

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

Special Meeting Agenda

*3:30 P.M., August 30, 2022
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, 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 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**

Special Meeting Agenda

3:30 P.M., August 30, 2022
Virtual Meeting

REGULAR MEETING/OPEN SESSION

1. Call to Order Commission Chair

2. Pledge of Allegiance
Approval of the Agenda for the August 30, 2022 Personnel Commission Special Meeting.
Public Comments, if any
Motion by _____, second by _____, to approve the agenda for the August 30, 2022, Personnel Commission Special Meeting.

3. Approval of the Minutes for the August 9, 2022, Personnel Commission Regular Meeting.
Public Comments, if any
Motion by _____, second by _____, to approve the minutes of the August 9, 2022, Personnel Commission Regular Meeting.

ACTION ITEMS (See Supplements)

4. ELIGIBILITY LISTS TO BE RATIFIED/APPROVED
Public comments, if any
 - A. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Instructional Assistant Special Education, SR34, Open/Promotional-Dual Certification, updated 08/02/22, individual eligibility valid for six months.
 - B. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Nutrition Services Assistant I, SR25, Open/Promotional-Dual Certification, updated 08/04/22, individual eligibility valid for six months.
 - C. Motion by _____, second by _____, to approve an Eligibility List for Accounting Technician, SR 42, Open/Promotional-Dual Certification, effective 08/08/22, eligibility valid for six months.
 - D. Motion by _____, second by _____, to approve an Eligibility List for Administrative Assistant II, SR 40, Open/Promotional, effective 08/08/22, eligibility valid for six months.
 - E. Motion by _____, second by _____, to approve an Eligibility List for Theater Technician, SR 41, Open/Promotional-Dual Certification, effective 08/09/22, eligibility valid for six months.
 - F. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Instructional Assistant - Bilingual, SR31, Open/Promotional-Dual Certification, updated 08/10/22, individual eligibility valid for six months.
 - G. Motion by _____, second by _____, to approve an Eligibility List for Campus Supervisor, SR 32, Open/Promotional-Dual Certification, effective 08/12/22, eligibility valid for six months.

- H. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Instructional/Personal Care Assistant, SR37, Open/Promotional, updated 08/12/22, individual eligibility valid for six months.
- I. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Instructional Assistant Special Education, SR34, Open/Promotional-Dual Certification, updated 08/12/22, individual eligibility valid for six months.
- J. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Nutrition Services Assistant I, SR25, Open/Promotional-Dual Certification, updated 08/15/22, individual eligibility valid for six months.
- K. Motion by _____, second by _____, to approve an Eligibility List for Information Technology (IT) Support Technician, SR 51, Open/Promotional-Dual Certification, effective 08/16/22, eligibility valid for six months.
- L. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Custodian, SR32, Open/Promotional-Dual Certification, updated 08/17/22, individual eligibility valid for six months.
- M. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for School Bus Driver, SR38, Open/Promotional-Dual Certification, updated 08/18/22, individual eligibility valid for six months.
- N. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for School Bus Driver, SR38, Open/Promotional-Dual Certification, updated 08/23/22, individual eligibility valid for six months.
- O. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Instructional Assistant Special Education, SR34, Open/Promotional-Dual Certification, updated 08/23/22, individual eligibility valid for six months.
- P. Motion by _____, second by _____, to approve an Eligibility List for Accountant, SR 52, Promotional Only, effective 08/24/22, eligibility valid for six months.
- Q. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Instructional Assistant Special Education, SR34, Open/Promotional-Dual Certification, updated 08/24/22, individual eligibility valid for six months.
- R. Motion by _____, second by _____, to approve a Continuous Filing Eligibility List for Student Health Care Specialist, SR40, Open/Promotional-Dual Certification, updated 08/24/22, individual eligibility valid for six months.

