

OXNARD SCHOOL DISTRICT

1051 South "A" Street • Oxnard, California 93030 • 805/385-1501



THE PERSONNEL COMMISSION
SUPPORTING EDUCATION THROUGH MERIT

PERSONNEL COMMISSION MEMBERS

Mr. Ernest Morrison, Chair
Mr. Paul Robinson, Vice Chair
Mr. Edward M. Castillo, Member

AGENDA
REGULAR MEETING
Thursday, February 9, 2023

4:30 p.m. Regular Meeting
Oxnard Room of the ESC
1051 South A Street, Oxnard, CA 93030

REGULAR (HYBRID) MEETING - VIA ZOOM

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Section A: ORDER OF BUSINESS

- A.1 Call Meeting To Order**
- A.2 Roll Call**
- A.3 Adoption of the Agenda**
- A.4 Approval of Minutes January 12, 2023 (pages 4-8)**

Section B: COMMENTS BY THE PUBLIC

Public Comment provides the public an opportunity to address the Personnel Commission (“Commission”) on non-agenda items. Speakers are requested to limit their remarks to three (3) minutes. The Commission shall limit the total time for Public Comment on each subject to fifteen (15) minutes. The Commission may not deliberate or take any action on items raised during this portion of the meeting.

Section C: ACTION ITEMS

- C.1 Advanced Step Placement for Gabriella Guerrero, Accounting Specialist IV (page 9)
The Personnel Commission will ratify the advanced step placement for Gabriella Guerrero, Accounting Specialist IV at Step B pursuant to the Personnel Commission Rules & Regulations 70.200.1.**
- C.2 Advanced Step Placement for Randolph Ramirez, Health Care Technician (page 10)
The Personnel Commission will ratify the advanced step placement for Randolph Ramirez, Health Care Technician at Step E pursuant to the Personnel Commission Rules & Regulations 70.200.1.**
- C.3 2023 California Minimum Wage & It's Impact On Classified Salary Schedule (page 11-14)
The Personnel Commission will review and take actions.**
- C.4 Eligibility Lists (pages 15-19)
The Personnel Commission will review certification of eligibility lists.**

Section D: REPORTS/OTHER INFORMATION/DISCUSSION ITEMS

These items are presented for information or study only, no action will be taken.

- D.1 Personnel Actions (page 20)
The Personnel Commission will receive a list of various personnel actions that relate to the transfer, retirement, or other action affecting classified personnel.**
- D.2 Report by CSEA
CSEA may report on Human Resources issues of interest to the Personnel Commission.**
- D.3 Report by Assistant Superintendent, Human Resources
The Assistant Superintendent, Human Resources, may report on Human Resources issues of interest to the Personnel Commission.**

D.4 Director's Report

The Director of Classified Human Resources will report on staff management, current recruitments, and other matters.

D.5 Report by Commissioners

The Commissioners will report on issues concerning Commission administration.

Section E: CLOSED SESSION PUBLIC PARTICIPATION/COMMENTS

Persons may address the Personnel Commission at this time regarding the Closed Session.

Section F: CLOSED SESSION

The Personnel Commission will convene to closed session for the following items:

F.1 Pursuant to Section 54957 of the Government Code, the Commission will consider a personnel matter concerning:

- **Public Employee Appointment: Director, Classified Human Resources.**
- **Public Employee Discipline/Release/Reassignment.**
- **Hiring an HR Consultant.**

F.2 Reconvene to open session and report out of closed session.

The Commission will report on any action taken in closed session.

Section G: ADJOURNMENT

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THE PERSONNEL COMMISSION
SUPPORTING EDUCATION THROUGH MERIT

PERSONNEL COMMISSION
MEMBERS Mr. Ernest Morrison,
Chair Mr. Paul Robinson, Vice Chair
Mr. Edward M. Castillo, Member

MINUTES
REGULAR MEETING
Thursday, January 12, 2023

4:30 p.m. Regular Meeting
Oxnard Room of the ESC
1051 South A Street, Oxnard, CA 93030

REGULAR (HYBRID) MEETING - VIA ZOOM

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Section A: ORDER OF BUSINESS

A.1 Call Meeting To Order

The Personnel Commission of the Oxnard School District met for a regular meeting on Thursday, January 12, 2023, Oxnard Room of the ESC, 1051 South A Street, Oxnard, CA. The meeting was called to order by Chairman Morrison at 4:31 p.m.

