

PERSONNEL COMMISSION
MEETING AGENDA – March 20, 2024
(Meeting Location: Board Room)

A. CALL TO ORDER - 4:30 P.M.

B. ADOPTION OF AGENDA

C. APPROVAL OF MINUTES

- February 21, 2024 Regular Meeting

D. PUBLIC COMMENTS

Public comments are welcomed by the Personnel Commission within reasonable meeting time considerations in order to conduct the District's business. During this time the Chair of the Commission may acknowledge visitors' requests to speak on a topic not on the regular Personnel Commission agenda. The Personnel Commission is prohibited from taking action on any item that is not part of the printed and published agenda. Those requesting to speak are encouraged to submit comments in writing.

E. INFORMATION ITEMS

1. VESPA Report
2. Director's Report
3. Recruitment & Selection: Hiring Update
4. Next Regular PC Meeting: April 17, 2024

F. ACTION AGENDA ITEMS

1. Review/Reading of Revisions to Personnel Commission Rules and Regulations, Chapter 220 – Professional Growth (Request to approve in accordance with PCRR Section 20.2.7, #6)

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Commission Office, 255 West Stanley Avenue, Suite 100, Ventura, CA 93001.

Any individual with a disability, who requires reasonable accommodation to participate in a Personnel Commission meeting may request assistance by contacting the Personnel Commission Office/Classified Human Resources, 255 W. Stanley Avenue, Suite 100, Ventura, CA 93001 or 805.641.5000, ext. 1170 or FAX 805.653.7852.

G. CONSENT AGENDA ITEMS

1. Personnel Transactions Report

H. COMMISSION COMMENTS — No official action will be taken.

I. ADJOURNMENT

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Commission Office, 255 West Stanley Avenue, Suite 100, Ventura, CA 93001.

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MINUTES
February 21, 2024

- CALL TO ORDER** A regular meeting of the Personnel Commission of the Ventura Unified School District was held in the Board Room at the Education Service Center on February 21, 2024. Ms. Stallings, Chair, called the meeting to order at 4:30 p.m.
- Present: Commissioners Stallings, Campbell and Walker. Classified Human Resources Staff Members Present: Andrea Crouch, Classified Human Resources Director; Reina Murillo, Human Resources Analyst, Confidential; and Belen Gonzalez, Human Resources Supervisor.
- ADOPTION OF AGENDA** On a motion by Mr. Walker, seconded by Ms. Campbell, Motion/Seconded/Carried Unanimously (MSCU) the agenda for the February 21, 2024 Personnel Commission meeting was adopted by a vote of 3-0. (Ayes – 3/ Walker, Campbell, Stallings; Nay 0; Abstain 0)
- APPROVAL OF MINUTES** On a motion by Ms. Campbell, seconded by Mr. Walker, Motion/Seconded/Carried Unanimously (MSCU) the minutes of the January 24, 2024 Personnel Commission meeting were approved as presented by a vote of 3-0. (Ayes – 3/ Campbell, Walker, Stallings; Nay 0; Abstain 0)
- PUBLIC COMMENTS** None
- ITEM E1** VESPA REPORT
Mr. Robert Ybarra, VESPA Vice President reported:
- 1) VESPA members are happy with the new agreements. Members have voted and approved the presented tentative agreements. Members have shared they feel the relationship with the district is improving, which is a great thing for all.
 - 2) VESPA will conduct elections for the following positions March 1st – 7th:
 - a. President
 - b. Secretary
 - c. (4) Director at Large
 - 3) VESPA is proud to announce President Carol Peek has been nominated as one of the Top 5 finalist for ESP of the Year by NEA.
- ITEM E2** DIRECTOR'S REPORT
Ms. Crouch reported
- Negotiations have concluded with VESPA as well as VUEA. On February 13th, the Board of Education approved the VESPA Contract changes as well as a salary increase for all classified and certificated employees. VESPA bargaining unit members and confidential employees will receive a \$2/hr increase retroactive to July 1, 2023; an additional \$2/hr retroactive to January 1, 2024; and a 2% increase effective July 1, 2024. Classified management will receive a 4% increase retroactive to July 1, 2023; an additional 2% increase retroactive to January 1, 2024; and a 2% increase effective July 1, 2024.
 - We would like to congratulate Carol Peek as one of the top five finalists for the National Education Association's Education Support Professional of the Year Award. We are very proud of her leadership not only within VUSD, but also throughout the State. Congratulations, Carol! We are cheering for you!
 - The Human Resources Department welcomed Marie Taylor as our new HR Specialist. We are excited to have Marie join our team
- Ms. Crouch continued with the following VUSD calendar highlights and upcoming events:
- The next regular Board of Education Meeting will be held February 27
- ITEM E3** RECRUITMENT & SELECTION: HIRING UPDATE
Ms. Crouch provided the Commissioners with an update regarding recruitment and selection. Classified HR continues to prioritize the positions to focus on as we continue recruitment efforts and final selection interviews for our current vacancies.

