

## Human Resources Report Summary June 2024 Activities

### Staffing Updates:

Number of staffing changes received by HR during the month of May. This is a summary of the consent agenda.

	Certified	Non-Certified
<b># New Hires</b>	15	6
<b># Retirements</b>	2	4
<b># Resignations</b>	4	9
<b># Leave of Absences</b>	1	1

### HR Department Updates:

Human Resources is currently preparing to confirm the non-renewals of Certified staff. We attended a job fair with Duluth CareerForce on June 5 and were able to talk with potential candidates for our non-certified positions we have available.

Human Resources will be having a Business of the Day event with Duluth CareerForce where we can focus on interviewing and assisting people to apply for non-certified jobs on the spot on August 12th. Human Resources staff attended the outdoor Mini Series Career Fair with CareerForce of Carlton County for their May 24th Career Fair. We will be participating in the rest of their Mini Series Career Fairs on July 25th, August 22nd and September 26th. For these fairs, we focus more on promoting non-certified staffing positions, such as bus drivers and helpers, maintenance positions, paraprofessional positions, and food service workers.

### Benefits Updates:

The Benefits Department is processing retirements, calculating healthcare savings plans, and assisting with benefit enrollment for this year's retirees. In addition, the department is hosting free physical therapy consults for the DSC buildings employees on Monday, June 10th.

All changes and rate updates for Open Enrollment take place July 1st, meaning employees see the price change in their June paychecks.

### Hiring Updates:

To date for the 24-25 school year, we have posted 146 certified openings and have filled 106.

#### Certified:

For 24-25 school year:

Teachers

*Elementary (7)*

*Middle School (11)*

*Special Education (6)*

*Adult Basic Education (1)*

To date for the 24-25 school year, we have posted 78 non-certified openings and have filled 57.

**Non-Certified:**

Clerical (1)

Maintenance (13)

*Custodian I (5)*

*Engineer II (1)*

*Master Electrician (1)*

*Second Shift Engineer I (4)*

*Second Shift Engineer II (2)*

Transportation (7)

*School Bus Driver II (4)*

*School Bus Helper (1)*

*Temporary Van Driver (1)*

Playground/Cafeteria Monitor(6)

Paraprofessionals (11)

*Early Childhood Sp. Ed (1)*

*Instructional Paraprofessional (1)*

*Sp. Ed. Building Wide Paraprofessional (2)*

*Sp. Ed. Program Paraprofessional (5)*

*Sp. Ed. Student Spec. Paraprofessional (1)*

*2024 ESY Paraprofessional (1)*

**Contract Negotiations:**

We have come to a Tentative Agreement with the Education Directors Association that we will be bringing to the board in June. Negotiations are continuing with both the Clerical Unit and the National Conference of Firemen and Oilers.

Upcoming negotiation dates are as follows:

National Conference of Firemen and Oilers July 22, 23 and 24

Clerical Unit June 24, July 1 and 8

We are still waiting to start the process for July 1, 2023 contract expiration with the District-Wide Instructional Administrators Association. They have not yet requested to negotiate.