A.2 Roll Call

Ernest Morrison, Chair of the Personnel Commission; Paul Robinson, Vice Chair of the Personnel Commission; Edward M. Castillo, Member of the Personnel Commission Tanya Ventura, Human Resources Analyst; Fabian Lopez-Rivera, Administrative Assistant

Guests: Dr. Natalia Torres, Assistant Superintendent; Dr. Scott Carroll, Director Certificated Human Resources; Ilene Poland, CSEA President; TR Lin, EMS Representative; Mayra Magana, Human Resources Manager; Dana Miller, Director of Facilities; Marcos Lopez, Senior Manager Maintenance and Operation; Dawud Davis, Information Technology Services Technician; Marc Gilpin, Grounds Manager; Maria Mendez, Lemonwood Pre School Teacher; Cecilia Born, McAuliffe Preschool Teacher; Rosio Flores, Rose Ave Preschool Teacher; Yolanda Magana, Drifill Preschool Teacher; Beatriz Chavez, Drifill Preschool Teacher

A.3 Adoption of the Agenda

The agenda of Thursday, January 12, 2023, was adopted with the amendment to move items F.1 and F.2 to item C.2 and convene into closed session Mover: Ernest Morrison

Seconder: Paul Robinson

Moved To: Adopt as Amended

Ayes: 3 - Edward M Castillo, Ernest Morrison, Paul Robinson

Motion Result: Passed

A.4 Approval of Minutes December 08, 2022 (pages 4-9)

The minutes of December 08, 2022 were approved as presented.

Mover: Ernest Morrison

Seconder: Paul Robinson

Moved To: Approve

Ayes: 3 - Edward M Castillo, Ernest Morrison, Paul Robinson

Motion Result: Passed

Section B: COMMENTS BY THE PUBLIC

Mendez, Born, Flores, Magana and Chavez had voiced their concerns regarding their Pre Supplemental and Kindergarten teacher positions.

Section C: ACTION ITEMS

C.1 Advanced Step Placement for Marc Gilpin, Grounds Manager (page 10)

The Personnel Commission took action to approve the advanced step placement for Marc

Gilpin, Grounds Manager at Step 2 of the Grounds Manager classification on the Management Salary Schedule.

Mover: Paul Robinson

Seconder: Edward M Castillo

Moved To: Approve

Ayes: 3 - Edward M Castillo, Ernest Morrison, Paul Robinson

Motion Result: Passed

C.2 Interim Director, Classified Human Resources

No action was taken.

C.3 Director, Classified Human Resources Recruitment

Discussion regarding the recruitment was held. No action taken.

Section F: CLOSED SESSION

The Commission convened into closed session at 4:49 p.m.

F.1 Pursuant to Section 54957 of the Government Code, the Commission will consider a personnel matter concerning:

F.2 Reconvene to open session and report out of closed session.

The Commission reconvened at 5:39 p.m and reported a unanimous vote to hire TR Lin as Interim Director Classified Human Resources at Step 3 of the Director Salary Schedule effective 1/13/2023.

C.4 Eligibility Lists (pages 11-15)

The Personnel Commission took action to approve the eligibility lists of Paraeducator-Special Education, Risk Management Specialist, Grounds Manager, Accounting Specialist III, and Accounting Specialist IV.

Mover: Ernest Morrison

Seconder: Paul Robinson

Moved To: Approve

Ayes: 2 - Ernest Morrison, Paul Robinson

Absent: 1 - Edward M Castillo

Motion Result: Passed

Section D: REPORTS/OTHER INFORMATION/DISCUSSION ITEMS

D.1 Personnel Actions (pages 16-17)

The Personnel Commission reviewed the Personnel Actions of December 14th, 2022.

D.2 Director's Report

Staff gave an update on current recruitments and summarized the commission's staff activities as of the last Commission meeting.

D.3 Senior Human Resources Analyst recruitment update

Discussion regarding the Senior Human Resources Analyst recruitment was held.

D.4 Report by CSEA

Mrs. Poland shared that she is providing CSEA her assistance to Rio School District in joining the Merit System.

D.5 Report by Assistant Superintendent, Human Resources

Dr. Torres reported that both Certificated and Classified Human Resources are running parallel. Valerie Mitchell has been made the official Director of Business & Finance.

