

**San Dieguito Union High School District  
PERSONNEL COMMISSION**

**Regular Meeting Agenda**

3:30 P.M., August 8, 2017  
710 Encinitas Boulevard, Encinitas, CA 92024  
District Office Board Room 101

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**PUBLIC COMMENTS**

If you wish to speak regarding an item on the agenda, please complete a "Request to Address the Personnel Commission" slip located at the sign-in table and present it to Personnel Commission staff prior to the start of the meeting. When the Personnel Commission Chair invites you to speak, please state your name, address, and the name of your organization before making your presentation. In the interest of time and order, presentations from the public should be focused and on topic. The Commission Chair will curtail public comments that become repetitive, unfocused or off topic.

Persons wishing to address the Personnel Commission on any Commission-related issue not elsewhere on the agenda are invited to do so when the Commission calls for "Public Comments" under that item of the agenda. Please follow the same directions (above) for speaking to agenda items. Complaints or charges against an employee are not permitted in an open meeting of the Personnel Commission. Instead, such matters should be provided in writing to the Commission through the Classified Personnel Office.

**AGENDA POSTING REQUIREMENTS:**

In accordance with the Brown Act and Personnel Commission Rules, agenda for Regular Personnel Commission Meetings will be posted at least 72 hours prior to the meeting. Agendas for Special Meetings will be posted at least 24 hours prior to the meeting.

**PUBLIC INSPECTION OF DOCUMENTS**

A copy of this agenda with all the supporting documents is available for review in the Classified Personnel Office between 8:00 AM and 4:30 PM, and is available on the district website, [www.sduhsd.net](http://www.sduhsd.net). In addition, a copy of the Personnel Commission Rules and Regulations may also be found on the district website.

**CELL PHONES/ELECTRONIC DEVICES**

As a courtesy to all attendees, please silence all electronic devices to silent mode and engage in conversations outside the meeting room.

**REQUESTS FOR DISABILITY-RELATED MODIFICATIONS OR ACCOMODATIONS**

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, or accommodations including auxiliary aids or services, in order to participate in the public meetings of the Personnel Commission, please contact the Classified Personnel Office at (760) 753-6491. Notification 72 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the Commission shall also make available this agenda and all other public records associated with the meeting in appropriate alternative formats for the persons with a disability.

**San Dieguito Union High School District  
PERSONNEL COMMISSION**

**Regular Meeting Agenda**

3:30 P.M., August 8, 2017  
710 Encinitas Boulevard, Encinitas CA 92024  
San Dieguito Union High School District-Board Room 101

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**REGULAR MEETING/OPEN SESSION**

1. Call to Order ..... Commission Chair
2. Pledge of Allegiance
3. Approval of the Agenda for the August 8, 2017, Personnel Commission Regular Meeting.  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the agenda for the August 8, 2017 Personnel Commission Regular Meeting.
4. Approval of the Minutes for the July 20, 2017 Personnel Commission Regular meeting.  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the minutes for the July 20, 2017 Personnel Commission Regular Meeting.

**ACTION ITEMS (See Supplements)**

5. ELIGIBILITY LISTS TO BE ESTABLISHED
  - A. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to establish an Eligibility List for ACCOUNTING TECHNICIAN, SR-42, Open/Promotional-Dual Certification, six months eligibility.
  - B. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to establish an Eligibility List for MAINTAINANCE WORKER II, SR-40, Open/Promotional-Dual Certification, six months eligibility.
6. ELIGIBILITY LISTS TO BE APPROVED
  - A. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve an Eligibility List for THEATER TECHNICIAN, SR-41, Open/Promotional-Dual Certification, eligibility from 7/19/17.
  - B. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve an Eligibility List for LEARNING COMMONS TECHNICIAN II, SR-42, Promotional Only, eligibility from 7/26/17.
  - C. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve an Eligibility List for CUSTODIAN, SR-32, Open/Promotional-Dual Certification, eligibility from 7/27/17.
  - D. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve an Eligibility List for SCHOOL BUS DRIVER, SR-38, Open/Promotional-Dual Certification, eligibility from 7/28/17.
  - E. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve an Eligibility List for INSTRUCTIONAL ASSISTANT, SpEd (Severe) SR-36, Open/Promotional, eligibility from 8/03/17.
  - F. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve an Eligibility List for NUTRITION SERVICES ASSISTANT I, SR-25, Open/Promotional-Dual Certification, eligibility from 8/03/17.

7. CLASSIFICATION REVIEW: OUT OF CLASS COMPENSATION
  - A. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve an out-of-class stipend of 7.5% to Maritza Santander, Information Systems Support Analyst, while working out-of-classification.
8. CHANGE OF SEPTEMBER PERSONNEL COMMISSION MEETING DATE
  - A. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to reschedule the September Personnel Commission meeting from September 12, 2017 to September 7, 2017 due to scheduling conflicts.

**DISCUSSION/INFORMATION ITEMS (See Supplements)**

9. RULE 6.3 AND 6.4 REVISION-First Read
10. LEGISLATIVE UPDATE
11. STAFF COMMENTS ON PERSONNEL ACTIVITIES
  - A. Vacancy Report
  - B. Personnel List Report
12. CORRESPONDENCE
13. PUBLIC COMMENTS

The Public Comments Section of the meeting provides the opportunity for individuals to address items that are not on the agenda. In accordance with the Brown Act, Personnel Commissioners may not engage in a discussion of non-agenda items or issues raised during public comments except to 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.

