



AGENDA

REGULAR MEETING

May 14, 2024 @ 3:30 p.m.

District Office, Board Room

This meeting will be digitally recorded

- ❖ **Instructions on Public Comments:** Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction but not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the "Request to Address" card before the Commission reaches that section of the agenda. All speakers are limited to five (5) minutes.

PERSONNEL COMMISSIONERS: Mr. Paul Andresen, Ms. Susan Baltazar, and Ms. Audrey Cherep

I. General Functions:

A. Call to Order: Regular Meeting of the Personnel Commission, May 14, 2024.

B. Roll Call:

C. Pledge of Allegiance:

D. Approval of Agenda for Regular Meeting on May 14, 2024

Moved:
Seconded:
Vote:
Moved:
Seconded:
Vote:

E. Approval of Minutes for Regular Meeting on April 11, 2024

Exhibit A

F. Report from the Director of Classified Personnel:

This is an opportunity for the Director of Classified Personnel to report on items relevant to Personnel Commission.

- General Comments

G. Personnel Commissioner Comments/Reports: This is the time during which a Personnel Commissioner may make a brief announcement or report on his/her own activities relative to Commission business. This is not a time for discussion.

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting.

I. Communications: The Communications section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below.

1. AFSCME Report
2. CSEA Report
3. Middle Managers Association Report
4. Board of Trustees/Superintendent Report
5. Asst. Superintendent of Human Resources Report

J. Public Comments: Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting's agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission members may not engage in discussion of issues raised during "Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff.

II. Consent Calendar: Items are considered routine, require no discussion, and are normally approved all at once by the Personnel Commission. However, members of the Personnel Commission, staff, or the public may request an item be clarified and/or discussed.

*Moved:
Seconded:
Vote:*

A. Approval of Classified Personnel Eligibility List(s):

<u>List Establishment</u>	<u># Eligibles</u>	
Buyer	18	<i>Exhibit B</i>
Community Schools Coordinator	10	<i>Exhibit B</i>
Food Services Assistant II	21	<i>Exhibit B</i>
Human Resources Technician	06	<i>Exhibit B</i>
Instructional Assistant – Adult Transition	18	<i>Exhibit B</i>
Instructional Assistant – Specialized Academic Instruction	21	<i>Exhibit B</i>
Instructional Assistant – Visually Impaired	05	<i>Exhibit B</i>
Mechanic	06	<i>Exhibit B</i>
Payroll Technician	04	<i>Exhibit B</i>
Substitute Auditorium Operations Technician	04	<i>Exhibit B</i>
<u>List Abolishment</u>	<u># Eligibles</u>	
None		

<u>List Extension</u>	<u># Eligibles</u>	
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(PC Rule §6.1.3.: *Duration of Eligibility Lists*)

Accounting Technician	08	<i>Exhibit C</i>
Instructional Assistant - Specialized Academic Instruction	11	<i>Exhibit C</i>
Plant Manager I (Open)	02	<i>Exhibit C</i>
Plant Manager I (Promotional)	13	<i>Exhibit C</i>
Plant Manager II (Open)	02	<i>Exhibit C</i>
Plant Manager II (Promotional)	10	<i>Exhibit C</i>
Technology Services Technician I	20	

III. Action/Discussion Items/or Other Information:

A. Discussion Item(s): These items are submitted for discussion only. Any action that might be required will generally be scheduled for the next regularly scheduled meeting of the Commission.

Exhibit D

1. 2024/2025 Personnel Commission Budget Report
2. Approval to open a public hearing, to discuss the 2024/2025 Personnel Commission budget.

Open public hearing at: _____ p.m.

Close public hearing at: _____ p.m.

*Moved:
Seconded:
Vote:
Moved:
Seconded:
Vote:*

B. Action Item(s): These items are presented for ACTION at this time.

1. Budget Approval
Recommendation: *Approve*
 - a. Approval of the Personnel Commission Budget for the 2024/2025 fiscal year.
2. Approval of Regular Personnel Commission meeting dates for the 2024/2025 fiscal year.

Exhibit D

Exhibit E

*Moved:
Seconded:
Vote:*

C. Information Item(s): These items are placed on the agenda as information and do not require discussion.

1. Active Recruitment Status Update *Exhibit F*
2. Advanced Step Placement Status Report *Exhibit G*

IV. Next Regular Personnel Commission Meeting:

Wednesday, June 12, 2024 at 3:30 p.m. – Board Room

V. Closed Session:

- ❖ **Public Comments for Closed Session Items ONLY:** Persons wishing to address the Personnel Commission regarding an item scheduled for closed session must submit the "Request to Address" card prior to the start of closed session.

None

VI. Adjournment:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

A. Approval of meeting adjournment at: _____

*Moved:
Seconded:
Vote:*

Submitted by:

Brandon Tietze
Secretary to the Personnel Commission
Executive Director, Classified

**ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION**

District Office Board Room
501 N. Crescent Way, Anaheim, CA 92803

MINUTES

REGULAR MEETING

April 11, 2024 @ 3:30 p.m.
District Office, Board Room

Electronically Recorded

Instructions on Public Comments: Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction, but not scheduled on this meeting's agenda, may speak during the Public Comments section by submitting the "Request to Address" card before the Commission reaches that section of the agenda. All speakers are limited to five (5) minutes.

PERSONNEL COMMISSIONERS: Mr. Paul Andresen, Ms. Susan Baltazar, Ms. Audrey Cherep

I. General Functions:

A. Call to Order: The Regular Meeting of the Personnel Commission was called to order at 3:30 p.m.

B. Roll Call: Commissioners Andresen and Baltazar were present.

C. Pledge of Allegiance: Commissioner Baltazar led all in attendance in the Pledge of Allegiance.

D. Motion to Approve Agenda: April 11, 2024

It was moved and seconded to approve the agenda as submitted. The motion passed.

Commissioner	M	S		Yes	No	Abstain	Absent
Paul Andresen	✓			✓			
Audrey Cherep							✓
Susan Baltazar		✓		✓			

E. Motion to Approve Minutes: March 12, 2024

It was moved and seconded to approve the minutes as amended. The motion passed.

Commissioner	M	S		Yes	No	Abstain	Absent
Paul Andresen	✓			✓			
Audrey Cherep							✓
Susan Baltazar		✓		✓			

F. Report from the Director of Classified Personnel: This is an opportunity for the Director of Classified Personnel to report on items relevant to Personnel Commission.

- *Executive Director of Classified Personnel, Brandon Tietze, updated the Commissioners regarding recruitments and the related work being done in Human Resources – Classified.*
- *Mr. Tietze discussed some of the new items in the recently ratified CSEA contract.*
- *Mr. Tietze announced the upcoming Classified Employee of the Year awards ceremony to be held on May 9th, 2024.*

G. Personnel Commissioner Comments/Reports: This is time during which a Personnel Commissioner may make a brief announcement or report on his/her own activities relative to Commission business. This is not a time for discussion.

None

H. Communications: This is an opportunity for the Director of Classified Personnel to present informational items of interest to the members of the Personnel Commission, which are not action items on the agenda.

1. AFSCME Report

None

2. Board of Trustees/Superintendent Report

None

3. Middle Managers Association Report

None

4. CSEA Report

CSEA Chapter President, Heather Huttner, discussed the new employee development program that was approved with the new CSEA contract.

5. Assistant Superintendent of Human Resources Report

None

I. Public Comments: Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting's agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission members may not engage in discussion of issues raised during "Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff.

None

- II. Consent Calendar:** Items are considered routine, require no discussion, and are normally approved all at once by the Personnel Commission. However, members of the Personnel Commission, staff, or the public may request an item be clarified and/or discussed.