D.6 Report by Commissioners

Chairman Morrison and Commissioner Robinson confirmed their attendance of the CSPCA Annual Conference to gather knowledge relevant to OSD.

Section E: CLOSED SESSION PUBLIC PARTICIPATION/COMMENTS

Section G: ADJOURNMENT

There being no further business, the Commission adjourned at 6:20pm

Mover: Paul Robinson

Secunder: Ernest Morrison

Moved To: Adjourn

Ayes: 2 - Ernest Morrison, Paul Robinson

Absent: 1 - Edward M Castillo

Motion: Passed

Shristie N. Torres

**Director Classified Human Resources and
Secretary to the Personnel Commission**

**By our signature below, given on this _____ day of _____, 20____, the
Personnel Commission of the Oxnard School District approves the Minutes of the
Regular Meeting of January 12, 2023.**

Signed:

Chair of the Personnel Commission

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: TR Lin

Date of Meeting: February 09, 2023

Agenda Section: Section C: Action Items

Advanced Step Placement for Gabriella Guerrero, Accounting Specialist IV

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a vacancy in the Fiscal department for the Accounting Specialist IV position. Ms. Gabriella Rose Guerrero was selected for the position by the hiring authority. Ms. Guerrero is being recommended to start at Step B of the Accounting Specialist IV classification on the classified salary schedule based on the following:

- Experience – Approximately 12 years' experience in various administrative support, bookkeeping, and payroll positions.
- Additional skills or qualifications – Ms. Gabriella has more years of experience with higher-level skills than what is needed for this position.
- This would also be considered a hard to fill recruitment.

The minimum qualifications for Accounting Specialist IV classification are:

- Education - Two years (48 semester or 72 quarter units) of college-level coursework including coursework in accounting, business administration, or a closely related field. Additional years of clerical accounting experience may be substituted for the required college coursework on a year for year basis.
- Experience - Three years of financial or clerical accounting experience in areas such as accounts payable, accounts receivable, payroll, or budget control. Experience in a lead position is desirable. Up to two years of additional college-level coursework with a major in accounting, business administration, or a closely related field may be substituted for the required experience on a year for year basis.

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement for Ms. Gabriella Guerrero at Step B of the Accounting Specialist IV classification on the Classified Salary Schedule.

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: TR Lin

Date of Meeting: February 09, 2023

Agenda Section: Section C: Action Items

Advanced Step Placement for Randolph Ramirez, Health Care Technician

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a vacancy in the Pupil Services for the Health Care Technician position. Mr. Randolph Ramirez was selected for the position by the hiring authority. Mr. Ramirez is being recommended to start at Step E of the Health Care Technician classification on the classified salary schedule based on the following:

- Experience – Mr. Ramirez has more than ten years of experience in various licensed vocational nurse and health care technician positions., and he was a Health Care Technician with Oxnard School District from 2014 to 2019.
- Additional skills or qualifications – Mr. Ramirez has more years of experience with higher-level skills than what is needed for this position.
- This is a hard to fill position as we are conducting continuous recruitment.

The minimum qualifications for Health Care Technician classification are:

- Education/Training - Must be currently licensed as a Vocational Nurse or Registered Nurse in California.
- Experience - Six months working in acute care coupled with some clerical background is preferred.

RECOMMENDATION:

Staff recommends that the Personnel Commission take action to ratify the advanced step placement for Mr. Randolph Ramirez at step E of the Health Care Technician classification on the Classified Salary Schedule.

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: TR Lin

Date of Meeting: February 09, 2023

Agenda Section: Section F: Closed Session

2023 California Minimum Wage & It's Impact On Classified Salary Schedule

Effective January 1, 2023, the minimum wage of California is \$15.50 per hour for all employers. While the minimum wage in Ventura County is also \$15.50 an hour, there are about 39 cities and counties in California have set higher minimum wages than the state's rate, ranging from \$15.75 (Alameda) to \$18.15 (Mountain View).

Pursuant to California Education Code 45268 and Personnel Commission Rules & Regulations 70.100, Personnel Commission shall conduct salary surveys and recommend to the Board salary assigned to job classifications for the classified services.