  - A. California School Employees Association
  - B. San Dieguito Union High School District
  - C. Public
14. NEXT PERSONNEL COMMISSION MEETING

The next regular meeting of the Personnel Commission is scheduled for Thursday, September 7, 2017, (pending approval of revision to schedule) at 3:30 P.M. in the San Dieguito UHSD Board Room, 710 Encinitas Blvd., Encinitas, CA 92024.
15. CLOSED SESSION

Annual Evaluation of Director, Classified Personnel
16. ADJOURNMENT

**San Dieguito Union High School District  
PERSONNEL COMMISSION**

**Regular Meeting Minutes**

3:30 P.M., July 20, 2017  
710 Encinitas Blvd., Encinitas, CA 92024  
District Office Board Room

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**REGULAR MEETING/OPEN SESSION**

1. CALL TO ORDER

The meeting was called to order at 3:33 p.m. by TERRY KING, Commission Chair.

2. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner King.

Members in Attendance

John Baird

Terry King

Patricia Spirit

Staff in Attendance

Susan Dixon, Director

Barbara Bass, Human Resources Analyst

Kathy Potter, Human Resources Technician

Guests

Carmen Blum

Agustin Lopez

Jose Castellon

Angel Meneses

Tina Douglas

Tina Peterson

Cindy Frazee

Carmen Romero

Alex Guerrero

Jose Sanchez

April Llamas

Pete Trejo

3. APPROVAL OF AGENDA FOR THE JULY 20, 2017, PERSONNEL COMMISSION REGULAR MEETING.

It was moved by JOHN BAIRD, seconded by PATRICIA SPIRIT, to approve the agenda for the July 20, 2017, Personnel Commission Regular Meeting.

*Passed unanimously*

*Prior to voting on approving the agenda, Commissioner Baird initiated a discussion, based on differing understandings at the last commission meeting as to whether a motion can be amended. He stated that he researched this issue and found that the commission does have the ability to amend a motion.*

*Director Dixon stated that the research she conducted regarding "tabling" an item was consistent with Commissioner Baird's findings.*

4. APPROVAL OF THE MINUTES FOR THE JUNE 13, 2017, PERSONNEL COMMISSION REGULAR MEETING.

It was moved by PATRICIA SPIRIT, seconded by JOHN BAIRD, to approve the minutes for the June 13, 2017, Personnel Commission Regular Meeting.

*Passed unanimously*

**ACTION ITEMS**

5. ELIGIBILITY LISTS TO BE ESTABLISHED

- A. It was moved by JOHN BAIRD, seconded by PATRICIA SPIRIT, to establish an Eligibility List for LEARNING COMMONS TECHNICIAN II, SR-42, Promotional Only, six months eligibility.  
*Passed unanimously*
- B. It was moved by PATRICIA SPIRIT, seconded by JOHN BAIRD, to establish an Eligibility List for THEATER TECHNICIAN, SR-41, Open/Promotional-Dual Certification, six months eligibility.  
*Passed unanimously*
- C. It was moved by JOHN BAIRD, seconded by PATRICIA SPIRIT, to establish an Eligibility List for CUSTODIAN, SR-32, Open/Promotional-Dual Certification, six months eligibility.  
*Passed unanimously*
- D. It was moved by PATRICIA SPIRIT, seconded by JOHN BAIRD, to establish an Eligibility List for INSTRUCTIONAL ASSISTANT SpEd (Severe) SR-36, Open/Promotional, six months eligibility.  
*Passed unanimously*

6. ELIGIBILITY LISTS TO BE APPROVED

- A. It was moved by JOHN BAIRD, seconded by PATRICIA SPIRIT, to approve an Eligibility List for GROUNDS/MAINTENANCE WORKER II, SR-39, Open/Promotional, eligibility from 6/7/17.  
*Passed unanimously*
- B. It was moved by PATRICIA SPIRIT, seconded by JOHN BAIRD, to approve an Eligibility List for REGISTRAR, SR-40, Open/Promotional, eligibility from 6/9/17.  
*Passed unanimously*
- C. It was moved by JOHN BAIRD, seconded by PATRICIA SPIRIT, to approve an Eligibility List for SKILLED MAINTENANCE WORKER, SR-49, Open/Promotional-Dual Certification, eligibility from 6/19/17.  
*Passed unanimously*
- D. It was moved by PATRICIA SPIRIT, seconded by JOHN BAIRD, to approve an Eligibility List for ACCOUNTING TECHNICIAN, SR-42, Open/Promotional-Dual Certification, eligibility from 6/20/17.  
*Passed unanimously*
- E. It was moved by JOHN BAIRD, seconded by PATRICIA SPIRIT to approve an Eligibility List for CUSTODIAN FLOATER, SR-33, Open/Promotional-Dual Certification, eligibility from 6/22/17.  
*Passed unanimously*

7. APPROVAL OF THE 2016-17 ANNUAL REPORT

It was moved by PATRICIA SPIRIT, seconded by JOHN BAIRD, to approve the 2016-17 Annual Report of the Personnel Commission for submission to the Board of Trustees.  
*Passed unanimously*  
*Commissioner Baird commended the Personnel Commission staff for their efforts on the report and their work for the year. Director Dixon acknowledged the work of Barbara Bass and Kathy Potter. In response to concerns previously expressed by Commissioner Baird as to classification and salary recommendations made over the last year, Director Dixon pointed out that based on the data provided, recommendations did not adversely impact any one group of employees. Commissioner King commended the Personnel Commission staff and the Classification Advisory Committee on their efforts and very good work to serve classified employees.*

**DISCUSSION/INFORMATION ITEMS (See Supplements)**

8. "TABLING" OF AN AGENDA ITEM

A report was provided which outlined the language to be used when a commissioner believes postponement of a vote on a motion may be in order.

9. STAFF COMMENTS ON PERSONNEL ACTIVITIES

10. CORRESPONDENCE

A. 2017-18 Budget Approval from the San Diego County Office of Education

11. PUBLIC COMMENTS

The Public Comments Section of the meeting provides the opportunity for individuals to address items that are not on the agenda. In accordance with the Brown Act, Personnel Commissioners may not engage in a discussion of non-agenda items or issues raised during public comments except to 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.

