

School Board Meeting - Human Resources Committee Working Session

Duluth Public Schools, ISD 709

Agenda

Tuesday, November 12, 2019

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

4:15 PM

1. Staffing Report Action Items

2

2. HR Action Items.

A. *Placeholder - Minimum Wage

3. HR Informational Items

A. A superintendent search update

B. Superintendent review

4. Other HR Future Items

A. Nepotism Discussion

HUMAN RESOURCES ACTION ITEMS FOR: 11/19/2019

<u>CERT APPOINTMENT</u>	<u>POSITION/LOCATION/CLASS&STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>	
BRUCE, LINDSAY	.4 SOCIAL WORKER/DW, (MA) IV 1, H STOKES, TEMP POS	10/25/19	06/15/20
KNAPP, LAURIE	INTERIM PRINCIPAL/DENFELD, VI 5, T SCONIERS	08/08/19	07/06/20
PAHL, KATELYN	.5 SPEC ED RESOURCE/MACARTHUR, (BA) III V, M WADE	10/01/19	
RODBERG, JEANNE	.475 INTERVENTIONIST/STOWE, (BS) III 4, TEMP POS	09/23/19	06/08/20
*Placeholder			
Total: 4			

<u>CERT LEAVES</u>	<u>POSITION/LOCATION/LEAVE TYPE</u>	<u>EFFECTIVE DATES</u>	
DEMIANIUK, ALLISON	GRADE 2/MACARTHUR, PARENTAL LWOP	10/07/19	01/01/20
LITMAN, TRACY	SCHOOL SOCIAL WORKER/ORDEAN EAST, POLICY #4125 LWOP	03/25/20	03/30/20
*Placeholder			
Total: 2			

<u>CERT LONG TERM SUB</u>	<u>POSITION/LOCATION/CLASS & STEP/REPLACING</u>	<u>EFFECTIVE DATES</u>	
MOEN, CHRISTINE	SPEECH LANGUAGE PATHOLOGIST/DW, (MA) IV+45 9, K RUPP	10/27/19	10/25/19
RUDOLPH, VERONICA	GRADE 1/HOMECROFT, (BA) III 1, S CHAPMAN, TO BE DETERMINED	10/21/19	
*Placeholder			
Total: 2			

<u>CERT PERM INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>	
BUSH, SHANIA	TOSA SCIENCE/ALC/AEO/EAST, .9 TO 1.0	08/27/19	
LINDULA, JOHN	TOSA SOCIAL STUDIES/ALC, .6 TO .7	08/27/19	
MENEGHINI, CARLA	TOSA MATH/ALC, .7 TO .9	08/27/19	
PELKEY, KAYLEE	GIFTED & TALENTED/DW, ELEM INTERVEN/ST. JAMES, .85 TO 1.0	08/27/19	
*Placeholder			
Total: 4			

<u>CERT RETIREMENT</u>	<u>POSITION/LOCATION</u>	<u>EFFECTIVE DATES</u>	
DOWNS, KRISTINA	GRADE 3/STOWE	06/08/20	
JOHNS, SHERI	MATH TOSA/ALC	01/17/20	
JOHNSON, KATHRYN	SPEC ED SPEECH LANUGUAGE PATHOLOGIST/DW	01/03/20	
MITCHELL, LORRAINE	GRADE 2/STOWE	01/17/20	
SEAMAN, JAN	SPECIAL ED EBD/MERRITT CREEK	01/17/20	
*Placeholder			
Total: 5			

<u>CERT TEMP DECREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>	
DESCOMBAZ, MICHAEL	PHY ED/AEO/ALC/HOCHS, 1.0 TO .9, VOLUNTARY TEMPORARY, REVISED	08/27/19	06/08/20
RAY, JULIE	SPEECH LANGUAGE PATHOLOGIST/DW, 1.0 TO .9, VOLUNTARY, RESCIND	08/27/19	
*Placeholder			
Total: 2			