A. Approval of Classified Personnel Eligibility List(s):

List Establishment **# Eligibles**

Bus Driver 03

Instructional Assistant –
Medically Fragile/Orthopedically Impaired 03

List Abolishment **# Eligibles**

Human Resources Technician 14

List Extension **# Eligibles**

(PC Rule §6.1.3.: *Duration of Eligibility Lists*)

Instructional Assistant -
Deaf/Hard of Hearing 03

It was moved and seconded to approve the Consent Calendar in its entirety. The motion passed.

Commissioner	M	S		Yes	No	Abstain	Absent
Paul Andresen	✓			✓			
Audrey Cherep							✓
Susan Baltazar		✓		✓			

III. Action/Discussion Items/or Other Information:

- A. Discussion Item(s):** These items are submitted for discussion only. Any action that might be required will generally be scheduled for the next regularly scheduled meeting of the Commission.

- Preliminary 2024/25 Personnel Commission Budget

- B. Action Item(s):** These items are presented for ACTION at this time.

None

- C. Information Item(s):** These items are placed on the agenda as information and do not require discussion.

1. Active Recruitment Status Update
2. Advanced Step Placement Status Report
3. Items Submitted for Board Approval – February

IV. Next Regular Personnel Commission Meeting:

Thursday, April 11, 2024, at 3:30 p.m. – District Office Board Room

V. Closed Session:

- ❖ **Public Comments for Closed Session Items ONLY:** Persons wishing to address the Personnel Commission regarding an item scheduled for closed session must submit the "Request to Address" card prior to the start of closed session.

To consider matters pursuant to government code 54957:
Public Employee Performance Evaluation

- *Executive Director of Classified Personnel*

A. Approval to adjourn to Closed Session at: 4:02 pm

It was moved and seconded to adjourn to closed session. The motion passed.

Commissioner	M	S	Yes	No	Abstain	Absent
Paul Andresen	✓		✓			
Audrey Cherep						✓
Susan Baltazar		✓	✓			

B. Regular Meeting reconvened at: 4:15 pm

C. Report of any action taken during closed session

None

VI. Adjournment:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned

It was moved and seconded to adjourn the Personnel Commission meeting. The motion passed.

Commissioner	M	S	Yes	No	Abstain	Absent
Paul Andresen	✓		✓			
Audrey Cherep						✓
Susan Baltazar		✓	✓			

TIME ADJOURNED: 4:16 p.m.

 Susan Baltazar
 Chairperson, Personnel Commission
 Anaheim Union High School District

UNLIMITED YOU**ANAHEIM UNION HIGH SCHOOL DISTRICT**

501 NORTH CRESCENT WAY - ANAHEIM, CA - 92801

(714) 999-2576 Fax: (714) 220-4502

HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2024-B14-GL

POSITION: Buyer
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 01/12/24 - 02/04/24

NUMBER OF APPLICATIONS RECEIVED:	200
NUMBER OF QUALIFIED APPLICANTS:	70
 <u>MULTIPLE CHOICE EXAM: 02/20/2024, 15% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	52
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	25
 <u>STRUCTURED INTERVIEW: 03/24/2024, 85% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	23
NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	18

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	18
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

 4/29/24
 DATE

 CERTIFICATION DATE: 05/14/2024
 EXPIRATION DATE: 11/14/2024
 EXTENDED EXPIRATION DATE:

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501 NORTH CRESCENT WAY - ANAHEIM, CA - 92801

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2024-E42-JM

POSITION: COMMUNITY SCHOOLS COORDINATOR

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 3/8/24 – 3/31/24

NUMBER OF APPLICATIONS RECEIVED:	114
NUMBER OF QUALIFIED APPLICANTS:	20
<u>MULTIPLE CHOICE EXAM: 4/21/24, 0% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	11
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	11
<u>PERFORMANCE EXAM: 4/21/24, 0% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN PERFORMANCE EXAM	11
NUMBER OF APPLICANTS PASSING PERFORMANCE EXAM	11
<u>STRUCTURED INTERVIEW: 4/21/24, 100% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	11
NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	10

TOTAL NUMBER CERTIFIED ON OPEN ELIGIBILITY LIST:	10
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

 5/10/24
 DATE

 CERTIFICATION DATE: 5/14/24
 EXPIRATION DATE: 11/14/24

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023-F03-TM

POSITION: FOOD SERVICES Assistant II (PROMOTIONAL)

RECRUITMENT TYPE: PROMOTIONAL

CERTIFICATION TYPE: PROMOTIONAL

DATE ADVERTISED: 12/21/2023 – 03/06/2024

NUMBER OF APPLICATIONS RECEIVED:	48
NUMBER OF QUALIFIED APPLICANTS:	37

PERFORMANCE EXAM: 2/9/2024, 0% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN PERFORMANCE EXAM	37
NUMBER OF APPLICANTS PASSING PERFORMANCE EXAM	35

STRUCTURED INTERVIEW: 4/29/2024 & 5/01/2024, 100% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	35
NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	21

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	21
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/10/24

 DATE

CERTIFICATION DATE: 05/14/2024

EXPIRATION DATE: 11/14/2024

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2024-P03-EG

POSITION: HUMAN RESOURCES TECHNICIAN

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 3/15/2024 – 4/7/2024

NUMBER OF APPLICATIONS RECEIVED:	290
NUMBER OF QUALIFIED APPLICANTS:	65

MULTIPLE CHOICE & PERFORMANCE EXAM: 4/21/2024, 0% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE & PERFORMANCE EXAM	18
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NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE & PERFORMANCE EXAM	15
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STRUCTURED INTERVIEW: 4/21/2024, 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	15
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NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	6
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TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	6
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/8/24

 DATE

CERTIFICATION DATE: 5/14/2024
 EXPIRATION DATE: 11/14/2024

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ANAHEIM UNION HIGH SCHOOL DISTRICT
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 (714) 999-2576 Fax: (714) 220-4502
 HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
 PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2024-ET3-MD

POSITION: Instructional Assistant – Adult Transition
 RECRUITMENT TYPE: OPEN
 CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 2/22/2024 – 3/14/2024

NUMBER OF APPLICATIONS RECEIVED:	63
NUMBER OF QUALIFIED APPLICANTS:	32

MULTIPLE CHOICE EXAM: 3/28/2024, 0% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	32
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	18

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	18
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/8/24

 DATE

CERTIFICATION DATE: 5/14/2024
 EXPIRATION DATE: 11/14/2024
 EXTENDED EXPIRATION DATE:

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2024(2)-E24-JM

POSITION: Instructional Assistant - Specialized Academic Instruction

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 3/5/2024 – 3/26/2024

NUMBER OF APPLICATIONS RECEIVED:	35
NUMBER OF QUALIFIED APPLICANTS:	35

MULTIPLE CHOICE EXAM: 4/4/2024, 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	35
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	21

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	21
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BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/8/24
DATE

CERTIFICATION DATE: 5/14/2024
EXPIRATION DATE: 11/14/2024
EXTENDED EXPIRATION DATE:

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501 NORTH CRESCENT WAY - ANAHEIM, CA - 92801

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2024-IA-VI-JM

POSITION: Instructional Assistant - Visually Impaired

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 3/26/2024 – 4/16/2024

NUMBER OF APPLICATIONS RECEIVED:

17

NUMBER OF QUALIFIED APPLICANTS:

8

MULTIPLE CHOICE EXAM: 4/30/2024, 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM

8

NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM

5

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:**5**

BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/8/24
DATE

CERTIFICATION DATE: 5/14/2024

EXPIRATION DATE: 11/14/2024

EXTENDED EXPIRATION DATE:

UNLIMITED YOU

ANAHEIM UNION HIGH SCHOOL DISTRICT
 501 NORTH CRESCENT WAY - ANAHEIM, CA - 92801
 (714) 999-2576 Fax: (714) 220-4502
 HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
 PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2024-R04-MD

POSITION: Mechanic
 RECRUITMENT TYPE: OPEN
 CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 02/16/24 - 03/10/24

NUMBER OF APPLICATIONS RECEIVED:	31
NUMBER OF QUALIFIED APPLICANTS:	20

<u>MULTIPLE CHOICE EXAM: 04/12/2024, 100% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	06
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	06

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	06
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/8/24
 DATE

CERTIFICATION DATE: 05/14/2024
 EXPIRATION DATE: 11/14/2024
 EXTENDED EXPIRATION DATE:

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2024-B09-GL

POSITION: PAYROLL TECHNICIAN

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 1/12/2024 – 2/4/2024

NUMBER OF APPLICATIONS RECEIVED:	212
NUMBER OF QUALIFIED APPLICANTS:	20

TEST BATTERY EXAM: 3/24/2024, 0% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	20
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	7

ORAL EXAM: 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN PERFORMANCE EXAM	7
NUMBER OF APPLICANTS PASSING PERFORMANCE EXAM	4

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	4
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BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/8/24

DATE

CERTIFICATION DATE: 5/14/2024
EXPIRATION DATE: 11/14/2024
EXTENDED EXPIRATION DATE:

UNLIMITED YOU**ANAHEIM UNION HIGH SCHOOL DISTRICT**

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2024-O03(Sub)-MD

POSITION: Auditorium Operations Technician - Substitute [Staging/Lighting]

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: Substitute List

DATE ADVERTISED: 03/08/24 - 03/31/24

NUMBER OF APPLICATIONS RECEIVED:	10
NUMBER OF QUALIFIED APPLICANTS:	06

TRAINING & EXPERIENCE (T&E) EVALUATION: 04/22/2024 , 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN T&E EVALUATION	06
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NUMBER OF APPLICANTS PASSING T&E EVALUATION	04
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TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	04
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/1/24

 DATE

CERTIFICATION DATE: 05/14/2024
 EXPIRATION DATE: 11/14/2024
 EXTENDED EXPIRATION DATE:

UNLIMITED YOU**ANAHEIM UNION HIGH SCHOOL DISTRICT**

501 NORTH CRESCENT WAY - ANAHEIM, CA - 92801

(714) 999-2576 Fax: (714) 220-4502

HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023(2)-B04-GL

POSITION: Accounting Technician
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: DUAL CERTIFICATION

DATE ADVERTISED: 08/23/23 - 09/14/23

NUMBER OF APPLICATIONS RECEIVED:	124
NUMBER OF QUALIFIED APPLICANTS:	52
 <u>MULTIPLE CHOICE EXAM: 10/25/2023, 0% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	35
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	29
 <u>PERFORMANCE EXAM: 11/13/2023, 0% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN PERFORMANCE EXAM	23
NUMBER OF APPLICANTS PASSING PERFORMANCE EXAM	15
 <u>STRUCTURED INTERVIEW: 11/26/2023, 100% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	10
NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	08

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	08
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BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/10/24
DATE

CERTIFICATION DATE: 12/13/2023
EXPIRATION DATE: 06/13/2024
EXTENDED EXPIRATION DATE: 12/13/2024

UNLIMITED YOU**ANAHEIM UNION HIGH SCHOOL DISTRICT**

501 NORTH CRESCENT WAY • ANAHEIM, CA • 92801

(714) 999-2576 Fax: (714) 220-4502

HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023(2)-E24B-MD

POSITION: Instructional Assistant – Specialized Academic Instruction/Bilingual

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 10/17/2023 – 11/07/2023

NUMBER OF APPLICATIONS RECEIVED:	31
NUMBER OF QUALIFIED APPLICANTS:	18

MULTIPLE CHOICE EXAM: 11/08/2023, 0% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	18
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NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	15
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BILINGUAL EXAM: 11/10/2023, 0% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN BILINGUAL EXAM	15
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NUMBER OF APPLICANTS PASSING BILINGUAL EXAM	13
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PERFORMANCE EXAM: 11/15/2023 , 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN PERFORMANCE EXAM	13
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NUMBER OF APPLICANTS PASSING PERFORMANCE EXAM	11
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TOTAL NUMBER CERTIFIED ON OPEN ELIGIBILITY LIST:	11
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

12/4/23

 DATE

CERTIFICATION DATE: 12/13/2023
 EXPIRATION DATE: 06/13/2024
 EXTENDED EXPIRATION DATE: 12/13/2024

UNLIMITED YOU**ANAHEIM UNION HIGH SCHOOL DISTRICT**

501 NORTH CRESCENT WAY - ANAHEIM, CA - 92801

(714) 999-2576 Fax: (714) 220-4502

HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023-O27-MD

POSITION: Plant Manager I
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN & PROMOTIONAL

DATE ADVERTISED: 06/29/23 - 07/24/23

NUMBER OF APPLICATIONS RECEIVED:	50
NUMBER OF QUALIFIED APPLICANTS:	29

MULTIPLE CHOICE EXAM: 08/25/2023, 0% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	27
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	25

STRUCTURED INTERVIEW: 09/27/2023, 100% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	20
NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	15

TOTAL NUMBER CERTIFIED ON OPEN ELIGIBILITY LIST:	02
TOTAL NUMBER CERTIFIED ON PROMOTIONAL ELIGIBILITY LIST:	13



 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/10/24

 DATE

CERTIFICATION DATE: 12/13/2023
 EXPIRATION DATE: 06/13/2024
 EXTENDED EXPIRATION DATE: 12/13/2024

UNLIMITED YOU**ANAHEIM UNION HIGH SCHOOL DISTRICT**

501 NORTH CRESCENT WAY - ANAHEIM, CA - 92801

(714) 999-2576 Fax: (714) 220-4502

HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023-O28-MD

POSITION: Plant Manager II
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN & PROMOTIONAL

DATE ADVERTISED: 06/29/23 - 07/24/23

NUMBER OF APPLICATIONS RECEIVED:	66
NUMBER OF QUALIFIED APPLICANTS:	32

MULTIPLE CHOICE EXAM: 08/25/2023, 0% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	27
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	20

STRUCTURED INTERVIEW: 09/27/2023, 100% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	16
NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	12

TOTAL NUMBER CERTIFIED ON OPEN ELIGIBILITY LIST:	02
TOTAL NUMBER CERTIFIED ON PROMOTIONAL ELIGIBILITY LIST:	10



 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/10/24

 DATE

CERTIFICATION DATE: 12/13/2023
 EXPIRATION DATE: 06/13/2024
 EXTENDED EXPIRATION DATE: 12/13/2024

UNLIMITED YOU**ANAHEIM UNION HIGH SCHOOL DISTRICT**

501 NORTH CRESCENT WAY - ANAHEIM, CA - 92801

(714) 999-2576 Fax: (714) 220-4502

HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023-I19-MD

POSITION: Technology Services Technician I

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 03/07/23 - 03/28/23

NUMBER OF APPLICATIONS RECEIVED:	111
NUMBER OF QUALIFIED APPLICANTS:	49

MULTIPLE CHOICE EXAM: 04/12/2023, 0% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	36
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NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	30
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STRUCTURED INTERVIEW: 05/01/2023, 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	27
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NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	20
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TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	20
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL



 DATE

CERTIFICATION DATE: 06/13/2023
 EXPIRATION DATE: 06/13/2024
 EXTENDED EXPIRATION DATE: 12/13/2024

ANNUAL BUDGET OF PERSONNEL COMMISSION
FISCAL YEAR 2024-2025
 (Education Code Section 45253)

 Anaheim Union High School District, Orange County, California


NOTICE OF PUBLIC HEARING BY THE PERSONNEL COMMISSION

TO: The Governing Board and District Administration

The public hearing on this proposed budget will be held on **Tuesday, May 14, 2024 at 3:30 PM**

at the AUHSD District Office, Board Room, 501 N. Crescent Way, Anaheim, CA 92801

You are invited to attend and present your views.



