

SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT
Regular Meeting
January 15, 2008

Board of Education
5:30 p.m.

TO: Board of Education

FROM: Arturo Delgado, Ed. D., Superintendent
As prepared by Human Resources Division

SUBJECT: Personnel Report #14

It is requested that the Board approve Personnel Report #14, January 15, 2008, 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 15, 2008, be 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

HAROLD J. VOLLKOMMER, Ed.D.
Assistant Superintendent, Human Resources Division

RECOMMENDED FOR BOARD APPROVAL

ARTURO DELGADO, Ed.D.
Superintendent

Agenda Item

CERTIFICATED PERSONNEL

REPORT

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

BARAJAS, OSWALDO: Lytle Creek Elementary School, January 11, 2008

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

PETERSEN, COLLEEN: Alessandro Elementary School, June 25, 2008

ELEMENTARY

QUEZADA, ROSALINDA: B-1, Probationary, \$253.25 per diem, subject to verification of Bachelor's degree plus 30 units or Master's degree. Employment effective January 2, 2008.

SECONDARY

ALLEN, JAMNIA: C-1, Probationary, \$264.34 per diem, subject to verification of Bachelor's degree plus 45 units or Master's degree plus 15 units. Employment effective December 14, 2007.

CACHU, LAURA: XX-2, Intern, \$242.15 per diem, subject to verification of Bachelor's degree. Employment effective December 20, 2007.

GAGNON, JON: XX-2, Emergency, \$242.15 per diem, subject to verification of Bachelor's degree. Employment effective December 20, 2007.

KELLY, CAROL: B-6, Probationary, \$308.76 per diem, subject to verification of Bachelor's degree plus 30 units or Master's degree, and five years of credentialed teaching experience within the past 15 years. Employment effective December 20, 2007.

RAEF, TERESA: XX-2, Intern, \$242.15 per diem, subject to verification of Bachelor's degree. Employment effective December 20, 2007.

WILLIAMS, BENJAMIN: D-9, Probationary, \$364.15 per diem, subject to verification of Masters degree plus 60 units past Bachelor's degree or Master's degree plus 30 units, and eight years of credentialed teaching experience within the past 15 years. Employment effective December 3, 2007.

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OTHER:

GAGNON, JON: BE IT RESOLVED that the employee be assigned to teach Biology on a Provisional Internship Permit at the middle school level, for the 2007-2008 school year, in accordance with the California Education Code 44256b, pending completion of coursework toward full credentialing.

BE IT RESOLVED that the Board of Education approve placement of employee CERT-HR-07-08-08 on the 39 month reemployment list effective December 8, 2007. The employee has not returned from extended illness leave of absence with certification of ability to physically perform the essential duties of her job as a teacher.

FIGUEROA, ROBERTA: Approve payment, Alternative Programs, Cal SAFE, Extra Class, effective August 27, 2007 to June 30, 2008, not to exceed 1.5 hours per day, at the hourly rate of \$28.33; account 01-6091-0-730-488-1110-1000-1130.

ORDAZ, LORINDA: Approve 3 additional days, at the per diem rate of pay, Alternative Programs, AB1802, effective November 19, 2007 to November 21, 2007; account 01-7080-0-799-402-0000-3110-1230.

TELLO, FELIPE: Approve 5 additional days, at the per diem rate of pay, Alternative Programs, Counselor, effective November 1, 2007 to November 15, 2007; account 01-7080-0-799-402-0000-3110-1230.

TOY, KATHY: Approve 5 additional days, at the per diem rate of pay, Alternative Programs, Counselor, effective November 12, 2007 to November 21, 2007; account 01-7080-0-799-402-0000-3110-1230.

ROZZI, ROSEANN: Approve 41 additional days, at the per diem rate of pay, Arrowhead Elementary School, Resource Teacher Support, during Intersession effective November 26, 2007 to April 25, 2008; account 01-7250-0-104-419-1110-1000-1130.

