



Human Resources Report for May 2026 School Board Meeting Highlighting April 2026 Activities

Department: Human Resources

HR|Business Services Committee: 05.11.2026

Regular Board Meeting: 05.19.2026

Report Prepared By: Steven Johnson

Manager’s Minutes:

- We continue to meet with unions and employees regarding the displacements.
- Posting for our Executive Director of Business, Finance and Operations.
- Posting for an American Indian Coordinator.
- Para mentors have been identified for each site and we are working to begin the mentorship program. These same mentors will be in place again for Semester 1 of the 26-27 SY. Starting semester 2, we will reach out to Principals for their next pick.

What We’re Working On:

- Open Enrollment for health insurance is open from 05/01/2026 through 05/15/2026. 33 members have made changes so far. Benefits is working on processing enrollments in Skyward.
- 24 pending MN Paid leave requests still in review with the state.

Upcoming Changes/Improvements to the Department:

- Working on skyward training for the department and changing some of the day to day duties in our office with skyward.

Staffing Report:

- | | |
|------------------------------|-------------------------------|
| • Certified Appointments -4 | Non-Certified Appointments -8 |
| • Certified Leaves -0 | Non-Certified Leaves - 0 |
| • Certified Retirements -0 | Non-Certified Retirements - 4 |
| • Certified Resignations - 3 | Non-Certified Resignations-2 |

Open Positions:

Certified:

Teachers (17)
Special Education (12)
High School (2)
Middle School (1)
Duluth Adult Education (1)
Summer School (1)

Non-Certified:

Administrative (2)
Elementary Principal (1)
American Indian Coordinator (1)
 Child Nutrition (6)
 Maintenance (7)
Second Shift Engineer I (3)
Master Electrician (1)

Second Shift Engineer II (1)

Custodian I/II/III (2)

Paraprofessionals (18)

Certified/Pre-Certified Educational Sign Language Interpreter (4)

Instructional Para (1)

Sign Language Facilitator (1)

SpEd Building Wide Para (2)

SpEd Program Para LTS (8)

SpEd Student Specific (2)