 Chairman or Director of Personnel Commission

5/8/24

 Date

ADOPTED ANNUAL BUDGET OF PERSONNEL COMMISSION

TO: Dean West, Associate Superintendent, Business Services
 Orange County Department of Education

This proposed budget was adopted subsequent to a public hearing by the Personnel Commission of the district.

DATE OF MEETING: May 14, 2024

REVIEWED BY THE DISTRICT SUPERINTENDENT

 Superintendent

 Date

 Chairman or Director of Personnel Commission

 Date

APPROVAL OF ANNUAL BUDGET OF PERSONNEL COMMISSION

TO: The Governing Board and Personnel Commission

This report has been examined and approved by the ORANGE COUNTY SUPERINTENDENT OF SCHOOLS.

Al Mijares, Ph.D.
 County Superintendent of Schools

_____, 2024

_____, Deputy
 Dean West, CPA
 Associate Superintendent, Business Services

**PERSONNEL COMMISSION
ANAHEIM UNION HIGH SCHOOL DISTRICT
Regular Meeting: Tuesday, May 14, 2024**

SUBJECT: 2024-2025 Personnel Commission Budget Report

BACKGROUND INFORMATION:

Each year the Personnel Commission (PC) is required to submit its proposed budget for approval to the Board of Education. The Education Code 45253 clarifies the process:

1. The PC prepares a proposed budget based on anticipated needs
2. The PC conducts a public hearing regarding the proposed budget by May 30th
3. The PC shall fully consider views of the public and school board prior to adoption of its budget
4. IN ORANGE COUNTY: The Superintendent is asked to sign a form indicating whether there is any reason to not incorporate the PC budget into the district's general operating budget.
5. The PC then forwards the proposed budget materials to the Orange County Department of Education.
6. If the County Superintendent proposes to reject the budget: The County will conduct a public hearing at AUHSD regarding the rejection of the budget within 30 days of the day submitted by the PC. The County Superintendent may either reject or amend the proposed budget. If the PC and County Superintendent cannot reach agreement on the budget, the preceding year budget will serve as the proposed budget.
7. If the County Superintendent does reject the budget: The county shall contract with the Office of Administrative Hearings for an administrative law judge to conduct a public hearing on the proposed rejection. The judge will render a decision and the PC will be able to accept or reject the findings. If the PC rejects the findings, the preceding year's budget will serve as the proposed budget.

This public hearing is an important opportunity for all stakeholders to provide feedback for the Commission to consider. The proposed budget is attached.

METHODOLOGY:

In preparing the proposed 2024-2025 budget, staff has conducted the following activities:

- Reviewed previous and current year budget data
- Projected final expenditures for the current fiscal year
- Estimated unique expenses anticipated in the following year
- Adjusted the budget format to reconcile local AUHSD and OCDE budget line codes

DISCUSSION:

The PC has continuously aimed to keep expenses low wherever possible; historically almost always ending the year below budget. The proposed budget represents a few notable adjustments:

- 2000/3000 Salary and Benefit Items: All salary increases based on a District-wide COLA (cost of living adjustment) are automatically funded into the Personnel Commission's budget by the District. An additional \$10,000 is added to the 2447 object code to fund an anticipated staffing upgrade for a new Supervisory HR Analyst that would replace the current HR Analyst position.
- 4000/5000 Discretionary Budget Items: The budget proposes a -3.3% reduction to the discretionary budget areas in an attempt to reduce expenses in consideration for the 2000/3000 budget items and the District's ongoing budget reductions.

RECOMMENDATION:

The Director recommends that the Personnel Commission approve the proposed 2024-2025 budget as submitted.

Annual Budget of Personnel Commission Fiscal Year 2024-2025 <u>Anahiem Union High School District</u>			<u>Column I</u> 2022-23 Actuals (\$ only)	<u>Column II</u> 2023-24 Actuals or Estimate (\$ only)	<u>Column III</u> 2024-25 Budget (\$ only)
OCDE	AUHSD	Classified Salaries¹			
2300	2447	Classified Supervisors & Administrators	206,942	211,035	240,000
	2310	Commission Members ²	1,700	1,750	2,000
	2309	Director	195,452	202,000	211,090
2400	2433	Clerical, Technical & Office Staff			
	2446				
	2470		325,730	398,000	405,000
	2275	Secretaries, Clerks			
	2277		1,650	0	2,000
		<i>SUBTOTAL (2000 CLASS.)</i>	<i>731,474.00</i>	<i>812,785.00</i>	<i>860,090.00</i>
OCDE	AUHSD	Employee Benefits			
3101		State Teachers Retirement System – Certificated			
3102		State Teachers Retirement System – Classified			
3201		Public Employees’ Retirement System- Certificated			
3202	3202	Public Employees’ Retirement System- Classified	184,794	212,320	242,000
3301		OASDI/Medicare – Certificated			
3302	3314 3356	OASDI/Medicare – Classified	53,283	58,334	63,000
3401		Health & Welfare Benefits – Certificated			
3402	3402	Health & Welfare Benefits – Classified	179,802	195,387	212,000
3501		Unemployment Insurance – Certificated			
3502	3502	Unemployment Insurance – Classified	3,621	400	3,600
3601		Workers’ Compensation Insurance – Certificated			
3602	3602	Workers’ Compensation Insurance – Classified	18,643	20,200	22,000
3801		PERS Reduction – Certificated			
3802		PERS Reduction - Classified			
3901		Other Benefits – Certificated			
3902		Other Benefits – Classified			
		<i>SUBTOTAL (3000 CLASS.)</i>	<i>440,143.00</i>	<i>486,641.00</i>	<i>542,600.00</i>
OCDE	AUHSD	Books and Supplies			
4200	4210	Books & Reference Materials	162	500	500
		Literature, Periodicals			

Annual Budget of Personnel Commission Fiscal Year 2024-2025 <u>Anahiem Union High School District</u>			<u>Column I</u> 2022-23 Actuals (\$ only)	<u>Column II</u> 2023-24 Actuals or Estimate (\$ only)	<u>Column III</u> 2024-25 Budget (\$ only)
4300	4320 4390	Materials & Supplies (<\$500)	12,203	14,000	22,000
	4410	Office Supplies (>\$500)	1,637	2,200	2,000
		<i>SUBTOTAL (4000 CLASS.)</i>	<i>14,002.00</i>	<i>16,700.00</i>	<i>24,500.00</i>
OCDE	AUHSD	Services & Other Operating Expenditures			
5200	5210	Travel & Conferences	1,898	2,800	3,500
		Expense Allowances			
	5220 5298	Mileage	3,842	1,500	3,500
		Conferences			
5300	5310	Dues and Memberships	4,100	5,733	5,000
5400		Insurance			
		Fire and Theft			
		Liability			
5500		Operations and Housekeeping Services ³			
		Utilities			
5600		Rentals, Leases & Repairs			
5700		Direct Cost Transfers			
	5712	Printing & Forms	967	80	200
5800	5810 5880	Prof/Consulting Services & Operating Expenditures	73,793	86,000	105,000
		Examinations			
		Advertising			
	5821	Professional Assistance (Screening Committee, Consultants, Analysis Surveys)	50	0	100
5900		Communications			
	5910	Postage	1,608	370	500
	5918	Telephone	408	0	350
		<i>SUBTOTAL (5000 CLASS.)</i>	<i>86,666.00</i>	<i>96,483.00</i>	<i>118,150.00</i>
OCDE	AUHSD	Capital Outlay			
6400		Equipment			
		Office Equipment			
6500		Replacement of Equipment			
		<i>SUBTOTAL (6000 CLASS.)</i>	<i>-</i>	<i>-</i>	<i>-</i>
		TOTAL EXPENDITURES	1,272,285.00	1,412,609.00	1,545,340.00

