

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

Regular Meeting Agenda

3:30 P.M., January 10, 2023

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 Human Resource Technician of Classified Personnel at jennifer.laity@sduhsd.net by 3:00pm the day of the meeting or, if the meeting is being conducted in-person, you may 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 jennifer.laity@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 pending director at susan.gray@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., January 10, 2023
Virtual Meeting

MEETING/OPEN SESSION

1. Call to Order Commission Chair
2. Pledge of Allegiance
3. Approval of the Agenda for the January 10, 2023 Personnel Commission Regular Meeting.
Public Comments, if any
Motion by_____, second by_____, to approve the agenda for the January 10, 2023, Personnel Commission Regular Meeting.
4. Approval of the Minutes for the December 13, 2022, Personnel Commission Regular Meeting.
Public Comments, if any
Motion by_____, second by_____, to approve the minutes of the December 13, 2022, 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 an Eligibility List for Plumber, SR49, Open/Promotional-Dual Certification, effective 12/08/2022, eligibility valid for six months.
- B. Motion by_____, second by_____, to approve an Merged Eligibility List for Student Health Care Specialist, SR40, Open/Promotional-Dual Certification, updated 12/09/2022, individual eligibility valid for six months.
- C. Motion by_____, second by_____, to approve an Eligibility List for Maintenance Supervisor, Supervisory SR9, Open/Promotional-Dual Certification, effective 12/09/2022, eligibility valid for six months.
- D. Motion by_____, second by_____, to approve a Continuous Filing Eligibility List for Instructional Assistant SpEd, SR34, Open/Promotional-Dual Certification, updated 12/13/2022, individual eligibility valid for six months.
- E. Motion by_____, second by_____, to approve a Merged Eligibility List for Student Support Facilitator, SR39, Open/Promotional-Dual Certification, updated 12/21/2022, individual eligibility valid for six months.
- F. Motion by_____, second by_____, to approve an Eligibility List for Construction Project Manager II, Management, SR3, Open/Promotional, effective 12/22/2022, eligibility valid for six months.
- G. Motion by_____, second by_____, to approve a Continuous Filing Eligibility List for Instructional Assistant SpEd, SR34, Open/Promotional-Dual Certification, updated 1/03/23, individual eligibility valid 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 Grounds Maintenance Worker II, SR39, Open/Promotional-Dual Certification.
- B. Motion by_____, second by_____, to establish a six-month Eligibility List for Student Support Facilitator, SR39, Open/Promotional-Dual Certification.

8. ASSEMBLY BILL 361/2449 – POSSIBLE SPECIAL MEETING

Public comments, if any

AB 361 provides an option to potentially extend the ability to conduct virtual public meetings. The bill specifies that if a legislative body would like to meet remotely, it must determine, by majority vote, whether as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees. The extension is in effect until January 1, 2024. If a legislative body votes to continue virtual meetings, it can only do so as long as the state of emergency remains active or state or local officials continue to impose or recommend measures to promote social distancing. Furthermore, the legislative body is required to place an item on their agenda each month to vote to continue holding meetings virtually. It is important to note that Governor Newsom has announced that the pandemic will end as of February 28, 2023

which will impact whether a public agency can justify meeting virtually. Furthermore, AB 2449 became effective January 1, 2023. This bill provides additional guidelines which will need to be considered when scheduling a public meeting.

- A. Motion by _____, second by _____, to have a special meeting of the Personnel Commission on a mutually agreed upon date between January 24, 2023 and February 7, 2023. An agenda item at this meeting would be to possibly announce the February 14, 2023 Regular Meeting as virtual since that meeting date exceeds 30 days from today. If the February 14, 2023 Regular Meeting is in person, a special meeting will not be needed.
- B. Motion by _____, second by _____, to hold the February 14, 2023, Regular Personnel Commission meeting and any other meetings scheduled in the next 30 days, virtually.

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

Public Comments, if any

11. CLOSED SESSION – The commission will convene to closed session per provisions of the Rules & Regulations for the Classified Service.

Public Comments, if any

- A. Administrative Matter relative to commission staff.

12. RECONVENE TO OPEN SESSION

Report of action taken in closed session

13. NEXT PERSONNEL COMMISSION MEETING

The next Regular meeting of the Personnel Commission is scheduled for Tuesday, February 14, 2023, at 3:30 P.M. Please note, this meeting may be held virtually.