The current classified salary schedule has 65 ranges (from 3.0 to 35.0). No current classifications are utilizing the lower end of ranges 3.0 to 11.0, 12.0, 12.5, 13.0, 14.0, and 14.5. The lowest paid two classifications are Campus Assistant (range 11.5) and Child Nutrition Worker (range 13.5). The 2023 minimum wage law has directly impacted on Steps A & B for Campus Assistant and indirectly compressed-up the Step A for Child Nutrition Worker. For recruitment purpose and all new hires for Campus Assistants, staff has already offering at Step C \$16.02. Nevertheless, the Step C for Campus Assistant (range 11.5) is the same as Step A for Child Nutrition Worker (range 13.5).

Current Classified Salary Schedule (portion):

<u>Range</u>	<u>Job Class Title</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
11.5	Campus Assistant	(\$14.51)	(\$15.27)	\$16.02	\$16.83	\$17.70
12.0	(NOT IN USE)	(\$14.85)	\$15.63	\$16.45	\$17.26	\$18.11
12.5	(NOT IN USE)	(\$15.27)	\$16.02	\$16.28	\$17.70	\$18.56
13.0	(NOT IN USE)	\$15.63	\$16.45	\$17.26	\$18.11	\$19.02
13.5	Child Nutrition Wkr.	\$16.02	\$16.83	\$17.70	\$18.56	\$19.48
14.0	(NOT IN USE)	\$16.45	\$17.26	\$18.11	\$19.02	\$19.96
14.5	(NOT IN USE)	\$16.83	\$17.70	\$18.56	\$19.48	\$20.48
15.0	Paraeducator – GE	\$17.26	\$18.11	\$19.02	\$19.96	\$20.96

Proposed Classified Salary Schedule (portion):

13.0	(NOT IN USE)	\$15.63	\$16.45	\$17.26	\$18.11	\$19.02
13.5	Campus Assistant	\$16.02	\$16.83	\$17.70	\$18.56	\$19.48
14.0	(NOT in USE)	\$16.45	\$17.26	\$18.11	\$19.02	\$19.96
14.5	Child Nutrition Wkr.	\$16.83	\$17.70	\$18.56	\$19.48	\$20.48
15.0	Paraeducator – GE	\$17.26	\$18.11	\$19.02	\$19.96	\$20.96

RECOMMENDATION:

Staff recommends that the Personnel Commission take the following actions:

1. Recommending to the Board to relocate Campus Assistant salary from Range 11.5 to 13.5, with Step A \$16.02.
2. Recommending to the Board to relocate Child Nutrition Worker salary from range 13.5 to 14.5, with Step A \$16.83.
3. Recommending to the Board to delete unused low-end ranges 3.0 to 13.0 from classified salary schedule and
4. Recommending to the Board to renumber the remaining ranges from 13.5-35 to 1-44.

ADDITIONAL MATERIALS:

Attached: [CSEA Salary Schedule Proposed.pdf](#)
[Classifications and Salary Schedules 21-22 Updated 8.3.22.pdf](#)



