJAMIN  
 COLLINS, ANNE  
 CONLIN, PATRICK  
 COURAGE, MARY  
 COURAGE, MARY  
 DALY, SAMANTHA  
 DAVIDSON, LEVI  
 DAVIS, JENNA  
 DAVIS, PAUL  
 DAVIS, PAUL  
 DECARO, ANTHONY  
 DESCOMBAZ, MICHAEL

**POSITION/LOCATION/EFFECTIVE DATE/STIPEND**

.1 ASST BOYS BASKETBALL COACH/EAST, 18/19, \$355.30  
 .1 HEAD BOYS BASKETBALL COACH/EAST, 18/19, \$545.30  
 .1 HEAD GRADE 9 BOYS BASKETBALL COACH/EAST, 18/19, \$277.80  
 .5 ACADEMIC CLUB/STUDENT COUNCIL/LINCOLN PARK, 18/19, \$496.00  
 HEAD CHEER COACH/EAST, 18/19, \$3,348.00  
 .5 TECHNOLOGY ADVISOR/DENFELD, 18/19, \$1,934.00  
 GRADE 9 FOOTBALL COACH/DENFELD, 18/19, \$2,638.00  
 .2 ASST GIRLS SWIM COACH/EAST, 18/19, \$580.20  
 .33 TECHNOLOGY ADVISOR/HOMECROFT, 18/19, \$875.16  
 HEAD BOYS SOCCER COACH/DENFELD, 18/19, \$3,849.00  
 .33 ASST GIRLS SOFTBALL COACH/DENFELD, 18/19, \$918.39  
 HEAD BOYS SOCCER COACH/EAST, 18/19, \$3,849.00  
 .5 SENIOR CLASS ADVISOR/DENFELD, 18/19, \$583.50  
 HEAD GIRLS BASKETBALL COACH/DENFELD, 18/19, \$5,453.00  
 .33 ASST GIRLS LACROSSE COACH/EAST, 18/19, \$809.82  
 SCHOOL PATROL ADVISOR/LAKEWOOD, 18/19, \$821.00  
 SCHOOL PATROL ADVISOR/MYERS-WILKINS, 18/19, \$821.00  
 .33 ASST GIRLS SOFTBALL COACH/DENFELD, 18/19, \$918.39  
 .5 TECHNOLOGY ADVISOR/LAKEWOOD, 18/19, \$1,326.00  
 CLUB ADVISOR/YEARBOOK/LAKEWOOD, 18/19, \$605.00  
 4 INTRAMURALS/ASST COACH/LINCOLN PARK, 18/19, \$3,500.00  
 SPLIT CLASSROOM/LAKEWOOD, 18/19, \$7,000.00  
 .25 ASST BOYS TENNIS COACH/EAST, 18/19, \$568.75  
 TECHNOLOGY ADVISOR/PIEDMONT, 18/19, \$2,652.00  
 ASST BOYS HOCKEY COACH/EAST, 18/19, \$3,553.00  
 .4 ASST BOYS BASEBALL COACH/DENFELD, 18/19, \$1,113.20  
 HEAD GIRLS BASKETBALL COACH/EAST, 18/19, \$5,453.00  
 BAND DIRECTOR/LINCOLN PARK, 18/19, \$693.00  
 .5 ASST BOYS SOCCER COACH/DENFELD, 18/19, \$1,264.00  
 .5 ASST GIRLS SOCCER COACH/EAST, 18/19, \$1,264.00  
 .5 ASST GRADE 9 FOOTBALL COACH/EAST, 18/19, \$1,319.50  
 .5 ASST BOYS SOCCER COACH/EAST, 18/19, \$1,264.00  
 .05 HEAD GIRLS SOFTBALL COACH/EAST, 18/19, \$219.95  
 ASST GRADE 9 GIRLS VOLLEYBALL COACH/DENFELD, 18/19, \$2,309.00  
 .0525 HEAD GIRLS SOCCER COACH/DENFELD, 18/19, \$202.07  
 .08 ASST GIRLS SOCCER COACH/DENFELD, 18/19, \$202.24  
 HEAD DANCE TEAM COACH/EAST, 18/19, \$4,399.00  
 ORCHESTRA ADVISOR/DENFELD, 18/19, \$1,324.00  
 .5 SCHOOL EVENTS/STAGE ADVISOR/DENFELD, 18/19, \$1,103.00  
 ONE ACT PLAY/DENFELD, 18/19, \$584.00  
 VOCAL ADVISOR/DENFELD, 18/19, \$1,404.00  
 BAND DIRECTOR/ORDEAN EAST, 18/19, \$693.00  
 ASST GRADE 9 BOYS TRACK COACH/DENFELD, 18/19, \$2,296.00  
 ASST GRADE 9 GIRLS TRACK COACH/DENFELD, 18/19, \$2,296.00  
 ASST BOYS/GIRLS/TRACK COACH/DENFELD, 18/19, \$2,943.00  
 READING CORPS/CONGDON, 18/19, \$1,500.00  
 .35 ASST SOFTBALL COACH/EAST, 18/19, \$974.05  
 .5 ACADEMIC CLUB/VIDEO CLUB/ORDEAN EAST, 18/19, \$496.00  
 TECHNOLOGY ADVISOR/ORDEAN EAST, 18/19, \$3,261.00  
 ACADEMIC CLUB/ADVISOR/EAST, 18/19, \$992.00  
 ASST FOOTBALL COACH/EAST, 18/19, \$3,553.00  
 HEAD DANCE TEAM COACH/DENFELD, 18/19, \$4,399.00  
 .5 TECHNOLOGY ADVISOR/STOWE, 18/19, \$1,326.00  
 SCHOOL PATROL ADVISOR/STOWE, 18/19, \$821.00  
 .2 ASST BOYS BASEBALL COACH/DENFELD, 18/19, \$556.60  
 .5 INTRAMURALS/5 LINE FOOTBALL/ORDEAN EAST, 18/19, \$437.50

