

SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT
Regular Meeting
January 20, 2015

Board of Education
5:30 p.m.

TO: Board of Education

FROM: Dale Marsden, Ed.D., Superintendent
As prepared by Human Resources Division

SUBJECT: Personnel Report #14

It is requested that the Board ratify and/or approve Personnel Report #14, January 20, 2015, 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 #14, January 20, 2015, 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

PERRY WISEMAN, Ed.D.
Assistant Superintendent
Human Resources Division

RECOMMENDED FOR BOARD APPROVAL

DALE MARSDEN, Ed.D.
Superintendent

Agenda Item

CERTIFICATED PERSONNEL
REPORT

RESIGNATIONS/RETIREMENTS/SEPARATIONS

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

BOWMAN, SHINAY: King Middle School, January 23, 2015

Approve the resignation, no longer available, of the following certificated substitute, effective date as indicated:

BLACKMON, JOHNNIE: January 13, 2015

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

ISHAM, DAVID: Adult School, February 2, 2015

JUSTIS-DAVIS, GLORIA: Thompson Elementary School, May 29, 2015

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

MARTINEZ-MORGAN, ANTONIO: Adult School Substitute, January 8, 2015

OTHER NEWHIRES/REHIRES

KULD, CRYSTAL: Amend Board action dated January 13, 2015, Retro to December 3, 2014, BE IT RESOLVED that the employee be employed as a Speech Therapist and California Education Code 44265.3 be waived, for the 2014-2015 school year, pending completion of coursework toward full credentialing.

EXTRA DUTY ASSIGNMENTS

SILVA, DANIEL: Approve payment, Adult School, Substitute Teacher, effective July 1, 2014 to June 30, 2015, at the hourly rate of \$40.45; account 01-0126-0-716-130-4110-1000-1140.

Certificated Personnel Report
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WASHINGTON, ROSALIND: Approve payment, Adult School, Teacher, effective February 3, 2015 to June 30, 2015, not to exceed 24 hours per week, at the hourly rate of \$40.45; account 01-0126-0-716-130-4110-1000-1170.

Approve payment to the following certificated personnel, Cajon High School, Extra Class, effective January 8, 2015 to May 30, 2015, not to exceed one (1) hour each per day, at the hourly rate of \$28.33; account 01-0000-0-402-501-1110-1000-1130:

ALVERSON, ELIJAH

BROWN, MIKALA

Approve payment to the following certificated personnel, Cajon High School, Extra Class, effective January 8, 2015 to May 30, 2015, not to exceed one (1) hour each per day, at the hourly rate of \$28.33; account 01-0000-0-402-203-1110-1000-1130:

MA, EMMA
MILLER, BRANDON

PAYNE, TRACY

Approve payment to the following certificated personnel, Cajon High School, CAHSEE Tutoring, effective January 12, 2015 to February 2, 2015, not to exceed 18 hours each, at the hourly rate of \$26.06; account 01-3010-0-402-501-0000-1110-1130:

BARTLEY, BRANDY
GALLERY, ERIC

NACSIN, CLAYTON
THORNSBERRY, MATTHEW

DELGADO, DAVID: Approve five (5) days, at the administrative substitute per diem rate of pay (\$300.00), Cypress Elementary School, Substitute Administrator (Retired), effective January 12, 2015 to January 16, 2015; account 01-0000-0-118-035-0000-2700-1340.

Approve increase from two (2) to three (3) additional days, at the indicated per diem rate of pay, to each of the following certificated personnel, English Learner Programs, Professional Development, effective December 19, 2014 to June 30, 2015; account 01-4203-0-778-549-1110-1000-1130:

LEGARDA, ELLIE - \$443.61

SOSA, ANNA - \$386.51

Approve ten (10) additional days, at the indicated per diem rate of pay, to each of the following certificated personnel, English Learner Programs, Professional Development, effective December 19, 2014 to June 30, 2015; account 01-4203-0-778-544-1110-1000-1130:

BRACKEN, MICHELLE - \$ 340.82
ROSALES, LUZELENA - \$466.47

SILVA, FRANK - \$443.61

Certificated Personnel Report
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CERTIFICATED COACHES

Approve the appointment of the following certificated coaches for the 2014-2015 school year at the individual amount of the Certificated Agreement Extra-Duty Pay Schedule accounts as listed:

DEL VALLEJO MIDDLE SCHOOL 01-0000-0-1110-1000-1180-306-04D
MESSINA, MARGARET: Academic Team Coach \$2,329.00

ARROYO VALLEY HIGH SCHOOL 01-0000-0-1110-1000-1180-410-05D
ALATORRE, MIGUEL: Head Soccer Coach \$2,967.00
DUFOUR JR., DENIS: Asst. Basketball Coach 2,329.00
MASON, BRANDON: Head Basketball Coach 2,967.00
STEWART, DEMETRIUS: Asst. Basketball Coach 2,329.00
WILKERSON, MARCUS: Asst. Basketball Coach 2,329.00

SAN GORGONIO HIGH SCHOOL 01-0000-0-1110-1000-1180-408-05D
NABHAN, CAMERON: Instrumental Director \$2,967.00

CERTIFICATED SUBSTITUTES

Approve payment to the following certificated substitute teachers for the 2014-2015 school year, at the established daily rate of \$127.00:

CAPATTE, TAYLOR

WARD, DURAN

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LEAVE OF ABSENCE
CERTIFICATED

FAMILY LEAVE

HAMMER, JOANN
Teacher
Lankershim Elementary School

Beginning February 10, 2015
and continuing through
February 20, 2015

CLASSIFIED

PERSONNEL RECOMMENDATIONS

BE IT RESOLVED that the Board of Education approves 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

Approve the employment of the following:

ALVAREZ, MONIQUE: Instructional Aide, Allred, salary range 28A, step 1, 3 hours, 10 months, \$12.52 per hour, effective January 12, 2015.

ARRIAGA, SANDY: Instructional Aide, Allred, salary range 28A, step 1, 3 hours, 10 months, \$12.52 per hour, effective January 12, 2015.

CLARK, STEPHANIE: Office Assistant I/Health Aide, Brown, salary range 30A, step 1, 6 hours, 10 months, \$13.54 per hour, effective January 5, 2015.

CRUZ, DAISY: Cafeteria Worker, Cajon, salary range 26A, step 1, 3 hours, 9 months, \$11.58 per hour, effective January 12, 2015.

GAETA, MARIA: Instructional Aide, Kimbark, salary range 28A, step 1, 4 hours, 9 months, \$12.52 per hour, effective January 12, 2015.

GIL, RINA: Instructional Aide, Allred, salary range 28A, step 1, 3 hours, 10 months, \$12.52 per hour, effective January 12, 2015.

HERNANDEZ, MARICELA: Bilingual Instructional Aide, Bradley Preschool, salary range 28A, step 1, 6 hours, 9 months, \$12.81 per hour, effective January 12, 2015.

LOPEZ, VANESSA: Bilingual Office Assistant I/Health Aide, Lytle Creek, salary range 30A, step 1, 6 hours, 10 months, \$13.83 per hour, effective January 5, 2015.

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MILLER, PATRICK: Custodian I, Dominguez, salary range 32, step 1, 8 hours, 10 months, \$14.36 per hour, effective January 5, 2015.

RUVALCABA RODRIGUEZ, GABRIEL: Custodian I, North Park, salary range 32, step 1, 6 ½ hours, 12 months, \$14.36 per hour, effective January 5, 2015.

SERRANO, DAMIAN: Student Intern, Kimbark, \$10.00 per hour, effective December 9, 2014 through June 30, 2015.

VARGAS, CATHERINE: Bilingual Office Assistant I/Health Aide, Rio Vista, salary range 30A, step 1, 6 hours, 10 months, \$13.83 per hour, effective January 5, 2015.

Approve the promotion of the following:

FAZ, ELIAS: Delivery Driver/Warehouse Worker, Warehouse, salary range 36, step 6A3, 8 hours, 12 months, \$21.68 per hour, to Equipment Records Technician, Warehouse, salary range 38, step 5A3, 8 hours, 12 months, \$22.56 per hour, effective January 12, 2015.

HERNANDEZ, BARBARA: Bilingual Instructional Aide, Monterey Preschool, salary range 28A, step 6, 6 hours, 9 months, \$15.53 per hour, to Office Assistant I/Health Aide, Newmark, salary range 30A, step 5, 6 hours, 10 months, \$15.85 per hour, effective January 5, 2015.

