

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

Regular Meeting Agenda

3:30 P.M., June 8, 2021

Virtual Meeting

PUBLIC COMMENTS

Every agenda for regular meetings shall provide an opportunity for members of the public to directly address the commission on any item of interest to the public, before or during the commission's consideration of the item.

If you wish to speak regarding an item on the agenda, we request that you email the Director of Classified Personnel at susan.dixon@sduhsd.net by 3:00pm the day of the meeting or, when meetings are conducted at the District Office, complete a speaker slip located at the entrance to the meeting room prior to the start of the meeting. We request that you include your name, organization you represent (if applicable) and the nature of your comment including whether it is related to a specific item number on the agenda or a non-agenda item. If your comment is related to an item on the agenda, it will be heard at the time of the item. All non-agenda items will be heard during the public comments portion of the meeting. In accordance with Government Code §54954.2(3), no action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the commission or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of the commission or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of the commission, or the commission itself, subject to rules or procedures of the commission, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

Public comments shall be limited to three minutes per individual. A total of fifteen minutes shall be allotted per item.

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 on the district website, www.sduhsd.net. In addition, a copy of the Personnel Commission Rules and Regulations may also be found on the district website. If you are unable to access the agenda packet on the website, please email susan.dixon@sduhsd.net to receive a copy.

RECORDING OF PERSONNEL COMMISSION MEETINGS

All meetings of the Personnel Commission are audio and/or video recorded for record keeping purposes. Individuals may request the audio recording by emailing the director at susan.dixon@sduhsd.net after the conclusion of the meeting. Recordings will be kept on file for 90 days following the date of the meeting.

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. When meetings are conducted virtually, please mute your computer audio until you have been called to speak.

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 x5543. 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., June 8, 2021

Virtual Meeting

REGULAR MEETING/OPEN SESSION

1. Call to Order Commission Chair

2. Pledge of Allegiance

3. Approval of the Agenda for the June 8, 2021, Personnel Commission Regular Meeting.

Public Comment, if any

Motion by _____, second by _____, to approve the agenda for the June 8, 2021, Personnel Commission Regular Meeting.

4. Approval of the Minutes for the May 11, 2021, Personnel Commission Regular Meeting.

Public Comment, if any

Motion by _____, second by _____, to approve the minutes for the May 11, 2021, Personnel Commission Regular Meeting.

5. PUBLIC COMMENTS ON NON-AGENDA ITEMS

No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the commission or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of the commission or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of the commission, or the body itself, subject to rules or procedures of the commission, may provide a reference to staff or other resources for factual information, request staff to report back to the commission at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda. Public comments shall be limited to three minutes per individual. A total of fifteen minutes shall be allotted per item.

- A. California School Employees Association
- B. San Dieguito Union High School District
- C. Public

ACTION ITEMS (See Supplements)

6. ELIGIBILITY LISTS TO BE RATIFIED/APPROVED

Public comments, if any

- A. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Nutrition Services Assistant I, SR 25, Open/Promotional-Dual Certification, updated 5/10/21, individual eligibility for six months.
- B. Motion by _____, second by _____, to approve an Eligibility List for Registrar, SR 40, Open/Promotional, effective 5/14/21, eligibility for six months.
- C. Motion by _____, second by _____, to approve an Eligibility List for Grounds Maintenance Worker II, SR39, Open/Promotional-Dual Certification, effective 5/24/21, eligibility for six months.

7. ELIGIBILITY LISTS TO BE ESTABLISHED/RECRUITMENTS POSTED

Public comments, if any

- A. Motion by _____, second by _____, to establish a six-month Eligibility List for Skilled Maintenance Worker, SR49, Open/Promotional-Dual Certification.
- B. Motion by _____, second by _____, to establish a six-month Eligibility List for Instructional Assistant Special Education (Behavior Intervention), SR 36, Open/Promotional.
- C. Motion by _____, second by _____, to establish a six-month Eligibility List for Administrative Assistant I, SR 38, Open/Promotional-Dual Certification.
- D. Motion by _____, second by _____, to establish a six-month Eligibility List for Custodian-Floater, SR 33, Open/Promotional-Dual Certification.
- E. Motion by _____, second by _____, to establish a six-month Eligibility List for Athletic Trainer, SR42, Open/Promotional-Dual Certification.

