



Human Resources Report for July 2025 School Board Meeting Highlighting June 2025 Activities

Department:	Human Resources
HR Business Services Committee:	07.14.2025
Regular Board Meeting:	07.22.2025
Report Prepared By:	Theresa Severance

Manager's Minutes:

- Human Resources is pleased to announce the hiring of Tori Bremer as our new HR Specialist. Ms. Bremer will be taking over for Kerri Barry and will focus on staffing and recruitment for the non-certified employee group.
- On June 11th-13th, members of the HR team attended the AASPA (American Association of School Personnel Administrators) 2-day Boot Camp held in Minneapolis. This event offered a unique opportunity for PK-12 school Human Resource department members to significantly enhance their professional development through an engaging two-day workshop. The program provided invaluable resources and fostered collaboration on essential HR topics, ultimately benefiting our district's teachers, employees, and overall operations.
- The HR team had a table at the Juneteenth Event located in downtown Duluth. It was another great turnout and we were happy to help represent Duluth Public Schools.

What We're Working On:

- We are working on a District onboarding program/plan for new directors and principals.
- We have reached tentative agreements in negotiations with the Integration Specialist and Paraprofessional units, and redline contracts have been sent to them for review.
- Initial negotiation meeting dates have been scheduled with the Food Service Unit. Negotiations are ongoing with the Principals, Education Directors, and the EEA group.

Upcoming Changes/Improvements to the Department:

- Kinsey Klasnich, our Benefits Coordinator, is resigning from her position. Kinsey has been the Benefits Coordinator since December 2022 and in that time, has made significant improvements to the Department.

Staffing Report:

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|-------------------------------|---------------------------------|
| • Certified Appointments - 10 | Non-Certified Appointments - 3 |
| • Certified Leaves - 5 | Non-Certified Leaves - 1 |
| • Certified Resignations - 2 | Non-Certified Resignations - 12 |
| • Certified Retirements - 1 | Non-Certified Retirements - 4 |

Open Positions:

Certified:

Teachers (16)

Elementary (1)

Middle School (6)

Special Education (8)

Adult Basic Education (1)

Non-Certified:

Administrative (2)

Child Nutrition (6)

Maintenance (5)

Master Electrician (1)

School Custodian I/II/III (1)

School Custodian I/II/III Float (1)

Second Shift Engineer II (1)

Substitute Maintenance (1)

Transportation (2)

School Bus Driver II (1)

School Bus Driver Training Program

Paraprofessionals (16)

American Indian Home School Liaison (1)

Certified Lifeguard (1)

Language Facilitator Deaf and Hard of Hearing (1)

Mental Health Practitioner (1)

Preschool Program Para (1)

SpEd Building Wide Para (2)

SpEd Program Para (3)

SpEd Program Para KeyZone (1)

SpEd Program Para LPN (3)

SpEd Student Specific Setting III Para (1)

Supervisory Para (1)