- 1) Include only those expenditures directly attributable to the activities of the Commission and their employees. For example, salaries of administrators having a line responsibility for all district operations should not be prorated even though some time may be spent working with personnel director.
- 2) Salaries for Commission member should not be included without prior and specific authorization by the governing board (Education Code Section 45250).
- 3) The district is required to provide suitable quarters for the Commission and their employees, therefore, expenditures in maintenance, operation, and capital outlay will be limited.

Proposed 2024-'25 Regular Personnel Commission Meetings

*Tuesday, July 16, 2024
Tuesday, August 13, 2024
*Tuesday, September 3, 2024
Tuesday, October 8, 2024
Tuesday, November 12, 2024
Tuesday, December 10, 2024
Tuesday, January 14, 2025
Tuesday, February 11, 2025
Tuesday, March 11, 2025
Tuesday, April 8, 2025
Tuesday, May 13, 2025
Tuesday, June 10, 2025

* = The meeting is scheduled for a different day than the usual standard of the second Tuesday of the month.

CLASSIFICATION		POSTING/SCREENING					
Job Title	Exam Plan #	Assigned Technician	Recruitment Type	Certification Type	Date Posted	Date Closed	Calendar Days Posted
Campus Safety Aide (Substitute)	2022(6)-N02(Sub)-MD	Maryam	Open	Substitute	12/23/22	1/15/23	23
Clerical/Secretary Series (Substitute)	2023-CLER-SUB-TM	Gaby	Open	Substitute	1/19/23	2/12/23	24
Warehouse Worker - Nutrition & Central Services (Substitute)	2023-W06-MD	Maryam	Open	Substitute	1/24/23	2/14/23	21
Bus Driver (Substitute)	2023-SUBR01-MD	Maryam	Open	Substitute	2/15/23	5/15/23	89
Technology Services Technician I	2023-I19-MD	Maryam	Open	Open	3/7/23	3/28/23	21
Health Services Technician (Substitute)	2023(2)-H01(Sub)-ND	Natalie	Open	Substitute	6/6/23	1/9/24	217
Transportation Van Driver	2023-R09-MD	Maryam	Open	Open	6/16/23	7/9/23	23
Bus Driver (Substitute)	2023(2)-SUBR01-MD	Maryam	Open	Substitute	6/21/23	Continuous	
Clerical/Secretary Series (Substitute)	2023(3)-CLER-SUB-TM	Gaby	Open	Substitute	8/15/23	9/12/23	28
Food Services Assistant III	2023-F05-TM	Tatiana	Promotional	Promotional	8/23/23	9/13/23	21
Translator/Interpreter (Spanish)	2023-S15P-TM	Tatiana	Open	Open	9/8/23	10/1/23	23
Substitute Instructional Assistant (SYS-SERIES)	2023-SYS-SUB-MD	Andres	Open	Substitute	10/13/23	Continuous	
Food Services Assistant I (Permanent & Substitute)	2023(5)-F02-TM	Tatiana	Open	Open	10/25/23	11/15/23	21
Instructional Assistant - Behavioral Support	2023(3)-E23-AL	Andres	Open	Open	10/31/23	11/21/23	21
Instructional Assistant/Medically Fragile-Orthopedically Impaired	2023(5)-EM3-AL	Andres	Open	Open	10/31/23	11/21/23	21
Instructional Assistant/Medically Fragile-Orthopedically Impaired	2023(6)-EM3-AL	Andres	Open	Open	12/5/23	1/2/24	28
Food Services Assistant II (Promotional)	2023-F03-TM	Tatiana	Promotional	Promotional	12/21/23	1/11/24	21
Buyer	2024-B14-GL	Jocelyn	Open	Open	1/12/24	2/4/24	23
Campus Safety Aide (Male)	2024-N02M-MD	Maryam	Open	Open	1/25/24	2/15/24	21
Clerical/Secretary Series (Substitute) - Bilingual (Spanish)	2024-CLER(B)-SUB-GL	Gaby	Open	Substitute	1/25/24	2/18/24	24
Food Services Assistant I (Permanent & Substitute)	2024(2)-F02-TM	Tatiana	Open	Open	2/14/24	3/6/24	21
ASB Accounting Technician	2024-B05-GL	Gaby	Open	Open	2/16/24	3/10/24	23
Food Services Manager I	2024-F08-TM	Tatiana	Open	Open	2/16/24	3/10/24	23
Bus Driver Training Course	2024-BusTrain-MD	Maryam	Open	Open	2/29/24	3/28/24	28
Auditorium Operations Technician - Substitute [Staging/Lighting]	2024-O03(Sub)-MD	Maryam	Open	Substitute	3/8/24	3/31/24	23
Community Schools Coordinator (Bilingual)	2024-E42-TM	Jocelyn	Open	Open	3/8/24	3/31/24	23
Summer Assignment - Senior Admin. Assist. - School Support (Bilingual)	2024 SUMMER - SEN ADMN -	Tatiana	Summer	Summer	3/8/24	4/1/24	24
Summer Assignment - Office Assistant (Bilingual & Non-Bilingual)	2024 SUMMER-S05-GL	Tatiana	Summer	Summer	3/8/24	4/1/24	24
Summer Assignment - Custodian (Promotional Only)	2024 SUMMER - CUSTODIAN -	Maryam	Summer	Summer	3/8/24	4/1/24	24
Summer Assignment - IA - HOPE SCHOOL (Promotional Only)	2024 SUMMER IA - HOPE - ND	Jocelyn	Summer	Summer	3/8/24	4/1/24	24
Summer Assignment - IA - LOARA/SAVANNA HS (Promotional Only)	2024 SUMMER IA-LOARA/SAV	Jocelyn	Summer	Summer	3/8/24	4/1/24	24
Food Services Assistant I (Permanent & Substitute)	2024(3)-F02-TM	Tatiana	Open	Open	3/15/24	4/7/24	23
Director of Purchasing and Central Services	2024-D08-MD	Maryam	Open	Open	4/4/24	4/25/24	21
Babysitter (On Call/As Needed)	2024-BBY-TM	Tatiana	Open	Open	4/15/24	5/6/2024	21
Food Services Assistant I - Long Hours/Benefitted (Promotional)	2024-F02(Long)-TM	Tatiana	Promotional	Promotional	4/30/24	5/13/2024	13
Athletic Facilities Worker II (Male and Female)	2024-OF2-MD	Maryam	Open	Open/Promo	5/1/24	5/22/2024	21
Athletic Facilities Worker I	2024-O01-MD	Maryam	Promotional	Promotional	5/7/24	5/22/2024	15
Maintenance Service Worker (Promotional)	2024-M15-MD	Maryam	Promotional	Promotional	5/1/24	5/22/2024	21

