

- Consent
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SUBJECT: REVISED Classified Assignment Order #14

DATE: May 23, 2019

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

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RECOMMENDATION:

The administration recommends adoption of Classified Assignment Order #14

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 Classified 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.

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NEW HIRES:

Johanna Biondi, CHS Administrative Assistant II, 5 hrs./day/10 month work calendar, Range 35, Step B effective May 13, 2019, replaces Amanda Jaramillo (funded General Fund)

Sally Jones, RDE Food Service I, 1.25 hrs./day/180 day work calendar, Range 28, Step A, effective 5/6/2019, replaces Janet Bingham (Fund 13 Cafeteria)

VOLUNTARY TRANSFER:

Nina Prasaad, Custodian I, transfer from PGHS 4 hrs./day/12 month work calendar and CHS 4 hrs. /day 12 month work calendar, Range 36, Step F-1 (funded General Fund) to PGAS 8 hrs./day/12 month work calendar, Range 36, Step F-1 (Adult Ed Grant Fund), effective May 6, 2019 (new position)

SHORT-TERM, TEMPORARY ADDITIONAL ASSIGNMENT:

2019 SUMMER SCHOOL, Effective June 3, 2019 through June 28, 2019, employees paid per time sheet and work is subject to sufficient enrollment (Special Education Funded)

<u>Employee</u>	<u>Assignment</u>	<u>Hours</u>	<u>Rate of Pay</u>
Maria Sicairos	Paraprofessional Special Eduaction Preschool	20 days 4.5 hrs./day	37/F1
Yuri Dorantes	Paraprofessional Special Eduaction Preschool	20 days 4.5 hrs./day	37/B
April Gabriel	Paraprofessional Special Eduaction Preschool	20 days 4.5 hrs./day	37/E
Corrie Nieblas	Paraprofessional Elementary Moderate/Severe SDC	20 days 4.5 hrs./day	37/F
*Teresa DeWitt	Paraprofessional Elementary Moderate/Severe SDC	20 days 4.5 hrs./day	37/D
*Breeana Casas	Paraprofessional Elementary Moderate/Severe SDC	20 days 4.5 hrs./day	37/A
*jobshare			
Sara Hiendel	Paraprofessional Primary Mild/Moderate SDC	20 days 4.5 hrs./day	37/B
Naomi Guillory	Paraprofessional Primary Mild/Moderate SDC	20 days 4.5 hrs./day	37/B
Andres Rodriguez	Paraprofessional Primary Mild/Moderate SDC	20 days 4.5 hrs./day	31/A
Bonnie Pieper	Paraprofessional Primary Mild/Moderate SDC	20 days 4.5 hrs./day	31/F1
Kyle Villavicencio	Paraprofessional Intermediate Mild/Moderate SDC	20 days 4.5 hrs./day	37/C

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Vanessa Torculas	Paraprofessional Intermediate Mild/Moderate SDC	20 days 4.5 hrs./day	37/A
Itana Andalovic	Instructional Assistant Intermediate Mild/Moderate SDC	20 days 4.5 hrs./day	31/A
Amanda Parker	Instructional Assistant 5th Grade Mild/Moderate SDC	20 days 4.5 hrs./day	37/A
Lori Arnaldo	Instructional Assistant 5th Grade Mild/Moderate SDC	20 days 4.5 hrs./day	31/E
Evelyn Franco	Instructional Assistant Elementary RSP	20 days 4.5 hrs./day	31/H
Gladys Bocanegra	Instructional Assistant Elementary RSP	20 days 4.5 hrs./day	37/B
Natalie Montgomery	Instructional Assistant Middle School/High School Mild/Moderate	20 days 4.5 hrs./day	31/C
Laurie Weddington	Instructional Assistant Middle School/High School Mild/Moderate	20 days 4.5 hrs./day	31/G1
Cheri Diehl	Instructional Assistant Middle School/High School Mild/Moderate	20 days 4.5 hrs./day	31/F1
Sabrina Andrade	Paraprofessional Middle School/High School Mild/Moderate	20 days 4.5 hrs./day	37/B
Aisling Maher	Paraprofessional Middle School/High School Moderate/Severe	20 days 4.5 hrs./day	37/D
Mark Anderson	Paraprofessional Middle School/High School Moderate/Severe	20 days 4.5 hrs./day	37/D
Michelle Garcia	Paraprofessional Middle School/High School Moderate/Severe	20 days 4.5 hrs./day	37/C
Thalia Munoz	Paraprofessional Middle School/High School Moderate/Severe	20 days 4.5 hrs./day	37/A
Ben Bahena	Paraprofessional Middle School/High School Moderate/Severe	20 days 4.5 hrs./day	37/B
Fernando Hernandez	Paraprofessional Transition Program	20 days 4.5 hrs./day	37/F3
Vanessa Villapando	Paraprofessional Transition Program	20 days 4.5 hrs./day	37/F
Cindy Waznis	Health Clerk	20 days 4.5 hrs./day	37/F
Diane McClusky	Occupational Therapist	Per hour based on need	Step 8

Vanessa Villapando, Paraprofessional BASRP for student diabetic care, temporary, 1 hr./day/5 days per week, Range 37, Step E, paid per time sheet, effective April 15, 2019 and subject to student enrollment (BASRP funding)

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STIPENDS:

Linda Lyon, PGHS Costuming for Spamalot, stipend \$900 (music budget fund)
Sherri Beck, PGHS Costuming for Spamalot, stipend \$700 (music budget fund)

RETIREMENT:

Cynthia Russell, Administrative Assistant III retires after 24 years of successful service in the Pacific Grove Unified School District, **effective June 21, 2019**

Rachel Mein, Administrative Assistant IV retires after 19 years of successful service in the Pacific Grove Unified School District, effective June 21, 2019

LEAVE OF ABSENCE:

Suzanne Ellzey, qualifies for and requests a leave of absence extending to 6 additional months under the Family Medical Leave Act and thereafter long term personal leave effective the 2019-20 school year