

**Human Resources Report Summary  
December 2024 Activities**

**Staffing Updates:**

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

	<b>Certified</b>	<b>Non-Certified</b>
<b># New Hires</b>	5	23
<b># Retirements</b>	3	1
<b># Resignations</b>	4	5
<b># Leave of Absences</b>	3	3

**HR Department Updates:**

The HR team, along with Finance have completed all but one Site Staffing/Budget review meeting. The last meeting date is currently being finalized.

On November 14th, members of the Human Resources team participated in the Duluth Chamber of Commerce's Diversity, Equity, and Inclusion (DEI) workshop. The workshop provided guidance on how our business community can support and empower Indigenous-led organizations and offered valuable insights into local Indigenous culture.

On November 27th, Human Resources personnel participated in professional development activities. Training topics included workplace discrimination awareness, stress management techniques, conflict management strategies for staff, and sensitivity awareness. These trainings equip our staff with the knowledge to effectively navigate a variety of workplace situations.

**Benefits Updates:**

The Benefits Department hosted their first Retirement Information Session on November 25th. The meeting is geared towards employees who are looking to retire in the next year or so.

The Benefits Department processed all our open enrollment submissions and assisted many of our retired employees in navigating their new choices for health insurance through the new Medicare Retiree Group Health options.

**Hiring Updates:**

Certified:

Teachers (13)

*Elementary (2)*

*Middle School (3)*

*High School (1)*

*Special Education (6)*  
*Adult Basic Education (1)*

**Non-Certified:**

Activities/Athletics (2)

Clerical (1)

Maintenance (5)

*Floating Custodian (1)*

*Master Electrician (1)*

*Second Shift Engineer I (1)*

*Second Shift Engineer II (2)*

Playground/Cafeteria Monitor (8)

Transportation (5)

*School Bus Driver II (3)*

*Bus Helper (1)*

*Van Driver (1)*

Paraprofessionals (12)

*American Indian Home School Liaison (1)*

*Cultural Immersion Program Para (1)*

*Licensed Sign Language Interpreter (1)*

*Preschool Program Para (1)*

*Sign Language Facilitator (1)*

*Supervisory Para (1)*

*Sp. Ed. Building Wide Para (4)*

*Sp. Ed. Program Para (1)*

*Sp. Ed. Paraprofessional Student Specific Setting III (1)*

**Contract Negotiations:**

We continue to meet with the District-Wide Instructional Administrators Association with the next meeting date is yet to be finalized. This is the final group to negotiate for the 2023-2025 cycle.