14. ADJOURNMENT

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

Regular Meeting Meetings

3:30 P.M., December 13, 2022
Virtual Meeting

MEETING/OPEN SESSION

1. CALL TO ORDER

The meeting was called to order at 3:30 p.m. by Commission Chair JOHN BAIRD.

2. Pledge of Allegiance

Commissioner Baird led the pledge of allegiance.

Personnel Commissioners in Attendance

John Baird

Jeff Charles

Justin Cunningham

Personnel Commission Staff in Attendance

Susan Dixon, Director

Jennifer Laity, Human Resources Technician

3. Approval of the Agenda for the December 13, 2022, Personnel Commission Regular Meeting.

Public Comments - None

It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve the agenda for the December 13, 2022, Personnel Commission Regular Meeting.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

4. Approval of the Minutes for the November 8, 2022, Personnel Commission Regular Meeting.

Public Comments - None

It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve the minutes of the November 8, 2022 Personnel Commission Regular Meeting.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

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5. Approval of the Minutes for the November 28, 2022, Personnel Commission Special Meeting.

Public Comments - None

It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve the minutes of the November 28, 2022, Personnel Commission Special Meeting.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

6. 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 – *Wayne Baldwin (President) and Paul Valen (Labor Representative) shared ongoing negotiation concerns with the district regarding the January 1, 2023 minimum wage increase and the impact on the Classified Salary Schedule. Mr. Baldwin, Mr. Valen and the Commissioners scheduled a tentative Special Meeting for Thursday, December 22, 2022 at 3:30 pm if the district and CSEA do not agree to a solution at the next negotiation meeting scheduled on Monday, December 19, 2022.*

B. San Dieguito Union High School District

C. Public

ACTION ITEMS (See Supplements)

7. ELIGIBILITY LISTS TO BE RATIFIED/APPROVED

Public comments - None

A. It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Instructional Assistant SpEd, SR34, Open/Promotional-Dual Certification, updated 11/10/2022, individual eligibility valid for six months.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

B. It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve a Merged Eligibility List for Receptionist, SR32, Open/Promotional-Dual Certification, updated 11/18/2022, individual eligibility valid for six months.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

C. It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve an Eligibility List for Human Resources Technician, SR42, Open/Promotional-Dual Certification, effective 11/18/2022, eligibility valid for six months.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

D. It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve an Eligibility List for Human Resources Specialist, SR46, Open/Promotional-Dual Certification, effective 11/21/2022, eligibility valid for six months.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

E. It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve an Eligibility List for Director of Classified Personnel, Management, SR2, Open/Promotional-Dual Certification, effective 11/21/2022, eligibility valid for six months.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

8. ELIGIBILITY LISTS TO BE ESTABLISHED/RECRUITMENTS POSTED

Public comments - None

A. It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to establish a six-month Eligibility List for Director of Purchasing, Management, SR10, Open/Promotional-Dual Certification.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

B. It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to establish a six-month Eligibility List for Construction Projects Manager II, Management, SR3, Open/Promotional.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

C. It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to establish a six-month Eligibility List for Student Support Facilitator, SR39, Open/Promotional-Dual Certification.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

9. CLASSIFICATION REVIEWS

Public comments - None

A. Grounds Maintenance Worker I & II

It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to update the job description for Grounds Maintenance Worker I as presented.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to retain the current salary allocation of Range 35 for Grounds Maintenance Worker I.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to update the job description for Grounds Maintenance Worker II as presented.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to retain the current salary allocation of Range 39 for Grounds Maintenance Worker II.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

B. Transportation Operations Supervisor

It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to update the job description for Transportation Operations Supervisor as presented.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to retain the current salary allocation of Supervisory Range 6 for Transportation Operations Supervisor.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

10. ORGANIZATION OF THE PERSONNEL COMMISSION

Public comments - None

A. Election of Chair for the Personnel Commission

It was moved by JEFF CHARLES, seconded by JOHN BAIRD, that JUSTIN CUNNINGHAM be nominated as Chair of the Personnel Commission for 2023.

John Baird-Aye

Jeff Charles-Aye

Passed with two Ayes

It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, that nominations be closed. JUSTIN CUNNINGHAM is elected as Chair of the Personnel Commission for 2023.

John Baird-Aye

Jeff Charles-Aye

Passed with two Ayes

B. Election of Vice-Chair for the Personnel Commission

It was moved by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, that JEFF CHARLES be nominated as Vice-Chair of the Personnel Commission for 2023.