8. CLASSIFICATION REVIEW

Student Support Facilitator

Public comments, if any

- A. Motion by _____, second by _____, to establish a new classification of Student Support Facilitator and approve the job description as presented.
- B. Motion by _____, second by _____, to recommend to the SDUHSD Board of Education allocating the classification of Student Support Facilitator to Range 39 of the Classified Salary Schedule.

DISCUSSION/INFORMATION ITEMS (See Supplements)

9. STAFF COMMENTS ON PERSONNEL ACTIVITIES

Public Comments, if any

- A. Vacancy Report
- B. Personnel List Report
- C. Other

10. CORRESPONDENCE – None at time of agenda posting
Public Comments, if any

11. NEXT PERSONNEL COMMISSION MEETING

The next regular meeting of the Personnel Commission is scheduled for Tuesday, July 13, 2021, at 3:30 P.M. Please note, this meeting will be conducted as a virtual meeting.

12. ADJOURNMENT

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

Regular Meeting Minutes

3:30 PM, May 11, 2021
Virtual Meeting

REGULAR MEETING/OPEN SESSION

1. CALL TO ORDER

The meeting was called to order at 3:32 p.m. by Commission Chair JEFF CHARLES

2. PLEDGE OF ALLEGIANCE

Commissioner Charles led the pledge of allegiance.

Personnel Commissioners in Attendance

John Baird
Jeff Charles
Justin Cunningham

Personnel Commission Staff in Attendance

Susan Dixon, Director
Barbara Bass, Human Resources Analyst

3. APPROVAL OF THE AGENDA FOR THE May 11, 2021, PERSONNEL COMMISSION REGULAR MEETING.

Public Comments-None

It was moved by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve the agenda for the May 11, 2021, Personnel Commission Regular Meeting.

John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes

4. APPROVAL OF THE MINUTES FOR THE April 13, 2021, PERSONNEL COMMISSION REGULAR MEETING.

Public Comments-None

It was moved by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve the minutes for the April 13, 2021, Personnel Commission Regular Meeting.

John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes

5. PUBLIC COMMENTS ON NON-AGENDA ITEMS

No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the commission or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of the commission or its staff may ask a question for clarification, make a brief

announcement, or make a brief report on his or her own activities. Furthermore, a member of the commission, or the body itself, subject to rules or procedures of the commission, may provide a reference to staff or other resources for factual information, request staff to report back to the commission at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda. Public comments shall be limited to three minutes per individual. A total of fifteen minutes shall be allotted per item.

- A. California School Employees Association-Director Dixon announced that April Llamas will be resigning from SDUHSD. Ms. Llamas shared that she has accepted a job with CSEA. The decision was hard since she loves where she works and loves the students. She said she is busy, as are many classified employees, with wrapping up this school year. She informed the commissioners that Classified School Employee Week is next week.
- B. San Dieguito Union High School District-Tina Douglas spoke on behalf of administration regarding Classified School Employee Week and appreciation of classified employees.
- C. Public-None

ACTION ITEMS-(See Supplements)

6. ELIGIBILITY LISTS TO BE RATIFIED/APPROVED

Public Comments-None

- A. It was moved by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Instructional Assistant Special Education, Non-Severe, SR 34, Open/Promotional-Dual certification, updated 4/30/21, individual eligibility for six months.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes

7. ELIGIBITLY LISTS TO BE ESTABLISHED/RECRUITMENTS POSTED

Public Comments-None

- A. It was moved by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to establish a six month Eligibility List for Registrar, SR40, Open/Promotional.
Commissioner Baird asked why this wasn't posted as promotional only. Director Dixon explained that based on the information she had from previous recruitments, it was questionable whether there would be three qualified internal applicants. She explained that since the posting is open/promotional, existing employees who qualify will be certified before external candidates. The external candidate list will only be used in the event that there are fewer than three internal candidates available.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes
- B. It was moved by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to establish a six month Eligibility List for Director of Maintenance & Operations, SR M4, Open/Promotional-Dual Certification.
John Baird-Aye

Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes

- C. It was moved by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to establish a six-month Eligibility List for Lead Vehicle and Equipment Mechanic, SR52, Open/Promotional-Dual Certification. (Reposted)
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes

8. CLASSIFICATION REVIEW

Student Health Care Specialist and Athletic Trainer

Public Comments-None

- A. It was moved by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to recommend to the SDUHSD Board of Education reallocation of the classification of Student Health Care Specialist from Range 38 to Range 40 of the Classified Salary Schedule.
B. It was moved by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to establish a new classification of Athletic Trainer and approve the job description as presented.
C. It was moved by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to recommend to the SDUHSD Board of Education allocating the classification of Athletic Trainer to Range 42 of the Classified Salary Schedule.

Director Dixon summarized the rationale for the salary recommendations noting that the recommended salary ranges provide internal alignment and a competitive salary, which is consistent with the existing classification plan.

9. 2021-2022 PROPOSED PERSONNEL COMMISSION BUDGET APPROVAL

- A. Public Hearing - opened at 4:26 p.m.
B. Call for Public Comment – None
C. Public Hearing – closed at 4:27 p.m.
D. It was moved by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve the 2021-2022 Personnel Commission Budget as proposed.

DISCUSSION/INFORMATION ITEMS (See Supplements)

10. RULES & REGULATIONS FOR THE CLASSIFIED SERVICE

Director Dixon requested discussing Rule 7.1 B. Limited-Term Employment given that there will be one-time funding to mitigate learning loss as a result of AB 86. Associate Superintendent of Human Resources Cindy Frazee explained that the District is looking at hiring a number of paraprofessional classified staff to provide social and emotional support to students who are struggling because of COVID-19. The commissioners and Associate Superintendent Frazee agreed that Education Code 45286 allows for up to a one year limited-term assignment when there is a national or state emergency and that this type of assignment would be related to the COVID-19 emergency. Associate Superintendent Frazee stated that the District would want to afford these limited-term employees some of the benefits permanent employees receive.

Commissioner Baird had requested discussing 4.3 C. to explore whether employees serving

an initial probationary period should be permitted to apply for promotional exams. The discussion included an explanation by Director Dixon of how the rule is currently applied noting that when an employee on initial probation applies for a promotional opportunity they can be placed on the “open” list and when they achieve permanent status their score can be merged onto the “promotional” list. The commissioners agreed that the current rule can stand.

11. STAFF COMMENTS ON PERSONNEL ACTIVITIES

Public Comments-None

- A. Vacancy Report
- B. Personnel List Report
- C. Other

12. CORRESPONDENCE-

Public Comments- None

13. NEXT PERSONNEL COMMISSION MEETING

The next regular meeting of the Personnel Commission is scheduled for Tuesday, June 8, 2021, at 3:30 P.M. Please note, this meeting will be conducted as a virtual meeting.

14. ADJOURNMENT – 5:42 P.M.

San Dieguito Union High School District
Personnel Commission
Nutrition Services Assistant I
Eligibility List - Continuous Filing
Open/Promo-Dual Certification

Please note: Individual eligibility is valid for 6 months.
Scores are merged each time the exam is administered.