**EFFECTIVE DATES**

<u>CERT COCURRICULAR</u>	<u>POSITION/LOCATION/EFFECTIVE DATE/STIPEND</u>
DESCOMBAZ, MICHAEL	.5 INTRAMURALS/5 ON 5 BASEBALL/ORDEAN EAST, 18/19, \$437.50
DESCOMBAZ, MICHAEL	.5 INTRAMURALS/5/9 BASE BASEBALL/ORDEAN EAST, 18/19, \$437.50
DESCOMBAZ, MICHAEL	.5 INTRAMURALS/FLOOR HOCKEY/ORDEAN EAST, 18/19, \$437.50
DESCOMBAZ, MICHAEL	.5 INTRAMURALS/MULTI-MEGA SOCCER/ORDEAN EAST, 18/19, \$437.50
DESCOMBAZ, MICHAEL	.5 INTRAMURALS/POPCORN JUNGLE VOLLEYBALL/ORDEAN EAST, 18/19, \$437.50
DESCOMBAZ, MICHAEL	.5 INTRAMURALS/SPEEDBALL/ORDEAN EAST, 18/19, \$437.50
DESCOMBAZ, MICHAEL	.5 INTRAMURALS/TEAM HANDBALL/ORDEAN EAST, 18/19, \$437.50
DEVNEY, MICHAEL	.77 HEAD BOYS BASKETBALL COACH/DENFELD, 18/19, \$4,200.00
DIERYCK, JEFFERY	.33 ASST GIRLS SOFTBALL COACH/DENFELD, 18/19, \$918.39
DINGMANN, CHRISTOPHER	.33 ASST BOYS LACROSSE COACH/DENFELD, 18/19, \$809.82
DORMEDY, MEGAN	.5 ASST BOYS/GIRLS TRACK COACH/DENFELD, 18/19, \$1,471.50
DUPAY, DANIEL	ASST FOOTBALL COACH/DENFELD, 18/19, \$3,553.00
EAST, MATTHEW	.5 ASST BOYS SOCCER COACH/DENFELD, 18/19, \$1,264.00
ELLISON, BENJAMIN	VOCAL ADVISOR/LINCOLN PARK, 18/19, \$693.00
ENSLIN, BRENDA	.5 ASST GIRLS SWIM COACH/EAST, 18/19, \$1,450.50
ERCHUL, KAYLEN	ASST BOYS/GIRLS TRACK COACH/DENFELD, 18/19, \$2,943.00
ERICKSON, KARILYN	.2 HEAD GIRLS LACROSSE COACH/EAST, 18/19, \$722.00
ERICKSON, KARILYN	.33 ASST GIRLS LACROSSE COACH/EAST, 18/19, \$809.82
ERICKSON, KARILYN	.4 ASST GIRLS HOCKEY COACH/EAST, 18/19, \$1,421.20
ERICKSON, SHANE	.2 ACADEMIC CLUB/LINK CREW/DENFELD, 18/19, \$694.60
ERIE, TROY	SCHOOL PATROL ADVISOR/LOWELL, 18/19, \$821.00
EVAVOLD-BOLF, KIMBERLY	.5 TECHNOLOGY ADVISOR/LAKEWOOD, 18/19, \$1,326.00
FEHRINGER, BRUCE	.1 ACADEMIC CLUB/ROBOTICS/DENFELD, 18/19, \$369.00
FILLMORE, JOHN	.5 ACADEMIC CLUB/VIDEO CLUB/ORDEAN EAST, 18/19, \$496.00
FISHER, CHRISTY	MATH TEAM ADVISOR/EAST, 18/19, \$2,052.00
FISHER, ETHAN	.5 SENIOR CLASS ADVISOR/DENFELD, 18/19, \$583.50
FISHER, ETHAN	ACADEMIC CLUB/EXEC BOARD/DENFELD, 18/19, \$992.00
FLORESTANO, ANGELO	ACADEMIC CLUB/KEY/DENFELD, 18/19, \$992.00
FLORESTANO, BRENDA	.5 SENIOR CLASS ADVISOR/EAST, 18/19, \$583.50
FORBORT, KEITH	SCHOOL PATROL ADVISOR/STOWE, 18/19, \$821.00
FORBORT, SCOTT	ASST BOYS/GIRLS TRACK COACH/DENFELD, 18/19, \$2,943.00
FOSTER, PAMELA	SPLIT CLASSROOM/LAKEWOOD, 18/19, \$7,000.00
FOUGNER, CALAN	ACADEMIC CLUB/WEIGHT ROOM/DENFELD, 18/19, \$992.00
FOUGNER, CALAN	HEAD BOYS BASEBALL COACH/DENFELD, 18/19, \$4,399.00
FOX, ROBERT	.5 ASST BOYS/GIRLS NORDIC SKI COACH/DENFELD, 18/19, \$1,236.50
FRESVIK, THEODORE	ELEMENTARY EXCEL PROGRAM/MYERS-WILKINS, 18/19, NOT TO EXCEED 45 HRS
FROEHLINGS DORF, PETER	ONE ACT PLAY/7 ACTS/EAST, 18/19, \$4,088.00
FROEHLINGS DORF, PETER	STAGE ADVISOR/SCHOOL EVENTS/ORDEAN EAST, 18/19, \$1,093.00
FULLER-KASK, BONNIE	HEAD NORDIC SKI COACH/EAST, 18/19, \$3,712.00
GARNETT, WILLIAM	ACADEMIC CLUB/ADVISOR/EAST, 18/19, \$992.00
GAVITT, MARY	.5 PLAY ADVISOR/ORDEAN EAST, 18/19, \$271.50
GAVITT, MARY	ACADEMIC CLUB/HOMEWORK ROOM/ORDEAN EAST, 18/19, \$992.00
GERIS, RYAN	.42 ASST BOYS HOCKEY COACH/DENFELD, 18/19, \$1,492.26
GILBERTSON, HEATHER	.5 ACADEMIC CLUB/STUDENT COUNCIL/ORDEAN EAST, 18/19, \$496.00
GOERTZ, NONA	ASST NORDIC SKI COACH/EAST, 18/19, \$2,473.00
GOMAN, GREG	HEAD BOYS TRACK COACH/DENFELD, 18/19, \$4,501.00
GRAVES, PETER	.65 TECHNOLOGY ADVISOR/EAST, 18/19, \$2,514.20
GUNDERSON, ANDREW	.7 ACADEMIC CLUB/ROBOTICS/DENFELD, 18/19, \$2,583.00
HANSON, ERIK	HEAD GIRLS TRACK COACH/DENFELD, 18/19, \$4,501.00
HANSON, NATHAN	.5 ASST BOYS SOCCER COACH/EAST, 18/19, \$1,264.00
HARRIS, JOAQUIM	.5 ASST FOOTBALL COACH/EAST, 18/19, \$1,776.50
HARVIEUX, PATRICIA	ASST NORDIC SKI COACH/EAST, 18/19, \$2,473.00
HAUTAJARVI, MEGAN	ASST GIRLS TENNIS COACH/DENFELD, 18/19, \$2,275.00
HENDRICKS, ANDREA	ASST ALPINE SKI COACH/EAST, 18/19, \$1,859.00
HENDRICKS, LEXIE	.7 HEAD GIRLS SWIM COACH/EAST, 18/19, \$4,361.00
HENKELS, TYLER	ACADEMIC CLUB/GARDEN CLUB/LINCOLN PARK, 18/19, \$992.00
HEROLD, DEAN	4 INTRAMURALS/ASST COACH/LINCOLN PARK, 18/19, \$3,500.00
HEROLD, DEAN	ACTIVITIES DIRECTOR/LINCOLN PARK, 18/19, \$1,132.00
HETALA, JOSEPH	HEAD FOOTBALL COACH/EAST, 18/19, \$5,453.00
HILL, KASSANDRA	.0525 HEAD GIRLS SOCCER COACH/DENFELD, 18/19, \$202.07
HILL, KASSANDRA	.08 ASST GIRLS SOCCER COACH/DENFELD, 18/19, \$202.24
HOESCHEN, KEVIN	NEWSPAPER ADVISOR/ORDEAN EAST, 18/19, \$693.00
HOESCHEN, KEVIN	ORCHESTRA ADVISOR/ORDEAN EAST, 18/19, \$992.00
HOLLINDAY, GINA	ACADEMIC CLUB/NHS/DENFELD, 18/19, \$992.00
HOLST, LINSY	.3 ASST GIRLS HOCKEY COACH/EAST, 18/19, \$1,065.90
HUGHES, KRISTEN	.33 TECHNOLOGY ADVISOR/LINCOLN PARK, 18/19, \$1,076.00
HUGHES, KRISTEN	ANNUAL ADVISOR/LINCOLN PARK, 18/19, \$978.00
HUIE, FRANK	HEAD FOOTBALL COACH/DENFELD, 18/19, \$5,453.00