5. ELIGIBILITY LISTS TO BE ESTABLISHED/RECRUITMENTS POSTED

Public comments, if any

- A. Motion by _____, second by _____, to establish a six-month Eligibility List for Transportation Router/Scheduler, SR4, Promotional Only.
- B. Motion by _____, second by _____, to establish a six-month Eligibility List for Health Technician, SR35, Open/Promotional-Dual Certification.
- C. Motion by _____, second by _____, to establish a six-month Eligibility List for Maintenance Worker II, SR40, Open/Promotional-Dual Certification.
- D. Motion by _____, second by _____, to establish a six-month Eligibility List for Nutrition Services Supervisor, Supervisory SR4, Open/Promotional-Dual Certification.
- E. Motion by _____, second by _____, to establish a six-month Eligibility List for Nutrition Services Operations Supervisor, Supervisory SR11, Open/Promotional-Dual Certification.
- F. Motion by _____, second by _____, to establish a six-month Eligibility List for Student Support Facilitator, SR 39, Open/Promotional-Dual Certification.

6. ASSEMBLY BILL 361

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.

- A. Motion by_____, second by_____, to hold the September 13, 2022, Regular Personnel Commission meeting and any other meetings scheduled in the next 30 days, virtually.

DISCUSSION/INFORMATION ITEMS (See Supplements)

7. STAFF COMMENTS ON PERSONNEL ACTIVITIES

Public Comments, if any

- A. Vacancy Report
B. Other

8. NEXT PERSONNEL COMMISSION MEETING

The next regular meeting of the Personnel Commission is scheduled for Tuesday, September 13, 2022, at 3:30 P.M. Please note, this meeting may be held virtually.

9. ADJOURNMENT

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

Regular Meeting Minutes

3:30 PM, August 9, 2022

Virtual Meeting

REGULAR MEETING/OPEN SESSION

1. CALL TO ORDER

The meeting was called to order at 3:32 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

Barbara Bass, Human Resource Analyst

Jennifer Laity, Human Resources Technician

3. APPROVAL OF THE AGENDA FOR THE August 9, 2022, PERSONNEL COMMISSION REGULAR MEETING.

Public Comments-None

It was moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve the agenda for the August 9, 2022, Personnel Commission Regular Meeting.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

4. APPROVAL OF THE MINUTES OF THE July 12, 2022, PERSONNEL COMMISSION REGULAR MEETING.

Public Comments-None

It was moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve the minutes of the July 12, 2022, 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- *None*
- B. San Dieguito Union High School District- *None*
- C. Public – *None*

ACTION ITEMS-(See Supplements)

6. ELIGIBILITY LISTS TO BE RATIFIED/APPROVED

Public Comments-None

- A. Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Instructional Assistant-Bilingual, SR31, Open/Promotional-Dual Certification, updated 06/27/22, individual eligibility valid for six months.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes
- B. Moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve a Continuous Filing Eligibility List for Instructional Assistant Special Education, SR34, Open/Promotional-Dual Certification, updated 07/07/22, individual eligibility valid for six months.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes
- C. Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve an Eligibility List for Nutrition Services Assistant II, SR27, Open/Promotional-Dual Certification, effective 07/07/22, eligibility valid for six months.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes
- D. Moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve an Eligibility List for Receptionist, SR32, Open/Promotional-Dual Certification, effective 07/11/22, eligibility valid for six months.

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

- E. Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Custodian, SR32, Open/ Promotional-Dual Certification, updated 07/11/22, individual eligibility valid for six months.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes
- F. Moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve a Continuous Filing Eligibility List for Instructional Assistant SpEd Behavior Intervention, SR36, Open/ Promotional, updated 07/14/22, individual eligibility valid for six months.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes
- G. Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve Continuous Filing Eligibility Lists for Instructional/Personal Care Assistant, SR37, Open/ Promotional - Dual Certification, updated 07/14/22 and 7/18/22, individual eligibility valid for six months.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes
- H. Moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve an Eligibility List for Nutrition Services Supervisor, R4, Open/ Promotional-Dual Certification, effective 07/18/22, eligibility valid for six months.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes
- I. Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve an Eligibility List for Skilled Maintenance Worker, SR49, Open/Promotional-Dual Certification, effective 7/19/22, eligibility valid for six months.
John Baird-Aye
Jeff Charles-Aye
Justin Cunningham-Aye
Passed with three Ayes
- J. Moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to approve a Continuous Filing Eligibility List for Instructional Assistant-Bilingual, SR31, Open/Promotional-Dual Certification, updated 7/28/22, individual eligibility valid for six months.