John Baird-Aye

Justin Cunningham-Aye

Passed with two Ayes

It was moved by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, that nominations be closed. JEFF CHARLES is elected as Vice-Chair of the Personnel Commission for 2023.

John Baird-Aye

Justin Cunningham-Aye

Passed with two Ayes

11. PERSONNEL COMMISSION MEETING CALENDAR – 2023

Public comments – None

Director Dixon explained new Assembly Bill 2449 that was signed into law on September 13, 2022 by Governor Newsom. The governor announced that the state of emergency

related to the pandemic will be over in February. AB 361, which allows us to meet virtually, will be in effect for the January meeting and possibly February. Dixon will research and get back to the Commission with the exact cutoff date.

- A. It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve the schedule for the regular meetings of the Personnel commission for 2023 as listed on the attached supplement, "Personnel Meeting Schedule 2023", to be held at 3:30 P.M., the second Tuesday of each month, either virtually or at a designated district meeting space.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

12. ASSEMBLY BILL 361

Public comments - None

AB 361 provides an option to potentially extend the ability to conduct virtual public meetings. The bill specifies that if a legislative body would like to meet remotely, it must determine, by majority vote, whether as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees. The extension is in effect until January 1, 2024. If a legislative body votes to continue virtual meetings, it can only do so as long as the state of emergency remains active or state or local officials continue to impose or recommend measures to promote social distancing. Furthermore, the legislative body is required to place an item on their agenda each month to vote to continue holding meetings virtually.

- A. It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to hold the January 10, 2023, Regular Personnel Commission meeting and any other meetings scheduled in the next 30 days, virtually.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

DISCUSSION/INFORMATION ITEMS (See Supplements)

13. PENDING GRIEVANCES BETWEEN SDUHSD AND CSEA

This item was placed on the agenda at the request of CSEA. It was also on the November agenda.

Public Comments – Wayne Baldwin (CSEA President) noted that the district is working with CSEA but there is a long road ahead.

14. STAFF COMMENTS ON PERSONNEL ACTIVITIES

Public Comments – Susan Dixon (Classified Personnel Director) thanked everyone for their support during her employment at SDUHSD. Susan is retiring at the end of the year.

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

15. CORRESPONDENCE

Public Comments - None

16. NEXT PERSONNEL COMMISSION MEETING

The next Regular meeting of the Personnel Commission is scheduled for Tuesday, January 10, (Corrected from 11), 2023, at 3:30 P.M. Please note, this meeting may be held virtually.

17. ADJOURNMENT – 5:04 P.M.

San Dieguito Union High School District
Personnel Commission

Plumber

Eligibility List

Open/Promo-Dual Certification

Effective Date: 12/8/2022

Applicant ID	Rank	Expiration Date	Source
6456459	1	6/8/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Student Health Care Specialist
Eligibility List - Merged
Open/Promo-Dual Certification

Updated Date: 12/9/2022

Applicant ID	Rank	Expiration Date	Source
2153014	1	2/24/2023	Open
6292820	2	6/9/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Maintenance Supervisor
Eligibility List
Open/Promo-Dual Certification

Effective Date: 12/9/2022

Applicant ID	Rank	Expiration Date	Source
3525749	1	6/9/2023	Promo
6994437	2	6/9/2023	Promo
1957362	3	6/9/2023	Open
6999729	4	6/9/2023	Promo
1542398	5	6/9/2023	Open
1491975	6	6/9/2023	Open
7000280	7	6/9/2023	Open
6997551	8	6/9/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Instructional Assistant Sp Ed

Eligibility List - Continuous Filing

Open/Promo-Dual Certification

Updated Date: 12/13/2022 *Please note: Individual eligiblity is valid for 6 months.
Scores are merged each time the exam is administered.*

Applicant ID	Rank	Expiration Date	Source
6981641	1	6/13/2023	Open
6927708	2	3/6/2023	Open
5482027	3	3/6/2023	Open
6982207	4	5/10/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Student Support Facilitator
Eligibility List-Merged
Open/Promo-Dual Certification

Updated Date: 12/21/2022

Applicant ID	Rank	Expiration Date	Source
7014401	1	6/21/2023	Open
3786161	2	6/21/2023	Open
1993265	3	4/10/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Construction Project Manager II

