

Who to Call in Human Resources 100+Dial Extension Below



Ivan Chaidez, Asst. Superintendent	x289	ichaidez@ogsd.net
Sylvia Alvarez, Coordinator	x287	salvarez@ogsd.net
Donna Taniguchi, Executive Confidential Secretary	x290	dtaniguchi@ogsd.net
Debi Rivas-Klem, Confidential Admin. Secretary	x282	dklem@ogsd.net
Yolanda Hernandez, Confidential Admin. Secretary	x286	yhernandez@ogsd.net
Veronica Navarro, Administrative Secretary	x223	vnavarro@ogsd.net
Elisabeth Navarro, Administrative Secretary	x280	enavarro@ogsd.net
Rita Cartagena, Receptionist	x285	rcartagena@ogsd.net
Frontline (https://www.aesoponline.com/login2.asp)	x281	or 1-800-942-3767

Subject	Contact Person
Address/Name Change -	<i>Certificated</i>Debi/ Donna
	<i>Classified</i>Elisabeth/Yolanda
Certificated/Administrative Personnel.....	Debi/ Donna
Classified Personnel -	<i>AFSCME</i>Elisabeth
	<i>CSEA</i>Yolanda
Contract Management.....	Ivan
Credentials	Debi
Disciplinary Issues -	<i>Certificated</i>Ivan
	<i>Classified</i>Sylvia
Employee Counseling -	<i>Certificated</i>Ivan
	<i>Classified</i>Sylvia
Employee Orientation -	<i>Administrative</i>Donna
	<i>Certificated</i>Debi
	<i>Classified-AFSCME</i>Elisabeth
	<i>Classified – CSEA</i>Yolanda
Evaluations -	<i>Certificated</i>Donna
	<i>Classified-AFSCME (3&6 mo)</i>Elisabeth
	<i>Classified-CSEA (3&6 mo.)</i>Yolanda
	<i>Classified AFSCME & CSEA (2yr)</i>Debi
Fingerprinting -	<i>Certificated</i>Debi
	<i>Classified-AFSCME</i>Elisabeth
	<i>Classified-CSEA</i>Yolanda
Job Descriptions -	<i>Noon Duty</i>Elisabeth
	<i>Certificated/ Administrative</i>Debi/Donna
	<i>Classified-AFSCME</i>Elisabeth
	<i>Classified-CSEA</i>Yolanda
Leaves of Absence -	<i>Certificated</i>Debi/Donna
	<i>Classified</i>Debi
Legal Resources	Ivan
No Child Left Behind (NCLB) -	<i>Certificated</i>Debi
	<i>Classified</i>Yolanda/Elisabeth
Professional Growth -	<i>Certificated</i>Debi
	<i>Classified</i>Yolanda
Reclassification Requests.....	Ivan
Recruitment -	<i>Certificated/Administrative</i>Debi/Donna
	Frontline (100281)
Verifications of Employment-	<i>Certificated/Administrative</i>Debi/Donna
	<i>Classified</i>Elisabeth