Amend Board action dated January 8, 2008 to approve payment to the following certificated personnel, Curtis Middle School, MAP Mentor Program, effective December 1, 2007 to June 12, 2008, not to exceed 5 hours each, amend hourly rate from \$19.26 to \$26.06; account 01-7395-0-304-422-1110-1000-1130:

CLOBES, SARAH

SUMMERS, SHYLA

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Approve 13 additional days, at the per diem rate of pay, to the following certificated personnel, Educational Services, Principal, Intersession, effective October 25, 2007 to March 28, 2008; account 01-0000-0-891-350-0000-2700-1330:

CERCERES, STEPHANIE
ESPINOZA, JAMES

KEIDEL, SUSAN
WILD, ARWYN

ARREOLA, TAMMY: Amend Board action dated January 8, 2008 to delete additional assignment, Elementary Instruction, Program Review Workshop, effective February 1, 2008 to June 30, 2008, not to exceed 8 hours each per day and 16 hours each, at the hourly rate of \$26.06; account 01-3030-0-774-506-1110-1000-1130.

BAILEY, BERNARD: Amend Board action dated January 8, 2008 to delete additional assignment, Elementary Instruction, Vocabulary Training, effective February 1, 2008 to June 30, 2008, not to exceed 8 hours each per day and 16 hours each, at the hourly rate of \$26.06; account 01-4035-0-884-538-1110-1000-1130:

MORALES, VICTORIA: Amend Board action dated January 8, 2008 to delete additional assignment, Elementary Instruction, Textbook Adoption Committee, effective December 1, 2007 to June 30, 2008, not to exceed 40 hours each, at the hourly rate of \$26.06; account 01-4035-0-884-542-1110-1000-1130.

Approve payment to the following certificated personnel, Elementary Instruction, BTSA Requirement, CFASST, effective July 1, 2007 to June 30, 2008, not to exceed 30 hours each, at the hourly rate of \$19.26; account 01-4035-0-884-538-1110-1000-1130:

CUSSON, VALERIE
HO, JO
INGERSON, ANGELA
LAVENDER, LATONYA
MANJARREZ, AMANDA
MARTINEZ, LAURA
MCKAGUE, SCOTT

MOORE, LISA
NETTLES, RONNIE
OLSEN, KRISTINA
SCOTT, JESSICA
SMITH, SABRINA
WARD, FREDERIC
ZIELINSKI, MARY

Approve payment to the following certificated personnel, Marshall Elementary School, Intensive Remediation, effective July 1, 2007 to June 30, 2008, not to exceed 3 hours each per day, at the hourly rate of \$26.06; account 01-7396-0-146-431-1110-1000-1130:

ANDERSON, ROBERT
BROWN, STEVEN
(Continued)

LOPEZ-BROWN, CATHERINE
MARTINEZ, LIDIA
(Continued)

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BRUNER, PHYLLIS
CAULDER, MERRIJANE
CHAMBERS, JOSEPHINE
CORTEZ, AMY
CROSS, DENESHA
DEWEY, MICHAEL
DYGERT, LINDA
ESTRADA, ALICIA
FARMER, MISTY
HENRY, TIFFANY
HERRERA-ALVAREZ,
ALEJANDRA
JIMENEZ, MARISSA
KATANI, DEBORAH
KORDUS-JOHNSON,
MARYSHA
KOVALCHIK, LISA

MATHIS, SUSAN
MCLAUGHLIN, SAMANTHA
MCNEIR, ROBIN
MELCHER, STACY
MERCADO, ROBERT
MESTLIN, MONJA
ORTUNO, MARSHA
OSBURN, CHERYL
PICKETT, ISABEL
PICKETT, MICHAEL
PITZER, JOELLE
RICHTER-JUNG, CARRIE
VASQUEZ, ANNA
VISSER, SHARON
WOTHERSPOON, RICHARD
WOTHERSPOON, SOTERA

JOHNSON, MARVIN: Approve 30 days, at the administrative substitute per diem rate of pay, Mt. Vernon Elementary School, Administrator, effective November 12, 2007 to January 4, 2008; account 01-0000-0-150-035-0000-2700-1330.

VANDERMEIDEN, CYNTHIA: Approve payment, San Gorgonio High School, Extra Class, effective October 23, 2007 to June 13, 2008, not to exceed 1 hour per day, at the hourly rate of \$28.33; account 01-0000-0-408-05D-1110-41000-1130.

HEMP, JONATHAN: Amend Board action dated January 8, 2008, to approve payment, Secondary Education, World Geography Committee Meeting, effective November 15, 2007 to June 30, 2008, not to exceed 40 hours, amend hourly rate from \$19.26 to \$26.06; account 01-4035-0-879-541-1110-1000-1130.

SINGER, TRIMONISHA: Approve payment, Serrano Middle School, Intensive Remediation, effective December 20, 2007 to June 30, 2008, not to exceed 180 hours, at the hourly rate of \$26.06; account 01-0000-0-774-349-1110-1000-1130.