ADVANCED STEP PLACEMENT REPORT															
Effective Date	Classification (full job title)	MO	HR	Salary Range	Adv Step	Step 1 Monthly Rate	Step 1 Hourly Rate	Adv Step Monthly Rate	Adv Step Hourly Rate	Annual Cost at Step 1	Annual Cost at Adv Step	Amount Change by Hour	Amount Change by Month	Amount Change by Year	
2023-24															
8/1/2023	Technology Services Technician I	10	8	AFSCME -57	7	\$4,816	\$27.39	\$5,968	\$33.90	\$47,477	\$58,761	\$6.51	\$1,128	\$11,284	
8/1/2023	Secretary Attendance - Bilingual	10	8	CSEA-53	3	\$4,366	\$24.81	\$4,714	\$27.19	\$43,005	\$47,130	\$2.38	\$413	\$4,125	
7/26/2023	Director of Arts Education	12	8	ADMIN-35	2	\$13,605	\$78.49	\$13,910	\$80.25	\$163,262	\$166,923	\$1.76	\$305	\$3,661	
8/21/2023	Athletic Trainer	11.5	8	CSEA- 62	4	\$5,521	\$31.38	\$6,216	\$35.33	\$62,552	\$70,426	\$3.95	\$685	\$7,874	
8/7/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	5	\$4,154	\$23.60	\$4,861	\$27.64	\$27,612	\$32,339	\$4.04	\$525	\$4,727	
8/30/2023	Instructional Assistant - Specialized Academic Instruction	9	5.75	CSEA-43	7	\$3,413	\$19.40	\$4,244	\$24.13	\$21,753	\$27,056	\$4.73	\$589	\$5,304	
9/18/2023	Director of Maintenance & Operations	12	8	ADMIN-38	3	\$13,155	\$75.89	\$13,766	\$79.42	\$157,854	\$165,196	\$3.53	\$612	\$7,343	
10/2/2023	District and Community Use Mgr	12	8	MGMT-13	5	\$6,572	\$37.92	\$7,667	\$44.23	\$78,875	\$92,000	\$6.31	\$1,094	\$13,125	
8/23/2023	Technology Services Technician I	10	8	AFSCME -57	4	\$4,816	\$27.39	\$5,406	\$30.74	\$47,477	\$53,283	\$3.35	\$581	\$5,807	
9/5/2023	Instructional Assistant - Medically Fragile	9	6	CSEA-51	6	\$4,154	\$23.60	\$5,052	\$28.72	\$27,612	\$33,603	\$5.12	\$666	\$5,990	
8/7/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	7	\$4,154	\$23.60	\$5,148	\$29.27	\$27,612	\$34,246	\$5.67	\$737	\$6,634	
8/7/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	4	\$4,154	\$23.60	\$4,671	\$26.54	\$27,612	\$31,052	\$2.94	\$382	\$3,440	
8/7/2023	Instructional Assistant - Visually Impaired	9	6	CSEA-51	3	\$4,154	\$23.60	\$4,497	\$25.54	\$27,612	\$29,882	\$1.94	\$252	\$2,270	
8/21/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	2	\$4,154	\$23.60	\$4,316	\$24.55	\$27,612	\$28,724	\$0.95	\$124	\$1,112	
8/21/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	4	\$4,154	\$23.60	\$4,671	\$26.54	\$27,612	\$31,052	\$2.94	\$382	\$3,440	
9/18/2023	Instructional Assistant - Specialized Academic Instruction	9	5.75	CSEA - 43	4	\$3,413	\$19.40	\$3,846	\$21.84	\$21,753	\$24,488	\$2.44	\$304	\$2,736	
6/28/2023	Mechanic	12	8	AFSCME-61	3	\$5,298	\$30.10	\$5,729	\$32.55	\$62,609	\$67,705	\$2.45	\$425	\$5,096	
9/5/2023	Instructional Assistant - Behavioral Support	9	6	CSEA - 51	4	\$4,154	\$23.60	\$4,671	\$26.54	\$27,612	\$31,052	\$2.94	\$382	\$3,440	
9/13/2023	Instructional Assistant - Behavioral Support	9	6	CSEA - 51	3	\$4,154	\$23.60	\$4,497	\$25.54	\$27,612	\$29,882	\$1.94	\$252	\$2,270	
8/10/2023	Warehouse Worker	9	8	AFSCME-51	3	\$4,154	\$23.60	\$4,497	\$25.53	\$36,817	\$39,827	\$1.93	\$335	\$3,011	
10/5/2023	Instructional Assistant - Specialized Academic Instruction	9	5.75	CSEA - 43	3	\$3,413	\$19.40	\$2,633	\$21.03	\$21,753	\$23,580	\$1.63	\$203	\$1,828	
10/18/2023	Instructional Assistant - Specialized Academic Instruction	9	5.75	CSEA - 43	3	\$3,413	\$19.40	\$2,633	\$21.03	\$21,753	\$23,580	\$1.63	\$203	\$1,828	
8/23/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	2	\$4,154	\$23.60	\$4,316	\$24.55	\$27,612	\$28,724	\$0.95	\$124	\$1,112	
11/3/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	4	\$4,154	\$23.60	\$4,497	\$25.54	\$27,612	\$29,882	\$1.94	\$252	\$2,270	
10/11/2023	Campus Safety Aide	9	7	CSEA-43	5	\$3,413	\$19.40	\$3,999	\$22.72	\$26,481	\$31,013	\$3.32	\$504	\$4,532	
10/23/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	4	\$4,154	\$23.60	\$4,497	\$24.55	\$27,612	\$28,724	\$0.95	\$124	\$1,112	
11/13/2023	SAI Bilingual is requesting ASP	9	5.75	CSEA- 47	4	\$3,763	\$21.36	\$4,241	\$24.08	\$23,950	\$27,000	\$2.72	\$339	\$3,050	
11/6/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	2	\$4,154	\$23.60	\$4,316	\$24.55	\$27,612	\$28,724	\$0.95	\$124	\$1,112	
11/6/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	4	\$4,154	\$23.60	\$4,671	\$26.54	\$27,612	\$31,052	\$2.94	\$382	\$3,440	
11/6/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	2	\$4,154	\$23.60	\$4,316	\$24.55	\$27,612	\$28,724	\$0.95	\$124	\$1,112	
11/6/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	2	\$4,154	\$23.60	\$4,497	\$25.54	\$27,612	\$29,882	\$1.94	\$252	\$2,270	
11/27/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	3	\$4,154	\$23.60	\$5,148	\$29.27	\$27,612	\$34,246	\$5.67	\$737	\$6,634	
11/11/2023	Instructional Assistant - Medically Fragile	9	6	CSEA-51	5	\$4,154	\$23.60	\$4,861	\$27.64	\$27,612	\$32,339	\$4.04	\$525	\$4,727	
12/18/2023	Plant Manager I	12	8	MGMT 2	4	\$5,099	\$29.42	\$5,697	\$32.87	\$61,195	\$68,371	\$3.45	\$598	\$7,176	
12/14/2023	Instructional Assistant - Behavioral Support	9	6	CSEA-51	3	\$4,154	\$23.60	\$5,148	\$25.54	\$27,612	\$29,882	\$1.94	\$252	\$2,270	
1/16/2024	Lead Campus safety Aide	12	8	CSEA - 49	5	\$3,958	\$22.49	\$4,631	\$26.30	\$46,780	\$54,705	\$3.81	\$660	\$7,925	
1/16/2024	Plant Manager I	12	8	MGMT 2	4	\$5,099	\$29.42	\$5,697	\$32.87	\$61,195	\$68,371	\$3.45	\$598	\$7,176	
1/16/2024	CSA	8	7	CSEA - 48	6	\$3,524	\$20.03	\$3,961	\$22.51	\$24,303	\$27,313	\$2.48	\$376	\$3,009	
1/8/2024	Instructional Assistant - Behavioral Support	9	6	CSEA - 51	2	\$4,154	\$23.60	\$4,316	\$24.55	\$27,612	\$28,724	\$0.95	\$124	\$1,112	
	Instructional Assistant - Medically Fragile	9	6	CSEA-51	5	\$4,154	\$23.60	\$4,861	\$27.64	\$27,612	\$32,339	\$4.04	\$525	\$4,727	
1/9/2024	ctional Assitant - Specialized Academic Instr	9	6	CSEA-43	3	\$3,413	\$19.40	\$3,702	\$21.03	\$22,698	\$24,605	\$1.63	\$212	\$1,907	
1/4/2024	Custodian	12	8	AFSCME - 48	2	\$3,947	\$22.42	\$4,103	\$23.32	\$46,634	\$48,506	\$0.90	\$156	\$1,872	
1/8/2024	Nutritional Warehouse Worker	9	8	AFSCME -51	5	\$4,154	\$23.60	\$4,861	\$27.60	\$36,817	\$43,057	\$4.00	\$693	\$6,240	
	Instructional Assistant - Specialized Academic Instruction	9	5.75	CSEA-43	7	\$3,413	\$19.40	\$4,244	\$24.13	\$21,753	\$27,056	\$4.73	\$589	\$5,304	
1/16/2024	Instructional Assistant - Specialized Academic Instruction	9	5.75	CSEA-43	3	\$3,413	\$19.40	\$3,702	\$21.03	\$21,753	\$23,580	\$1.63	\$203	\$1,828	
1/22/2024	Instructional Assistant - Behavioral Support	9	6	CSEA-51	3	\$4,154	\$23.60	\$4,497	\$25.54	\$27,612	\$29,882	\$1.94	\$252	\$2,270	
	Instructional Assistant - Specialized Academic Instruction	9	5.75	CSEA-43	7	\$3,413	\$19.40	\$4,244	\$24.13	\$21,753	\$27,056	\$4.73	\$589	\$5,304	
1/29/2024	Instructional Assistant - Visually Impaired	9	6	CSEA-51	3	\$4,154	\$23.60	\$4,497	\$25.54	\$27,612	\$29,882	\$1.94	\$252	\$2,270	
2/13/2024	Behavior Intervention Specialist				5					\$0	\$0	\$0.00	\$0	\$0	
											2023-2024 TOTAL FISCAL IMPACT				\$118,417