Eligibility List
Open/Promo

Effective Date: 12/22/2022

Applicant ID	Rank	Expiration Date	Source
3377688	1	6/22/2023	Promo

S. Dixon

San Dieguito Union High School District
Personnel Commission

Instructional Assistant Sp Ed

Eligibility List - Continuous Filing

Open/Promo-Dual Certification

Updated Date: 1/3/2023

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

Applicant ID	Rank	Expiration Date	Source
6981641	1	6/13/2023	Open
6927708	2	3/6/2023	Open
5482027	3	3/6/2023	Open
6591719	4	4/20/2023	Open
6993725	5	7/3/2023	Open
6982207	6	5/10/2023	Open

S. Dixon

71 Approved active requisitions (not including HOLDS)						
69 Total Current/pending vacancies in 20 different job classifications						
SITE	SLOT	Position	Hrs/Wk	Hrs/Day	FTE	STATUS
TPHS	AA037	Administrative Assistant II	40	8	1.00	Recruitment scheduled
Spanish North	AO144	Bilingual Parent / Community Liaison	19.5	3.9	0.49	Recruitment in progress
Mandarin South	AO143	Bilingual Parent / Community Liaison	19.5	3.9	0.49	Recruitment in progress
Spanish South	AO142	Bilingual Parent / Community Liaison	19.5	3.9	0.49	Recruitment in progress
FAC CON	AK978	Construction Project Manager II	40	8	1.00	Interviews scheduled
TPHS	AA150	Custodian	40	8	1.00	Recruitment in progress
DNO	AO065	Custodian	40	8	1.00	Recruitment in progress
SDA	AL907	Custodian	40	8	1.00	Recruitment in progress
M&O	AA165	Custodian Floater	40	8	1.00	Recruitment in progress
DO	AL471	Director of Purchasing	40	8	1.00	Recruitment in progress
M&O	AJ703	Grounds Maintenance Worker II	40	8	1.00	Recruitment in progress
M&O	AA198	HVAC Technician	40	8	1.00	Recruitment in progress
TPHS	AM890	Student Health Care Specialist	40	8	1.00	Interviews conducted
OCMS	AN937	Student Health Care Specialist	30	6	0.75	Recruitment in progress
DO	AN991	Human Resource Specialist	40	8	1.00	Recruitment in progress
LCC	AO042	Interpreter for the the Deaf and Hard-of-Hearing	32.5	6.5	0.81	Recruitment in progress
LCC	AH757	Instructional Assistant - Behavior Intervention	30	6	0.75	Recruitment in progress
COAST	AN154	Instructional Assistant - Behavior Intervention	27.5	5.5	0.69	Recruitment in progress
COAST	AI616	Instructional Assistant - Behavior Intervention	27.5	5.5	0.69	Recruitment in progress
TPHS	AN952	Instructional Assistant - Behavior Intervention	30	6	0.75	Recruitment in progress
TPHS	AJ212	Instructional Assistant - Behavior Intervention	30	6	0.75	Recruitment in progress
LCC	AI331	Instructional Assistant Special Education	30	6	0.75	Recruitment in progress
TPHS	AJ226	Instructional Assistant Special Education	30	6	0.75	Recruitment in progress
CCA	AA437	Instructional Assistant Special Education	19.5	3.9	0.49	Recruitment in progress
PTMS	AN548	Instructional Assistant Special Education	30	6	0.75	Recruitment in progress
SDA	AN963	Instructional Assistant Special Education	30	6	0.75	HOLD
SDA	AN961	Instructional Assistant Special Education	30	6	0.75	HOLD
COAST	AN154	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
COAST	AI375	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
COAST	AJ156	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
COAST	AJ674	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
COAST	AN656	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
COAST	AN149	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
COAST	AH436	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
COAST	AH447	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
COAST	AD636	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
COAST	AJ180	Instructional/Personal Care Assistant	27.5	5.5	0.69	Recruitment in progress
DNO	AA226	Nutrition Services Assistant I	17.5	3.5	0.48	Recruitment in progress
DNO	AI917	Nutrition Services Assistant I	12.5	2.5	0.31	Recruitment in progress
DNO	AA223	Nutrition Services Assistant I	17.5	3.5	0.48	Recruitment in progress
OCMS	AF015	Nutrition Services Assistant I	15	3	0.38	Recruitment in progress
CVMS	AI916	Nutrition Services Assistant I	12.5	2.5	0.31	Recruitment in progress
DNO	AJ075	Nutrition Services Assistant I	16.25	3.25	0.41	Recruitment in progress
LCC	AA241	Nutrition Services Assistant I	12.5	2.5	0.31	Recruitment in progress