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

- K. Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Custodian, SR32, Open/Promotional-Dual Certification, updated 8/1/22, individual eligibility valid 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. Moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to establish a six-month Eligibility List for Campus Supervisor, SR32, Open/Promotional-Dual Certification.

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

- B. Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to establish a six-month Eligibility List for Information Technology (IT) Support Technician, SR51, Open/Promotional-Dual Certification.

There was a brief discussion about the history of this classification and the intent for the additional position being added at this time.

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

- C. Moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to establish a six-month Eligibility List for Nutrition Services Transporter II, SR29, Open/Promotional-Dual Certification.

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

- D. Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to establish a six-month Eligibility List for Accountant, SR52, Promotional Only.

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

- E. Moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES, to establish a six-month Eligibility List for Health Technician, SR35, Open/Promotional-Dual Certification.

John Baird-Aye

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

- F. Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to establish a six-month Eligibility List for Information Systems Support Technician, SR44, Open/Promotional-Dual Certification.

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

8. CLASSIFICATION REVIEWS

Public comments-see below

A. Vehicle & Equipment Service Worker

Moved by JUSTIN CUNNINGHAM seconded by JEFF CHARLES, to revise the job description for Vehicle and Equipment Service Worker as proposed.

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

B. Human Resources Specialist

Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to establish a new classification of Human Resources Specialist, approve the job description as presented, and recommend to the Board of Trustees allocating the classification of Human Resources Specialist to Range 46 of the Classified Salary Schedule.

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

C. Health Technician

Moved by JUSTIN CUNNINGHAM, seconded by JEFF CHARLES to classify the vacant Health Technician (R35) position at Oak Crest Middle School to Student Health Care Specialist (R40).

Director Dixon explained that historically changes to vacant positions have not been brought to the Personnel Commission; however, the new practice is to have the commission review all changes. The student body at this school includes medically fragile students and students who require administration of medication so the licensed nurse classification is needed.

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

D. Student Support Facilitator

Moved by JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to update the job description for Student Support Facilitator (R39) as presented.

Director Dixon explained the changes to the job description and that funding was approved to

restaff 10 positions. Commissioner Baird inquired about the recall process used in returning incumbents to assignments.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

E. Administrative Assistant II

Moved by JEFF CHARLES seconded by JUSTIN CUNNINGHAM, to accept the recommendation of “no change in classification” for Donna Crosby, Administrative Assistant II in Special Education.

Director Dixon explained that a standard classification review was conducted to come up with a recommendation and gave an overview of this review. Carmen Blum asked about the difference between a standard and non-standard review and if the emails Ms. Crosby provided were reviewed. Dixon went through the steps that were part of the study. The study did include looking at each of the emails Ms. Crosby provided and talked through the emails with Ms. Crosby. Ms. Blum asked if the duties Ms. Crosby was performing were compared to the job description for Administrative Assistant II. Dixon acknowledged that many duties on the job description were not being performed by Ms. Crosby (e.g calendar, taking notes at meetings); working within a database, producing reports and maintaining files have been primary duties. Ms. Blum asked what Ms. Crosby’s job will look like when she returns. Dixon explained that there are numerous staffing changes in special education right now and she does not know specifically what duties Ms. Crosby will perform. The job description for Administrative Assistant II is broad. Dixon stated she will work with Ms. Hazlewood and monitor the situation when Ms. Crosby returns. Ms. Blum finished by clarifying her meaning of the word “negligence” that was used in a past meeting was to reference specific instances of requests from employees that were not addressed.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham-Aye

Passed with three Ayes

9. ASSEMBLY BILL 361/SPECIAL MEETING SCHEDULE

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 JEFF CHARLES, seconded by JUSTIN CUNNINGHAM, to hold Personnel Commission meetings scheduled in the next 30 days, virtually.

This motion was modified to exclude reference to a September 13, 2022 meeting date.

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 schedule a special meeting of the Personnel Commission on August 30, 2022.

This motion was modified to specify a special meeting date.