<u>CERT TEMP INCREASE</u>	<u>POSITION/LOCATION/CONDITION</u>	<u>EFFECTIVE DATES</u>	
BOMBARD, KATHRYN	ENGLISH/DENFELD, SCIENCE/EAST, .4 TO .6, NEW POS	09/03/19	06/08/20
BUSH, SHANIA	TOSA/EAST, HALF 1/6 OVERLOAD	08/27/19	06/08/20
HJELLE, REGAN	MUSIC SPECIALIST/LESTER, HALF 1/6 OVERLOAD	08/27/19	06/08/20
LINDULA, JOHN	TOSA SOCIAL STUDIES/ALC, .7 TO .8	08/27/19	01/17/20
NORTON, THERESE	ART SPECIALIST/LESTER, HALF 1/6 OVERLOAD	08/27/19	06/08/20
ZWAK, MICHAEL	LABOR MANAGEMENT/DW, 1/6 OVERLOAD	08/27/19	06/08/20
*Placeholder			
Total: 6			

<u>NONCERT APPOINTMENT</u>	<u>POSITION/LOCATION/WEEKS/RATE OF PAY/REASON</u>	<u>EFFECTIVE DATES</u>	
ANDERSON, KRISTI	SPEC ED PARA/PROG, DENFELD, 32.5/38WKS, \$16.08/HR, K ERSPAMER	10/10/19	
ANDERSON, LISA	SPEC ED ECSE/BW/DW, 16/38WKS, \$16.08/HR, NEW POS	10/21/19	
BACKSTROM, MARY	SPCE ED PARA/BW/MACARTHUR, 31.25/38WKS, \$16.08/HR, TEMP POS	09/23/19	10/11/19
BACKSTROM, MARY	SPEC ED PARA/STUD SPEC/MACARTHUR, 31.25/38WKS, \$16.08/HR, K TORGERSON	10/14/19	
EDWARDS, KATHLEEN	SPEC ED PARA/BW, 32.5/38WKS, \$16.08/HR, S GIMPEL	09/26/19	
GILBERTSON, MOLLIE	SPEC ED ECSE PARA/PROG/BW/DW, 31.25/38WKS, \$16.08/HR, NEW POS	10/29/19	
HALTER, MICHELLE	SPED ED RN FLOAT PARA/DW, 32.5/38WKS, \$26.36/HR, NEW POS	10/28/19	
HARVEY, MAXIMILIAN	PRE-SCHOOL 2ND PARA/LOWELL, 16/38WKS, \$16.08/HR, K REGAS	09/30/19	
HENDERSON, CAROLINE	PRE-SCHOOL 1ST PARA FLOAT/DW, 30/38WKS, \$16.08/HR, R BAUERS	10/01/19	

NONCERT APPOINTMENT

KITTERMAN, SAMUEL
 LIND, JULIE
 MACIVER, LISA
 MALLOY, MARGARET
 NEPHEW, SARA
 OJANEN, PAUL
 PLEMEL, MARK
 SCHULTE, ABIGAIL
 SMYTH, CARRIE
 SODERBURG, JERRIE
 THOMAS, EMILY
 WAGNER, MATTHEW
 WALKER CAMPBELL, SERENITY
 WELTER, MARIA
 YANG, JOSHUA
 *Placeholder
 Total: 24

POSITION/LOCATION/WEEKS/RATE OF PAY/REASON

SPEC ED PARA/BW/DENFELD, 39/38WKS, \$16.08/HR, B HEMBREE
 HEALTH ASST LPN PARA/LINCOLN, 31.25/38WKS, \$18.20/HR, C ROSAS
 PRE-SCHOOL 2ND PARA/LOWELL, 18/38WKS, \$16.08/HR, J GREENSMITH
 OFF SUPP SPEC/EARLY CHILDHOOD/HOCHS, 18/38WKS, \$14.93/HR, E RAWLYK
 SPEC ED LPN PARA/PROG/EAST, 32.5/38WKS, \$18.20/HR, NEW POS
 SCHOOL BUS DRIVER II/TRANSPORTATION, 25/38WKS, \$15.96/HR, M FLEISCHER
 TECH TUTOR CONSTRUCTION PARA/EAST, 13/38WKS, \$17.14/HR, S AMUNDSON
 INSTR PARA/LESTER, 31.25/38WKS, \$13.82/HR, TEMP POS
 SPEC ED PARA/BW/ORDEAN EAST, 32.5/38WKS, \$16.08/HR, A HAKALA
 SPEC ED ECSE PARA/BW/LOWELL, 16/38WKS, \$16.08/HR, T MCNELLY
 SUPV PARA/COMM ED, 19/38WKS, \$15.18/HR, P ERICKSON
 SPEC ED PARA/STUD SPEC/MYERS-WILKINS, 31.25/38WKS, \$16.08/HR, NEW POS
 PRE-SCHOOL 2ND PARA/PIEDMONT, 20/38WKS, \$16.08/HR, K ROBISON
 SPEC ED PARA/STUD SPEC/DENFELD, 32.5/38WKS, \$16.08/HR, J JOHNSON
 INTEGRATION SPECIALIST/DW, 40/40WKS, \$38,469/YR, M BLANCHARD