71 Approved active requisitions (not including HOLDS)						
69 Total Current/pending vacancies in 20 different job classifications						
SITE	SLOT	Position	Hrs/Wk	Hrs/Day	FTE	STATUS
OCMS	AN328	Nutrition Services Assistant I	10	2	0.25	Recruitment in progress
SDA	AN339	Nutrition Services Assistant I	15	3	0.38	Recruitment in progress
CVMS	AD298	NSA II	19.5	3.9	0.49	Recruitment in progress
MO	AA211	Plumber	40	8	1.00	Recruitment in progress
TRANS	AA494	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA513	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA531	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA507	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA510	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA515	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AF521	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AJ470	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA514	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AE711	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA516	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA525	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AJ471	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AE717	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA527	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA491	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA495	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA498	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA506	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA512	School Bus Driver	20	4	0.50	Recruitment in progress
Sunset	AN522	Student Support Facilitator	19.5	3.9	0.48	Recruitment in progress
CCA	AN574	Student Support Facilitator	19.5	3.9	0.48	Recruitment in progress
TRANS	AA548	Transportation Operations Supervisor	40	8	1.00	Recruitment in progress

PERSONNEL LIST

CLASSIFIED PERSONNEL

Employment

1. **Fine, Connor**, Theater Technician, SR41, 100% FTE, La Costa Canyon High School, effective 01/10/2023.
2. **Rienert, Jake**, Maintenance Worker II, SR40, 100% FTE, Facilities, effective 11/15/2022
3. **Tran, Hao**, Nutrition Services Assistant I, SR25, 31.25% FTE, Carmel Valley Middle School - Cafeteria, effective 12/01/2022.
4. **Uribe, Consuelo**, Receptionist, SR32, 100% FTE, San Dieguito High School Academy, effective 12/01/2022.

Change in Assignment

1. **Snedeker, Timothy**, Custodian Floater, SR33, 100% FTE, Facilities, to Custodian, SR32, 100% FTE, Facilities, effective 11/14/2022.
2. **Correa, Carolina**, Nutrition Services Assistant I, SR25, 43.75% FTE, Carmel Valley Middle School - Cafeteria, to Nutrition Services Assistant II, SR27, 48.75% FTE, Carmel Valley Middle School - Cafeteria, effective 11/14/2022.
3. **Galli, Megan**, Student Support Facilitator, SR39, 100% FTE, Torrey Pines High School, to Student Support Facilitator, SR39, 40% FTE, Torrey Pines High School, effective 09/15/2022.

Resignation

1. **Arce, Rosella**, Construction Manager II, SR3, 100% FTE, Facilities Construction, effective 01/02/2023.
2. **Cloutman, Vincent**, Instructional Assistant - BI, SR36, 75% FTE, La Costa Canyon High School, effective 11/30/2022.
3. **Duehr, Jill Ann**, Student Support Facilitator, SR39m 48.75% FTE, Canyon Crest Academy, effective 12/08/2022.
4. **Havercamp, Leslie**, Instructional Assistant - SPED, SR34, 75% FTE, Oak Crest Middle School, effective 11/04/2022.
5. **Kelly, Debra**, Director of Purchasing, SR10, 100% FTE, District Office, effective 11/04/2022 for purposes of retirement.
6. **Moya, Kellie**, Nutrition Services Supervisor, SR1, 87.5% FTE, Pacific Trails Middle School - Cafeteria, effective 12/09/2022.
7. **Belloise, Joseph**, Instructional Assistant - SPED, SR36, 69% FTE, COAST Academy, effective 11/06/2022 - became a certificated employee.
8. **Plasencia, Jennifer**, Nutrition Services Supervisor, SR1, 87.5% FTE, Carmel Valley Middle School - Cafeteria, effective 11/25/2022.

Classified Personnel Supplement

Artist in Residence

1. **Voutour, Killian**, Digueno Middle School, Music, effective 11/14/2022.
2. **Voutour, Killian**, Oak Crest Middle School, Music, effective 11/14/2022.

AVID Tutor

1. **Gutierrez, Carolina**, San Dieguito Academy, effective 11/03/2022.