LOWRY, THERESA: Administrative Assistant, Employer/Employee Relations, salary range M38, step 5, 228 days, \$336.96 per diem, to Human Resources Director Classified, Human Resources Classified, salary range M70, step 2, 228 days, \$468.64 per diem, effective December 12, 2014.

NARANJO, CHRISTINE: Bilingual Clerk I, Riley, salary range 30A, step 6, 8 hours, 10 months, \$16.77 per hour, to Bilingual Secretary, English Learners, salary range 37, step 1, 8 hours, 12 months, \$17.76 per hour, effective January 5, 2015.

MEDINA-CASTREJON, LOURDES: Approve the selection from the eligibility list from Instructional Assistant/SDC, San Bernardino, salary range 32, step 1, 6 hours, 9 months, \$14.36 per hour, to Bilingual Instructional Assistant/SDC, Alessandro, salary range 32, step 1, 6 hours, 9 months, \$14.65 per hour, effective January 12, 2015.

Classified Personnel Report
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MONCADA, RHONDA: Approve the full restoration of Office Technician-Registrar, Sierra, salary range 37A, step 6A2, 8 hours, 11 months, \$22.56 per hour, to Registrar, Student Records, salary range 37A, step 6A2, 8 hours, 12 months, \$22.56 per hour, effective January 5, 2015.

RE-EMPLOYMENT

ESCARREGA, ANGELICA: Approve the reemployment of Bilingual Secretary, Alternative Programs, salary range 37, step 6, 8 hours, 12 months, \$21.55 per hour, effective December 10, 2014.

ADDITIONAL ASSIGNMENTS

Approve the additional assignment of the following:

HUYNH, QUOC: Project Workability, Transition, \$9.00 per hour, effective August 11, 2014 through August 30, 2015.

RIVERA, JONATHAN: Project Workability, Transition, \$9.00 per hour, effective December 10, 2014 through August 30, 2015.

RODRIGUEZ, JESUS: Project Workability, Transition, \$9.00 per hour, effective December 10, 2014 through August 30, 2015.

THOMPSON II, CRAIG: Noon Duty Aide, Marshall, 1 ½ hours, 9 months, \$9.04 per hour, effective December 11, 2014.

VIZCARRA, KATERINA: Project Workability, Transition, \$9.00 per hour, effective August 11, 2014 through August 30, 2015.

TRANSFERS

SMITH, RAE: Approve the administrative transfer from Office Assistant I/SAP, Arroyo Valley, salary range 30A, step 6, 8 hours, 12 months, \$16.48 per hour, to Office Assistant I/SAP, Maintenance & Operations, salary range 30A, step 6, 8 hours, 12 months, \$16.48 per hour, effective December 19, 2014.

SALARIES / MISCELLANEOUS

VIDAURRI, PONCIANO: Approve the salary adjustment from Assistant Nutrition Services Director, Nutrition Services, salary range M63, step 2, 228 days, \$422.32 per diem, to Assistant Nutrition Services Director, Nutrition Services, salary range M63, step 5, 228 days, \$488.88 per diem, effective September 17, 2014.

WORKING OUT OF CLASSIFICATION

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

BLYTHE, JOHN: Lead Electrician, Maintenance & Operations, salary range 44, step 6A2, 8 hours, 12 months, \$29.10 per hour, to Electrical & Electronics Supervisor, Maintenance & Operations, salary range 47, step 6A2, 8 hours, 12 months, \$32.73 per hour, effective December 22, 2014 through December 31, 2014.

BLYTHE, JOHN: Lead Electrician, Maintenance & Operations, salary range 44, step 6A3, 8 hours, 12 months, \$29.68 per hour, to Electrical & Electronics Supervisor, Maintenance & Operations, salary range 47, step 6A3, 8 hours, 12 months, \$33.38 per hour, effective January 1, 2015 through January 2, 2015.

CONNER, BRIDGETTE: Office Assistant I/Health Aide, Barton, salary range 30A, step 6A3, 8 hours, 10 months, \$17.47 per hour, to Secretary II, Barton, salary range 38, step 1A3, 8 hours, 10 months, \$19.28 per hour, effective December 12, 2014 through January 9, 2015.

DE LA CRUZ CORDOVA, DELIA: Senior Cafeteria Worker, Nutrition Services, salary range 30A, step 6, 8 hours, 9 months, \$16.48 per hour, to Microcomputer Specialist I/PC, Nutrition Services, salary range 40A, step 1, 8 hours, 9 months, \$20.05 per hour, effective December 22, 2014 through January 7, 2015.