**CERT COCURRICULAR**

HUMPHREYS, CHAD  
 HUMPHREYS, LISA  
 HUTCHISON, KATIE  
 IANNUCCI, TERESA  
 JACKSON, TANYA  
 JACOBS, NICHOLAS  
 JAGO, RODNEY  
 JENSEN, NICOLE  
 JOHNSON, JACOB  
 JOHNSON, SUSAN  
 JONES, GREG  
 JONES, GREG  
 JONES, GREG  
 JOSEPH, DEBRA  
 JOURDAIN, GORDON  
 JUNGMAN, BRIAN  
 JUNGMAN, BRIAN  
 KAHN, OVE  
 KALLEVIG, BRYAN  
 KARAKAS, ANISSA  
 KASK, DAVID  
 KATOSKI, KELLY  
 KATOSKI, KELLY  
 KENNEDY, GRACE  
 KERO, JESSICA  
 KIMBER, MEGHAN  
 KINSEY, NATHAN  
 KLAAS, ANTONIO  
 KLAAS, DAVID  
 KNETTEL, CLIFFORD  
 KNETTEL, COLLEEN  
 KRAFTHOFER, ANNE  
 KRUGER, LEE  
 KRUGER, LEE  
 KUSCH, JONATHAN  
 LAFLEUR, AMANDA  
 LAFONTAINE, LAURA  
 LAFONTAINE, LAURA  
 LAPLANTE, COURTNEY  
 LARSEN, DAVID  
 LARSEN, ROBIN  
 LARSON, JAMES  
 LAVIGNE, NICHOLAS  
 LEHIGH, JOSHUA  
 LEHIGH, JOSHUA  
 LEHIGH, JOSHUA  
 LESAVAGE, BRIGGS  
 LEWIS, ED  
 LOFALD, ERIK  
 LOFALD, JILL  
 LOFSTUEN, KATHLEEN  
 LULL, EMILY  
 LULL, EMILY  
 LYLE, HEIDI  
 MACIOCE, MARIA  
 MACOR, JOSEPH  
 MANOPPO, PAUL  
 MANOPPO, PAUL  
 MCCLIMEK, BETH  
 MCDONALD, KAILEE  
 MCDONALD, KAYELYN  
 MCDONALD, KAYELYN  
 MCDONALD, RHETT  
 MEYER-LORAAS, CHAYME  
 MICHEAU, TERRI  
 MILLER, CYNTHIA  
 MILLER, CYNTHIA  
 MLYNARCZYK, HEIDI

**POSITION/LOCATION/EFFECTIVE DATE/STIPEND**

HEAD BOYS TENNIS COACH/EAST, 18/19, \$3,573.00  
 .4 ASST BOYS TENNIS COACH/EAST, 18/19, \$910.00  
 GRADE 8 VOLLEYBALL HEAD COACH/LINCOLN PARK, 18/19, \$1,115.00  
 ACADEMIC CLUB/KNOWLEDGE BOWL/LINCOLN PARK, 18/19, \$992.00  
 ACTIVITIES DIRECTOR/ORDEAN EAST, 18/19, \$1,132.00  
 STAGE MANAGER/SCHOOL EVENTS/LINCOLN PARK, 18/19, \$1,093.00  
 HEAD BOYS HOCKEY COACH/DENFELD, 18/19, \$5,453.00  
 .5 ACADEMIC CLUB/STUDENT COUNCIL/LINCOLN PARK, 18/19, \$496.00  
 .42 ASST BOYS HOCKEY COACH/DENFELD, 18/19, \$1,492.26  
 .1 ACADEMIC CLUB/ROBOTICS/DENFELD, 18/19, \$369.00  
 .33 KNOWLEDGE BOWL ADVISOR/EAST, 18/19, \$668.58  
 HEAD SPEECH ADVISOR/EAST, 18/19, \$3,691.00  
 ONE ACT PLAY/3 ACTS/EAST, 18/19, \$1,752.00  
 SPLIT CLASSROOM/LOWELL, 18/19, \$7,000.00  
 SPLIT CLASSROOM/LOWELL, 18/19, \$7,000.00  
 .2 ACADEMIC CLUB/LINK CREW/DENFELD, 18/19, \$694.60  
 NEWSPAPER ADVISOR/DENFELD, 18/19, \$3,691.00  
 .5 ASST BOYS/GIRLS NORDIC SKI COACH/DENFELD, 18/19, \$1,236.50  
 ASST GRADE 9 FOOTBALL COACH/EAST, 18/19, \$2,638.00  
 .2 ASST GIRLS TENNIS COACH/EAST, 18/19, \$455.00  
 ASST NORDIC SKI COACH/EAST, 18/19, \$2,473.00  
 .1 ASST GRADE 9 BOYS BASKETBALL COACH/EAST, 18/19, \$277.80  
 .5 ASST BOYS BASKETBALL COACH/EAST, 18/19, \$1,776.50  
 GRADE 9 GIRLS BASKETBALL COACH/EAST, 18/19, \$2,778.00  
 .5 ASST BOYS/GIRLS TRACK COACH/DENFELD, 18/19, \$1,471.50  
 .6 ASST GIRLS TENNIS COACH/EAST, 18/19, \$1,365.00  
 .5 HEAD GIRLS TRACK COACH/EAST, 18/19, \$2,250.00  
 .5 ASST FOOTBALL COACH/DENFELD, 18/19, \$1,776.50  
 .5 ASST FOOTBALL COACH/DENFELD, 18/19, \$1,776.50  
 HEAD GIRLS SWIM COACH/DENFELD, 18/19, \$4,361.00  
 TECHNOLOGY ADVISOR/MACARTHUR, 18/19, \$2,652.00  
 .5 TECHNOLOGY ADVISOR/LESTER PARK, 18/19, \$1,326.00  
 .35 ASST BOYS TENNIS COACH/EAST, 18/19, \$796.25  
 HEAD GIRLS TENNIS COACH/EAST, 18/19, \$3,573.00  
 .2 ASST BOYS BASEBALL COACH/DENFELD, 18/19, \$556.60  
 ASST CHEER COACH/EAST, 18/19, \$2,177.00  
 ASST BOYS/GIRLS TRACK COACH/EAST, 18/19, \$2,943.00  
 ASST CROSS COUNTRY COACH/EAST, 18/19, \$2,633.00  
 .5 ASST DANCE TEAM COACH/EAST, 18/19, \$1,391.50  
 MATH CORPS/MACARTHUR, 18/19, \$1,500.00  
 READING CORPS/MACARTHUR, 18/19, \$1,500.00  
 ORCHESTRA DIRECTOR/EAST, 18/19, \$1,324.00  
 .5 ASST GRADE 9 FOOTBALL COACH/EAST, 18/19, \$1,319.00  
 BAND DIRECTOR/DENFELD, 18/19, \$4,064.00  
 JAZZ BAND ADVISOR/DENFELD, 18/19, \$1,404.00  
 ONE ACT PLAY/DENFELD, 18/19, \$584.00  
 .2 ASST GIRLS TENNIS COACH/EAST, 18/19, \$455.00  
 .2 ACADEMIC CLUB/LINK CREW/DENFELD, 18/19, \$694.60  
 ASST FOOTBALL COACH/DENFELD, 18/19, \$3,553.00  
 HEAD SPEECH ADVISOR/DENFELD, 18/19, \$3,691.00  
 SCHOOL PATROL ADVISOR/CONGDON, 18/19, \$821.00  
 ACADEMIC CLUB/GERMAN CLUB/ORDEAN EAST, 18/19, \$992.00  
 ANNUAL ADVISOR/YEARBOOK/ORDEAN EAST, 18/19, \$978.00  
 ACADEMIC CLUB/ADVISOR/EAST, 18/19, \$992.00  
 KNOWLEDGE BOWL/ADVISOR/DENFELD, 18/19, \$2,026.00  
 HEAD ALPINE SKI COACH/EAST, 18/19, \$3,398.00  
 .33 TECHNOLOGY ADVISOR/LINCOLN PARK, 18/19, \$1,076.00  
 ACADEMIC CLUB/STEM CLUB/LINCOLN PARK, 18/19, \$992.00  
 ACADEMIC CLUB/ADVISOR/EAST, 18/19, \$992.00  
 ASST GIRLS BASKETBALL COACH/EAST, 18/19, \$3,553.00  
 HEAD BOYS TENNIS COACH/DENFELD, 18/19, \$3,573.00  
 HEAD GIRLS TENNIS COACH/DENFELD, 18/19, \$3,573.00  
 .9 HEAD BOYS BASKETBALL COACH/EAST, 18/19, \$4,907.70  
 CLUB ADVISOR/YEARBOOK/LESTER PARK, 18/19, \$605.00  
 .33 TECHNOLOGY ADVISOR/HOMECROFT, 18/19, \$875.16  
 SPLIT CLASSROOM/CONGDON, 18/19, \$7,000.00  
 TECHNOLOGY ADVISOR/CONGDON, 18/19, \$2,652.00  
 READING CORPS/HOMECROFT, 18/19, \$1,500.00