Athletic Coach

Canyon Crest Walk-On

1. **Blackman, Larry**, Boy's Basketball, Varsity Assistant Coach, effective 11/03/2022.
2. **Fleming, Ryan**, Boy's Basketball, Varsity Assistant Coach, effective 11/4/2022.
3. **Fournier, Jaime**, Boy's Soccer, Junior Varsity Assistant Coach, effective 11/01/2022.
4. **Michaels, Ryan**, Boy's Basketball, Junior Varsity Head Coach, effective 11/08/2022.
5. **Pacheco, Adan**, Wrestling, Varsity Head Coach, effective 11/07/2022.
6. **Stafford, James**, Boy's Soccer, Junior Varsity Assistant Coach, effective 11/01/2022.
7. **Torres Isidra, Jose**, Girl's Soccer, Varsity Assistant Coach, effective 11/03/2022.

La Costa Canyon Walk-On

1. **DeHaan, Cara**, Girl's Soccer, Junior Varsity Head Coach @ 50%, effective 11/7/2022.
2. **Dixon, Christopher**, Girl's Wrestling, Varsity Head Coach, effective 11/07/2022.
3. **Dvorak, Apryl**, Girl's Water Polo, Junior Varsity Head Coach, effective 11/03/2022.
4. **Fleming, Ashley**, Girl's Basketball, Junior Varsity Head Coach, effective 11/07/2022.
5. **Garrett, Anthony**, Boy's Basketball, Junior Varsity Head Coach, effective 11/04/2022.
6. **Gurley, Trenton**, Boy's Soccer, Varsity Assistant Coach, effective 11/03/2022.
7. **Hernandez, Esteven**, Girl's Basketball, Varsity Head Coach, effective 11/03/2022.
8. **Hilliard, Courtney**, Girl's Soccer, Freshmen Head Coach @ 50%, effective 11/7/2022.
9. **Joy, Sean**, Girl's Water Polo, Varsity Head Coach, effective 11/04/2022.
10. **Keffer, Ryan**, Boy's Soccer, Freshmen Head Coach, effective 11/15/2022.
11. **Lowery, Austin**, Girl's Basketball, Varsity Assistant Coach, effective 11/15/2022.
12. **Morrissey, Ryan**, Girl's Soccer, Varsity Head Coach, effective 11/01/2022.
13. **Murphy, Sean**, Boy's Soccer, Junior Varsity Head Coach @50%, effective 11/4/2022.
14. **Overmyer, Alexis**, Girl's Water Polo, Freshmen Head Coach, effective 11/07/2022.
15. **Owens, Erica**, Girl's Soccer, Varsity Assistant Coach, effective 11/02/2022
16. **Ramirez, Michael**, Boy's Wrestling @ 50%, Junior Varsity Head Coach, effective 11/08/2022.
17. **Randall, Timothy**, Boy's Wrestling, Junior Varsity Head Coach @ 50%, effective 11/02/2022.
18. **Spears, Brandon**, Boy's Basketball, Varsity Assistant Coach, effective 11/08/2022.
19. **Teran, Elizabeth**, Girl's Soccer, Freshmen Head Coach @ 50%, effective 11/07/2022.
20. **Turner, Christopher**, Boy's Soccer, Junior Varsity Head Coach @ 50%, effective 11/7/2022.

San Dieguito Academy Walk-On

1. **Dwyer, Jeffrey**, Boy's Basketball, Varsity Assistant Coach, effective 11/03/2022.
2. **Jackson, Willie**, Boy's Basketball, Varsity Assistant Coach, effective 11/14/2022.

Torrey Pines Walk-On

1. **Aspiazu, Maria**, Girl's Soccer, Freshmen Head Coach, effective 11/9/2022.
2. **Bigrigg, Michael**, Boy's Wrestling, Varsity Head Coach, effective 11/04/2022.
3. **Carman, Brandon**, Girl's Water Polo, Varsity Head Coach, effective 11/01/2022.
4. **Kalinoski, Pamela**, Girl's Soccer, Varsity Assistant Coach, effective 11/01/2022.
5. **Lalone, Joseph**, Boy's Wrestling, Varsity Assistant Coach, effective 10/31/2022.
6. **Lee, Wesley S**, Girl's Wrestling, Varsity Head Coach, effective 11/17/2022.
7. **Orozco, Eugene**, Boy's Soccer, Junior Varsity Head Coach, effective 11/18/2022.
8. **Romo, Jesus**, Girl's Soccer, Junior Varsity Head Coach, effective 11/16/2022.

Classified Substitutes

1. **Fine, Connor**, effective 10/31/2022.

2. **Haverkamp, Leslie**, effective 11/5/2022.
3. **Ortiz, Whitney**, effective 10/17/22.
4. **Salazar Mendez, Noemi**, effective 11/09/2022.