A. California School Employees Association – April Llamas is working with the Grounds and Custodial employees on several issues.

B. San Dieguito Union High School District – Director Dixon introduced Cindy Frazee, Associate Superintendent, Human Resources and shared that she is a wonderful addition to the District. Tina Peterson thanked staff and CSEA for maintaining a positive and professional relationship in the District.

C. Public – Carmen Blum thanked the commissioners and staff for their service. She expressed concern regarding the availability of training for grounds and custodial employees and hopes the commission can find a way to see that they are being treated fairly under the merit principles.

12. NEXT PERSONNEL COMMISSION MEETING

The next regular meeting of the Personnel Commission is scheduled for Tuesday, August 8, 2017, at 3:30 p.m. at San Dieguito UHSD office, 710 Encinitas Boulevard, Encinitas, CA 92024.

13. ADJOURNMENT

The Personnel Commission meeting adjourned at 4:01 p.m.

**San Dieguito Union High School District  
Personnel Commission  
Eligibility List  
Open/Promotional - Dual Certification**

**Theater Technician**

**Effective: July 19, 2017  
Expiration: January 19, 2018**

<b>Rank</b>	<b>Applicant ID</b>
1	2870451
2	3550177
2	3536122

Susan Dixon

**San Dieguito Union High School District  
Personnel Commission  
Eligibility List  
Promotional**

**Effective: 7/26/17  
Expiration: 1/26/18**

**Learning Commons Technician II**

<b>Rank</b>	<b>Applicant ID</b>
1	2844092
2	3459927
3	1832658
4	2112342

S. Dixon



**San Dieguito Union High School District  
Personnel Commission  
Eligibility List  
Open/Promotional -- Dual Certification**

**Effective: 7/27/17  
Expiration: 1/27/18**

**Custodian**

<b>Rank</b>	<b>Applicant ID</b>
1	2005576
2	2456204
3	3292685
4	3221489
5	2691942
6	1155338

S. Dixon

**San Dieguito Union High School District  
Personnel Commission  
Eligibility List  
Open/Promotional - Dual Certification**

**Effective: 7/28/17  
Continuous**

**School Bus Driver**

<b>Rank</b>	<b>Applicant ID</b>
1	2754200
2	3559691

S. Dixon

**San Dieguito Union High School District  
Personnel Commission  
Eligibility List  
Open/Promotional**

**Effective: 8/3/17  
Expiration: 2/3/18**

**Instructional Assistant Special Education Severe**

**Promotional**

<b>Rank</b>	<b>Applicant ID</b>
1	2832983

**Open**

<b>Rank</b>	<b>Applicant ID</b>
1	3077104
2	267658
3	1926474
4	3335395
5	3571426

S. Dixon

**San Dieguito Union High School District  
Personnel Commission  
Eligibility List  
Open/Promotional - Dual Certification**

**Nutrition Services Assistant I**

**Effective: 8/3/17  
Continuous**

<b>Rank</b>	<b>Applicant ID</b>	<b>Expiration</b>
1	3546810	10/12/17
2	1952549	2/3/18
3	3442435	10/12/17
4	3525461	2/3/18
5	3483219	2/3/18

S. Dixon

<b>Out-Of-Classification Review Report</b>	
Employee Name	Maritza Santander
Classification	Information Systems Support Analyst
Classification Type	Classified
Salary Range	52
Report Completed By	Susan Dixon
Submission to Personnel Commission	August 8, 2017
Agenda Item	Classification Review Report (Out-of-Class) #7

**Background Information**

As a result of the retirement of the Director of Student Information Services, the Associate Superintendent of Administrative Services, Mark Miller, has been considering how to best assign duties related to student information services. As such, Mr. Miller is currently working with Personnel Commission staff to reorganize the unit responsible for this work, including the establishment of a new classification; however, due to several factors, the classification has not yet been finalized to bring as a recommendation to the Personnel Commission.

In the meantime, in order to ensure that the critical work of the Student Information Services unit continues and mandated reports are completed and submitted as required, Mr. Miller has assigned additional duties to the Information Systems Support Analyst, Maritza Santander. The performance of these additional duties warrants consideration of out-of-class compensation.

As presented at the November 16, 2016 Personnel Commission meeting, Rule 3.9 of the *Rules & Regulations for the Classified Service* provides that when a classified employee is required to work out-of-classification, the fact shall be reported to the Personnel Director who shall immediately investigate and report to the Personnel Commission. The rule also specifies that the salary of an employee shall be adjusted upward while working out-of-classification. Education Code §45110 states that the amount of compensation will reasonably reflect the duties required to be performed outside (his) normal assigned duties. At the November meeting, as well as during a presentation on "Out-of-Class Assignments" at the December meeting, it was explained by the Director, Classified Personnel that in most instances, when an employee is performing work outside of their classification, it is work that is defined by an existing classification. In those instances, the employee is compensated at the rate of pay for that particular classification. However, when an employee is performing additional duties that are not consistent

with an existing classification, the out-of-class pay rate must be determined. In order to determine the appropriate rate of pay, an analysis of the work that is being performed must be conducted.

In Ms. Santander's case, she will continue to perform the full scope of her permanent duties as well as additional tasks. In the absence of the Director, she will serve as the point of contact for student information system users; plan and manage projects related to SIS data gathering and reporting; and assign, prioritize, and oversee the work of Information Systems Support Technicians. In the absence of a classification which describes these duties, the recommendation is to compensate Ms. Santander with a 7.5% stipend while functioning in this capacity. The rationale for 7.5% is based on the fact that this amount is representative of the differential the District pays to employees functioning in a "lead" capacity and this out-of-class assignment has comparability to that of a "lead" position.