**EFFECTIVE DATES<sup>4</sup>**

CERT COCURRICULAR

<u>CERT COCURRICULAR</u>	<u>POSITION/LOCATION/EFFECTIVE DATE/STIPEND</u>
MOOERS, DAVID	ASST FOOTBALL COACH/EAST, 18/19, \$3,553.00
MORK, NINA	.33 ASST GIRLS LACROSSE COACH/EAST, 18/19, \$809.82
MOSELEY, DAVID	.5 ACADEMIC CLUB/STUDENT COUNCIL/ORDEAN EAST, 18/19, \$496.00
MOSELEY, DAVID	ASST GIRLS BASKETBALL COACH/DENFELD, 18/19, \$3,553.00
MUELLENBACH, ELI	ACADEMIC CLUB/WEIGHT LIFTING/LINCOLN PARK, 18/19, \$992.00
NORDWALL, COLEEN	.33 TECHNOLOGY ADVISOR/HOMECROFT, 18/19, \$875.16
NORMAN, ASHLEY	.5 ASST SOFTBALL COACH/EAST, 18/19, \$1,391.50
NYGAARD, WILLIAM	.33 KNOWLEDGE BOWL ADVISOR/EAST, 18/19, \$668.58
OCHS, KAYLIN	HEAD CHEER ADVISOR/DENFELD, 18/19, \$3,348.00
OJANEN, WINONAH	SPLIT CLASSROOM/LOWELL, 18/19, \$7,000.00
PATNAUDE, MATTHEW	.5 ASST GRADE 9 FOOTBALL COACH/DENFELD, 18/19, \$1,319.00
PAULSON, DAMIEN	.3 ASST GRADE 9 BOYS BASKETBALL COACH/EAST, 18/19, \$833.40
PAULSON, DAMIEN	.4 ASST BOYS BASKETBALL COACH/EAST, 18/19, \$1,421.20
PEARSON, TOM	ACTIVITY DIRECTOR/DENFELD, 18/19, \$5,655.00
PELLER, SHONDA	.5 ASST BOYS/GIRLS TRACK COACH/EAST, 18/19, \$1,471.00
PELLER, SHONDA	.5 ASST CROSS COUNTRY COACH/EAST, 18/19, \$1,316.50
PELLER, SHONDA	.5 HEAD CROSS COUNTRY COACH/EAST, 18/19, \$1,940.00
PELLER, SHONDA	.5 HEAD GIRLS TRACK COACH/EAST, 18/19, \$2,250.50
PETERSON, BLAKE	BAND DIRECTOR/EAST, 18/19, \$4,064.00
PETERSON, BLAKE	JAZZ BAND DIRECTOR/EAST, 18/19, \$1,404.00
PETERSON, DENNIS	.85 HEAD GIRLS SOFTBALL COACH/EAST, 18/19, \$3,739.15
PETERSON, KIRSTIN	.33 KNOWLEDGE BOWL ADVISOR/EAST, 18/19, \$668.58
PETERSON, KIRSTIN	ANNUAL ADVISOR/EAST, 18/19, \$2,828.00
PILATE, SCOTT	READING CORPS/LOWELL, 18/19, \$1,500.00
PLESHA, JAMIE	GRADE 8 HEAD GIRLS VOLLEYBALL COACH/ORDEAN EAST, 18/19, \$1,115.00
PLESHA, JAMIE	HEAD GIRLS HOCKEY COACH/EAST, 18/19, \$5,453.00
PLESHA, STEVEN	.1 ASST BASEBALL COACH/EAST, 18/19, \$278.30
PLESHA, STEVEN	GRADE 7 BOYS BAKSETBALL COACH/LINCOLN PARK, 18/19, \$1,394.00
PODGORNIK, NICHOLAS	.2 ASST BOYS BASEBALL COACH/DENFELD, 18/19, \$556.60
POKRZYWINSKI, JOHN	.5 ACADEMIC CLUB/KNOWLEDGE BOWL/ORDEAN EAST, 18/19, \$496.00
POKRZYWINSKI, JOHN	.5 ACADEMIC CLUB/THEATER/ORDEAN EAST, 18/19, \$496.00
POLKOWSKI, STEVE	HEAD GIRLS SOCCER COACH/EAST, 18/19, \$3,849.00
PORKKONEN, ALEX	GRADE 8 BOYS BASKETBALL COACH/LINCOLN PARK, 18/19, \$1,394.00
PURSI, MATTHEW	.5 SCHOOL EVENTS/STAGE ADVISOR/DENFELD, 18/19, \$1,103.00
PURSI, MATTHEW	ONE ACT PLAY/8 ACTS/DENFELD, 18/19, \$4,672.00
RANDOLPH, MICHAEL	HEAD BOYS HOCKEY COACH/EAST, 18/19, \$5,453.00
RATAI, ALLEN	.5 INTRAMURALS/5 LINE FOOTBALL/ORDEAN EAST, 18/19, \$437.50
RATAI, ALLEN	.5 INTRAMURALS/5 ON 5 BASKETBALL/ORDEAN EAST, 18/19, \$437.50
RATAI, ALLEN	.5 INTRAMURALS/5/9 BASE BASEBALL/ORDEAN EAST, 18/19, \$437.50
RATAI, ALLEN	.5 INTRAMURALS/FLOOR HOCKEY/ORDEAN EAST, 18/19, \$437.50
RATAI, ALLEN	.5 INTRAMURALS/MULTI-MEGA SOCCER/ORDEAN EAST, 18/19, \$437.50
RATAI, ALLEN	.5 INTRAMURALS/POPCORN JUNGLE VOLLEYBALL/ORDEAN EAST, 18/19, \$437.50
RATAI, ALLEN	.5 INTRAMURALS/SPEEDBALL/ORDEAN EAST, 18/19, \$437.50
RATAI, ALLEN	.5 INTRAMURALS/TEAM HANDBALL/ORDEAN EAST, 18/19, \$437.50
REDMAN, SAMANTHA	.1 HEAD GIRLS SOFTBALL COACH/EAST, 18/19, \$439.90
REDMAN, SAMANTHA	.15 ASST GIRLS SOFTBALL COACH/EAST, 18/19, \$417.45
ROED, SHAWN	ACTIVITY DIRECTOR/EAST, 18/19, \$5,655.00
ROGERS, ALEXANDER	.33 ASST BOYS LACROSSE COACH/DENFELD, 18/19, \$809.82
RUSH, FRANCIS	.33 ASST BOYS LACROSSE COACH/DENFELD, 18/19, \$809.82
SALMELA, AARON	.5 ACADEMIC CLUB/SCIENCE CLUB/ORDEAN EAST, 18/19, \$496.00
SAMPSON, JULIA	SPLIT CLASSROOM/HOMECROFT, 18/19, \$7,000.00
SCHILLING, BRIAN	.5 TECHNOLOGY ADVISOR/STOWE, 18/19, \$1,326.00
SCHILLING, BRIAN	ASST SPEECH ADVISOR/DENFELD, 18/19, \$1,295.00
SCHILLING, BRIAN	HEAD DEBATE ADVISOR/DENFELD, 18/19, \$3,195.00
SCHWANTZ, CASSANDRA	.1 ASST GIRLS SWIM COACH/DENFELD, 18/19, \$290.10
SCHWANTZ, CASSANDRA	.1 ASST GIRLS SWIM COACH/EAST, 18/19, \$290.10
SCHWANTZ, CASSANDRA	.3 ASST GIRLS SWIM/DIVE COACH/DENFELD, 18/19, \$870.30
SCRIGNOLI, MICHAEL	HEAD BOYS/GIRLS GOLF COACH/DENFELD, 18/19, \$2,859.00
SCRIGNOLI, MICHAEL	HEAD BOYS/GIRLS CROSS COUNTRY COACH/DENFELD, 18/19, \$3,880.00
SEIDELMANN, ERIC	.5 ACADEMIC CLUB/SCIENCE CLUB/ORDEAN EAST, 18/19, \$496.00
SHAW, NATHAN	ANNUAL ADVISOR/DENFELD, 18/19, \$2,828.00
SHEARER, JACK	.5 ASST FOOTBALL COACH/EAST, 18/19, \$1,776.50
SHUSTERICH, SHEILA	.5 PLAY ADVISOR/ORDEAN EAST, 18/19, \$271.50
SHUSTERICH, SHEILA	VOCAL DIRECTOR/ORDEAN EAST, 18/19, \$693.00
SILJENDAHL, CHRISTOPHER	HEAD BASEBALL COACH/EAST, 18/19, \$4,399.00
SIROIN, STEFANIE	ASST GIRLS VOLLEYBALL COACH/DENFELD, 18/19, \$2,919.00
SORENSEN, STUART	HEAD GOLF COACH/EAST, 18/19, \$2,859.00
SORENSEN, STUART	NEWSPAPER ADVISOR/EAST, 18/19, \$3,691.00