Updated: 5/10/2021

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>
6428088	1	7/28/2021
26905997	2	8/18/2021
6315545	3	11/10/2021
4427424	4	7/28/2021

S. Dixon

San Dieguito Union High School District
Personnel Commission

Registrar
Eligibility List
Open/Promotional

Effective Date: 5/14/2021

Expiration Date 11/14/2021

	<i>Applicant ID</i>	<i>Rank</i>
Promo	3336935	1
	2228409	2
	1219702	3

Open	2813631	1
	6500699	2
	801510	2
	3239417	3

S. Dixon

San Dieguito Union High School District
Personnel Commission
Grounds Maintenance Worker II
Eligibility List - Open/Promotional-Dual Certification

Effective Date: 5/24/2021 11/24/2021

<i>Applicant ID</i>	<i>Rank</i>	<i>Source</i>
2679445	1	Promo
994934	2	Promo
6493088	3	Open

S. Dixon



Board of Trustees
 Michael Allman
 Ty Humes
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 Katrina Young

Interim Superintendent
 Lucile Lynch

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 www.sduhsd.net

Classified Personnel Commission
 John Baird, Commissioner
 Jeff Charles, Commissioner
 Justin Cunningham, Commissioner
 Susan Dixon, Director

Classification Review Report	
Classification	Student Support Facilitator
Classification Type	Classified
Salary Range	39 Proposed
Submission to Classification Advisory Committee	June 2, 2021
Submission to Personnel Commission	June 8, 2021
Agenda Item	Classification Reviews

Background Information

The passage of AB 86 will provide funding for the district to mitigate learning loss. One of the ways the district will use these one-time, yearlong funds is to provide additional support services in the areas of social and emotional health. Personnel Commission staff has met with District administration to learn about the vision for a proposed classification and has prepared a job description with input from district administrators responsible for directing student health services and comparable assignments in other school districts.

The proposed job description is attached for your review.

Sources of Information

Director of School and Student Services – Tiffany Hazlewood
 Joint Powers Authority, San Diego County Office of Education
 Comparable districts in San Diego County

Salary Compensation Review

District	Job Title	Range	Minimum	Maximum	Classifications on same range
Carlsbad USD	Student Services Specialist	28	\$25.51	\$31.02	Computer Tech Skilled Maint Wk
Irvine USD	Intervention & Prevention Paraprofessional (Secondary)	21	\$21.08	\$26.26	Interpreter for DHH
Poway USD	Student Services Specialist	26	\$17.99	\$21.92	Registrar Cont HS
		Average	\$21.53	\$26.40	
SDUHSD	Student Support Facilitator	39	\$21.55	\$28.89	

Several factors were taken into consideration in recommending a salary allocation of Range 39.

As is common practice when making salary recommendations, an effort was made to identify comparable classifications among comparison school districts to determine the market rate of pay. With this assignment, there were few classifications which were deemed to be comparable and the two within our standard comparison districts were significantly different from one another. Fortunately, when PC staff obtained the salary for the classification District administration had first reviewed when considering adding a social and emotional health paraprofessional classification (Irvine USD), that salary fell right at the average rate of the two local districts which helps to identify the average rate.

Considering that the District plans on only staffing these assignments for one year, the minimum or entry rate of pay should be considered when determining the proper allocation. Step 1 of Range 39 is consistent with the average rate of pay.

Although there are no other classifications that would be considered to be in this same job series, in terms of internal alignment Range 39 accounts for the greater level of independence incumbents in this classification will have as compared to positions in the Instructional Assistant series (R31-36) where incumbents work under the direct supervision of a teacher. Additionally, Range 39 takes into consideration that the classification has less educational requirements than an LVN (R40) or Athletic Trainer (R42).

Recommendation

It is recommended the classification of Student Support Facilitator be established as a new classification and the job description be approved as proposed.

It is recommended that the Personnel Commission recommend to the Board of Education allocating the classification of Student Support Facilitator to Range 39 of the Classified Salary Schedule.