- ITEM E4 Next Regular PC Meeting: March 20, 2024
- ITEM F1 RECLASSIFICATION OF POSITION: LIBRARY TECHNICIAN II TO SENIOR OFFICE ASSISTANT
After a brief discussion, on a motion by Mr. Walker, seconded by Ms. Campbell, MSCU to approve the Library Technician II (position #190) be reclassified to Senior Office Assistant. Incumbent, Kimberly Frazee, was reclassified with the position (#190) based on a gradual accretion of duties as defined in PCRR sections 30.3.5 and 30.3.6, effective March 1, 2024. (Ayes – 3/ Walker, Campbell, Stallings ; Nay 0; Abstain 0)
- ITEM F2 APPROVAL OF REVISIONS TO PERSONNEL COMMISSION RULES AND REGULATIONS, CHAPTER 140, Vacations
On a motion by Ms. Campbell, seconded by Mr. Walker, Motion/Seconded/Carried Unanimously (MSCU), the Personnel Commission approved the revisions to Personnel Commission Rules and Regulations, Chapter 140, Vacations as presented in accordance with PCRR Section 20.2. 7, #6, by a vote of 3-0. (Ayes – 3/ Campbell, Walker, Stallings; Nay 0; Abstain 0)
- ITEM F3 APPROVAL OF REVISIONS TO PERSONNEL COMMISSION RULES AND REGULATIONS, CHAPTER 170, Compensation and Pay Practices, Application of Salary Schedules
On a motion by Mr. Walker, seconded by Ms. Campbell, Motion/Seconded/Carried Unanimously (MSCU), the Personnel Commission approved the revisions to Personnel Commission Rules and Regulations, Chapter 170, Compensation and Pay Practices, Application of Salary Schedules as presented, in accordance with PCRR Section 20.2. 7, #6, by a vote of 3-0. (Ayes – 3/ Walker, Campbell, Stallings; Nay 0; Abstain 0)
- ITEM F4 APPROVAL OF REVISIONS TO PERSONNEL COMMISSION RULES AND REGULATIONS, CHAPTER 220, Professional Growth
On a motion by Ms. Campbell, seconded by Mr. Walker, Motion/Seconded/Carried Unanimously (MSCU), the Personnel Commission approved the revisions to Personnel Commission Rules and Regulations, Chapter 220, Professional Growth as presented in accordance with PCRR Section 20.2. 7, #6, by a vote of 3-0. (Ayes – 3/ Campbell, Walker, Stallings; Nay 0; Abstain 0)
- ITEM F5 APPROVAL OF REVISIONS TO PERSONNEL COMMISSION RULES AND REGULATIONS, CHAPTER 30, Position Classification Plan, Section 30.3
On a motion by Mr. Walker, seconded by Ms. Campbell, Motion/Seconded/Carried Unanimously (MSCU), the Personnel Commission approved the revisions to Personnel Commission Rules and Regulations, Chapter 30, Position Classification Plan, Section 30.3, as presented, in accordance with PCRR Section 20.2. 7, #6, by a vote of 3-0. (Ayes – 3/ Walker, Campbell, Stallings; Nay 0; Abstain 0)
- ITEM G1 PERSONNEL TRANSACTIONS REPORT
On a motion by Ms. Campbell, seconded by Mr. Walker, MSCU to approve the Personnel Transactions Report by a vote of 3-0. (Ayes – 3/ Campbell, Walker, Stallings; Nay 0; Abstain 0)
- ITEM H COMMISSION COMMENTS
The Commissioners congratulated Carol Peek for being a finalist for the NEA ESP of the Year Award.
- ADJOURNMENT On a motion by Mr. Walker seconded by Ms. Campbell, MSCU to adjourn the meeting at 5:06 p.m. (Ayes – 3/ Walker, Campbell, Stallings; Nay 0; Abstain 0)



To: Personnel Commission

From: Andrea Crouch, Director Classified Human Resources 

Date: March 20, 2024

Subject: Revisions to Personnel Commission Rules and Regulations
First Reading and Request to approve in accordance with PCRR Section 20.2.7, #6

