

SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT  
Regular Meeting  
June 2, 2020

Board of Education  
5:30 p.m.

TO: Board of Education

FROM: Harold J. Vollkommer, Ed.D., Interim Superintendent  
As prepared by Human Resources Division

SUBJECT: Personnel Report #20

It is requested that the Board ratify and/or approve Personnel Report #20, June 2, 2020, which contains actions such as hiring, retirements, resignations, promotions and terminations involving certificated, classified and other employees in the categories of noon duty aide, recreational supervisors, substitute employees, and others. These actions are consistent with policies of the Board of Education, the rules and regulations of the Personnel Commission and the District's Affirmative Action Plan.

The following resolution is recommended:

BE IT RESOLVED that Personnel Report #20, June 2, 2020, be ratified and/or approved as presented. Personnel actions included in this report are in accordance with policies of the Board of Education, the rules and regulations of the Personnel Commission and the District's Affirmative Action Plan.

RECOMMENDED FOR SUPERINTENDENT APPROVAL



THOMAS M. HALDORSEN  
Interim Assistant Superintendent  
Human Resources Division

RECOMMENDED FOR BOARD APPROVAL



HAROLD J. VOLLKOMMER, Ed.D.  
Interim Superintendent

Agenda Item

CERTIFICATED PERSONNEL  
REPORT

RESIGNATIONS/RETIREMENTS/SEPARATIONS

Amend Board action dated March 17, 2020, to approve the retirement, no longer available, of the following certificated personnel, amended effective date as indicated:

KNICK, BETTY JO: San Bernardino High School, December 18, 2020

Approve the retirement, no longer available, of the following certificated personnel, effective date as indicated:

GOSS, BRENDA: Inland Career Education Center, August 19, 2020  
STONE, GREGORY: Del Vallejo Middle School, June 8, 2020

EXTRA DUTY ASSIGNMENTS

Approve payment to the following certificated personnel, Elementary Instruction, Distance Learning Project, effective March 23, 2020 to April 7, 2020, not to exceed 16 hours each, at the hourly rate of \$31.06; account 01-0447-0-768-419-0000-2100-1930:

BROWN, TAMARA  
DIRKS, STEPHANIE  
DURST, KATHRYN

MANJARREZ, AMANDA  
TALAMANTES, TRACY

Approve payment to the following certificated personnel, Elementary Instruction, Distance Learning Project, effective March 23, 2020 to April 7, 2020, not to exceed 16 hours each, at the hourly rate of \$31.06; account 01-0447-0-768-419-0000-2100-1930:

CRAWFORD, DANIELLE  
CULBERTSON, DANIELLE

GAZZANIGA, AMY  
ZEPEDA, ERICA

GREENFIELD, JUDITH: Approve payment, Human Resources, Class Size Overage – Pacific, effective April 1, 2020 to April 30, 2020, not to exceed \$10.00 per day, per student, per class; account 01-0000-0-404-05D-1110-1000-1110.

UGALDE, PHILIP: Approve payment, Human Resources, Class Size Overage – Indian Springs, effective April 1, 2020 to April 30, 2020, not to exceed \$10.00 per day, per student, per class; account 01-0000-0-412-05D-1110-1000-1110.

Certificated Personnel Report  
June 2, 2020

Approve payment to the following certificated personnel, Human Resources, Class Size Overage – Cajon, effective April 1, 2020 to April 30, 2020, not to exceed \$10.00 per day, per student, per class; account 01-0000-0-402-05D-1110-1000-1110:

GALVAN, FELIPE

WU, JESSICA

Approve payment to the following certificated personnel, Human Resources, Class Size Overage – Paakuma, effective April 1, 2020 to April 30, 2020, not to exceed \$10.00 per day, per student, per class; account 01-0000-0-324-04D-1110-1000-1110:

IMBRIANI, SAUNDRA

RODRIGUEZ, SANTIAGO

Approve payment to the following certificated personnel, Human Resources, Class Size Overage – Serrano, effective April 1, 2020 to April 30, 2020, not to exceed \$10.00 per day, per student, per class; account 01-0000-0-314-04D-1110-1000-1110:

BARTHEL, CHRISTINA

MOORE, ERIN

JACOBSON, JARED

RICHARDSON, LISA

MACIAS, GIOVANNI

TYEHIMBA, DESNEY

MANANSALA, EDWARD

VERONICK, SARA

Approve five (5) additional days, at the per diem rate of pay, to the following certificated personnel, Middle College High School, Distance Learning, effective March 16, 2020 to March 20, 2020; account 01-0000-0-510-203-1110-1000-1130:

AUSTIN, MARISSA

OLSON, AXEL

NAVARRO, GRACE

Approve payment to the following certificated personnel, Middle College High School, Distance Learning Preparation, effective March 20, 2020 to June 30, 2020, not to exceed 150 hours each, at the hourly rate of \$31.06; account 01-0000-0-510-203-1110-1000-1130

AUSTIN, MARISSA

OLSON, AXEL

AWUNGANYI, JOHN

PIROLO, GREG

BARNETT, DWIGHT

WILSHIRE, RICHARD

CAVALLARO, JESSICA

WOOD, MICHAEL

JOURNEY, CLAIRE

WRIGHT, STEVEN

NAVARRO, GRACE

CERTIFICATED COACHES

Approve the appointment of the following certificated coaches for the 2019 - 2020 school year at the individual amount of the Certificated Agreement Extra-Duty Pay Schedule accounts as listed:

<u>INDIAN SPRINGS HIGH SCHOOL</u>	<u>01-0000-0-1110-1000-1180-412-05D</u>
EVANSON, JESSICA: Yearbook Advisor	\$5,210.61
KAY, GREGG: Choral Director	3,009.32
NADEAU, SHAWN: Drama Coach	3,009.32
PEREZ, DENNIS: Instrumental Director	3,765.11
TACCHIA, MISHA: ASB Advisor	5,210.61

Declaration of Need for Fully Qualified Teachers  
(Human Resources)

BE IT RESOLVED that the Board of Education adopts the following declaration certifying that there may be an insufficient number of certificated persons who meet the District's employment criteria for all anticipated vacancies.

BE IT FURTHER RESOLVED that the Board of Education authorizes the District to offer Emergency Permits to fill the anticipated vacancies for the 2020-2021 school year.

Requester: Director, Recruitment & Employment

Approver: Assistant Superintendent, Human Resources



State of California  
 Commission on Teacher Credentialing  
 Certification Division  
 1900 Capitol Avenue  
 Sacramento, CA 95811-4213

Email: [credentials@cte.ca.gov](mailto:credentials@cte.ca.gov)  
 Website: [www.cte.ca.gov](http://www.cte.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2020-2021  
 Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: San Bernardino City Unified School District District CDS Code: 67876  
 Name of County: San Bernardino County CDS Code: 36

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 /19 /2020 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2021.

Submitted by (Superintendent, Board Secretary, or Designee):

Dr. Harold Vollkommer  Interim Superintendent  
Name Signature Title

(909) 884-9830 (909) 381-1240 05-05-2020  
Fax Number Telephone Number Date

777 North "F" Street, San Bernardino, CA 92410  
Mailing Address

Harold.Vollkommer@sbcusd.k12.ca.us  
E-Mail Address

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_  
 Name of State Agency \_\_\_\_\_  
 Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_/\_\_\_/\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Title</i>
_____	_____	_____
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
_____		
<i>Mailing Address</i>		
_____		
<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

<b>Type of Emergency Permit</b>	<b>Estimated Number Needed</b>
CLAD/English Learner Authorization (applicant already holds teaching credential)	12
Bilingual Authorization (applicant already holds teaching credential)	10
List target language(s) for bilingual authorization: Spanish	
Resource Specialist	5
Teacher Librarian Services	2

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	4
Special Education	4
TOTAL	8

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program? Yes  No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university internship program? Yes  No

If yes, how many interns do you expect to have this year? 52

If yes, list each college or university with which you participate in an internship program.  
Cal State University San Bernardino, Azusa Pacific University, Redlands University,  
Claremont Graduate University, National University, Cal State University Los Angeles,  
Cal State Poly Pomona, University of Laverne, Cal Baptist University, La Sierra University,

If no, explain why you do not participate in an internship program.  
 \_\_\_\_\_  
 \_\_\_\_\_

CLASSIFIED

PERSONNEL RECOMMENDATIONS

BE IT RESOLVED that the Board of Education approve the following classified personnel actions. These are in accordance with Board adopted rules and regulations and the District's Affirmative Action Policy. The assignment is current and the Administration reserves the right to reassign employees to other locations according to existing agreement and procedures.