Vote by Committee Members:

Vote	Member	Vote	Member
Yes	Wayne Baldwin, CSEA	Yes	Debbie Kelly, Admin
Yes	Matt Colwell, CSEA	Yes	Marley Nelms, Admin
Yes	Margy Lara, CSEA	Yes	Tina Peterson, Admin

STUDENT SUPPORT FACILITATOR

JOB SUMMARY

Under the supervision of a credentialed Pupil Personnel Services (PPS) provider, the Student Support Facilitator provides support for at-risk students and their families. The Student Support Facilitator facilitates individual and group counseling sessions and workshops and provides resources to develop students' behavioral, social and academic skills. The Student Support Facilitator provides guidance and education on issues such as self-esteem, decision making, coping strategies, conflict resolution, problem solving, substance abuse, and anger management.

REPRESENTATIVE DUTIES

The position description describes the general nature of work performed.

ESSENTIAL FUNCTIONS

The Student Support Facilitator may perform any combination of the following:

- Communicate with students regarding issues of a personal nature and provide resources as needed. Refer issues of a serious nature to Pupil Personnel Services.
- Assist in the development of and facilitate group counseling sessions on topics such as making healthy choices, self-esteem, communication skills, relationships, conflict resolution, stress management and other social skills topics.
- Facilitate solution-focused counseling groups for academic and social-emotional skill building.
- Provide check-ins for students needing individualized and/or follow up support.
- Make informational presentations to students, parents, teachers and the public to publicize student services resources and activities.
- Conduct school success workshops and provide classroom presentations.
- Collect data on the prevention and intervention services provided to students at school sites and maintain associated files and records.
- Collaborate with PPS team on student referrals, counseling resources and intervention programs and services.
- Consult with teachers, PPS team, admin and parents regarding student concerns and referrals.
- Perform other job-related duties as assigned.

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

KNOWLEDGE OF:

- Adolescent development principles and practices.
- Problems and concerns of students with challenging behavior, adjustment, and self-esteem issues.
- Counseling techniques used in assisting students with their social, behavioral and academic development.
- Basic small group instructional training methods and techniques.
- Presentation and facilitation techniques
- Applicable child social-emotional learning strategies.
- Basic Positive Behavioral Intervention & Supports (PBIS) tiered systems.
- Student behavior management strategies and techniques.
- At-risk student behaviors.
- Classroom procedures and appropriate student conduct.

STUDENT SUPPORT FACILITATOR

- The subjects taught in secondary schools (general knowledge of).
- Interpersonal skills such as empathy, listening, tact, patience and courtesy.
- Child Protective Services reporting practices and procedures.
- District policies, regulations and procedures related to assigned position.
- Correct English usage, spelling, grammar, vocabulary, and punctuation.
- Basic computer skills.
- Basic filing and record keeping methods.

ABILITY TO:

- Work with students and implement effective strategies to improve their self-confidence and social interaction skills.
- Observe, monitor and report student behavior and progress according to approved policies and procedures.
- Apply effective counseling methods to assist students with their social, behavioral and academic development.
- Demonstrate skills in de-escalation and crisis prevention techniques.
- Collaborate with PPS team on student referrals, counseling resources and intervention programs and services.
- Consult with teachers, PPS team, admin and parents regarding student concerns and referrals.
- Conduct and facilitate small group sessions and classroom presentations.
- Demonstrate an understanding, patient and receptive attitude toward students.
- Follow District policies, regulations and procedures related to assigned position.
- Communicate effectively both orally and in writing.
- Establish and maintain effective working relationships with others.
- Understand and follow oral and written instructions.
- Perform a variety of clerical duties related to assigned activities.
- Operate a variety of classroom and office equipment, a computer and assigned software.

EDUCATION AND EXPERIENCE

Any combination equivalent to: the completion of twelfth grade supplemented by appropriate college courses in the behavioral sciences, guidance, counseling or other related field; training in youth counseling, psychology, or related field; and direct experience counseling youth.