EFFECTIVE DATES

11/04/19
 09/30/19
 10/09/19
 09/27/19
 10/21/19
 10/04/19
 10/14/19
 10/02/19
 10/02/19
 10/10/19
 10/14/19
 10/21/19
 10/11/19
 10/30/19
 10/14/19

NONCERT LEAVES

ANDERSON, KAREN
 SORENSON, MARCIA
 SORENSON, MELANIE
 TARAN, DALE
 *Placeholder
 Total: 4

POSITION/LOCATION/TYPE OF LEAVE

SPEC ED PARA/MYERS-WILKINS, A" PERSONAL LWOP"
 FOOD SERVICE HELPER/LESTER, A" PERSONAL LWOP"
 FOOD SERVICE HELPER/LESTER, A" PERSONAL LWOP"
 FOOD SERVICE HELPER/MACARTHUR, A" PERSONAL LWOP"

EFFECTIVE DATES

03/09/20 03/13/20
 05/25/20 06/01/20
 05/25/20 06/01/20
 10/07/19 10/11/19

NONCERT LONG TERM SUB

KIRK, LARAE
 *Placeholder
 Total: 1

POSITION/LOCATION/RATE OF PAY/REPLACING

FOOD SERVICE HELPER/LINCOLN, 17.5/38WKS, \$11.55/HR

EFFECTIVE DATES

10/21/19

NONCERT PERM DECREASE

BATTEES, SUSAN
 HEMBREE, BRADLEY
 JOHNSON, JULIE
 KOESTERMAN, LYLE
 KOESTERMAN, LYLE
 *Placeholder
 Total: 5

POSITION/LOCATION/CONDITION

FOOD SERVICE HELPER/MYERS-WILKINS, .4375 TO .40625, K SANDERS
 SPEC ED PARA/BW/HOMECROFT, .9375 TO .78125, NEW POS
 SPEC ED PARA/MYERS-WILKINS, .8125 TO .78125, NEW POS
 SPEC ED PARA/PROG/MALE REQ/DENFELD, .90625 TO .8125, DISPLACED
 SPEC ED/STUD SPEC/LINCOLN, .96875 TO .90625, SHORTER BUS RIDE

EFFECTIVE DATES

10/21/19
 10/07/19
 11/19/19
 10/28/19
 09/03/19

NONCERT PERM INCREASE

ADAMS, KATHLEEN
 CLOSE, KEVIN
 MCNELLY, TERESA
 POZNIAK, JOHN
 *Placeholder
 Total: 4

POSITION/LOCATION/CONDITION

SPEC ED PARA/PROG/EAST, .78125 TO .8125
 SPEC ED PARA/BW/DENFELD, .4 TO .8125, C WATERHOUSE
 SPEC ED ECSE PARA/BW/HOMECROFT, .5 TO .625, NEW POS
 SPEC ED PARA/STUD SPEC/LINCOLN, .78125 TO .8125