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1. Retirements/Resignations/Terminations, effective as noted:

	<u>Location:</u>	<u>Effective</u>
Duriga, Raymond Instructional Assistant – Adult Transition	Loara High School	04/02/2024
Green, Emelie Instructional Assistant – Specialized Academic Instruction	Magnolia High School	03/04/2024
Lopez, Gabriela Human Resources Technician	Human Resources - Classified Department	03/26/2024
Mix, Rachel Instructional Assistant – Adult Transition	Gilbert High School	03/06/2024
Perales, Iliana Instructional Assistant – Behavioral Support	Walker Jr. High School	03/15/2024
Racowschi, Nicholas Instructional Assistant – Specialized Academic Instruction	Western High School	04/01/2024
Vilardo, Maryann Instructional Assistant – Behavioral Support	Hope School	02/23/2024

2. Employment, effective as noted:

	<u>Range/Step:</u>	<u>Effective:</u>
Permanent Employees:		
Aguirre Gonzalez, Ana Food Services Assistant I	41/04	03/11/2024
Berber, Benjamin Custodian	48/01	02/26/2024
Bruestle, Marizela Food Services Assistant I	41/04	02/26/2024
Dao, Vikki Instructional Assistant – Behavioral Support	51/01	03/04/2024
Diaz, Samantha Instructional Assistant – Behavioral Support	51/01	03/04/2024
Dircio Martinez, Luis School Library Media Technician	51/06	03/18/2024

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Flores, Nino Jose Instructional Assistant – Behavioral Support	51/01	03/11/2024
Flores, Patricia Instructional Assistant – Adult Transition	51/01	04/01/2024
Garner, Jill Instructional Assistant – Adult Transition	51/05	04/01/2024
Green, Emelie Instructional Assistant – Specialized Academic Instruction	43/04	03/04/2024
Guerrero, Isaiah Custodian	48/01	03/18/2024
Gulati, Rajiv Instructional Assistant – Specialized Academic Instruction	43/06	04/01/2024
Herrera, Rubi Instructional Assistant – Behavioral Support	51/01	03/11/2024
Lopez, Ricardo Instructional Assistant – Behavioral Support	51/01	03/11/2024
Maldonado, Arturo Instructional Assistant – Specialized Academic Instruction	43/01	02/26/2024
Murillo, Andrea Instructional Assistant – Specialized Academic Instruction	43/01	03/18/2024
Nauta, Alyssa Instructional Assistant – Specialized Academic Instruction	43/01	02/26/2024
Peralta, Benjamin Campus Safety Aide	43/04	02/29/2024
Perez, Angel Licensed Vocational Nurse	55/01	02/29/2024
Ramirez, Jose Instructional Assistant – Behavioral Support	51/01	04/01/2024
Robles, Nancy Food Services Assistant I	41/04	03/19/2024

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Ruiz, Karla Instructional Assistant – Specialized Academic Instruction	43/03	03/12/2024
Salgado Ramirez, Yesenia Campus Safety Aide	43/03	04/01/2024
Sheppard, Danielle Licensed Vocational Nurse	55/01	03/04/2024
Sosa, Santiago Food Services Assistant I	41/04	03/18/2024
Torres, Vanessa Food Services Assistant I	41/04	03/14/2024
Villanueva, Raul Instructional Assistant – Behavioral Support	51/01	03/04/2024
Promotions:		
Perales, Celena Instructional Assistant – Behavioral Support	51/01	03/06/2024
Substitute Employees:		
Alejandro Gonzalez, Gerardo Arts Professional Expert II	\$40/Hr.	03/21/2024
Arroyo, Remy Arts Professional Expert II	\$40/Hr.	03/25/2024
Baguioro, Jebbangelo Arts Professional Expert II	\$40/Hr.	03/25/2024
Brown, Shalawn Substitute Bus Driver	55/03	03/04/2024
Browne Buss, Autumn Arts Professional Expert II	\$40/Hr.	03/12/2024
Burdick, Alexandria Arts Professional Expert II	\$40/Hr.	03/12/2024
Burns-Chay, Alexander Arts Professional Expert II	\$40/Hr.	03/07/2024
Call, Samuel Arts Professional Expert I	\$25/Hr.	04/01/2024

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Cisneros, Blanca Substitute Instructional Assistant – Adult Transition	51/01	03/24/2024
Cisneros, Blanca Substitute Instructional Assistant – Behavioral Support	51/01	03/24/2024
Cisneros, Blanca Substitute Instructional Assistant – Medically Fragile/Orthopedically Impaired	51/01	03/24/2024
Cisneros, Blanca Substitute Instructional Assistant – Specialized Academic Instruction	43/01	03/24/2024
Cisneros, Edward Arts Professional Expert II	\$40/Hr.	03/05/2024
Croissant, Kana Arts Professional Expert II	\$40/Hr.	03/06/2024
El Ghossaini, Rami Arts Professional Expert II	\$40/Hr.	03/18/2024
Forte, Matthew Arts Professional Expert II	\$40/Hr.	02/26/2024
Gonsalez, Ruth Substitute Office Assistant	43/01	02/27/2024
Gonsalez, Ruth Substitute Office Assistant - Bilingual	47/01	02/27/2024
Gonsalez, Ruth Substitute Secretary	51/01	02/27/2024
Gonsalez, Ruth Substitute Secretary - Bilingual	53/01	02/27/2024
Gordon, Stephanie Arts Professional Expert II	\$40/Hr.	02/26/2024
Gumpertz, Jeffrey Arts Professional Expert II	\$40/Hr.	02/28/2024
Han, Christine Arts Professional Expert II	\$40/Hr.	02/29/2024
Hansen, William Arts Professional Expert II	\$40/Hr.	03/07/2024