**Sources of Information**

Associate Superintendent, Administrative Services, Mark Miller

Incumbent, Maritza Santander

Class Descriptions, Lead Assignments San Dieguito Union High School District

**Recommendation**

It is recommended that Maritza Santander receive a 7.5% out-of-class stipend while working out-of-classification.

## Proposed Rule Revision – First Reading

The Director, Classified Personnel met with District and CSEA leadership to discuss the proposed rule revision outlined below. Both parties are in agreement that the revision provides a clearer definition of instances in which an existing employee, new to a classification, is entitled to consideration for a position which provides for a longer work day or work year.

This item will be on the September 7, 2017 Personnel Commission agenda as an action item.

6.3 An eligibility list shall be used for full-time, part-time, regular, and limited-term assignments in the class. An eligible who accepts ~~part-time~~ employment to a position designated as less than 8 hours per day and/or less than 12 months per year shall continue to be eligible for ~~full-time~~ employment to positions designated as 8 hours per day and/or 12 months per year, and an eligible who accepts limited-term employment shall continue to be eligible for regular appointment, for the life of the eligibility list.

### 6.1 Removal of Names from Eligibility Lists

The name of an eligible candidate may be removed from an eligibility list by action of the Personnel Director for any of the following reasons:

- A. A written request by the eligible for removal;
- B. Failure to respond within 5 working days after an inquiry regarding availability for employment has been mailed;
- C. Failure to respond for an interview after certification;
- D. Two waivers of an offer of regular, full-time employment; ~~or~~
- E. Acceptance of a 12 month, full-time (8 hours) position in the classification; ~~from the list.~~
- F. Three waivers of certification (Rule 6.10); ~~or~~
- G. Any of the causes listed in Rule 4.8.

LEGISLATIVE UPDATE

8/1/17

Bill#	Author	Title	Status	Description
AB 590	Medina	Public Employees' Retirement Membership Election	Signed by Governor and chaptered 7/24/17	The Public Employees' Retirement Law permits a member of PERS to elect to have specified service excluded from coverage by STRS and instead be subject to coverage by PERS. This bill would limit the application of that option to a member of PERS who was employed by a school employer within 120 days before the member's date of hire to perform service that requires membership in STRS. Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no
AB 949	Gipson	Criminal Background Checks for Sole Proprietor Contractors	Signed by Governor and chaptered 7/21/17	This bill provides that an individual operating as a sole proprietor of an entity that has a contract with a school district, as specified, is considered to be an employee of the entity for purposes of the criminal background check requirements and would require a school district to prepare and submit that employee's fingerprints to the Department of Justice. Because this creates a new duty for school districts, it imposes a state-mandated local program. Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes
AB 1339	Cunningham	Public Employment Background Investigations	Signed by Governor and chaptered 7/21/17	Existing law requires an employer to disclose employment information relating to a current or former employee who is an applicant for a peace officer position, and who is not currently employed as a peace officer, upon request of a law enforcement agency, if certain conditions are met. This bill extends these employer disclosure requirements to information relating to a current or former employee who is an applicant for a position other than as a sworn peace officer with a law enforcement agency. Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no
AB 27	Melendez	Sex Offenses	1/19/17 Referred to Committee; 4/26/17 Amended, in Appropriations, referred to suspense file	This bill would extend the current standard of violent felonies that would prohibit employment in a school district. The felonies being considered are all related to sexual offenses. By changing the definition of a crime, this bill would impose a state-mandated local program. Vote: 2/3 Appropriation: no Fiscal Committee: yes Local Program: yes



AB 168	Eggman	Salary Information	4/20/17 Referred to Appropriations Committee; 5/10/17 Passed in committee; 5/15/17 Amended; 5/22/17 Passed in Assembly, ordered to Senate; 6/1/17 Referred to L&IR Committee; 6/6/17 Amended	This bill would prohibit an employer from seeking salary history information about an applicant for employment and would require an employer upon reasonable request, to provide the pay scale for a position to an applicant for employment. The bill would apply to all employers, including state and local government employers and the Legislature. The bill would specify that a violation of its provisions would not be subject to the misdemeanor provision. Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no
AB 568	Gonzalez Fletcher	Paid Maternity Leave Cert/Class	4/26/17 In committee, hearing postponed; 5/16/17 Amended and passed in Ed Committee; 5/17/17 Amended and ordered to 3 <sup>rd</sup> reading; 5/22/17 Passed in Assembly, ordered to Senate; 6/1/17 Referred to Ed & Appropriations Committees	This bill would require the governing board of a school district, the governing body of a charter school, and the governing board of a community college district to provide at least 6 weeks of a leave of absence with full pay for a certificated employee, or an academic employee, of the district or charter school who is required to be absent from duties because of pregnancy, miscarriage, childbirth, and recovery therefrom. The bill would authorize the paid leave to begin before and continue after childbirth, provided that the employee is actually disabled by pregnancy, childbirth, or a related condition. This bill would instead require the governing board of a school district, the governing body of a charter school, and the governing board of a community college district to provide for such leave of absence from duty as it deems appropriate for a female employee in the classified service of the district or charter school who is required to absent herself from her duties because of pregnancy, miscarriage, childbirth, and recovery therefrom. The bill would also require the governing board of a school district to provide in the rules and regulations that at least 6 weeks of the leave granted shall be with full pay. This bill would prohibit these provisions from diminishing the right of an employee of a school district or community college district to take, or be compensated during, other leaves of absence, as provided. Vote: majority Appropriation: no Fiscal Committee: no Local Program: no
AB 621	Bocanegra, Gipson	Classified School Employees Summer Furlough Fund	4/26/17 In Appropriations Committee, hearing cancelled; 5/26/17 Passed as amended; 5/20/17	This bill, commencing with the 2018-19 school year, would authorize certain classified employees of school districts that do not pay the annual or monthly salaries of their classified employees in 12 equal monthly payments to participate in the Classified School Employees Summer Furlough Fund. The bill would require school districts to deposit the amounts withheld from the paychecks of a participating classified employee in accordance with that employee's choices in an account within its general fund, to be