- Chapter 220 – Professional Growth

Last month, PCRR revisions were presented to the Personnel Commission as a result of some recent language changes made through the collective bargaining process between VESPA and the District. One of the chapters revised was Chapter 220 – Professional Growth. However, the copy presented to the Commission omitted a revision needed to section 220.5. When presented, the word “related” should have been struck-through as follows:

220.5 EDUCATION INCENTIVES (effective July 1, 2023)

All active classified employees are eligible for the education incentive, regardless of when degree was earned, for **related** degrees above and beyond the stated minimum qualifications in the employee’s current classification. Courses must be taken at an accredited college or university and proof of degree must be submitted to HR. Percentages are based on base salary and paid on a monthly basis:

Because this is a minor correction to already reviewed Chapter 220, it is recommended that the Personnel Commission proceed in approving the proposed changes in accordance with PCRR Section 20.2.7, #6 which allows for approval upon a first reading.

Attachments: proposed revisions to PCRR’s - Chapters 220

CHAPTER 220

PROFESSIONAL GROWTH & EDUCATION INCENTIVES

220.1 DEFINITION

The Personnel Commission, in partnership with the District, has an interest in attracting and retaining classified employees with professional growth and education incentive opportunities. It is a shared belief that professional development is more than just meeting baseline criteria to be a competitive workplace; it's about cultivating an environment that values growth and encourages classified employees to do their best. The intent of this incentive based professional growth program is to encourage employees to voluntarily gain increased knowledge and skills which enhance their ability to perform the work of the school district and to provide an opportunity for advancement to new positions. The following structures have been implemented to attract, retain, and recognize the vast spectrum of education, training, and experience classified employees have acquired which contribute to the educational success of the students of the Ventura Unified School District.

220.2 PROCEDURES

220.2.1 REVIEW COMMITTEE: The Professional Growth Committee, hereinafter referred to as the Committee, shall meet at least quarterly or as needed.

220.2.2 SELECTION/COMPOSITION OF COMMITTEE: The Committee shall consist of:

Three (3) representatives appointed by the Association plus three (3) representatives appointed by the District including the Classified Human Resources Director or Supervisor being a permanent member of the committee.

220.2.3 TENURE OF COMMITTEE

220.2.3.1 Terms of committee members shall begin on September 1 and end on August 31. A Chair and a Secretary shall be appointed by the Committee.

220.2.3.2 Should a vacancy occur on the Committee, VESPA shall fill the vacancy by appointment for those positions which VESPA originally appointed.

220.2.4 DUTIES OF COMMITTEE

220.2.4.1 Review policies and procedures.

220.2.4.2 Determine eligibility of professional growth opportunities.

- 220.2.4.3 Committee will meet to evaluate activities for professional growth points or educational coursework, and to review professional growth applications.
- 220.2.4.4 Provide the Payroll Department with a listing of those employees who have earned Professional Growth points for the fiscal year.

220.3 STANDARDS AND GUIDELINES FOR PARTICIPATION IN THE PROFESSIONAL GROWTH POINT PROGRAM

220.3.1 PROCESS/CRITERIA:

- 220.3.1.1 Employees may submit a request for verification of eligibility of professional growth opportunities to the prior to completing training and/or college courses. The Committee will make the final determination of eligibility of professional growth opportunities. Decisions made by the Committee will be by consensus.
- 220.3.1.2 Professional growth can be for current position or position of aspirational growth/goals within the district.
- 220.3.1.3 Trainings and/or department specific meetings mandated by the District are not eligible for professional growth points (i.e Cal-OSHA, mandated reporter, bloodborne pathogens, etc.).
- 220.3.1.4 All professional growth opportunities that are completed prior to hire date are not eligible for professional growth points.
- 220.3.1.5 Professional growth must have been completed in the fiscal year corresponding to the June 30th due date.
- 220.3.1.6 Employee is responsible for submitting all documents and transcripts—These documents must be submitted to the Committee no later than June 30th and verified as acceptable and approved by the Committee no later than July 31st of each year in order to receive a professional growth payment. Participants who have submitted a professional growth application while in active, paid status, but have separated from the district prior to June 30th shall receive a professional growth payment in August.
- 220.3.1.7 VUSD and VESPA will monitor overall costs of the professional growth points program not to exceed \$300,000 annually (fiscal year). Together they will

evaluate the district's fiscal ability to increase or pause the program for the remainder of the fiscal year. If it is determined that the program must be paused, the education incentive percentage increases will not be impacted.