EMPLOYMENT

LOPEZ, ANGELICA: Approve the employment of Recreation Aide, Golden Valley, 3 hours, 9 months, \$13.00 per hour, effective May 18, 2020.

SALARIES / MISCELLANEOUS

MARQUEZ, ALICE: Approve the increase in hours of Recreation Aide, Highland-Pacific, 5 hours, 9 months, \$12.00 per hour, to 6 hours, 9 months, \$12.00 per hour, effective October 22, 2019.

WORKING OUT OF CLASSIFICATION

Approve the temporary rate increase while working out of classification of the following:

AGUILAR, MIRZA: Bilingual Clerk I, Inland Career Education Center, salary range 30A, step 6A2, 8 hours, 12 months, \$21.22 per hour, to Office Technician Registrar, Inland Career Education Center, salary range 37A, step 1A2, 8 hours, 12 months, \$22.91 per hour, effective March 20, 2020 through June 30, 2020.

LAGUNA, BERENICE: Bilingual Community Resource Worker, Inland Career Education Center, salary range 28A, step 6A2, 8 hours, 10 months, \$19.66 per hour, to Bilingual Clerk II, Inland Career Education Center, salary range 33, step 3A2, 8 hours, 10 months, \$20.82 per hour, effective April 7, 2020 through June 10, 2020.

LEON, ZACHARY: Environmental Compliance & Safety Technician, Risk Management/Safety, salary range 37, step 3, 8 hours, 12 months, \$22.56 per hour, to Asbestos Abatement Inspector/Insulator, Risk Management/Safety, salary range 43A, step 1, 8 hours, 12 months, \$26.92 per hour, effective April 20, 2020 through May 1, 2020.



Classified Personnel Report  
June 2, 2020

PRECIE, SAMUEL: Maintenance & Operations Director, Maintenance & Operations, salary range M70, step 3, 228 days, \$73.39 per hour, to Administrator of Operations, Facilities, salary range M74, step 3, 228 days, \$77.88 per hour, effective May 16, 2020 through June 30, 2020.

STEPHENS, MARIA: Communications Officer, Communications, salary range M46, step 5, 228 days, \$56.61 per hour, to Communications/Community Relations Director, Communications, salary range M70, step 1, 228 days, \$66.57 per hour, effective January 15, 2020 through January 29, 2020.

SEPARATIONS

Report the retirement of the following:

NOTO, DINA: Serving Kitchen Operator, Nutrition Services, effective June 3, 2020.

PENA, SUSAN: Attendance Assistant, Thompson, effective May 21, 2020.

REYNA, JOSE: Custodian I, San Andreas, effective July 15, 2020.

ACETO, JOSEPH: Administrator of Operations, Facilities, effective May 15, 2020

CLASSIFIED COACHES

Approve the payment of the following non-classified experts for service as coaches for the 2019-2020 school year at the individual amount of the Certificated Agreement Extra Duty Pay Schedule, accounts as indicated:

<u>INDIAN SPRINGS HIGH SCHOOL</u>	<u>01-0000-0-1110-1000-2150-412-05D</u>
WILLIAMS, MARCUS: Asst. Track Coach	\$3,115.92

CLASSIFIED POSITIONS ACTIONS

BE IT RESOLVED that the Board of Education approve the establishment of the following classified position. The duties for these positions are those as previously approved by the Board.

Instructional Tutor-LH/PH, Extended Work Year, not to exceed 11 ½ hours, Arroyo Valley High School, effective March 30, 2020 through March 31, 2020.

WHEREAS, due to the lack of funds and/or lack of work, it has been determined by this Board that the following classified position be abolished:

Recreation Aide, 5 ½ hours, 9 months, Henry Elementary School, effective July 1, 2020 (2 positions).

THEREFORE, BE IT RESOLVED by the Board of Education as follows:

1. That due to a lack of funds and/or lack of work, the number of classified employees and the amount of service rendered shall be reduced by layoff as specified above, pursuant to Education Code 45308.
2. That the Superintendent is directed to give notice of layoff to the affected classified employees pursuant to the requirement of law.
3. That said layoffs shall become effective the end of the day, following 60 full days of notice.
4. That employees laid off pursuant to this resolution shall be eligible for reemployment pursuant to Education Code 45298.