			<p>Passed in Assembly, ordered to Senate; 6/19/17 Amended and re-referred to Committee</p>	<p>known as the Classified School Employees Summer Furlough Fund. The bill would require the State Department of Education to apportion moneys to each school district with a classified employee who has opted to participate in the fund. The bill would specify that the apportionment would be in the amount of \$2 for each \$1, up to the equivalent of the amount paid to the classified employee during 80 hours of employment, or 10 days of employment, whichever is greater, during the school year, that has been deposited in the school district's Classified School Employees Summer Furlough Fund. The bill would express the intent of the Legislature that the apportionments required by this bill be funded by an appropriation made in the annual Budget Act or another statute.</p> <p>The bill would require the school district to pay the participating classified employee from the Classified School Employees Summer Furlough Fund the amounts withheld in accordance with the employee's choices, plus the amount apportioned by the department that is attributable to the amount withheld from that employee's paychecks during the school year, as specified. Note: A classified employee shall not be eligible to participate in the Classified School Employees Summer Furlough Fund if the employee's regular annual pay received directly from the school district is more than three times the full-time pay during the school year of an employee paid at the state minimum wage at the time of enrollment. Nothing in this section shall be construed to authorize a certificated employee or confidential employee of a school district to participate in the Classified School Employees Summer Furlough Fund.</p> <p>Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes</p>
AB 1008	McCarty	Prior Criminal History	<p>5/1/17 Amended, referred to committee; 5/26/17 Passed as amended; 5/30/17 Amended; 6/1/17 Passed in Assembly, ordered to Senate; 7/18/17 Amended</p>	<p>This bill would repeal the prohibition on a state or local agency from asking an applicant for employment to disclose information regarding a criminal conviction. The bill would, instead, provide it is an unlawful employment practice under FEHA for an employer with five or more employees to include on any application for employment any question that seeks the disclosure of an applicant's criminal history, to inquire into or consider the conviction history of an applicant until that applicant has received a conditional offer, and, when conducting a conviction history background check, to consider, distribute, or disseminate information related to specified prior arrests, diversions, and convictions. This bill would also require an employer who intends to deny an applicant a position of employment solely or in part because of the applicant's prior conviction of a crime to make an individualized assessment of whether the applicant's conviction history has a direct and adverse relationship with the specific duties of the job, and to consider certain topics when making that assessment. The bill would require an employer who makes a preliminary decision to deny employment based on that individualized assessment to provide the applicant written notification of the decision. The bill would require the notification to contain specified information. The bill would grant an applicant 5 business days to respond to that notification before the employer may make a final decision. If the</p>

				<p>applicant notifies the employer in writing that he or she disputes the accuracy of the conviction history and is obtaining evidence to support that assertion, the bill would grant the applicant an additional 5 business days to respond to the notice. The bill would require an employer to consider information submitted by the applicant before making a final decision. The bill would require an employer who has made a final decision to deny employment to the applicant to notify the applicant in writing of specified topics. The bill would exempt specified positions of employment from the provisions of the bill.</p> <p>This section does not apply in any of the following circumstances: (A) To a position for which a state or local agency is otherwise required by law to conduct a conviction history background check.</p> <p>Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no</p>
SB 63	Jackson	Parental Leave	<p>4/24/17 In Appropriations suspense file;  5/25/17 Passed in Committee;  5/26/17 Amended;  5/30/17 Passed in Senate, ordered to Assembly; 6/8/17 Referred to Committees;  6/13/17 Amended</p>	<p>This bill would prohibit an employer, as defined, from refusing to allow an employee with more than 12 months of service with the employer, who has at least 1,250 hours of service with the employer during the previous 12-month period, and who works at a worksite in which the employer employs at least 20 employees within 75 miles, to take up to 12 weeks of parental leave to bond with a new child within one year of the child's birth, adoption, or foster care placement. The bill would also prohibit an employer from refusing to maintain and pay for coverage under a group health plan for an employee who takes this leave. The bill would allow the employer to recover coverage costs under specific circumstances. Under the bill, if the employer employs both parents and they are entitled to leave pursuant to this bill for the same birth, adoption, or foster care placement, the parents' mandated parental leave would be capped at the amount granted to an employee by the bill. The bill would authorize the employer to grant simultaneous leave to these parents.</p> <p>This bill would also prohibit an employer from refusing to hire, or from discharging, fining, suspending, expelling, or discriminating against, an individual for exercising the right to parental leave provided by this bill or giving information or testimony as to his or her own parental leave, or another person's parental leave, in an inquiry or proceeding related to rights guaranteed under this bill.</p> <p>The bill would additionally prohibit an employer from interfering with, restraining, or denying the exercise of, or the attempt to exercise, any right provided under this bill. The bill would require the Fair Employment and Housing Council, to the extent that state regulations interpreting CFRA are within the scope of, and not inconsistent with the bill, or inconsistent with other state law, to incorporate those regulation by reference to govern leave under the bill.</p> <p>Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no</p>