- 220.3.2** Points may be earned through participation in any of the following:
- 220.3.2.1** College courses, adult school course, trade and business school courses.
 - 220.3.2.2** Committee approved workshops, webinars, training, orientation, and in-service.
 - 220.3.2.3** Facilitation of Institute lecture programs and conducting institute conferences, classes or trainings.
 - 220.3.2.4** Attendance at educational conferences.
 - 220.3.2.5** Leadership activities in county, state and national educational organizations and in professional organizations.
 - 220.3.2.6** Correspondence, on-line and video courses. Professional certifications, micro credentials, and licenses.
- 220.3.3** All professional growth candidates taking courses must obtain a passing grade of "C" or better; a certificate of satisfactory completion of a course, or a grade of "Pass" in a course which does not provide a letter grade, in order to receive credit points for the coursework.
- 220.3.4** All regularly employed, classified employees (permanent and probationary) who are in active, paid status with the Ventura Unified School District shall be eligible to participate in the Professional Growth Program. Participants must be in active, paid status with the district at time of submission of professional growth application. Points will not be given to an employee who is on leave from the district to become a full-time or part-time student.
- 220.3.5** If points have previously been awarded, courses may not be repeated unless special permission is granted by the Committee. Such repeat courses must contain different subject matter.
- 220.3.6** Records concerning the Professional Growth Program shall be maintained by the Classified Human Resources Office and provided to Managers and/or Directors upon request.

220.4

CALCULATION AND COMPENSATION FOR PROFESSIONAL GROWTH POINTS (effective July 1, 2023)

220.4.1 COMPENSATION FOR EARNED POINTS IN CURRENT FISCAL YEAR :

One point will equal \$50.00

Description	Time/Units/Credits	Points value	Max per fiscal year
Workshops, webinars, training	1 hour	.25	15 points
Professional certifications, licenses, and micro-credentials	1 hour	.50	20 points
Facilitator/Presenter	1 hour	.75	30 points
College courses	1 credit/unit	3	36 points

Credential	One time payment
DSC/CTE Teaching Credential	2.5%
Teaching Credential	2.5%

220.5

EDUCATION INCENTIVES (effective July 1, 2023)

All active classified employees are eligible for the education incentive, regardless of when degree was earned, for **related** degrees above and beyond the stated minimum qualifications in the employee’s current classification. Courses must be taken at an accredited college or university and proof of degree must be submitted to HR. Percentages are based on base salary and paid on a monthly basis:

Degree	Percentage increase on base salary, paid monthly
AA/AS	2.50%
BA/BS	4.00%
MA/MS	5.00%
Ed.D/Ph.D/JD	6.00%

220.6 LEGACY CLAUSE

Classified employees under the previous Professional Growth program that have earned complete increments shall remain in the program unless they opt into the current program no later than June 30, 2025.

If a classified employee chooses to remain in the previous Professional Growth program, they will continue to earn points as outlined in the previous Professional Growth program.

If a classified employee chooses to opt into the current program on or before June 30, 2025, then the classified employee shall no longer be paid for increments or points earned under the previous program. Classified employees will then be eligible for Compensation for Earned Points and Education Incentives as outlined in the new program.

Classified employees who participated under the previous Professional Growth program who had earned points but had not yet earned Increment shall have their earned points transferred to the current program.

Refer to Appendix A for the Professional Growth Legacy Program.

Revised: 04/23/2014
01/11/2023
02/21/2024



Personnel Transaction Report

Consent Agenda Items

To Personnel Commission for Approval

Meeting Date:03/20/2024

New Hires

Last Name	First Name	Job Class Description	Date
Brousseau	Brian	Campus Supervisor	03/01/24
Chavez	Max	Campus Supervisor	02/26/24
Hernandez	Michael	Campus Supervisor	03/15/24
Ikeda	James	Campus Supervisor	03/05/24
Marin	Aiden	Campus Supervisor	03/01/24
Robinson	Jessica	Campus Supervisor	02/28/24
Sainsbury	Deanna	Campus Supervisor	03/11/24
Young	Alicia	Campus Supervisor	02/26/24
Noble	Erica	Fiscal Technician I	03/04/24
Taylor	Marie	Human Resources Specialist	02/20/24
Castro	Lisa	Paraeducator II	03/18/24
Landrito-Hardcastle	Allen Louise Sah	Paraeducator II	03/04/24
Marin	Kathy	Paraeducator II	03/04/24
Pompa	Amber	Paraeducator II	03/14/24
Roy	Jonathan	Paraeducator II	03/18/24
Tidwell	Krestin	Paraeducator II	03/04/24
Willner	David	Paraeducator II	03/12/24
Hansen	Denise	Senior Office Assistant	02/12/24
Espinosa	Mark	Trades Maintenance Worker II	03/13/24
Rodriguez	Raquel	Warehouse Wkr/Delvry Drvr	02/12/24