DISTINGUISHING CHARACTERISTICS

The **Student Support Facilitator** provides information, counseling, resources and guidance to students who need to develop their behavioral, social and academic skills. There are no classified positions above or below from which to distinguish this job classification.

REQUIRED TESTING

Pre-employment testing and assessment is required to demonstrate the minimum qualifications for the position.

CONTINUING EDUCATION/TRAINING

Participation in ongoing job-related training as assigned.

STUDENT SUPPORT FACILITATOR

CLEARANCES

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.

WORKING ENVIRONMENT

The usual and customary methods of performing the job functions require the physical demands outlined below. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

Physical Demands: Frequency Definitions Based on an 8-Hour Day:

Never = 0%

Seldom = 1-10% (<45 minutes)

Occasionally = 11-33% (up to 3 hours)

Frequently = 34-66% (up to 6 hours)

Continuously = 67-100% (more than 6 hours)

Seldom	stooping/bending, squatting/crouching, climbing/balancing, kneeling, twisting back
Seldom/Occasionally Occasionally	pushing and pulling, reach above shoulder, reach at shoulder walking, standing, lifting 11-25 lbs. at waist height, carrying 11-25 lbs. up to 25 feet, lifting up to 10 lbs. overhead or at shoulder height, carrying up to 10 lbs. up to 25 feet
Occasionally/Frequently	handling/simple grasping, sitting, neck flexion/rotation, fingering/fine manipulation, reach below shoulder

AUDITORY OR VISUAL REQUIREMENTS

Auditory ability is required to communicate with students, staff, parents, and to respond to telephone calls, safety bells and emergencies. Vision ability is required to see near, distant, color, depth and peripherally.

ENVIRONMENTAL CONDITIONS

The job is performed under minimal temperature variations, some hazardous conditions, and in varying atmospheric conditions. The condition/functioning of some students may expose the incumbent to behavior that includes bolting away, and/or abusive language. Employees in this classification will use their own vehicle to travel to and from various sites as a regular part of their assignment.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT VACANCY REPORT 6/03/21

Classified Personnel

16 current/pending vacancies in 11 different job classifications

SITE	SLOT	Position	Hrs/Wk	FTE	STATUS
LCC	AN209	Custodian	40	1.00	Selection interview June
CCA	AN210	Custodian	40	1.00	Selection interview June
CCA	AD542	Custodian	40	1.00	Selection interview June
FAC	AA165	Custodian Floater	40	1.00	Recruitment in progress
FAC	NEW	Director of Maintenance	40	1.00	Examination in progress
FAC	AN057	Grounds/Maintenance Worker II	40	1.00	Selection interview June
FAC	AN703	Grounds/Maintenance Worker II	40	1.00	Selection interview June
COAST	AN149	Instructional Assistant SpEd- Severe	27.5	68.75	Recruitment in progress
CVMS	AJ885	Instructional Assistant SpEd-Behavior Intervention	30	0.75	Recruitment in progress
TRANS	AA555	Lead Vehicle & Equipment Mechanic	40	1.00	Recruitment in progress
FAC	AN220	Skilled Maintenance Worker	40	1.00	Recruitment in progress
TPHS	AA085	Registrar	40	1.00	Selection interview June
TRANS	AA530	School Bus Driver	20	0.50	Recruitment in progress
TRANS	AJ472	School Bus Driver	20	0.50	Recruitment in progress
TRANS	AB960	School Bus Driver	20	0.50	Recruitment in progress
Itinerant-North	AM890	Student Health Care Specialist	40	1.00	Recruitment in progress

PERSONNEL LIST

CLASSIFIED PERSONNEL

Employment

1. **Classified Substitutes**, per attached supplement
2. **Coaches**, employment for the 2020-21 school year per attached supplement through 06/30/21.
3. **Arreguin, Briana**, Secretary, SR36, 100% FTE, Torrey Pines High School, effective 04/19/2021.
4. **Gore, Anthony**, HVAC Technician, SR49, 100% FTE, Maintenance and Operations, effective 04/19/2021.
5. **Martinez, Andres**, Secretary, SR36, 100% FTE, Carmel Valley Middle School, effective 05/10/2021.
6. **Quiroz Avila, Jennifer**, Learning Commons Technician I, SR40,100% FTE, La Costa Canyon High School, effective 05/03/2021.

