

**Human Resources Report Summary
February 2023 Activities**

Staffing Updates:

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

	Certified	Non-Certified
# New Hires	3	12
# Retirements	13	2
# Resignations	1	4
# Leave of Absences	2	3

HR Department Updates:

The HR team has hired a new Human Resources Assistant to serve at our Front Desk Rebecca Lester started on Tuesday, January 24, 2022. Rebecca comes to us with a background in supporting high-risk youth as a case manager and advocate at Life House- Sol House. We continue to search for a replacement for the HR Manager position and are assessing the overall department needs.

Staff are gearing up for next school year hiring and will attend two job fairs planned in March. The team also had a recruitment table set up at Family Resource nights held at Laura MacArthur Elementary School on February 7 and 9.

HR Leadership has been working diligently with the Fireman and Oilers Unit to increase wages and discuss a more robust recruitment plan for custodial staff as we are still down many staff. We are also having discussions around hiring full time bus drivers to help support summer operations needs.

Benefits Updates:

The Benefits Team is currently preparing the Affordable Care Act Report which is due at the end of February. There was a Retirement Information Session held on January 30th, which was the last scheduled session before the Teachers' deadline of notification on February 1st. More sessions will be scheduled in the coming months. As of February 2nd, we received 24 teacher retirement notices.

Hiring Updates:

Hiring Updates: (as of Friday, February 10, 2023)

Certified:

Teachers, Elementary (4)

Teachers, High School (3)

Teachers, Middle School (2)

Non-Certified:

Administrative/Management (1)

Child Nutrition (13)

Maintenance/Transportation (19)

School Custodian (15)

Bus Helper (1)

School Bus Driver (3)

Playground/Cafeteria Monitor (9)

Paraprofessionals (23)

Duluth Pre-School Program Paraprofessional (1)

Early Childhood SpEd Paraprofessional (1)

Licensed Sign Language Interpreter (2)

Mental Health Practitioner (1)

Paraprofessional, ECFE (1)

SpEd Building Wide Paraprofessional (2)

SpEd Program Paraprofessional (2)

SpEd Student Specific Setting III Paraprofessional (6)

Supervisory Paraprofessional (3)