Approve payment to the following certificated substitute teachers for the 2007-2008 school year, at the established daily rate of \$75.00:

CORNER, DANYIEL

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Approve payment to the following certificated substitute teachers for the 2007-2008 school year,
at the established daily rate of \$120.00:

KAAEKUAAHIWI, KURT	SHORT, LEO
MARTINEZ, ANDREA	

Approve payment to the following certificated substitute teachers for the 2007-2008 school year,
at the established daily rate of \$130.00:

CANCIO, CARMEN	NAVARRO, CONNIE
CASTANON-QUIROZ, SANDRA	PENA, TERESA
GARCIA, VERONICA	PENUNURI, NOEL
KWON, JEANETTE	VIZCARRA, ADRIANA

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.

REGULAR EMPLOYMENT

Approve the employment of the following:

ALAMILLA, MARIA: Noon Duty Aide, Lankershim, not to exceed 2 hours per day, 12 months, \$7.54 per hour, effective December 19, 2007.

BONILLA, LYDIA: Recreation Aide, Allred, not to exceed 8 hours per day, 12 months, \$7.54 per hour, effective December 17, 2007.

CARVER, DAWN: Instructional Assistant/SI, Pacific, salary range 32, step 1, 6 hours, 9 months, \$13.81 per hour, effective January 3, 2008.

GADELMAWLA, DALIA: Nutrition Services Business Manager, Nutrition, salary range M51, step 4, 8 hours, 228 days, \$378.02 per diem, effective January 7, 2008.

GIBSON, MONTICA: Instructional Assistant/ISR, Serrano, salary range 32, step 1, 6 hours, 9 months, \$13.81 per hour, effective January 2, 2008.

GUTIERREZ, VERONICA: Instructional Assistant/SI, Special Education, salary range 32, step 1, 6 hours, 11 months, \$13.81 per hour, effective January 2, 2008.

GUZMAN, NORMA: Instructional Assistant/SI, Anderson, salary range 32, step 1, 6 hours, 9 months, \$13.81 per hour, effective January 2, 2008.

HOPKINS, RICHELLE: Cafeteria Worker, San Gorgonio, salary range 26A, step 1, 6 hours, 9 months, \$11.13 per hour, effective January 2, 2008.

KREUZIGER, SHAHISTA: Human Resources Technician, Human Resources-Certificated, salary range 38A, step 4, 8 hours, 12 months, \$3,475.54 per month, effective January 2, 2008.

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LAWRENCE, LISA: Cafeteria Worker, Lytle Creek, salary range 26A, step 1, 4 hours, 12 months, \$11.13 per hour, effective January 2, 2008.

MALDONADO, ANA: Recreation Aide, Allred, not to exceed 8 hours per day, 12 months, \$7.54 per hour, effective December 17, 2007.

MOONEY, CHERISSE: Campus Security Officer, School Police, salary range 37A, step 1, 8 hours, 9 months, \$2,912.66 per month, effective December 3, 2007.

PIMENTEL, SOL: Cafeteria Worker, Pacific, salary range 26A, step 1, 3 hours, 9 months, \$11.13 per hour, effective January 2, 2008.

RIVERA, ANAMARIA: Bilingual Community Resource Worker, Serrano, salary range 28A, step 1, 8 hours, 10 months, \$2,137.32 per month, effective December 17, 2007.

TAMAYO, LETICIA: Cafeteria Worker, Cypress, salary range 26A, step 1, 4 hours, 12 months, \$11.13 per hour, effective December 17, 2007.

WARRENBURG, AMANDA: Recreation Aide, Allred, not to exceed 8 hours per day, 12 months, \$7.54 per hour, effective December 17, 2007.

Approve the additional assignment of the following:

ANZURES, KATHY: Recreation Aide, Parkside, not to exceed 5 hours per day, 12 months, \$8.04 per hour, effective January 2, 2008.

HIESTAND, HOLLY: Morning Duty Aide, Jones, not to exceed 1 hour per day, 12 months, \$7.54 per hour, effective December 17, 2007.

JENSEN, MICHELLE: Non-Classified Expert, Cole Elementary School, effective October 30, 2007 through November 14, 2007.