**CERT COCURRICULAR**

	<b><u>POSITION/LOCATION/EFFECTIVE DATE/STIPEND</u></b>	
SPIEKER, ALLISA	.5 ASST DANCE TEAM COACH/EAST, 18/19, \$1,391.50	
STASIUK, PETER	HEAD GIRLS VOLLEYBALL COACH/DENFELD, 18/19, \$4,636.00	
STEINSBERGER, NICOLE	HEAD GRADE 7 GIRLS VOLLEYBALL COACH/LINCOLN PARK, 18/19, \$1,115.00	
STEMWEDEL, BRANDON	.895 HEAD GIRLS SOCCER COACH/DENFELD, 18/19, \$3,444.86	
STRESOW, KATIE	SPLIT CLASSROOM/LAKEWOOD, 18/19, \$7,000.00	
STROTHER, CIENNA	ASST GRADE 9 BOYS TRACK COACH/EAST, 18/19, \$2,296.00	
STROTHER, CIENNA	HEAD GRADE 7 GIRLS VOLLEYBALL COACH/ORDEAN EAST, 18/19, \$1,115.00	
SWANSON, RICHARD	HEAD GIRLS SOFTBALL COACH/DENFELD, 18/19, \$4,399.00	
TERESI, ROBERT	ASST BOYS/GIRLS TRACK COACH/EAST, 18/19, \$2,943.00	
THOMAS, KALLIE	.84 ASST GIRLS SOCCER COACH/DENFELD, 18/19, \$2,123.52	
TOUMI, LYNN	.5 TECHNOLOGY ADVISOR/DENFELD, 18/19, \$1,934.00	
TOWNSEND, HEATHER	.80 ASST DANCE TEAM COACH/DENFELD, 18/19, \$2,226.40	
TRACEY, GLENN	ACADEMIC CLUB/HISTORY DAY CLUB/ORDEAN EAST, 18/19, \$992.00	
TUSKEN, THOMAS	.2 ACADEMIC CLUB/LINK CREW/DENFELD, 18/19, \$694.60	
UPTON, JEROME	.5 SENIOR CLASS ADVISOR/EAST, 18/19, \$583.50	
UPTON, JEROME	SCHOOL EVENTS/STAGE ADVISOR/EAST, 18/19, \$2,206.00	
UPTON, JEROME	VOCAL ADVISOR/EAST, 18/19, \$1,404.00	
VALENTINE, RANDY	.5 ASST GRADE 9 FOOTBALL COACH/DENFELD, 18/19, \$1,319.00	
VAN SCOY, SHERYL	.5 TECHNOLOGY ADVISOR/LOWELL, 18/19, \$2,652.00	
VELNER, TIMOTHY	HEAD ROBOTICS COACH/EAST, 18/19, \$3,690.00	
VISINA, TIMOTHY	ASST BOYS/GIRLS TRACK COACH/EAST, 18/19, \$2,943.00	
VOLD, SADIE	ELEM EXCEL PROGRAM/MYERS-WILKINS, 18/19, NOT TO EXCEED 45 HRS	
WAALKENS, BENJAMIN	.16 ASST BOYS HOCKEY COACH/DENFELD, 18/19, \$568.48	
WAGNER, BRANDON	ASST SPEECH ADVISOR/EAST, 18/19, \$1,295.00	
WALTON, KAYLA	ASST GRADE 9 VOLLEYBALL COACH/EAST, 18/19, \$2,309.00	
WALZ, GERALD	.1 ACADEMIC CLUB/ROBOTICS/DENFELD, 18/19, \$369.00	
WEBERG, NEIL	.5 ASST BOYS/GIRLS TRACK COACH/EAST, 18/19, \$1,471.50	
WELHOUSE, CASSIDY	.5 ASST GIRLS SOCCER COACH/EAST, 18/19, \$1,264.00	
WELLNITZ, JENNIFER	.2 ACADEMIC CLUB/LINK CREW/DENFELD, 18/19, \$694.60	
WENTWORTH, JAMES	SCHOOL PATROL ADVISOR/MACARTHUR, 18/19, \$821.00	
WESTHOLM, DANIELLE	JUNIOR CLASS ADVISOR/EAST, 18/19, \$875.00	
WHITE, TIMOTHY	MATH TEAM ADVISOR/DENFELD, 18/19, \$2,052.00	
WICKER, DAVID	.5 ASST CROSS COUNTRY COACH/EAST, 18/19, \$1,316.00	
WICKER, DAVID	HEAD BOYS TRACK COACH/EAST, 18/19, \$4,501.00	
WIENS, NIKOLI	HEAD GIRLS VOLLEYBALL COACH/EAST, 18/19, \$4,636.00	
WILKINS, TAMMI	.33 TECHNOLOGY ADVISOR/LINCOLN PARK, 18/19, \$1,076.00	
WIPSON, PATRICIA	.35 TECHNOLOGY ADVISOR/EAST, 18/19, \$1,353.80	
WISHART, SCOTT	HEAD BOYS LACROSSE COACH/DENFELD, 18/19, \$3,610.00	
WITTMERS-GRAVES, ERICA	.5 TECHNOLOGY ADVISOR/LESTER PARK, 18/19, \$1,326.00	