	Step A	Step B	Step C	Step D	Step E
Range 1	\$ 16.02	\$ 16.83	\$ 17.70	\$ 18.56	\$ 19.48
Range 2	\$ 16.45	\$ 17.26	\$ 18.11	\$ 19.02	\$ 19.96
Range 3	\$ 16.83	\$ 17.70	\$ 18.56	\$ 19.48	\$ 20.48
Range 4	\$ 17.26	\$ 18.11	\$ 19.02	\$ 19.96	\$ 20.96
Range 5	\$ 17.70	\$ 18.56	\$ 19.48	\$ 20.48	\$ 21.49
Range 6	\$ 18.11	\$ 19.02	\$ 19.96	\$ 20.96	\$ 22.01
Range 7	\$ 18.56	\$ 19.48	\$ 20.48	\$ 21.49	\$ 22.57
Range 8	\$ 19.02	\$ 19.96	\$ 20.96	\$ 22.01	\$ 23.11
Range 9	\$ 19.48	\$ 20.48	\$ 21.49	\$ 22.57	\$ 23.69
Range 10	\$ 19.96	\$ 20.96	\$ 22.01	\$ 23.11	\$ 24.26
Range 11	\$ 20.48	\$ 21.49	\$ 22.57	\$ 23.69	\$ 24.89
Range 12	\$ 20.96	\$ 22.01	\$ 23.11	\$ 24.26	\$ 25.48
Range 13	\$ 21.49	\$ 22.57	\$ 23.69	\$ 24.89	\$ 26.13
Range 14	\$ 22.01	\$ 23.11	\$ 24.26	\$ 25.48	\$ 26.77
Range 15	\$ 22.57	\$ 23.69	\$ 24.89	\$ 26.13	\$ 27.45
Range 16	\$ 23.11	\$ 24.26	\$ 25.48	\$ 26.77	\$ 28.11
Range 17	\$ 23.69	\$ 24.89	\$ 26.13	\$ 27.45	\$ 28.81
Range 18	\$ 24.26	\$ 25.48	\$ 26.77	\$ 28.11	\$ 29.51
Range 19	\$ 24.89	\$ 26.13	\$ 27.45	\$ 28.81	\$ 30.26
Range 20	\$ 25.48	\$ 26.77	\$ 28.11	\$ 29.51	\$ 30.99
Range 21	\$ 26.13	\$ 27.45	\$ 28.81	\$ 30.26	\$ 31.76
Range 22	\$ 26.77	\$ 28.11	\$ 29.51	\$ 30.99	\$ 32.51
Range 23	\$ 27.45	\$ 28.81	\$ 30.26	\$ 31.76	\$ 33.35
Range 24	\$ 28.11	\$ 29.51	\$ 30.99	\$ 32.51	\$ 34.12
Range 25	\$ 28.81	\$ 30.26	\$ 31.76	\$ 33.35	\$ 35.01
Range 26	\$ 29.51	\$ 30.99	\$ 32.51	\$ 34.12	\$ 35.84
Range 27	\$ 30.26	\$ 31.76	\$ 33.35	\$ 35.01	\$ 36.75
Range 28	\$ 30.99	\$ 32.51	\$ 34.12	\$ 35.84	\$ 37.62
Range 29	\$ 31.76	\$ 33.35	\$ 35.01	\$ 36.75	\$ 38.60
Range 30	\$ 32.51	\$ 34.12	\$ 35.84	\$ 37.62	\$ 39.50
Range 31	\$ 33.35	\$ 35.01	\$ 36.75	\$ 38.60	\$ 40.52
Range 32	\$ 34.12	\$ 35.84	\$ 37.62	\$ 39.50	\$ 41.48
Range 33	\$ 35.01	\$ 36.75	\$ 38.60	\$ 40.52	\$ 42.54
Range 34	\$ 35.84	\$ 37.62	\$ 39.50	\$ 41.48	\$ 43.55
Range 35	\$ 36.75	\$ 38.60	\$ 40.52	\$ 42.54	\$ 44.67
Range 36	\$ 37.62	\$ 39.50	\$ 41.48	\$ 43.55	\$ 45.73
Range 37	\$ 38.60	\$ 40.52	\$ 42.54	\$ 44.67	\$ 46.90
Range 38	\$ 39.50	\$ 41.48	\$ 43.55	\$ 45.73	\$ 48.02
Range 39	\$ 40.52	\$ 42.54	\$ 44.67	\$ 46.90	\$ 49.24
Range 40	\$ 41.48	\$ 43.55	\$ 45.73	\$ 48.02	\$ 50.42
Range 41	\$ 42.54	\$ 44.67	\$ 46.90	\$ 49.24	\$ 51.70
Range 42	\$ 43.55	\$ 45.73	\$ 48.02	\$ 50.42	\$ 52.94
Range 43	\$ 44.67	\$ 46.90	\$ 49.24	\$ 51.70	\$ 54.29
Range 44	\$ 45.73	\$ 48.02	\$ 50.42	\$ 52.94	\$ 55.59

Employee Anniversary Increments:
Anniversary increments in the amount of \$82.74 shall be added to the monthly compensation of full-time classified employees upon completion of the 7th, 10th, 15th, 20th, and 25th years of service. This formula yields the following dollar values which shall be added to the hourly compensation of classified employees:

7 years of service:	\$0.48
10 years of service:	\$0.95
15 years of service:	\$1.43
20 years of service:	\$1.91
25 years of service:	\$2.39

Night Shift Pay Differential:
Unit members who regularly work more than fifty (50) percent of their assigned duty time after six (6) p.m. will be compensated by an additional five (5) percent pay differential.

Bilingual Stipend:
Positions which have been designated as bilingual and for which there is not a specific minimum requirement of bilingual skill for all incumbents of the class shall receive a stipend of three (3) percent.

Classified Substitute Pay:
Classified substitutes will be paid at Step A of the salary range of the classification they will be working. Retiree substitutes will be paid at the step and range they retired from if substituting within the same classification.