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT VACANCY REPORT 8/03/17

Classified Personnel

14 current/pending vacancies in 11 different job classifications

SITE	SLOT	JOB TITLE	Hrs/Wk	FTE	STATUS
ATP	AD636	Intructional Assistant SpEd (Severe)	27.5	0.69	Selection interview 8/8/17
ATP	AI365	Intructional Assistant SpEd (BI)	27.5	0.69	Selection interview 8/8/17
DO	AI237	Administrative Secretary	40	1.00	Selection interview 8/4/17
SDA	AK190	Campus Supervisor	19.5	0.49	Selection interview 8/11/17
DO	AI669	Workers' Comp, Benefits & HRIS Specialist	40	1.00	TBD
TRANS	AA507	School Bus Driver	20	0.50	Selection interview 8/8/17
TRANS	AA537	School Bus Driver	20	0.50	Selection interview 8/8/17
HS	New	Learning Commons Technician II	40	1.00	Selection interview 8/18/17
MS	New	Learning Commons Technician II	40	1.00	Selection interview 8/18/17
EW Café	AI918	Nutrition Services Assistant I	10	0.25	Continuous recruitment
DG Café	AA231	Nutrition Services Assistant I	10	0.25	Continuous recruitment
MO	AA206	Maintenance Worker II	40	1.00	Selection interview 8/31/17
PTMS	AJ705	Custodian	40	1.00	Selection interview 8/8/17
DO	AJ649	Accounting Technician	40	1.00	Selection interview 8/18/17

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Employment

1. **Classified Substitutes**, employment for the 2016-17 school year, effective May, 2017 through June 30, 2017, per attached supplement.
2. **Ceasar, Daryl**, Nutrition Services Assistant I, SR25, 31.25% FTE, Diegueno Middle School, effective 05/08/17.
3. **Hild, Christina**, Nutrition Services Assistant I, SR25, 31.25% FTE, Carmel Valley Middle School, effective 05/17/17.
4. **Mosby, Paige**, Instructional Assistant-SpEd (BI), SR36, 75.00% FTE, Diegueno Middle School, effective 05/08/17.
5. **Spector, Janice**, Instructional Assistant-SpEd (NS), SR34, 48.75% FTE, La Costa Canyon High School, effective 05/22/17.
6. **Topete, Rebecca**, Administrative Secretary-Middle School, SR38, 100.00% FTE, Earl Warren Middle School, effective 06/02/17.

#### Change in Assignment

1. **Bernard, Ralf**, from Skilled Maintenance Worker, SR49, 100.00% FTE, Facilities Department to Facilities Construction Planner, SR52, 100.00% FTE, Facilities-Construction Department, effective 05/15/17.
2. **Brand, Pam**, from Secretary, SR36, 100.00% FTE, Carmel Valley Middle School to Administrative Secretary, SR40, 100.00% FTE, Torrey Pines High School, effective 08/17/17.
3. **Coy, Michael**, from Director of Technology Project Management, G5,R2, 100.00% FTE, Facilities-Construction Department to Chief Facilities Officer, G5,R8, 100.00% FTE, Facilities-Construction Department, effective 06/01/17.
4. **Lawson, Melanie**, from Secretary, SR36, 100.00% FTE, Oak Crest Middle School to Administrative Secretary-Middle School, SR38, 100.00% FTE, Oak Crest Middle School, effective 08/17/17.
5. **Lindley, Cynthia**, from Accounting Technician, SR42, 100.00% FTE, District Office-Finance Department to Facilities Planning Analyst, SR62, 100.00% FTE, Facilities-Construction Department, effective 05/15/17.
6. **McKeon, Lynne**, from Instructional Assistant-SpEd (NS), SR34, 48.75% FTE, La Costa Canyon High School to unpaid status and 39 month re-employment list, effective 05/06/17.
7. **Ngo, Tracy**, from Secretary, SR36, 48.75% FTE, District Office to 100.00% FTE, Carmel Valley Middle School, effective 05/18/17.
8. **Rankin, Marjorie**, from Registrar, SR40, 100.00% FTE, Torrey Pines High School to Administrative Secretary, SR40, 100.00% FTE, Torrey Pines High School, effective 08/17/17.

### **Release of Probationary Employee**

1. **Employee Number 608-878**, Instructional Assistant-SpEd (BI), SR36, 68.75% FTE, Earl Warren-ATP, effective 05/23/17.

### **Resignation**

1. **Greene, Heather**, Secretary, SR36, 100.00% FTE, Pacific Trails Middle School, resignation effective 05/12/17.

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6/08/17  
classbdagenda

**Classified Personnel Supplement, June 8, 2017**

**Classified Substitute**

Kastl, Stephanie, effective 5/08/2017

Stolar, Steven, effective 5/19/2017

Van Winkle, Anne, effective 5/9/2017

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Employment

1. **Classified Substitutes**, employment for the 2016-17 school year, effective May 1, 2017 through June 30, 2017, per attached supplement.
2. **Classified Artist in Residence**, employment for the 2016-17 school year, effective June 1, 2017 through June 30, 2017, per attached supplement.
3. **Coaches**, employment for the 2016-17 school year, effective June 1, 2017 through June 30, 2017.
4. **Cary, Shannon**, Secretary, SR36, 100.00% FTE, Pacific Trails Middle School, effective 06/12/17.

#### Change in Assignment

1. **Bostic, Bryan**, from Custodian, SR32, 100.00% FTE, Pacific Trails Middle School to Grounds Maintenance Worker II, SR39, 100.00% FTE, Facilities Department, effective 07/01/17.
2. **Rubinstein, Jaya**, from 100.00% Unpaid Leave of Absence to Instructional Assistant-SpEd (SH), SR36, 68.75% FTE, Earl Warren-ATP, effective 06/09/17.

#### Resignation

1. **Hernandez, Caroline**, Campus Supervisor, SR32, 100.00% FTE, Diegueno Middle School, effective 06/16/17.
2. **Sewell, Jeremy**, Theater Technician, SR41, 100.00% FTE, Canyon Crest Academy, effective 06/18/17.