ZENNER, KAITLIN	.3 ASST GIRLS HOCKEY COACH/EAST, 18/19, \$1,065.90	
Total: 300		

**CERT EXTENSION**

	<b><u>POSITION/LOCATION/CONDITION</u></b>	<b><u>EFFECTIVE DATES</u></b>
LARSON, LISA	PRE-KINDERGARTEN/MACARTHUR, NOT TO EXCEED 21.5 HRS	08/20/18 08/27/18
Total: 1		

**CERT LEAVES**

	<b><u>POSITION/LOCATION/LEAVE TYPE</u></b>	<b><u>EFFECTIVE DATES</u></b>
GREENE, KATIE	E-SQUARED ENRICHMENT/EXTENSION TOSA/DW, SUPERINTENDENT APPROVED LWOP	12/14/18 12/31/19
HANKS, ROBIN	OJIBWE IMMERSION/LOWELL, PARENTAL LWOP	09/25/18 12/07/18
TINSLEY, CALLIE	SPEC ED PHYS/HLTH IMPAIRED/PIEDMONT/MYERS-WILKINS, SUPERINT APPROV	01/07/19 01/18/19
Total: 3		

**CERT LONG TERM SUB**

	<b><u>POSITION/LOCATION/CLASS &amp; STEP/REPLACING</u></b>	<b><u>EFFECTIVE DATES</u></b>
ARMBRUSTER, AUSTIN	.5 SPEC ED RESOURCE/LOWELL, III 3, A SKOOG, CHANGE IN DATES	09/10/18 10/05/18
Total: 1		

**CERT RESIGNATION**

	<b><u>POSITION/LOCATION</u></b>	<b><u>EFFECTIVE DATES</u></b>
FANNEY, RACHEL	SPANISH IMMERSION/LOWELL	10/05/18
Total: 1		

**CERT RETIREMENT**

	<b><u>POSITION/LOCATION</u></b>	<b><u>EFFECTIVE DATES</u></b>
AUSTRENG, PAMELA	SPECIAL EDUCATION DCD/SMI III/LINCOLN PARK	11/16/18
BACKUS, GINGER	SCHOOL COUNSELOR/ORDEAN EAST	01/18/19
NORMAN, JULIE	TITLE I/CHESTER CREEK	02/01/19
Total: 2		

<u>CERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>
BUSSE, JULIE	SPEECH LANGUAGE PATHOLOGIST/DW, 1/6 OVERLOAD	08/28/18 06/07/19
HINZMANN, LYNN	GERMAN/EAST, 1/6 OVERLOAD	08/28/18 06/07/19
JONES, GREG	STAFF DEVELOPMENT/HOCHS, 1/6 OVERLOAD	08/28/18 06/07/19
KROLL STRUKEL, KIMBERLY	SPANISH/EAST, HALF 1/6 OVERLOAD	08/28/18 06/07/19
KUROSKY, CHERYL	SCIENCE/EAST, 1/6 OVERLOAD	08/28/18 06/07/19
LAKE, RONALD	SOCIAL EMOTIONAL LEARNING SPECIALIST/LESTER, 1/6 OVERLOAD	08/28/18 06/07/19
LARSON, JAMES	INTERVENTIONIST/EAST, .8 TO .9	08/28/18 06/07/19
LULL, EMILY	GERMAN/EAST, 1/6 OVERLOAD	08/28/18 06/07/19
LULL, EMILY	GERMAN/EAST, HALF 1/6 OVERLOAD, TRAVELING DURING LUNCH	08/28/18 06/07/19
LYLE, RICHARD	INDUSTRIAL TECH/ORDEAN EAST, 1/6 OVERLOAD	08/28/18 06/07/19
MOEN, REBECCA	INTERVENTIONIST/EAST, HALF 1/6 OVERLOAD	08/28/18 06/07/19
MOORE, PATRICK	ENGLISH TOSA/AEO, .9 TO 1.0	08/28/18
SALMELA, AARON	CURRICULUM SPECIALIST/SCIENCE/HOCHS, 1/6 OVERLOAD	08/28/18 06/07/19
SMITH, HAMILTON	VOCATIONAL TRADE & INDUSTRIAL ARTS/EAST, 1/6 OVERLOAD	08/28/18 06/07/19
SOLAND, STUART	INDUSTRIAL TECH/DENFELD, 1/6 OVERLOAD	08/28/18 06/07/19
STEINSBERGER, JEFFREY	INDUSTRIAL ARTS/ORDEAN EAST, 1/6 OVERLOAD	08/28/18 06/07/19
WILLIAMS, PAULA	COUNSELOR/ROCKRIDGE, 1/6 OVERLOAD	08/21/18 06/14/19
ZWAK, MICHAEL	LABOR MANAGEMENT/DW, 1/6 OVERLOAD	08/28/18 06/07/19
ZWAK, MICHAEL	WORK EXPERIENCE/ALC, 1/6 OVERLOAD	08/28/18 06/07/19
ZWAK, WILLIAM	SCIENCE/EAST, 1/6 OVERLOAD	08/28/18 06/07/19
Total: 20		