AVID Tutor (exempt) \$15.50 per hour



2022-2023 Active Classifications w/ Salary Ranges Proposed

Oxnard School District

RANGE CHILD NUTRITION SERVICES

- 21.5 Child Nutrition Services Operations Specialist
- 18.5 Child Nutrition Cafeteria Coordinator
- 14.5 Child Nutrition Worker

RANGE CLERICAL SUPPORT

- 23.0 Attendance Accounting Specialist II
- 22.5 District Testing & Assessment Coordinator
- 22.0 District Textbook Coordinator
- 21.5 Administrative Assistant
- 21.5 School Office Manager
- 21.0 English Learner Data Technician
- 21.0 Special Education Data Technician
- 20.5 Attendance Accounting Specialist I
- 20.0 District Translator
- 19.5 Attendance Accounting Technician
- 19.5 Facilities Technician
- 19.5 Intermediate School Secretary
- 19.5 Office Assistant III
- 19.5 Secretary
- 19.0 After School Program Site Coordinator
- 19.0 District Office Receptionist
- 18.5 Library/Media Technician
- 18.0 Translator
- 17.0 Health Assistant
- 17.0 Language Assessment Technician (Spanish Bilingual)
- 17.0 Office Assistant II
- 16.5 Records Assistant

RANGE COMMUNITY RELATIONS

- 24.0 District Community Liaison
- 24.0 Outreach Specialist
- 24.0 Parent Support Liaison
- 24.0 Interpreter/Community Support Liaison-Trilingual
- 22.5 Special Education Service Coordinator
- 21.5 Family Liaison

RANGE FISCAL

- 24.0 Position Control Specialist
- 23.5 Senior Payroll Technician
- 23.0 Accounting Specialist IV
- 22.0 Payroll Technician
- 21.5 Accounting Specialist III

RANGE HUMAN RESOURCES

- 24.0 Credential Technician
- 23.0 Risk Management Specialist
- 21.0 Human Resources Technician
- 19.5 Human Resources Assistant

RANGE INSTRUCTIONAL SUPPORT

- 34.5 School Occupational Therapist
- 26.0 Speech-Language Pathology Assistant
- 23.5 Preschool Teacher
- 22.5 Paraeducator - Hearing Impaired (Sign Language)
- 22.0 Health Care Technician
- 17.5 Adaptive Technology Specialist
- 17.5 Paraeducator - Hearing Impaired (Oral Speech)
- 17.5 Registered Behavior Technician
- 17.0 Paraeducator - Special Education
- 16.5 Instructional Assistant - Special Ed. (SH)
- 16.5 Paraeducator III
- 16.0 Infant Program Assistant
- 16.0 Paraeducator II
- 15.5 Instructional Assistant - Special Ed. (RSP)
- 15.5 Instructional Physically Handicapped Assistant
- 15.0 Preschool Assistant
- 15.0 Paraeducator - General Education

RANGE MAINTENANCE/OPERATIONS

- 25.5 Grounds Maintenance Lead
- 24.0 Electrician
- 23.5 Heating, Ventilation, & Air Conditioning Technician
- 23.5 Plumber
- 23.0 Locksmith
- 22.0 Facilities Materials Specialist
- 22.0 Grounds Maintenance Specialist
- 22.0 Irrigation Specialist
- 21.5 Maintenance Worker II
- 19.5 Grounds Equipment Operator
- 19.5 Lead Custodian
- 18.5 Maintenance Worker I
- 18.5 Security/Maintenance Worker (N)
- 18.0 Grounds Maintenance Worker I
- 17.0 Custodian

RANGE PURCHASING/GRAPHICS/WAREHOUSE

- 23.0 Buyer
- 22.5 Reprographics Coordinator
- 20.5 Reprographics Technician
- 20.0 Shipping/Receiving Clerk/Delivery Driver
- 18.0 Warehouse Worker/Delivery Driver
- 17.0 Instructional Materials Warehouse Attendant/Driver

RANGE TECHNOLOGY

- 32.0 Network Systems Analyst
- 29.0 Information Technology Project Coordinator
- 29.0 Site Technology Coordinator
- 27.0 Technology Services Technician
- 24.0 Information Systems Data Technician