**Classified Personnel Supplement, June 22, 2017**

**Artist in Residence**

Goldkind, Igor, effective 06/02/2017

**Classified Substitute**

Aguilar Zoquiapa, Evangelina, effective 05/31/2017

**Coach**

**Walk On Coach**

Long, Austin, Cheer, Assistant, Torrey Pines, Fall and Winter Season, effective 06/01/2017

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Employment

1. **Coaches**, employment for the 2017-18 school year, effective July 1, 2017 through June 30, 2018, per attached supplement.
2. **Rimbach, Elisa**, Secretary, SR36, 100.00% FTE, Oak Crest Middle School, effective 08/17/17.

#### Change in Assignment

1. **Cesar, Daryl**, from Nutrition Services Assistant I, SR25, 31.25% FTE, Diegueno Middle School, to Campus Supervisor, SR32, 48.75% FTE, La Costa Canyon High School, effective 08/28/17.
2. **Martinez, Kristina**, from Administrative Secretary, SR40, 100.00% FTE, San Dieguito High School Academy to Registrar, SR40, 100.00% FTE, Torrey Pines High School, effective 06/26/17.

#### Resignation

1. **Rubinstein, Jaya**, Instructional Assistant-SpEd (SH), SR36, 68.75% FTE, Earl Warren Middle School-ATP, resignation effective 06/16/17.

sj  
7/13/17  
classbdagenda

## **Revised Classified Personnel Supplement, July 13, 2017**

### **Coach**

#### **District Coach**

Abrahamson, Deb, Girls Tennis, Junior Varsity, San Dieguito High School Academy, Fall Season, effective 07/01/2017

Ashby, Scott, Football, Freshmen Assistant, Torrey Pines High School, Fall Season, effective 7/1/2017

Bejarano, Brandon, Football, Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017

Black, Christopher, Tennis, Varsity Assistant, Canyon Crest Academy, Fall Season, effective 07/01/2017

Cassinelli, Patrick, Football, Junior Varsity, La Costa Canyon High School, Fall Season, effective 07/01/2017

Charnow, Erin, Field Hockey, Junior Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017

Collins, Robert, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 7/1/2017

Corman, Andrew, Cross Country, Varsity, Canyon Crest Academy, Fall Season, effective 07/01/2017

DiGiulio, Kari, Field Hockey, Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017

Doerrer, Chas, Football, Junior Varsity Assistant, Torrey Pines High School, Fall Season, effective 7/1/2017

Drake, Chris, Girls Golf, Varsity, Torrey Pines High School, Fall Season, effective 7/1/2017

Farr, Chalise, Cheerleading, Varsity, La Costa Canyon High School, Fall Season, effective 07/01/2017

Farrar, James, Girls Golf, Junior Varsity, Canyon Crest Academy, Fall Season, effective 07/01/2017

Haas, Ariel, Girls Volleyball, Varsity Assistant, Canyon Crest Academy, Fall Season, effective 07/01/2017

Happ, Garrett, Girls Volleyball, Varsity Assistant, Canyon Crest Academy, Fall Season, effective 07/01/2017

Hildebrand, Kaitlin, Cross Country, Varsity, Torrey Pines High School, Fall Season, effective 7/1/2017

Livingston, Matt, Football, Freshmen Assistant, Torrey Pines High School, Fall Season, effective 7/1/2017

McCullough, Matt, Girls Golf, Varsity, La Costa Canyon High School, Fall Season, effective 07/01/2017

Mihalinec, Josh, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 7/1/2017

Remington, Mike, Girls Golf, Varsity, Canyon Crest Academy, Fall Season, effective 07/01/2017

Shafer, Jay, Boys Water Polo, Varsity, Torrey Pines High School, Fall Season, effective 7/1/2017  
Shakeri, Kaveh, Field Hockey, Varsity Assistant, Canyon Crest Academy, Fall Season, effective 07/01/2017  
Sovacool, Casey, Football, Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Sovacool, Sean, Football, Varsity, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Staycer, Tim, Football, Freshmen, Torrey Pines High School, Fall Season, effective 7/1/2017  
Thomas, Brian, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 7/1/2017  
Tyler, Jeff, Girls Golf, Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Vice, Bill, Cross Country, Varsity, La Costa Canyon High School, Fall Season, effective 07/01/2017

### **Walk-on Coach**

Aiken, Halley, Girls Volleyball, Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Acacio, Rey, Cheerleading, Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017  
Atkins, Kevin Jo, Football, Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Barnett, Brenda, Girls Tennis, Freshmen Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Becker, Damon, Football, Junior Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Belinsky, Jordan, Girls Tennis, Junior Varsity, Canyon Crest Academy, Fall Season, effective 07/01/2017  
Belinsky, Lawrence, Girls Tennis, Varsity, Canyon Crest Academy, Fall Season, effective 07/01/2017  
Bickett, Duane, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017  
Bosier, Andre, Football, Freshmen, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Bowen, Bryn, Football, Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Chappell, Anna, Cheerleading, Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017  
Chodorow, Suzy, Cheerleading, Varsity, Torrey Pines High School, Fall Season, effective 07/01/2017  
Ciancimino, Jim, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017  
Cormier, Morgan, Girls Volleyball, Freshmen, Canyon Crest Academy, Fall Season, effective 07/01/2017  
De La Vega, Luis, Cross Country, Junior Varsity Assistant, Canyon Crest Academy, Fall Season, effective 07/01/2017

Dean, Brennan, Girls Volleyball, Varsity, Torrey Pines High School, Fall Season, effective 07/01/2017

Driver, Jacob, Football, Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017

Dulany, Faith, Field Hockey, Varsity, San Dieguito High School Academy, Fall Season, effective 07/01/2017

Duncan, Kiana, Field Hockey, Varsity, Canyon Crest Academy, Fall Season, effective 07/01/2017

Evans, Dana, Field Hockey, Junior Varsity, San Dieguito High School Academy, Fall Season, effective 07/01/2017