<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>
AMUNDSON, ALEXIA	SPEC ED PARA/STUD SPEC/MACARTHUR, 31.25/38WKS, \$15.76/HR, R BARNETT	10/11/18
BUTLER, ALANA	SUPV PARA/ORDEAN EAST, 19.5/38WKS, \$14.88/HR, T KNOEPFLER	10/23/18
EADES, JOSHUA	SPEC ED PARA/STUD SPEC/MALE REQ/PIEDMONT, 31.25/38WKS, \$15.76/HR, M WADE	10/22/18
GARRISON, KAYTLIN	SPEC ED PARA/BW/MYERS-WILKINS, 31.25/38WKS, \$15.76/HR, M MORISSEAU	10/22/18
GUIDOTTI, CONNOLLY	SUPV PARA/MYERS-WILKINS, 40/38WKS, \$14.88/HR, N LAVIGNE	10/10/18
JOHNSON, JULIE	SPEC ED PARA/BW/MYERS-WILKINS, 31.25/38WKS, \$15.76/HR	11/01/18
KOESTERMAN, LYLE	SPEC ED PARA/STUD SPEC/LINCOLN PARK, 38.75/38WKS, \$15.76/HR, S GIMPEL	10/05/18
KOLODGE, AMY	FOOD SERVICE HELPER/STOWE, 15/38WKS, \$11.32/HR, E MEECE	10/09/18
MANDT, DEBORAH	HDST 2ND PARA/STOWE, 20/38WKS, \$15.76/HR, C PETERSON	10/11/18
MILBURN, ROBERT	MAINTENANCE CUSTODIAN/ROCKRIDGE, 40/52WKS, \$16.73/HR, W FEICK	10/15/18
ROWLAND, BRYANNA	SPEC ED PARA/BW/ORDEAN EAST, 32.5/38WKS, \$15.76/HR, J BUSSEY	10/31/18
SOLBERG, BROOKE	SPEC ED PARA/LPN/PROGRAM/ORDEAN EAST, 32.5/38WKS, \$17.84/HR, V WESTRICK	10/17/18
TWEDT, NATHAN	FOOD SERVICE HELPER/EAST, 18.75/38WKS, \$11.32/HR, NEW POS	09/27/18
WALCZYNSKI-FILIPOVICH, DENA	SPEC ED PARA/BW/STOWE, 31.25/38WKS, \$15.76/HR, P VANG	10/15/18
WILCZEWSKI, SIMON	SPEC ED PARA/STUD SPEC/DENFELD, 32.5/38WKS, \$15.76/HR, T CONSTANTINI	10/01/18
Total: 15		

<u>NONCERT LEAVES</u>	<u>POSITION/LOCATION/TYPE OF LEAVE</u>	<u>EFFECTIVE DATES</u>
HOTALING, JOHN	SUPV PARA/EAST, A" PERSONAL LWOP"	10/24/18 10/31/18
MACDONALD, LAURIE	ASL INTERPRETER/EAST, A" PARENTAL LWOP"	10/10/18 11/29/18
PEAK, SUSAN	PARA/LPN/LESTER PARK, A" PERSONAL LWOP"	10/24/18 10/31/18
STEPHENSON, DEBRA	FOOD SERVICE HELPER/LESTER PARK, A" PERSONAL LWOP"	10/22/18 10/30/18
WADE, MATTHEW	SPEC ED PARA/PIEDMONT, B" PERSONAL LWOP"	09/17/18 06/07/19
Total: 5		

<u>NONCERT RESIGNATION</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
BRADFORD, HEATHER	PRE-SCHOOL PARA/HOMECROFT	11/07/18
SAWYER, KRISTEN	PRE-SCHOOL PARA/MACARTHUR	11/15/18
Total: 2		

<u>NONCERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>
KRENNER, CHERYL	SPEC ED PARA/EAST	01/04/19
RIDGEWELL, LINDA	FOOD SERVICE HELPER/DENFELD	11/01/18
SALMELA, GAYLE	PRE-SCHOOL PARA/MYERS-WILKINS	11/16/18
SCHWARTZ, CATHERINE	PARA/LPN/HOMECROFT	11/02/18
SISLO, BETTY	FOOD SERVICE SITE SUPRV/HOCHS, REVISED RETIREMENT DATE	11/30/18
WISS, MITCHELL	SPEC ED PARA/ROCKRIDGE	11/02/18
Total: 6		

**NONCERT TERMINATION**

GRANMO, GREGORY

PETERSON, DANIEL

Total: 2

**POSITION/LOCATION**

MAINTENANCE CUSTODIAN/PIEDMONT

ASST SUPERVISOR TRANSPORTATION/TRANSPORTATION

**EFFECTIVE DATES**<sup>8</sup>

11/12/18

11/13/18

*(Changes requested at the HR Committee Meeting are shaded in grey).*

## 401 EQUAL EMPLOYMENT OPPORTUNITY

### I. PURPOSE

The purpose of this policy is to provide equal employment opportunity for all applicants for school district employment and school district employees.