DELMONICO, DAVID: Lead Carpenter, Maintenance & Operations, salary range 44, step 4A2, 8 hours, 12 months, \$26.90 per hour, to Carpenter & Related Trades Supervisor, Maintenance & Operations, salary range 47, step 4A2, 8 hours, 12 months, \$30.26 per hour, effective December 22, 2014 through January 2, 2015.

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LOWRY, THERESA: Human Resources Director Classified, Human Resources Classified, salary range M70, step 2, 228 days, \$468.64 per diem, to Employee Relations Director, Employer/Employee Relations, salary range M75, step 2, 228 days, \$504.86 per diem, effective December 12, 2014 through May 28, 2015.

SALAS, MARIA: Office Assistant I/SAP, Warehouse, salary range 30A, step 6, 8 hours, 12 months, \$16.48 per hour, to Delivery Driver/Warehouse Worker, Warehouse, salary range 36, step 2, 8 hours, 12 months, \$17.47 per hour, effective November 13, 2014 through March 2, 2015.

YOON, HYUN: Computer Specialist I, Technology, salary range 40A, step 6, 8 hours, 12 months, \$24.40 per hour, to Computer Specialist III, Technology, salary range 45A, step 2, 8 hours, 12 months, \$25.38 per hour, effective October 1, 2014 through March 17, 2015.

Amend Board action of June 3, 2014 to read as follows:

LOWRY, THERESA: Approve the temporary rate increase while working out of classification from Administrative Assistant, Employer/Employee Relations, salary range M38, step 5, 228 days, \$336.90 per diem, to Employee Relations Director, Employer/Employee Relations, salary range M75, step 1, 228 days, \$480.82 per diem, effective May 12, 2014 through October 24, 2014.

Amend Board action of October 21, 2014 to read as follows:

LOWRY, THERESA: Approve the temporary rate increase while working out of classification from Administrative Assistant, Employer/Employee Relations, salary range M38, step 5, 228 days, \$336.90 per diem, to Employee Relations Director, Employer/Employee Relations, salary range M75, step 1, 228 days, \$480.82 per diem, effective October 27, 2014 through December 11, 2014.

RETURN TO REGULAR RATE OF PAY

Approve the return to regular rate of pay of the following:

BEULER, JEFFERY: Mobile Maintenance Team Supervisor, Maintenance & Operations, salary range 44, step 6A1, 8 hours, 12 months, \$28.54 per hour, to Carpenter, Maintenance & Operations, salary range 41, step 6A1, 8 hours, 12 months, \$25.38 per hour, effective December 15, 2014.

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CARRILLO, MARKO: Nutrition Services Equipment Mechanic, Nutrition Services, salary range 43A, step 1, 8 hours, 10 months, \$22.56 per hour, to Delivery Driver/Warehouse Worker, Nutrition Services, salary range 36, step 1, 8 hours, 10 months, \$16.81 per hour, effective January 5, 2015.

CONWAY, DANNY: Lead Groundswoker, Maintenance & Operations, salary range 42, step 1, 8 hours, 12 months, \$21.26 per hour, to Groundswoker, Maintenance & Operations, salary range 35, step 2, 8 hours, 12 months, \$16.81 per hour, effective December 15, 2014.

DE MILLE, ANTHONY: Nutrition Program Manager, Nutrition Services, salary range M51, step 5, 228 days, \$408.84 per diem, to Nutrition Services Supervisor, Nutrition Services, salary range M45, step 5, 228 days, \$373.92 per diem, effective January 3, 2015.

ESPINOZA, MARIE: Transportation Director, Transportation, salary range M70, step 1, 228 days, \$446.33 per diem, to Transportation Supervisor, Transportation, salary range M45, step 5, 228 days, \$373.92 per diem, effective November 1, 2014 through November 2, 2014.

MULGREW, JAMES: Lead Groundswoker, Maintenance & Operations, salary range 42, step 1, 8 hours, 12 months, \$21.26 per hour, to Power Mower Operator, Maintenance & Operations, salary range 36, step 2, 8 hours, 12 months, \$17.47 per hour, effective December 15, 2014.