John Baird-Aye

Jeff Charles-Aye

Justin Cunningham- Aye

Passed with three Ayes

DISCUSSION/INFORMATION ITEMS (See Supplements)

10. STAFF COMMENTS ON PERSONNEL ACTIVITIES

Public Comments- None

A. Vacancy Report

B. Personnel List Report

C. Other- Dixon mentioned that she has been going to sites to administer the qualification exam to implement the bilingual stipend. Commissioner Baird reported that a San Diego CSPCA meeting will be conducted next week.

11. CORRESPONDENCE

Public Comments-None

12. NEXT PERSONNEL COMMISSION MEETING

The next scheduled meeting of the Personnel Commission is for Tuesday, August 30, 2022, at 3:30 P.M. Please note, this meeting will be held virtually.

13. ADJOURNMENT – 5:02 P.M.

San Dieguito Union High School District
Personnel Commission

Instructional Asst. Sp Ed
Eligibility List - Continuous Filing
Open/Promo-Dual Certification

Updated Date: 8/2/2022 *Please note: Individual eligiblity is valid for 6 months.
Scores are merged each time the exam is administered.*

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
2815811	1	2/2/2023	Open
6522334	2	12/1/2022	Open
6860705	3	1/7/2023	Open
6615783	3	9/10/2022	Open
6592265	4	12/23/2022	Promo

S. Dixon

San Dieguito Union High School District
Personnel Commission

Nutrition Services Assistant I
Eligibility List - Continuous Filing
Open/Promo-Dual Certification

Updated Date: 8/4/2022 *Please note: Individual eligiblity is valid for 6 months.
Scores are merged each time the exam is administered.*

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
6759181	1	9/17/2022	Open
6634437	2	10/26/2022	Open
6777462	3	2/4/2023	Open
6512695	4	8/10/2022	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Accounting Technician
Eligibility List
Open/Promo-Dual Certification

Effective Date: 8/8/2022

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
193334	1	2/8/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Administrative Asst. II

Eligibility List
Open/Promo

Effective Date: 8/8/2022

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
2579180	1	10/12/2022	Promo
3264849	2	10/12/2022	Promo
1219702	3	10/12/2022	Promo
2791914	4	10/12/2022	Promo
6688851	5	10/12/2022	Promo

Reinstatement

S. Dixon

San Dieguito Union High School District
Personnel Commission

Theater Technician
Eligibility List
Open/Promo-Dual Certification

Effective Date: 8/9/2022

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
6896629	1	2/9/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Instructional Assistant- Bilingual

Eligibility List - Continuous Filing
Open/Promo-Dual Certification

Updated Date: 8/10/2022 *Please note: Individual eligibility is valid for 6 months.
Scores are merged each time the exam is administered.*

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
3005769	1	12/2/2022	Open
453137	1	1/28/2023	Open
6881389	2	2/10/2023	Open
6877673	3	1/28/2023	Open
1674027	4	12/27/2022	Promo

S. Dixon

San Dieguito Union High School District
Personnel Commission

Campus Supervisor
Eligibility List
Open/Promo-Dual Certification

Effective Date: 8/12/2022

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
6408922	1	2/12/2023	Open
6862474	2	2/12/2023	Promo
2046277	3	2/12/2023	Open
5228594	3	2/12/2023	Promo
2259444	4	2/12/2023	Open
6642326	5	2/12/2023	Promo

S. Dixon

San Dieguito Union High School District
Personnel Commission

Instructional/Personal Care Assistant Sp Ed
Eligibility List - Continuous Filing
Open/Promo

Updated Date: 8/12/2022 *Please note: Individual eligibility is valid for 6 months.
Scores are merged each time the exam is administered.*

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
6802033	1	11/6/2022	Open
6571602	2	9/16/2022	Open
6418081	3	1/14/2023	Open
3796662	4	2/12/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Instructional Asst. Sp Ed

Eligibility List - Continuous Filing
Open/Promo-Dual Certification

Updated Date: 8/12/2022

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

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
2815811	1	2/2/2023	Open
6522334	2	12/1/2022	Open
6860705	3	1/7/2023	Open
6615783	3	9/10/2022	Open
3796662	4	2/12/2023	Open
6592265	5	12/23/2022	Promo

S. Dixon

San Dieguito Union High School District
Personnel Commission

Nutrition Services Assistant I
Eligibility List - Continuous Filing
Open/Promo-Dual Certification