### II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide equal employment **opportunity and promotional opportunities** for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, including gender identity or expression, age, family care leave status, or veteran status. The school district also makes reasonable accommodations for **disabled employees with a disability.**

**The School District, in accordance with all applicable federal, state, and local anti-discrimination laws, including Chapter 363A of Minnesota Statutes, will use approved traditional and non-traditional methods to recruit, employ, train, assign, transfer, retain, and to promote equity in employment of women, people of color and other legally protected characteristics.**

**~~[Note: The Minnesota Human Rights Act defines "sexual orientation" to include "having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness." Minn. Stat. § 363A.03, Subd. 44.]~~**

- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of employment including hiring, discharge, promotion, compensation, facilities, or privileges of employment.
- D. Every school district employee shall be responsible for following this policy.
- E. Any person having a question regarding this policy should discuss it with **the Senior Human Resource Manager in Human Resources.**

**Legal References:** Minn. Stat. Ch. 363A (Minnesota Human Rights Act)  
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)

29 U.S.C. § 2615 (Family and Medical Leave Act)  
38 U.S.C. § 4211 *et seq.* (Employment and Training of Veterans)  
38 U.S.C. § 4301 *et seq.* (Employment and Reemployment Rights of Members of the Uniformed Services)  
42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)  
42 U.S.C. § 12101 *et seq.* (Equal Opportunity for Individuals with Disabilities)

**Cross References:** MSBA/MASA Model Policy 402 (Disability Nondiscrimination)  
MSBA/MASA Model Policy 405 (Veteran's Preference)  
MSBA/MASA Model Policy 413 (Harassment and Violence)

Replacing: Policy 4010  
First Reading: 10-16-2018  
Second Reading: 11-20-2018  
Adopted:

## ~~4010 — EQUAL EMPLOYMENT AND PROMOTIONAL OPPORTUNITIES~~

~~Equal employment and promotional opportunities will be provided for all persons without regard to race, creed, color, religion, sex, age, disabilities, marital status, national origin, status with respect to public assistance or any other legally protected characteristic. The School District, in accordance with all applicable federal, state, and local anti-discrimination laws, including Chapter 363A of Minnesota Statutes, will use approved traditional and non-traditional methods to recruit, employ, train, assign, transfer, retain, and to promote equity in employment of women, people of color and other legally protected characteristics through a positive recruitment plan. Additionally, the recruitment plan will be superseded by all criteria as defined by contracts, collective bargaining agreements and state/federal laws. The School Board will provide resources to implement this plan in every department and school and at all levels of operation.~~

~~Employees with questions or complaints concerning the School District's compliance with Federal and State anti-discrimination laws are encouraged to utilize the "Equal Opportunity Policy Complaint Procedure" to register such questions and complaints.~~

~~Adopted: 04-08-1975 ISD 709~~

~~Revised: 12-11-1979~~

~~03-08-1983~~

~~06-20-1995~~

~~09-21-2004 ISD 709~~

~~Deleted: 10-16-2018 ISD 709~~

## 402 DISABILITY NONDISCRIMINATION POLICY

### I. PURPOSE

The purpose of this policy is to provide a fair employment setting for all persons and to comply with state and federal law.

### II. GENERAL STATEMENT OF POLICY

- A. The school district shall not discriminate against qualified individuals with disabilities because of the disabilities of such individuals in regard to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions, and privileges of employment.
- B. The school district shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The school district shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.
- C. The school district shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless the accommodation would impose undue hardship on the operation of the business of the school district.
- D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact **the Senior Human Resource Manager in Human Resources**. This individual is the school district's appointed ADA coordinator.

**Legal References:** Minn. Stat. Ch. 363A (Minnesota Human Rights Act)  
 29 U.S.C. 794 *et seq.* (Rehabilitation Act of 1973, § 504)  
 42 U.S.C., Ch. 126 § 12112 (Americans with Disabilities Act)  
 29 C.F.R. Part 32  
 34 C.F.R. Part 104

**Cross References:** MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)

Replacing: None  
 First Reading: 10-16-2018  
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 Adopted:

## **405 VETERAN'S PREFERENCE**

### **I. PURPOSE**

The purpose of this policy is to comply with the Minnesota Veterans Preference Act (VPA) which provides preference points for veterans applying for employment with political subdivisions, including school districts, as well as additional rights for veterans in the discharge process.

### **II. GENERAL STATEMENT OF POLICY**

- A. The school district's policy is to comply with the VPA regarding veteran's preference rights and mandated preference points to veterans and spouses of deceased veterans or disabled veterans.
- B. The school district's policy is also to comply with the VPA requirement that no covered veteran may be removed from public employment except for incompetency or misconduct shown after a hearing upon due notice, upon stated charges, and in writing. This paragraph does not apply to the position of teacher.
- C. Veteran's preference points will be applied pursuant to applicable law as follows:
  - 1. A credit of ten points shall be added to the competitive open examination rating of a non-disabled veteran, who so elects, provided that the veteran obtained a passing rating on the examination without the addition of the credit points.
  - 2. A credit of fifteen points shall be added to the competitive open examination rating of a disabled veteran, who so elects, provided that the veteran obtained a passing rating on the examination without the addition of the credit points.
  - 3. A credit of five points shall be added to the competitive promotional examination rating of a disabled veteran, who so elects, provided that (a) the veteran obtained a passing rating on the examination without the addition of the credit points and (b) the veteran is applying for a first promotion after securing public employment.
  - 4. A preference may be used by the surviving spouse of a deceased veteran and by the spouse of a disabled veteran who, because of the disability, is unable to qualify.
- D. Eligibility for and application of veteran's preference, the definition of a veteran, and the definition of a disabled veteran for purposes of this policy will be pursuant to the VPA.
- E. When notifying applicants that they have been accepted into the selection process, the school district shall notify applicants that they may elect to use veteran's preference.

- F. The school district's policy is to use a 100-point hiring system to enable allocation of veteran's preference points. The school district may or may not use a 100-point hiring system for filling teaching **and non licensed** positions. If a 100-point hiring system is not used for filling **a teaching and non licensed** positions, preference points will not be added, but all veteran applicants who have proper licensure **and/or meet the qualifications** for **the teaching position or non licensed positions** will be granted an interview for the position.
- G. If the school district rejects a member of the finalist pool who has claimed veteran's preference, the school district shall notify the finalist in writing of the reasons for the rejection and file the notice with the school district's personnel officer.
- H. In accordance with the VPA, no honorably discharged veteran shall be removed from a position of employment except for incompetency, misconduct, or good faith abolishment of position. **(The school district may require a veteran to complete an initial hiring probationary period as defined in Minn. Stat. § 43A.16.)**
1. Incompetency or misconduct must be shown after a hearing, upon due notice, upon stated charges, in writing.
  2. A veteran must irrevocably elect to be governed either by the VPA or by arbitration provisions set forth in a collective bargaining agreement in the event of a discharge.
- I. The VPA and the provisions of this policy do not apply to the position of private secretary, superintendent, head of a department, or any person holding a strictly confidential relation to the school board or school district. The VPA and the provisions of this policy apply to teachers only with respect to the hiring process, as set forth in Paragraph F., above.

**Legal References:** Minn. Stat. § 43A.11 (Veteran's Preference)  
 Minn. Stat. § 197.455 (Veteran's Preference Applied)  
 Minn. Stat. § 197.46 (Veterans Preference Act)  
*Hall v. City of Champlin*, 463 N.W.2d 502 (Minn. 1990)  
*Young v. City of Duluth*, 410 N.W.2d 27 (Minn. Ct. App. 1987)

**Cross References:** MSBA/MASA Model Policy 401 (Equal Employment Opportunity)

Replacing: None

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