Change in Assignment

1. **Uribe, Consuelo**, from Nutrition Services Assistant I, SR25, 46.88% FTE, La Costa Canyon High School, to 100.00% FTE, San Dieguito Academy, effective 04/26/2021.

Leave of Absence

1. **Rose, Sara**, Health Technician, SR35, 100% FTE, Canyon Crest Academy, requests a 100.00% Unpaid Leave of Absence, effective 04/19/2021 through 06/11/2021.

Resignation

1. **Carrino, Kathryn**, Nutrition Services Supervisor, SR4, 75% FTE, Pacific Trails Middle School, effective 06/16/21.
2. **DeLeone, Rebecca**, Secretary, SR36, 100% FTE, Torrey Pines High School, effective 05/06/2021.
3. **Stadler, Antonette**, Secretary, SR36, 100% FTE, Carmel Valley Middle School, effective 05/13/21.

Classified Personnel Supplement May 20, 2021

Classified Substitutes

1. **Smith, Donald**, Campus Supervisor, effective 03/12/2021
2. **Baker, Erykah**, Clerical, effective 03/12/2021
3. **Langston, Jonathan**, Campus Supervisor, effective 03/16/2021
4. **King Hurst, Rachel**, Clerical, effective 03/22/2021
5. **Lopez, Sabrina**, Clerical, effective 04/19/2021
6. **Gutierrez, Vanessa**, Instructional Assistant, effective 04/19/2021
7. **Ceballos, Sandra**, Custodian, effective 04/20/2021
8. **Ho, Yen-Hui**, Test Proctor, effective 04/26/2021
9. **Loye, Justin**, Test Proctor, effective 04/26/2021
10. **McTavish, Lindsay**, Test Proctor, effective 04/26/2021
11. **Brostrom, Kayla**, Test Proctor, effective 04/26/2021
12. **Vena, Garrett**, Test Proctor, effective 04/26/2021
13. **Rivera, Maria Esther**, Test Proctor, effective 04/26/2021
14. **Smith, Connor**, Test Proctor, effective 04/26/2021

Coaches

Canyon Crest Academy Certificated

1. **Happ, Garrett**, Girl's Volleyball, Varsity Assistant, effective 03/16/2021
2. **Twyman, Kathryn**, Girl's Basketball, Junior Varsity Head Coach, effective 03/16/2021

Canyon Crest Academy Walk-On

1. **Bergum, Scott**, Boy's Soccer, Varsity Assistant, effective 03/16/2021
2. **Bennett, Sydney**, Girl's Volleyball, Varsity Assistant, effective 03/16/2021
3. **Prochnow, Robert**, Boy's Track & Field, Junior Varsity Head, effective 03/16/2021
4. **Saunders, Thomas**, Boy's Volleyball, Junior Varsity Head, effective 03/16/2021
5. **Saunders, Thomas**, Boy's Volleyball, Varsity Head, effective 03/16/2021
6. **Tiu, Noah**, Boy's Water Polo, Junior Varsity Head, effective 04/16/2021
7. **Tiu, Noah**, Girl's Water Polo, Junior Varsity Head, effective 04/16/2021
8. **Vieth, Michal**, Boy's Volleyball, Varsity Assistant, effective 04/15/2021

La Costa Canyon High School Certificated

1. **Belitz, Casey**, Girl's Lacrosse, Varsity Head, effective 03/16/2021
2. **Ramirez, Zachary**, Boy's Basketball, Freshmen Head, effective 03/16/2021
3. **Stewart, John**, Boy's Volleyball, Junior Varsity Head, effective 03/16/2021
4. **Spears, Brandon**, Boy's Basketball @50%, Varsity Assistant, effective 04/16/2021