Fely, Josh, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017

Figueira, Felipe, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017

Fitchett, Mike, Boys Cross Country, Varsity Assistant, San Dieguito High School Academy, Fall Season, effective 07/01/2017

Flugum, Aleesha, Cross Country, Junior Varsity, Torrey Pines High School, Fall Season, effective 07/01/2017

Frausto, Sebastian, Football, Junior Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017

Freeman, Clint, Boys Water Polo, Junior Varsity, La Costa Canyon High School, Fall Season, effective 07/01/2017

Garrett, Connor, Football, Junior Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017

Gladnick, Ron, Football, Varsity, Torrey Pines High School, Fall Season, effective 07/01/2017

Goldberg, Lauren, Girls Tennis, Freshmen Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017

Gutzwiller, Mark, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017

Harrington, Grant, Boys Water Polo, Varsity, La Costa Canyon High School, Fall Season, effective 07/01/2017

Harrison, Dax, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017

Hartwig, Thomas, Boys Water Polo, Varsity Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017

Hasket, Gordy, Boys Cross Country, Varsity, San Dieguito High School Academy, Fall Season, effective 07/01/2017

Holman, Jeana, Girls Volleyball, Junior Varsity, Torrey Pines High School, Fall Season, effective 07/01/2017

Holman, Jeana, Girls Volleyball, Varsity Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017

Hughely, Scott, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017

Jeffrey, Allan, Girls Volleyball, Junior Varsity, La Costa Canyon High School, Fall Season, effective 07/01/2017

Kim, Andy, Girls Volleyball, Freshmen Assistant, La Costa Canyon High School, Fall Season, effective 07/01/2017

Kling, Scott, Boys Water Polo, Varsity, San Dieguito High School Academy, Fall Season, effective 07/01/2017

Kraszewski, Gabby, Field Hockey, Junior Varsity, Canyon Crest Academy, Fall Season, effective 07/01/2017

L'Abbate, Gio, Girls Cross Country, Varsity, San Dieguito High School Academy, Fall Season, effective 07/01/2017

Long, Austin, Cheerleading, Assistant, Torrey Pines High School, Fall Season, effective 07/01/2017

Lusitana, Robert, Cross Country, Varsity Assistant, Canyon Crest Academy, Fall Season, effective 07/01/2017

May, Will, Girls Volleyball, Junior Varsity, San Dieguito High School Academy, Fall Season, effective 07/01/2017

McDonald, Tyler, Boys Water Polo, Freshmen, Canyon Crest Academy, Fall Season, effective 07/01/2017

McMullen, Anna, Girls Volleyball, Freshmen, Torrey Pines High School, Fall Season, effective 07/01/2017

Miller, Chris, Girls Volleyball, Junior Varsity, Canyon Crest Academy, Fall Season, effective 07/01/2017

Montilla, Alberto, Field Hockey, Freshmen, Canyon Crest Academy, Fall Season, effective 07/01/2017

Moore, Damon, Football, Assistant Varsity, La Costa Canyon High School, Fall Season, effective 07/01/2017

Morgan, Shauna, Girls Tennis, Varsity, Torrey Pines High School, Fall Season, effective 07/01/2017

Morris, Rachel, Girls Volleyball, Varsity, Canyon Crest Academy, Fall Season, effective 7/1/2017

Ormsby, Tyler, Boys Water Polo, Varsity, Canyon Crest Academy, Fall Season, effective 7/1/2017

Principi, John, Football, Junior Varsity, Torrey Pines High School, Fall Season, effective 7/1/2017

Ragan, JT, Girls Volleyball, Freshmen, San Dieguito High School Academy, Fall Season, effective 7/1/2017

Ratekin, Nicholas, Boys Water Polo, Junior Varsity, Canyon Crest Academy, Fall Season, effective 7/1/2017

Saunders, Tom, Girls Volleyball, Freshmen Assistant, La Costa Canyon High School, Fall Season, effective 7/1/2017

Savage, David, Girls Volleyball, Varsity, San Dieguito High School Academy, Fall Season, effective 7/1/2017

Scott, Rachel, Cheerleading, Assistant, Torrey Pines High School, Fall Season, effective 7/1/2017

Sebastian, Jason, Girls Volleyball, Varsity Assistant, San Dieguito High School Academy, Fall Season, effective 7/1/2017

Sherman, Robin, Cheerleading, Assistant, La Costa Canyon High School, Fall Season, effective 7/1/2017

Simsiman, Roger, Football, Freshmen Assistant, Torrey Pines High School, Fall Season, effective 7/1/2017

Sipe, Brian, Football, Varsity Assistant, Torrey Pines High School, Fall Season, effective 7/1/2017

Solomon, Caitlin, Field Hockey, Junior Varsity, La Costa Canyon High School, Fall Season, effective 7/1/2017

Soukaine, Said, Girls Volleyball, Varsity, La Costa Canyon High School, Fall Season, effective 7/1/2017

Sullivan, Danny, Boys Water Polo, Junior Varsity, San Dieguito High School Academy, Fall Season, effective 7/1/2017

Tanner, Tamara, Girls Tennis, Varsity, La Costa Canyon High School, Fall Season, effective 7/1/2017

Toledo, John, Football, Assistant Varsity, La Costa Canyon High School, Fall Season, effective 7/1/2017

Tomasi, Joe, Girls Tennis, Varsity, San Dieguito High School Academy, Fall Season, effective 7/1/2017

Wollbrink, Casey, Field Hockey, Varsity, La Costa Canyon High School, Fall Season, effective 7/1/2017

Zamora, Al, Girls Golf, Varsity, San Dieguito High School Academy, Fall Season, effective 7/1/2017

Ziamba, Lisa, Cross Country, Junior Varsity, Canyon Crest Academy, Fall Season, effective 7/1/2017