Permanent to Probationary

Last Name	First Name	Job Class Description	Date
Burnell	Joseph	Dir., Fiscal Services	03/04/2024 (Promotion)
Danebrock	Sharilyn	Info Syst Project Coordinator	3/11/2024 (Promotion)
GilLara	Guadalupe	Paraeducator III	03/01/2024 (Promotion)
Vallier	Monique	Paraeducator III	03/01/2024 (Promotion)
Vanderkooij	Susie	Paraeducator III	03/07/2024 (Promotion)

Probationary to Permanent

Last Name	First Name	Job Class Description	Date
Howard	Julie	After School Paraed Liaison	03/07/24
Padilla	Lidia	After School Paraed Liaison	03/07/24
Reynolds	Demetria	After School Paraed Liaison	03/09/24
Alvarez Fernandez	Artemio	Bus Driver	02/24/24
Lopez Ramirez	Cesar	Bus Driver	02/27/24
Vasquez V	Raul	Bus Driver	03/08/24
Zuniga	Nancy	Bus Driver Dispatcher	03/06/24
Licea	Christopher	Campus Supervisor	03/08/24
Lopez	Josefina	Campus Supervisor	03/08/24
Betian	Jennifer	Cert Occupational Therapy Asst	03/08/24
McGinnis	Michael	Educ. Sign Lang. Interpreter	03/09/24
Maldonado	Norma	Family Liaison	02/14/24
Simpson	Stacie	Health Technician	03/06/24
Reyes	Josue	Network and Systems Specialist	03/09/24
Cox	Kathryn	Paraeducator After School (2nd Position)	03/07/24
GillLara	Guadalupe	Paraeducator After School (2nd Position)	03/08/24
Gutierrez	Luis	Paraeducator After School (2nd Position)	03/08/24
Hathaway	Jeffrey	Paraeducator After School (2nd Position)	03/06/24
Himle	Tully	Paraeducator After School (2nd Position)	03/09/24
Cannistraci	Cynthia	Paraeducator II	03/09/24
Montano	Itzel	Paraeducator II	02/15/24
Oswald	Amy	Paraeducator II	02/14/24
Radwich	Samantha	Paraeducator II	03/08/24
Lopez Beltran	Victor	Paraeducator III	03/08/24
Woertink	Mallory	School Adm. Assistant I	02/20/24
Brown	Sarah	Trans Safety & Trng Specialist	02/14/24

Limited Term, Provisional & Exempt

Last Name	First Name	Job Class Description	Date
Forney	Annmarie	Campus Supervisor	03/01/24
Perez	Cynthia	Campus Supervisor	03/01/24
Licon	Stephanie	Campus Support Asst	03/01/24
Meyer	Kristyn	Campus Support Asst	03/01/24
Slingerland	Garrett	Campus Support Asst	03/01/24
Guzman	Susan	Child Nutr Asst I	03/01/24
Lopez	Arturo	Custodian	03/01/24
Valdez	Angel	Custodian	03/01/24
Johansson Waller	Maria	Health Technician	03/01/24
O'Conner	Jade	Health Technician	03/01/24
Venegas	Samantha	Music Coach I	03/01/24
Lee	Jayden	Music Coach II	03/01/24
Perez	Mia	Music Coach II	03/01/24

Tischhauser	Jacob	Music Coach II	03/01/24
Acker	Rebekah	Paraeducator Aftr Schl	03/01/24
Acker	Rebekah	Paraeducator I	03/01/24
Danyal	Rawaa	Paraeducator I	03/01/24
LanderosAngel	Carlos V	Paraeducator II	03/01/24
Maynez	Bridget	Paraeducator II	03/01/24
Abbe	Jayne	Paraeducator II	03/01/24
Evans	Pamela	Paraeducator II	03/01/24
Whalen	Lauren	Paraeducator II	03/01/24
Whalen	Lauren	Paraeducator III	03/01/24
Coffman	Jennifer	SAA I	03/01/24
Ramirez	Vanessa	SAA I	03/01/24

Appointment to Additional Probationary Position

Last Name	First Name	Job Class Description	Date
Akhavan	Haleh	Paraeducator After School	3/15/2024