WILSON, THOMAS: Sprinkler System Specialist, Maintenance & Operations, salary range 40A, step 3A5, 8 hours, 12 months, \$23.92 per hour, to Lead Groundswoker, Maintenance & Operations, salary range 42, step 1A5, 8 hours, 12 months, \$23.45 per hour, effective December 15, 2014.

SEPARATIONS

NIDEY, DALE: Report the retirement of Computer Specialist III, Technology, effective December 27, 2014.

Report the resignation of the following:

FENNELL, ROSEMARIE: Nutrition Specialist, Nutrition Services, Substitute Nutrition, effective January 2, 2015.

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HIIDALGO, MONA: Instructional Assistant/SDC, Lankershim, Substitute Clerical, Substitute Instructional, Substitute Noon Duty Aide, Substitute Recreation Aide, effective January 9, 2015.

MILLER, KIMBERLEY: Instructional Assistant/TA, Alternative Programs, effective December 12, 2014.

SERNA, MARCELINO: District Parent/Family Involvement Officer, Accountability, effective January 9, 2015.

Report the separation of the following:

CASTILLO, VENUS: Student Cafeteria Worker, Nutrition Services, effective October 7, 2014.

COOK, TAJZAE: Student Cafeteria Worker, Nutrition Services, effective December 17, 2014.

ELIU, TAUTINO: Substitute Recreation Aide, effective December 15, 2014.

GUIDRY, ORELANA: Student Cafeteria Worker, Nutrition Services, effective October 7, 2014.

JIMENEZ, JASMINE: Student Cafeteria Worker, Nutrition Services, effective December 17, 2014.

LAKE, CHRISTIN: Substitute Recreation Aide, effective December 11, 2014.

NIMMO, MYLA: Student Cafeteria Worker, Nutrition Services, effective October 10, 2014.

SIMPSON, DAEJUNIQUE: Student Cafeteria Worker, Nutrition Services, effective December 17, 2014.

YOUNG, LINDA: Substitute Recreation Aide, Substitute Noon Duty Aide, effective December 18, 2014.

MONTES, ARTHUR: REGRETFULLY REPORT THE SEPARATION, due to death of Painter, Maintenance & Operations, December 14, 2014.

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BE IT RESOLVED that the Board of Education approve the dismissal of Sheetmetal Worker, HR-CLASS-15-06, for violation of Personnel Commission Rule 6.02.A, Failure to satisfactorily complete the probationary period, effective December 4, 2014.

BE IT RESOLVED that the Board of Education approve placement of employee CLASS HR-15-07 on the 39 month reemployment list effective December 21, 2014. The employee has not returned from extended illness leave of absence with certification of ability to physically perform the essential duties of his job as a Custodian.

CLASSIFIED COACHES

Approve the payment of the following non classified experts for service as coaches for the 2014-2015 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> |
| CARDOZA, MEGAN: Asst. Soccer Coach | \$2,329.00 |
| <u>SAN BERNARDINO HIGH SCHOOL</u> | <u>01-0000-0-1110-1000-2150-406-05D</u> |
| MARTINEZ-CAMPOS, VICTOR: Asst. Soccer Coach | \$2,329.00 |
| <u>SAN GORGONIO HIGH SCHOOL</u> | <u>01-0000-0-1110-1000-2150-408-05D</u> |
| ALVARADO, STEVEN: Asst. Basketball Coach | \$2,329.00 |

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CLASSIFIED
LEAVE OF ABSENCE

VILLALOBOS, ANNA
Instructional Assistant/SDC
Del Vallejo Middle School

Beginning January 12, 2015
and continuing through
May 29, 2015

CLASSIFIED POSITIONS ACTIONS

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

Account Clerk I, 8 hours, 12 months, Special Education.

Attendance Verifier, 8 hours, 10 months, Lincoln Elementary School.

Bilingual Clerk II, limited term, not to exceed 8 hours per day, Arrowview Middle School, effective December 10, 2014 through June 10, 2015.

Instructional Tutor/AH, extra hours, not to exceed 20 hours, San Geronio High School, effective December 1, 2014 through June 30, 2015.

Nutrition Services Computer Analyst, 8 hours, 12 months, Nutrition Services.

Secretary, 4 hours, 11 months, Alternative Programs.

Secretary, 8 hours, 12 months, Special Education.

Secretary III, 8 hours, 12 months, Categorical Programs.