EFFECTIVE DATES

09/06/19
 10/07/19
 10/07/19
 09/03/19

NONCERT PROMOTION

SHAW, PATRICK
 *Placeholder
 Total: 1

NEW POSITION/LOCATION

MAINT CUSTODIAN II/CONGDON, SCHL CUSTODIAN II/EAST, \$17.06/HR, K LUOTO

EFFECTIVE DATES

10/23/19

NONCERT RESIGNATION

BARNES, ASHLEY
 HANSON, BRENDA
 LAMBERSON-MAKELA, HELEN
 LARSON, ANDREW
 NICHOLSON, DENISE
 SANDERS, KENDRA
 *Placeholder
 Total: 6

POSITION/LOCATION

FOOD SERVICE HELPER/CONGDON
 BUS DRIVER II/TRANSPORTATION
 LPN PARA/MACARTHUR
 CERTIFIED LIFEGUARD PARA/ORDEAN EAST
 SUPV PARA/ORDEAN EAST
 FOOD SERVICE HELPER/MEYERS-WILKINS

EFFECTIVE DATES

10/04/19
 01/03/20
 10/04/19
 10/25/19
 11/15/19
 10/16/19

NONCERT RETIREMENT

COPPERUD, CARRIE
 DARNELL, LEAH
 MACMILLAN, WENDY
 *Placeholder
 Total: 3

POSITION/LOCATION

COMM ED KEYZONE PROG COORD/MACARTHUR
 LPN PARA/PIEDMONT
 BUS DRIVER II/TRANSPORTATION

EFFECTIVE DATES

12/27/19 4
 01/03/20
 11/04/19

NONCERT TEMP INCREASE

ANDERSON, LEANE
 BEAULIEU, ISABELLE
 BERLINQUETTE, ZOE
 CLINGMAN, AMIE
 FINK, MAGNOLIA
 GUY, TONY
 JACKSON, EMILY
 KALHOR, RANGINEH
 KALLEVIG, BRYAN
 LAVIGNE, NICHOLAS
 LIU, XUE
 MCRAE, JONELLE
 PRIVETT, WENDY
 QUINN-JERECZEK, DIANA
 RODGERS, COLLEEN
 SMITH, CINDY
 VALENTINE, SALLY ANN
 WALKER, AMY
 WATCZAK, JAMES
 *Placeholder
 Total: 19

POSITION/LOCATION/CONDITION

FOOD SERVICE HELPER/DENFELD, .46875 TO .53125
 FOOD SERVICE HELPER/EAST, .5 TO .59375
 ECFE PARA/DW, .4625 TO .5
 FOOD SERVICE HELPER/CONGDON, .5 TO .75
 SIGN LANG INTERP/MYERS-WILKINS, .78125 TO .875, RIDE BUS
 FOOD SERVICE HELPER/LINCOLN, .4375 TO .5
 FOOD SERVICE HELPER/LOWELL, .40625 TO .5
 FOOD SERVICE HELPER/EAST, .53125 TO .59375
 SUPV PARA/EAST, .5875 TO .80625
 SUPV PARA/ORDEAN EAST, .8125 TO .9375
 FOOD SERVICE HELPER/EAST, .46875 TO .59375
 FOOD SERVICE HELPER/DENFELD, .53125 TO .59375
 SATELLITE MGR II/LOWELL, .875 TO 1.0
 SUPV PARA/ORDEAN EAST, .475 TO .59375
 FOOD SERVICE HELPER/EAST, .46875 TO .59375
 FOOD SERVICE HELPER/DENFELD, .5625 TO .59375
 FOOD SERVICE HELPER/DENFELD, .53125 TO .59375
 FOOD SERVICE HELPER/LINCOLN, .4375 TO .5
 FOOD SERVICE HELPER/LOWELL, .40625 TO .5

EFFECTIVE DATES

09/11/19 06/05/20
 10/15/19 06/05/20
 08/27/19 06/05/20
 10/24/19 06/05/20
 10/07/19 06/05/20
 10/04/19 06/05/20
 10/08/19 06/05/20
 10/15/19 06/05/20
 08/28/19 06/05/20
 10/07/19 06/05/20
 10/15/19 06/05/19
 10/21/19 06/05/20
 10/08/19 06/05/20
 08/27/19 06/05/20
 10/15/19 06/05/20
 10/21/19 06/05/20
 10/21/19 06/05/20
 10/14/19 06/05/20
 10/09/19 06/05/20