RANGE TRANSPORTATION

- 23.5 Vehicle & Equipment Mechanic
- 22.5 Transportation Router/Scheduler
- 20.5 Transportation Dispatcher/Scheduling Assistant
- 20.0 Bus Driver/Mechanic Assistant
- 19.5 Bus Driver
- 19.5 Cover Bus Driver/Office Assistant
- 16.0 Transportation Driver

RANGE OTHER

- 13.5 Campus Assistant

RANGE EXEMPT

- \$15.50 AVID Tutors

DRAFT

Recruitment Type: Dual Certification

Director's Certification:



Eligibility List No. 22-23:90; 22-23:59

Established: 1/31/2023

Maintenance Manager

Rank	Name	Expiration Date
1	10169299	1/31/2024
1	50681234	11/29/2023
2	44389877	11/29/2023
3	45350894	1/31/2024

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.



Recruitment Type: Dual Certification

Eligibility List No. 22-23:79

Director's Certification:

Established: 1/13/2023

Language Assessment Technician (Spanish Bilingual)

Rank	Name	Expiration Date
1	39678962	1/13/2024
2	5478897	1/13/2024
3	48437884	1/13/2024
4	32442241	1/13/2024
5	3983371	1/13/2024
5	47769509	1/13/2024

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.



Recruitment Type: Dual Certification

Director's Certification:

Eligibility List No.:
 22-23:92;
 22-23:38; 21-22:179;
 21-22:134; 21-22:100
 Established: 02/02/23

Paraeducator Special Education

Rank	Name	Expiration Date
Previous List: 21-22:100		
1	31782024	2/16/2023
New List: 22-23:92; 22-23:81; 22-23:66; 22-23:38; 21-22:179; 21-22:134		
1	42518019	2/2/2024
1	40876463	1/11/2024
2	36891385	1/11/2024
3	26534490	12/9/2023
4	49877440	6/22/2023
5	23694202	10/6/2023
6	51495328	12/9/2023
7	27897491	10/6/2023
7	29790649	4/5/2023
8	52323370	1/11/2024

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Eligibility List No. 22-23:80

Director's Certification:

Established: 1/12/2023



District Office Receptionist (Spanish Bilingual Required)

Rank	Name	Expiration Date
1	43308471	1/12/2024
2	39678962	1/12/2024
3	8198130	1/12/2024
4	44570186	1/12/2024

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Open/Promotional

Eligibility List No. : 22-23:82; 22-23:03

Director's Certification:

Established: 01/25/23



Maintenance Worker II

Rank	Name	Expiration Date
Promotional List		
1	1823467	8/30/2023
Open List		
1	46763367	8/30/2023
2	48272911	1/25/2024
3	45493328	1/25/2024
4	35134037	8/30/2023
5	25840778	1/25/2024

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

CLASSIFIED PERSONNEL ACTIONS

February 01, 2023

New Hires

Gilpin, Marc A	Grounds Manager, Position #7423 Grounds 8.0 hrs./261 days	01/30/2023
Perez Jr., Manuel R	Custodian, Position #10468 Custodial Services 8.0 hrs./246 days	02/01/2023
Ruiz, Teresa D	Campus Assistant, Position #2966 Chavez 5.0 hrs./180 days	01/17/2023

Limited Term/Substitute

Cabral, Aurora	Clerical (substitute)	01/04/2023
Cuellar, Ana	Clerical (substitute)	01/05/2023
Lemus, Alma	Clerical (substitute)	01/06/2023
Mendoza, Yulisa	Paraeducator (substitute)	01/09/2023
Perez, Dayanara	Clerical (substitute)	01/04/2023
Reza, Emily	Clerical (substitute)	01/12/2023
Velasco, Maria Guadalupe	Clerical (substitute)	01/05/2023

Resignations

Ayala, Elizabeth G	Paraeducator III, Position #9222 McAuliffe 5.75 hrs./183 days	01/27/2023
Kranzler, Thomas C	Chief Information Officer, Position #2106 IT 8.0 hrs./261 days	01/20/2023
Passno, Sarah B	Paraeducator II, Position #7841 Pupil Services 5.75 hrs./183 days	01/27/2023
Punsalan, Monica M	Paraeducator-General Education, Position #10659 Brekke 8.0 hrs./183 days	01/31/2023
Reyes, Melissa S	Library Media Tech, Position #2523 Ramona 5.0 hrs./190 days	01/20/2023
Sutter, Sadie A	Paraeducator-Special Education, Position #9241 Lemonwood 5.75 hrs./183 days	01/06/2023