COCHRAN, ROD: Approve the partial restoration from Microcomputer Specialist II, Arroyo Valley, salary range 45A, step 6, 6 hours, 9 months, \$28.54 per hour, to Microcomputer Specialist II, Arroyo Valley, salary range 45A, step 6, 8 hours, 10 months, \$4,946.76 per month, effective October 17, 2007.

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Amend Board action of November 6, 2007, to read as follows:

ANDREWS, DOLINA: Approve the employment of Secretary III, Human Resources-Classified, salary range 39, step 6, 8 hours, 12 months, \$3,832.84 per month, effective October 4, 2007.

SUBSTITUTES

Approve the employment of the following Substitutes:

BARRAGAN, MARIA: Operations, salary range 32, step 1, \$12.65 per hour, effective December 18, 2007.

COOPER, MIA: Instructional, salary range 28A, step 1, \$11.03 per hour, effective December 18, 2007.

ESCAJEDA, BRENDA: Operations, salary range 32, step 1, \$12.65 per hour, effective December 17, 2007.

GALINDO, LUPE: Nutritional, salary range 26A, step 1, \$10.20 per hour, effective December 18, 2007.

LOZANO, JESSICA: Instructional, salary range 28A, step 1, \$11.03 per hour, effective December 20, 2007.

NAJARRO, BEATRIZ: Nutritional, salary range 26A, step 1, \$10.20 per hour, effective December 18, 2007.

NUNEZ, LORENA: Operations, salary range 32, step 1, \$12.65 per hour, effective December 17, 2007.

POLICARPIO, EDY: Noon Duty Aide, Muscoy, not to exceed 1 ½ hours per day, \$7.54 per hour, effective December 19, 2007.

REYES, NORMA: Clerical, salary range 30A, step 1, \$11.93 per hour, effective December 18, 2007.

SERRATO, KARLA: Clerical, salary range 30A, step 1, \$11.93 per hour, effective December 17, 2007.

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SUAN, NEEAN: Operations, salary range 32, step 1, \$12.65 per hour, effective December 18, 2007.

WALKER, OTIS: Operations, salary range 32, step 1, \$12.65 per hour, effective December 18, 2007.

Approve the additional assignment of the following Substitutes:

BELLE, NICOLE: Clerical, salary range 30A, step 1, \$11.93 per hour, effective December 14, 2007.

DIEFFENBACHER, ANDREA: Clerical, salary range 30A, step 1, \$11.93 per hour, effective November 13, 2007.

DIEFFENBACHER, ANDREA: Operations, salary range 32, step 1, \$12.65 per hour, effective November 13, 2007.

TRANSFERS

VALADEZ, ESMERALDA: Approve the voluntary transfer from Bilingual Clerk I, Riley, salary range 30A, step 6, 8 hours, 12 months, \$2,796.76 per month, to Bilingual Clerk I, Fairfax, salary range 30A, step 6, 8 hours, 10 months, \$2,796.76 per month, effective January 3, 2008.

SALARIES / MISCELLANEOUS

RAMIREZ, ANA: Approve the increase in hours of Custodian I, San Bernardino, salary range 32, step 2, 4 hours, 9 months, \$14.36 per hour, to 8 hours, 9 months, \$2,489.74 per month, effective December 1, 2007.

WORKING OUT OF CLASSIFICATION/RETURN TO REGULAR RATE OF PAY

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

BEATTY, PAMELA: Cafeteria Worker, King, salary range 26A, step 6, 5 hours, 9 months, \$13.55 per hour, to Senior Cafeteria Worker, Nutrition, salary range 30A, step 3, 8 hours, 9 months, \$2,441.86 per month, effective August 20, 2007 through October 26, 2007.

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GUARINE, NANCY: Attendance Verifier, Alternative Programs, salary range 30A, step 5, 8 hours, 12 months, \$2,641.12 per month, to Secretary, Alternative Programs, salary range 37, step 1, 8 hours, 12 months, \$2,912.66 per month, effective November 27, 2007 through February 13, 2008.

REYNA, FRANCESCA: Cafeteria Worker, Del Vallejo, salary range 26A, step 4, 4 ½ hours, 12 months, \$12.52 per hour, to Senior Cafeteria Worker, Nutrition, salary range 30A, step 1, 8 hours, 12 months, \$2,257.64 per month, effective August 20, 2007 through December 21, 2007.

YUMANG, ELISA: Senior Accounting Data Technician, Accounting, salary range 40, step 3, 8 hours, 12 months, \$3,543.68 per month, to Account Analyst, Accounting, salary range 41, step 3, 8 hours, 12 months, \$3,685.44 per month, effective December 3, 2007 through January 2, 2008.

