

- Student Learning and Achievement
- Health and Safety of Students and Schools
- Credibility and Communication
- Fiscal Solvency, Accountability and Integrity

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

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**SUBJECT:** Certificated Assignment Order #16- **REVISED**

**DATE:** May 4, 2023

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

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**RECOMMENDATION:**

The District Administration recommends the Board review and approve the Certificated Assignment Order #16

**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. 16  
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**TEMPORARY NEW HIRE:**

Cori Kraft, Mental Health Therapist, RDE 0.50 FTE, FGE 0.50 FTE, Licensed Professional MHT Salary Schedule, Step 8, effective May 1, 2023 through May 31, 2024 only (ESSER III funding)

**VOLUNTARY TRANSFER:**

Julie Kelly, RDE Teacher, voluntary transfer from Kindergarten to Transitional Kindergarten (TK), effective August 4, 2023 (funded position from FGE)

Marc Russo, FGE Teacher, voluntary transfer from 4th Grade to Intervention Teacher, effective August 4, 2023-May 31, 2024 only (ESSER III Funding)

**INVOLUNTARY TRANSFER/CHANGE OF ASSIGNMENT:**

Tanya Fadem, RDE Teacher, 1.0 FTE, involuntary transfer from Kindergarten to 2<sup>nd</sup> Grade, effective August 4, 2023 (Replaces Shannon McCarty, LOA and 1<sup>st</sup> grade move to 2<sup>nd</sup> grade)

Jasona Prowse, RDE Special Education Teacher, 1.0 FTE, involuntary transfer from RDE to PGMS, effective August 4, 2023 (based on enrollment)

**JOB SHARE/TEMPORARY HIRE:**

**Corrected FTE**, RDE 2<sup>nd</sup> Grade Job Share: Anna Darnell from 1.0 FTE to **0.40 FTE** and Janet Bingham, temporary job share partner at **0.60 FTE**, Column II, Step 4, effective August 4, 2023 through May 31, 2024 only

PGMS, Counselor Job Share: Sonda Frudden from 1.0 FTE to 0.80 FTE and Clare Pratt, temporary job share partner at 0.20 FTE, Column IV, Step 6, effective August 4, 2023 through May 31, 2024 only

**~~RDE 1<sup>st</sup> grade job share: Rachel McNickle from 1.0 FTE to 0.80 FTE and Laura Smith, from 4<sup>th</sup> grade 1.0 FTE to 1<sup>st</sup> grade 0.20 FTE job share effective August 4, 2023 through May 31, 2024 only~~**

RDE Kindergarten job share: Christina Renteria from 1.0 FTE to 0.8 FTE (STRS Reduced Workload) and Laura Smith, from 4<sup>th</sup> grade 1.0 FTE to Kindergarten 0.20 FTE job share effective August 4, 2023 through May 31, 2024 only

**TEMPORARY CHANGE OF ASSIGNMENT:**

Brice Gamble voluntary TOSA assignment 1.0 FTE effective August 4, 2023

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**ADDITIONAL ASSIGNMENT:**

Andrew Bradley web tech work 80 hours total paid at the hourly instructional rate \$51.30 per timesheet effective June 1, 2023 through July 31, 2023

Kathy Wheeler, 2 hours per week, one to one after school instruction, paid per timesheet at her position hourly rate

**2023 DANCE PROJECT INSTRUCTORS, RDE/FGE, Stipend \$800 each employee:**

Baily Duffield

Quincy Cox

Tatum May

**RETIREMENT:**

Karinne Gordon, PGHS English Teacher, 0.60 FTE, retires from PGUSD May 26, 2023 and STRS retirement effective date of October 1, 2023 after 16 years of successful service with the Pacific Grove Unified School District

**SUBSTITUTE:**

Kathryn Durham

Stacey McCown

Jessica Millington