La Costa Canyon High School Walk-On

1. **De Anda, Jiselle**, Gymnastics, Varsity Assistant, effective 04/01/2021
2. **Decima, Krista**, Girl's Water Polo, Junior Varsity Head, effective 04/17/2021
3. **Harrington, Grant**, Boy's Water Polo, Varsity Head, effective 04/17/2021
4. **Hartwig, Thomas**, Boy's Water Polo, Junior Varsity Head, effective 04/17/2021

5. **Joy, Sean**, Girl's Water Polo, Varsity Head, effective 04/17/2021
6. **Mackle, Duke**, Wrestling, Junior Varsity Head, effective 03/22/2021
7. **Meeks, Tomas**, Boy's Basketball, Varsity Assistant, effective 03/22/2021
8. **Mone, Mackenzie**, Girl's Water Polo, Junior Varsity Head, effective 04/17//2021
9. **Murphy, Sean**, Boy's Volleyball, Freshmen Head, effective 03/22/2021
10. **Prince, Carina**, Boy's Water Polo, Freshmen Head, effective 04/17/2021
11. **Simmons, Gregory**, Boy's Track & Field, Varsity Head Coach, effective 03/22/2021
12. **Turner, Christopher**, Boy's Soccer, Junior Varsity Head, effective 03/23/2021
13. **Zambruski, Nicole**, Girl's Water Polo, Freshmen Head, effective 04/17/2021

San Dieguito Academy Certificated

1. **Gibson, Ty**, Boy's Basketball, Junior Varsity Head, effective 03/16/2021

San Dieguito Academy Walk-On

1. **Herrera, Dylan**, Boy's Water Polo, Varsity Assistant, effective 04/23/2021
2. **Leidy, Linnea**, Girl's Water Polo, Junior Varsity Head, effective 04/17/2021
3. **Mendoza, Julia**, Girl's Water Polo, Varsity Assistant, effective 05/01/2021
4. **Pellegrino, Jessie**, Field Hockey, Varsity Assistant, effective 03/16/2021
5. **Stalker, Hannah**, Boy's Water Polo, Junior Varsity Head, effective 04/28/2021
6. **Stewart, Collin**, Boy's Water Polo, Varsity Head, effective 04/17/2021
7. **Stewart, Collin**, Girl's Water Polo, Varsity Head, effective 04/17/2021

Torrey Pines High School Certificated

1. **Chess, Matthew**, Girl's Basketball, Junior Varsity Head, effective 03/16/202
2. **Livingston, Matthew**, Baseball, Junior Varsity Head, effective 03/16/2021
3. **Moore, Jonathan**, Boy's Basketball, Junior Varsity Head, effective 03/16/2021

Torrey Pines High School Walk-On

1. **Doucette, Kaitlin**, Girl's Lacrosse, Varsity Head, effective 04/21//2021
2. **Epple, Garrett**, Boy's Lacrosse, Varsity Assistant, effective 04/12//2021
3. **Fely, Joshua**, Football, Varsity Assistant, effective 03/19/2021
4. **Heninburg, Jules**, Boy's Lacrosse, Varsity Assistant, effective 04/21/2021
5. **Kananovich, Sjarhei**, Boy's Water Polo, Varsity Head, effective 04/17/2021
6. **Kananovich, Sjarhei**, Boy's Water Polo, Junior Varsity Head, effective 04/17/2021
7. **Parker, Jennifer**, Gymnastics, Varsity Head, effective 03/16/2021
8. **Rubacky, Nicholas**, Girl's Volleyball, Varsity Assistant, effective 03/16/2021
9. **Schirman, Peyton**, Boy's Volleyball, Junior Varsity Head, effective 03/23/2021