Updated Date: 8/15/2022 *Please note: Individual eligibility is valid for 6 months.
Scores are merged each time the exam is administered.*

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
6759181	1	9/17/2022	Open
6634437	2	10/26/2022	Open
6777462	3	2/4/2023	Open
6512695	4	8/10/2022	Open

Reinstatement: 1 495210

S. Dixon

San Dieguito Union High School District
Personnel Commission

Information Technology (IT) Support Technician
Eligibility List
Open/Promo-Dual Certification

Effective Date: 8/16/2022

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
741654	1	2/16/2023	Open
6891244	2	2/16/2023	Open
6159195	3	2/16/2023	Open
1534096	4	2/16/2023	Open

S. Dixon

San Dieguito Union High School District Personnel Commission

Custodian

Eligibility List - Continuous Filing
Open/Promo-Dual Certification

Updated Date: 8/17/2022

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

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
6823398	1	11/26/2022	Open
3000647	2	10/27/2022	Open
4524968	3	2/17/2023	Open
6513762	4	10/27/2022	Open
2637049	5	9/3/2022	Open
3279774	6	2/1/2023	Open
6468823	7	11/26/2022	Open
3626044	8	8/23/2022	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

School Bus Driver
Eligibility List - Continuous Filing
Open/Promo-Dual Certification

Updated Date: 8/18/2022 *Please note: Individual eligibility is valid for 6 months.
Scores are merged each time the exam is administered.*

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
6871303	1	2/18/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

School Bus Driver
Eligibility List - Continuous Filing
Open/Promo-Dual Certification

Updated Date: 8/23/2022 *Please note: Individual eligibility is valid for 6 months.
Scores are merged each time the exam is administered.*

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
6850799	1	2/23/2023	Open
6871303	2	2/18/2023	Open

S. Dixon

San Dieguito Union High School District Personnel Commission

Instructional Asst. Sp Ed Eligibility List - Continuous Filing Open/Promo-Dual Certification

Updated Date: 8/23/2022 *Please note: Individual eligibility is valid for 6 months.
Scores are merged each time the exam is administered.*

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
2815811	1	2/2/2023	Promo
1673786	2	2/22/2023	Open
6562438	3	2/23/2023	Open
6522334	4	12/1/2022	Open
6860705	5	1/7/2023	Open
6615783	5	9/10/2022	Open
1674027	6	2/23/2023	Promo
3796662	7	2/12/2023	Open
6778621	8	2/22/2023	Open
4438712	9	9/17/2022	Open
6777500	10	2/23/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Accountant
Eligibility List
Promotional Only

Effective Date: 8/24/2022

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
2579693	1	2/24/2023	Promo

S. Dixon

San Dieguito Union High School District Personnel Commission

Instructional Asst. Sp Ed Eligibility List - Continuous Filing Open/Promo-Dual Certification

Updated Date: 8/24/2022 *Please note: Individual eligibility is valid for 6 months.
Scores are merged each time the exam is administered.*

<i>Applicant ID</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
3243172	1	2/24/2023	Open
2815811	2	2/2/2023	Promo
1673786	3	2/22/2023	Open
6562438	4	2/23/2023	Open
6522334	5	12/1/2022	Open
6860705	6	1/7/2023	Open
6615783	6	9/10/2022	Open
1674027	7	2/23/2023	Promo
3796662	8	2/12/2023	Open
6778621	9	2/22/2023	Open
4438712	10	9/17/2022	Open
6777500	11	2/23/2023	Open

S. Dixon

San Dieguito Union High School District
Personnel Commission

Student Health Care Specialist
Eligibility List - Continuous Filing
Open/Promotional-Dual Certification

Updated: 8/24/2022

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

<i>Applicant ID</i>	<i>FN</i>	<i>LN</i>	<i>Rank</i>	<i>Expiration Date</i>	<i>Source</i>
6365397			1	1/14/2023	
2153014			1	2/24/2023	