DOYLE, ROXANNA: Approve the return to regular rate of pay from Bilingual Secretary II, Riley, salary range 38, step 2A2, 8 hours, 12 months, \$3,326.34 per month, to Bilingual Clerk II, Riley, salary range 33, step 6A2, 8 hours, 12 months, \$3,200.32 per month, effective November 21, 2007.

SEPARATIONS

Report the retirement of the following:

FITZGERALD, JANET: Curriculum Materials Clerk, Parkside, effective January 2, 2008.

FREY, ROBERT: Custodian I, Lincoln, effective December 28, 2007.

LANCLOS, JUDITH: Microcomputer Specialist II, Golden Valley, effective January 30, 2008.

LONGFELLOW, GERALDINE: Career Technician, Career Education, effective January 31, 2008.

Report the resignation of the following:

CASTILLO, ANNETTE: Cafeteria Worker, Pacific, effective January 12, 2008.

RAYMER, DENISE: Senior Cafeteria Worker, Nutrition, effective January 3, 2008.

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RINGER, GREGORY: Instructional Aide, Roosevelt, effective
December 22, 2007.

ROMERO, MARGARET: Instructional Aide, Lincoln Preschool, effective
December 22, 2007.

VALAZQUEZ, GABRIELLE: Cafeteria Worker, Shandin Hills, effective
November 21, 2007.

GRANDBERRY, JERMAINE: Report the resignation of Substitute Operations, effective
August 11, 2007.

Report the separation of the following:

BARRAGAN, SUSANA: Student Intern, Arrowview, effective
December 10, 2007.

BRUNDRIDGE, ANDRE: Project Workability, Transition, effective
December 5, 2007.

COPADO, MARIA: Project Workability, Transition, effective
December 4, 2007.

DE LA PAZ, YVONNE: Student Intern, Golden Valley, effective
December 6, 2007.

GAMBOA, MARLENE: Project Workability, Transition, effective
December 4, 2007.

LUSCIOUS, SHAIJUAN: Project Workability, Transition, effective
December 12, 2007.

MADDEN, KIMBERLY: Recreation Aide, Allred, effective December 19, 2007.

PINEDA, KENYA: Student Cafeteria Worker, Nutrition, effective
December 5, 2007.

RAM, MOHAN: Student Intern, Nutrition, effective December 1, 2007.

RENEAU, JANINE: Project Workability, Transition, effective
December 5, 2007.

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RODRIGUEZ, VERONICA: Student Intern, Arrowview, effective
December 13, 2007.

SANDERSON, MICHAEL: Project Workability, Transition, effective
December 4, 2007.

WADE, BRITTANY: Project Workability, Transition, effective
December 5, 2007.

WARE, STEPHANIE: Project Workability, Transition, effective
December 4, 2007.

HARLSON, TIER: Report the separation of Substitute Operations, effective
December 14, 2007.

Rescind the following Board action of August 21, 2007:

BLY-MCINTOSH, CAROLYN: Report the retirement of Clerk I, Adult School,
effective January 25, 2008.

BE IT RESOLVED that the Board of Education approve the dismissal of School Nursing Assistant, HR-CLASS-07-11, for violation of Personnel Commission Rule 6.02.A, Failure to satisfactorily complete the probationary period, effective December 14, 2007.

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.

Bilingual Instructional Aide, 6 hours, 9 months, Anton Elementary School

Instructional Aide, 6 hours, 9 months, Arrowview Middle School

Instructional Aide, 3 hours, 9 months, Hillside Elementary School (2 positions)

Microcomputer Specialist I/MAC, extra hours, not to exceed 1 hour per day, Jones Elementary School, effective November 26, 2007 through June 25, 2008

Secretary III, 8 hours, 11 months, Rodriguez Middle School

BE IT RESOLVED that the Board of Education approves the increase in hours for the following position:

Bilingual Attendance Verifier, 2 hours, 10 months, to 4 hours, 10 months, Cole Elementary School, effective October 12, 2007

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

One (1) 4 hour, 10 month, Clerk I position at Serrano Middle School, effective December 20, 2007

One (1) 8 hour, 10 month, Clerk I position at Serrano Middle School, effective January 2, 2008

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 30 full days of notice.

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4. That employees laid off pursuant to this resolution shall be eligible for reemployment pursuant to Education Code 45298.