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Harper, Christian Arts Professional Expert II	\$40/Hr.	03/14/2024
Hernandez Gutierrez, Ivon Substitute Instructional Assistant – Adult Transition	51/01	02/28/2024
Hernandez Gutierrez, Ivon Substitute Instructional Assistant – Behavioral Support	51/01	02/28/2024
Hernandez Gutierrez, Ivon Substitute Instructional Assistant – Medically Fragile/Orthopedically Impaired	51/01	02/28/2024
Hernandez Gutierrez, Ivon Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/28/2024
Jackson, Joleen Substitute Bus Driver	55/03	03/06/2024
Jimenez Maldonado, Miguel Arts Professional Expert I	\$25/Hr.	04/01/2024
Jones, Richard Arts Professional Expert II	\$40/Hr.	02/28/2024
Kim, Jiyeon Arts Professional Expert II	\$40/Hr.	02/28/2024
Kim, Noel Arts Professional Expert II	\$40/Hr.	02/26/2024
Kough, Jamie Arts Professional Expert II	\$40/Hr.	03/12/2024
Licea, Andres Substitute Human Resources Technician	57/02	03/28/2024
Martinez, Maria Arts Professional Expert II	\$40/Hr.	02/28/2024
McGuire, Alexis Arts Professional Expert II	\$40/Hr.	03/07/2024
McRae, Lydia Substitute Instructional Assistant – Adult Transition	51/01	03/19/2024

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McRae, Lydia Substitute Instructional Assistant – Behavioral Support	51/01	03/19/2024
McRae, Lydia Substitute Instructional Assistant – Medically Fragile/Orthopedically Impaired	51/01	03/19/2024
McRae, Lydia Substitute Instructional Assistant – Specialized Academic Instruction	43/01	03/19/2024
Mejia Garcia, Noe AVID Tutor	\$16/Hr.	02/29/2024
Mendez, Valerie Arts Professional Expert II	\$40/Hr.	02/26/2024
Mohamed, Mohamed Substitute Campus Safety Aide	43/03	02/26/2024
Moreno, Alexis Arts Professional Expert II	\$40/Hr.	03/04/2024
Navales, Ryan Arts Professional Expert II	\$40/Hr.	02/28/2024
Neri, Arianna Arts Professional Expert II	\$40/Hr.	02/26/2024
Nguyen, Michael Arts Professional Expert II	\$40/Hr.	02/26/2024
Palacios, Alejandro Tutor	\$16/Hr.	03/18/2024
Pappas, Daniel Arts Professional Expert II	\$40/Hr.	03/04/2024
Pelt, Derak Substitute Custodian	48/01	03/13/2024
Pittman, Caleb Substitute Bus Driver	55/03	03/01/2024
Pitts, Mareek Tutor	\$16/Hr.	02/28/2024
Potter, Margaret Arts Professional Expert II	\$40/Hr.	03/12/2024

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Ramirez, Alkaid Arts Professional Expert II	\$40/Hr.	03/25/2024
Reynolds-Rivas, Krystalynne Arts Professional Expert II	\$40/Hr.	04/01/2024
Rodriguez, Anthony Arts Professional Expert II	\$40/Hr.	02/26/2024
Rueda, Irvin Arts Professional Expert II	\$40/Hr.	03/04/2024
Ruiz, Jorge Arts Professional Expert II	\$40/Hr.	03/07/2024
Rumbolt, Jeffrey Substitute Instructional Assistant – Adult Transition	51/01	04/01/2024
Rumbolt, Jeffrey Substitute Instructional Assistant – Behavioral Support	51/01	04/01/2024
Rumbolt, Jeffrey Substitute Instructional Assistant – Medically Fragile/Orthopedically Impaired	51/01	04/01/2024
Rumbolt, Jeffrey Substitute Instructional Assistant – Specialized Academic Instruction	43/01	04/01/2024
Russell, Michael Arts Professional Expert II	\$40/Hr.	02/26/2024
Samuel, Elijah Arts Professional Expert II	\$40/Hr.	02/26/2024
Santamaria, Jesus Arts Professional Expert II	\$40/Hr.	03/05/2024
Santos, Justin Substitute Instructional Assistant – Adult Transition	51/01	03/05/2024
Santos, Justin Substitute Instructional Assistant – Behavioral Support	51/01	03/05/2024
Santos, Justin Substitute Instructional Assistant – Medically Fragile/Orthopedically Impaired	51/01	03/05/2024

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Santos, Justin Substitute Instructional Assistant – Specialized Academic Instruction	43/01	03/05/2024
Sebo, Christopher Arts Professional Expert II	\$40/Hr.	03/18/2024
Slack, Brian Arts Professional Expert II	\$40/Hr.	02/26/2024
Ternasky, Rebecca Arts Professional Expert II	\$40/Hr.	03/15/2024
Todoroki, Hiroko Arts Professional Expert II	\$40/Hr.	02/28/2024
Trejo R, Mario Substitute Custodian	48/01	02/26/2024
Troxel, John Arts Professional Expert I	\$25/Hr.	03/07/2024
Tuxford, Taylor Arts Professional Expert I	\$25/Hr.	02/26/2024
Ureno, Eduardo Substitute Instructional Assistant – Adult Transition	51/01	03/11/2024
Ureno, Eduardo Substitute Instructional Assistant – Behavioral Support	51/01	03/11/2024
Ureno, Eduardo Substitute Instructional Assistant – Medically Fragile/Orthopedically Impaired	51/01	03/11/2024
Ureno, Eduardo Substitute Instructional Assistant – Specialized Academic Instruction	43/01	03/11/2024
Walter, Mackenzie Arts Professional Expert II	\$40/Hr.	03/11/2024
Wang, Qian Arts Professional Expert II	\$40/Hr.	03/19/2024
Wendt, Jacob Arts Professional Expert II	\$40/Hr.	03/20/2024

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Wilkie, Gaelyn Substitute Instructional Assistant – Adult Transition	51/01	03/05/2024
Wilkie, Gaelyn Substitute Instructional Assistant – Behavioral Support	51/01	03/05/2024
Wilkie, Gaelyn Substitute Instructional Assistant – Medically Fragile/Orthopedically Impaired	51/01	03/05/2024
Wilkie, Gaelyn Substitute Instructional Assistant – Specialized Academic Instruction	51/01	03/05/2024
Young, Marc Arts Professional Expert II	\$40/Hr.	03/04/2024
Zamarippa, Yngwie Arts Professional Expert II	\$40/Hr.	03/12/2024
Zelazo, Karen Arts Professional Expert II	\$40/Hr.	03/14/2024

3. Food Service Student Workers**Effective**

Chavez Valadez, Isaiah	03/07/2024
Gallardo, Michael	03/06/2024
Kim, Isaac	03/07/2024
Roa Duque, Giselle	03/07/2024

**4. Workability, current minimum wage or stipend of \$256 effective as noted:
(Workability Grant Funds)****Effective**

Malka, Tobias	02/26/2024
Napoleon Marisol	02/26/2024
Nieto, Anthony	02/27/2024
Reyes, Jeric Von	02/27/2024
Zarate, David	02/26/2024