5 Approved active requisitions (not including HOLDS and Pending Approval)						
71 Total Current/pending vacancies in 19 different job classifications						
SITE	SLOT	Position	Hrs/Wk	Hrs/Day	FTE	STATUS
DO	AI086	Accountant	40	8	1.00	Interviews scheduled
OCMS	AA014	Administrative Assistant III	40	8	1.00	Pending approval
SDA	AA348	Health Technician	40	8	1.00	Recruitment in progress
PTMS	AI708	Health Technician	40	8	1.00	Recruitment in progress
OCMS	AN937	Student Health Care Specialist	30	6	0.75	Recruitment in progress
DO	AJ457	Human Resource Specialist	40	8	1.00	Pending approval
SpEd	AN938	Information Systems Support Technician	40	8	1.00	Recruitment in progress
OCMS	AN571	Instructional Assistant - Behavior Intervention	30	6	0.75	Recruitment in progress
COAST	AI616	Instructional Assistant - Behavior Intervention	27.5	5.5	0.69	Recruitment in progress
TPHS	AN952	Instructional Assistant - Behavior Intervention				Recruitment in progress
SDA	New Slot	Instructional Assistant Special Education				Pending approval
PTMS	AN548	Instructional Assistant Special Education				Pending approval
EWMS	AI608	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
TPHS	AJ225	Instructional Assistant Special Education	30	6	0.75	Recruitment in progress
EWMS	AF717	Instructional Assistant Special Education	19.5	3.9	0.49	Recruitment in progress
CVMS	AJ224	Instructional Assistant Special Education	30	6	0.75	Recruitment in progress
CVMS	AN498	Instructional Assistant Special Education	30	6	0.75	HOLD
DNO	AN740	Instructional Assistant Special Education	19.05	3.9	0.49	Recruitment in progress
LCC	AD187	Instructional Assistant Special Education	30	6	0.75	HOLD
OCMS	AJ220	Instructional Assistant Special Education	30	6	0.75	Recruitment in progress
TPHS	AJ226	Instructional Assistant Special Education	30	6	0.75	Recruitment in progress
TPHS	AI329	Instructional/Personal Care Assistant	30	6	0.75	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
OCMS	AJ217	Instructional/Personal Care Assistant	30	6	0.75	Recruitment in progress
SDA	AI265	Instructional/Personal Care Assistant	30	6	0.75	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
M&O	AH698	Maintenance Worker II	40	8	1.00	Recruitment in progress
FAC	Pending	Maintenance Supervisor	40	8	1.00	Pending approval
LCC	AA261	Nutrition Services Assistant I	17.5	3.5	0.44	Recruitment in progress
CVMS	AH035	Nutrition Services Assistant I	17.5	3.5	0.44	Recruitment in progress
CVMS	AI916	Nutrition Services Assistant I	12.5	2.5	0.31	Recruitment in progress
OCMS	AL595	Nutrition Services Assistant I	10	3	0.25	Recruitment in progress
TPHS	AA220	Nutrition Services Assistant I	19.5	3.9	0.49	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
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

55 Approved active requisitions (not including HOLDS and Pending Approval)						
71 Total Current/pending vacancies in 19 different job classifications						
SITE	SLOT	Position	Hrs/Wk	Hrs/Day	FTE	STATUS
OCMS	AF015	Nutrition Services Assistant I	15	3	0.38	Recruitment in progress
EWMS	AH628	Nutrition Services Assistant I	11.25	2.25	0.28	Recruitment in progress
CCA	AA281	Nutrition Services Supervisor	40	8	1.00	Recruitment in progress
OCMS	AL928	Nutrition Services Operations Supervisor	40	8	1.00	Recruitment in progress
CCA	AI747	Nutrition Services Transporter II	40	8	1.00	Recruitment in progress
TPHS	AA080	Receptionist	40	8	1.00	Recruitment in progress
CCA	AD538	Receptionist	40	8	1.00	Recruitment in progress
TRANS	AA531	School Bus Driver	20	4	0.50	Recruitment in progress
TRANS	AA494	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
TPHS	AN582	Student Support Facilitator	19.5	3.9	0.49	Pending approval
EWMS	AN578	Student Support Facilitator	19.5	3.9	0.49	Recruitment in progress
DNO	AN577	Student Support Facilitator	19.5	3.9	0.49	Recruitment in progress
TRANS	AD667	Transportation Router/Scheduler	40	8	1.00	Recruitment in progress