

**Human Resources Report Summary
April 2022 Activities**

1) Staffing Updates:

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

	Certified	Non-Certified
# New Hires	2	10
# Retirements	7	2
# Resignations	4	10
# Leave of Absences	4	4

2) HR Department Updates:

Human Resources Staff attended the 2022 Minnesota Education Job Fair on April 12, 2022. Attendance was light, but we had several students that stopped by to inquire about Special Ed and Immersion positions.

The Human Resources Director attended the MASPA Spring Conference on May 6, 2022. Topics included: How to Diversify the Educator Workforce: Local Guidance for Minnesota Schools and Legal Refreshers: Updates on Tenure Rules, Mandatory Reporting, and Employee Social Media Regulation.

One of our Human Resources Assistant, Melanie Soderlund resigned on May 6, 2022 to pursue other interests after serving the District for over 21 ½ years. Melanie was primarily responsible for all Certified staff hiring processes and played an integral part on the Human Resources team. We wish her well in her new endeavor.

Benefits Updates: Open Enrollment for Health Insurance is active. May 2nd - 13th. This is a passive enrollment for only those requesting changes. Another retirement information session (open to all staff) is scheduled for May 11th from 4:30 - 5:30 in the cafe upstairs. We currently have over 30 employees on our RSVP list.

Hiring Updates:

First round of postings for certified staffing for the 2022-23 school year were posted on Friday, April 29, 2022. The process was delayed several weeks due to finalization of the process, staffing needs discussion, etc. Summer School openings were posted starting May 3, 2022.

Current Openings as of Wednesday, May 5, 2022:

Licensed:

Athletics/Activities (1)

Summer School (45)

Teachers, Elementary (25)

Teachers, High School (1)
Teachers, Middle School (4)
Teachers, Special Education (2)

Clerical (2)
Maintenance/Transportation (2)
Technology (2)

Non Licensed:
Administrative/Management (1)

Food Service bid sheets for summer and for the 2022-23 school year were sent to staff on Monday, May 2nd.

Paraprofessional bumping Meeting will be held on May 24th.

Non-certified hiring for next school-year positions will start late May after internal bidding and bumping occurs.

Contract Negotiations:

- We have a tentative agreement with Principals.
- We have started negotiations with the Clerical and Non-Certified Business Administrators.
- We will be starting with the Executive Employees Association on May 16, 2022.
- Mediation dates are being scheduled with Firemen and Oilers-likely late June, early July.
- We are still waiting on dates to start the Duluth District Wide Instructional Administrators Association.
- We are waiting for the Directors to request to reconvene.