Appointment to Additional Permanent Position

Last Name	First Name	Job Class Description	Date

Separation from Service

Last Name	First Name	Job Class Description	Date
Lewman	Abigail	Certified Speech and Language Pathology Asst	03/14/24
Woods	Nancy	Custodian	03/15/24
Estrada	Joe	Custodian Trainer	02/23/24
Dutter	Adam	Bond Program Manager	03/01/24
Tang	Yun	Paraeducator II	02/29/24
Coyle	Carol	Bus Driver	03/01/24
Maynez	Katrina	Paraeducator II	03/01/24
Monson	Hannah	Educational Sign Language Interpreter	02/13/24
Rodriguez	Viviana	Campus Supervisor	02/29/24
Mejia	Ruby	Paraeducator II	02/26/24

Leave of Absence

Last Name	First Name	Job Class Description	Date
Lopez	Gisela	Child Nutrition Asst I	02/21/24 - 06/30/24 Unpaid Leave
Marostica	Deborah	Health Technician	02/12/24 - 05/13/24 Unpaid Leave
Grabau	Jennifer	Paraeducator II	02/20/24 - 06/30/24 Unpaid Leave (Sub for Certificated)

Change of Status

Last Name	First Name	Job Class Description	Date
Luna	Tammy	Paraeducator II	02/27/2024: Change in Hours --28.75 hrs/wk to 34 hrs/wk; same classification; same location
Golson	Rebekah	Paraeducator II	03/01/2024: Change in Hours/Location --35 hrs/wk @ Itinerant to 28.75 hrs/wk @ Poinsettia (Voluntary Reduction); same classification
Carmody	Yanna	Paraeducator II	03/05/2024: Change in Hours/Location --29.25 hrs/wk @ Balboa to 28.75 hrs/wk @ Cabrillo (Voluntary Reduction); same classification

Working Out of Class

Last Name	First Name	Job Class Description	Date
Vacancy Coverage			
Scott	Pamela	Administrative Specialist-B50	11/1-3;6/2024*
Hamilton Redding	Mary	After School Paraeducator Liaison-E48	December: 12/1;4;6-8;11-13;18-19/2024* February: 2/1;7-9;12-15;20-23;26-29/2024
MendozaLopez	Pedro	Custodial Trainer - Coordinator-F36	2/20-23;26-29/2024
Burnell	Joseph	Director of Fiscal Services-A04	2/1-2;5-9;12-15;21-23;26-29/2024 *Position Filled (3/4/24)
Danebrock	Sharilyn	Information Systems Project Coordinator- C24	01/3-5;8-9;12,16-19;22-26;29-30/2024
Vallier	Monique	Paraeducator III-E69	2/1-2;5-9;12-15;20-21;23;26-29/2024 *Position Filled (3/1/24)
Foley	Angela	School Adm. Assistant III-B35	2/1-2;5-9;12-15;26-29/2024
Kelsch	Elizabeth	School Services Assistant II- B72	2/1-2;5-9;12-14;20-23;26-29/2024

Covering for EE who is WOC

Tackett	Rachelle	Child Nutr Mgr-Elementary-D38	02/1-2;5-9;12-15/2024
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Covering for EE who is on LOA

Lopez	Maria J.	School Adm. Assistant III-B35	01/8-12;16-19;22-26;29-31/2024
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Limited Term Assignment/Extra Help

Mayer	Mark	Special Projects Manager-F75	1/3-5/2024
Savard	Linda	Paraeducator II-E68	1/22-24/2024

Other Reasons

Last Name	First Name	Job Class Description	Date
Flores	Rosa	Child Nutr Mgr-Elementary-D38	2/21-23/2024
Flores	Yezenia	Child Nutr Mgr-Elementary-D38	2/12/2024
Perez	Leonard	Grounds Maintenance Worker II-F64	2/20/2024

Vasquez	Lorraine	Health Ser Prev Prgm Spec-B66	January: 1/3;14;16/2024 February: 2/1-2;20/2024
Lassich	Shari	Lead Custodian-F42	2/5;14-15/2024
Valencia	Santos	Lead Grounds Maint Worker-F43	2/22-23/2024
Verstraeten	Robert	Lead Grounds Maint Worker-F43	2/26/2024
Cervantez	Gloria	School Adm. Assistant I-B37	2/9-10;23-24/2024
Woertink	Rebecca	School Adm. Assistant I-B37	2/5/2024
*WOC form was delayed in Supervisor approval queue			