

SUBJECT: Certificated Assignment Order #13

PERSON(S) RESPONSIBLE: Billie Mankey, Director II, Human Resources

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RECOMMENDATION:

The administration recommends adoption of Certificated Assignment Order #13

BACKGROUND:

Under Board Policies #4200 and #4211, the Human Resource Office is directed by the Superintendent and the Board of Education to employ the most highly qualified person available for each position. Recruitment and selection procedures include dissemination of vacancy announcements to newspapers, trade journals, the internet through the Pacific Grove Unified School District website, Monterey County Office of Education website and other recruitment websites in California. The recommendation to hire a selected candidate is made after weighing the information obtained by the complete application package, the interview process, and confidential reference checks. No inquiry is made with regard to the age, sex, race, color, religion, national origin, disability or sexual orientation.

INFORMATION:

Persons listed in the Certificated Assignment Order are being recommended to the Board of Education for employment in the District. No individual is recommended to the Board of Education for employment prior to receipt of the criminal background summary.

FISCAL IMPACT:

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
 CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 13
 April 27, 2017**

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TEMPORARY APPOINTMENT:

2017 Summer School, temporary teaching positions, paid per hour, per time sheet at the PGTA hourly instructional rate, dependent upon sufficient enrollment, effective June 5, 2017 through June 30, 2017 and in addition 1 equivalent day of initial prep for all teachers and one additional afternoon session during the summer program for special education.

Instructor	Course Title	Total Hours
Jessica Zimmerman	Kindergarten	3.75 hrs./day
Rachel Allaire	1 st Grade	3.75hrs./day
Anna Spade 1 st 3 weeks Erica Chavez last week	2 nd Grade	3.75 hrs./day
Stephanie Perlstein	3 rd Grade	3.75 hrs./day
Shannon McCarty	4th/5th Grade	3.75 hrs./day
Brad Woodyard	PGHS/MS Credit Recovery	3.75 hrs./day
Becky Golfinch	MS SDC	4.5 hrs./day
Katherine Wheeler	MS/HS RSP	4.5 hrs./day
Erin Homani	Preschool Special Ed	4.5 hrs./day
Renate Griffin	Primary SDC/RSP	4.5 hrs./day
Katie Kreeger 1 st 3 weeks Mary Quindimil last week	Intermediary SDC/RSP	4.5 hrs./day
Laura Rivera	Speech	Up to 3.75 hrs./day based on need

LEAVE OF ABSENCE:

Stefanie Pechan, RDE 4th **5TH** Grade Teacher, requests an unpaid, long-term, personal leave of absence for the 2017-18 school year only.

CHANGE OF ASSIGNMENT/TRANSFER:

Julie Kelly, voluntary transfer from FGE Kindergarten to RDE Kindergarten effective August 8, 2017 (new Kindergarten class)

Kilene Brosseau voluntary transfer from RDE Special Day Class to PGHS Special Day Class, effective August 8, 2017 (new PGHS program)

Laura Dean, RDE voluntary grade level change from 2nd Grade to 4th **5TH** Grade, effective August 8, 2017 (replacement for Stefanie Pechan LOA)

SUBSTITUTES:

Neal Battaglia	Kate Morrison	Jaime Quiros
Christina Luciano	Ivy Ottmar	
Justin Morgan-Mraz	Theresa Piech	

RETIREMENT/RESIGNATIONS:

Pat Rolander, PGHS School Counselor, retires after 12 years of successful service in the Pacific Grove Unified School District