



AGENDA

REGULAR MEETING

September 12, 2023 @ 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, September 12, 2023.

B. Roll Call:

C. Pledge of Allegiance:

D. Approval of Agenda for Regular Meeting on September 12, 2023

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

E. Approval of Minutes for Regular Meeting on August 8, 2023 *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.

H. 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

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.

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>	
Accounting Technician	03	<i>Exhibit B</i>
Bus Driver	03	<i>Exhibit B</i>
Campus Safety Aide	23	<i>Exhibit B</i>
Community Schools Coordinator	10	<i>Exhibit B</i>
District and Community Use Manager	07	<i>Exhibit B</i>
Food Services Assistant I	21	<i>Exhibit B</i>
Food Services Assistant I	32	<i>Exhibit B</i>
Food Services Manager I	10	<i>Exhibit B</i>
Instructional Assistant - Specialized Academic Instruction	101	<i>Exhibit B</i>
Secretary – School Support	27	<i>Exhibit B</i>
Secretary – School Support (Bilingual)	19	<i>Exhibit B</i>
Substitute Custodian	24	<i>Exhibit B</i>

<u>List Abolishment</u>	<u># Eligibles</u>
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None

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

Instructional Assistant -	101
Specialized Academic Instruction	

Exhibit C

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.

1. Announcement of intended nominee to be appointed, or reappointed, as the Union Appointee to the Personnel Commission.

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 | <i>Exhibit D</i> |
| 2. Advanced Step Placement Status Report | <i>Exhibit E</i> |
| 3. Items Submitted for Board Approval – August | <i>Exhibit F</i> |

IV. Next Regular Personnel Commission Meeting:
 Tuesday, October 10, 2023, 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

August 8, 2023 @ 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, Baltazar, and Cherep were present.

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

D. Motion to Approve Agenda: August 8, 2023

- *Executive Director of Classified Personnel, Brandon Tietze, noted a correction to the agenda. The date listed at the top of the agenda should be changed to August 8, 2023.*

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

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

E. Motion to Approve Minutes: July 11, 2023

It was moved and seconded to approve the minutes as submitted. 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 noted the efforts of Human Resources to address substitute support needs across the District.*

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

None

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.

- *Custodian, Joseph Arambula, expressed his disappointment in being disqualified from the testing process for the position of Plant Manager, due to a lack of experience.*
 - *Mr. Tietze offered to review Mr. Arambula's application and follow up with him the following day.*

- 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**

Athletic Trainer	09
Director of Maintenance & Operations	09
Custodian	43
Instructional Assistant – Behavioral Support	129
Instructional Assistant – Deaf/Hard of Hearing	03
Instructional Assistant – Medically Fragile/Orthopedically Impaired	05

List Abolishment **# Eligibles**

None

List Extension **# Eligibles**

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

Instructional Assistant – Behavioral Support	109
Language Program Technician	09
Workability Placement Specialist	10

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.

None

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

1. Recommendation for the Personnel Commission to oppose Assembly Bill 1699

It was moved and seconded to approve all Action Items as submitted. The motion passed.

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

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 – July

IV. Next Regular Personnel Commission Meeting:

Tuesday, September 12, 2023, 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.

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: 4:37 p.m.

Audrey Cherep
Chairperson, Personnel Commission
Anaheim Union High School District

If you wish to receive a full copy of the Personnel Commission Agenda Packet, please contact the Personnel Commission Office at (714)999-3549.

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-B04-TM

POSITION: ACCOUNTING TECHNICIAN
 RECRUITMENT TYPE: OPEN
 CERTIFICATION TYPE: DUAL CERTIFICATION

DATE ADVERTISED: 05/15/2023– 06/05/2023

NUMBER OF APPLICATIONS RECEIVED:	97
NUMBER OF QUALIFIED APPLICANTS:	46
<u>MULTIPLE CHOICE EXAM: [7/2/2023], 0% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	46
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	22
<u>PERFORMANCE EXAM: [7/18/2023], 0% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN PERFORMANCE EXAM	22
NUMBER OF APPLICANTS PASSING PERFORMANCE EXAM	15
<u>STRUCTURED INTERVIEW: [7/18/2023], 100% WEIGHT</u>	
NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	15
NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	03

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	03
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

 9/8/23
 DATE

CERTIFICATION DATE: [9/12/2023]
 EXPIRATION DATE: [03/12/2024]
 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. 2023(2)-R01-MD

POSITION: Bus Driver (Open)

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 06/21/2023 - 07/19/2023

NUMBER OF APPLICATIONS RECEIVED:

NUMBER OF QUALIFIED APPLICANTS:

10

04

TRAINING & EXPERIENCE (T&E) EVALUATION: 0% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN T&E EVALUATION

NUMBER OF APPLICANTS PASSING T&E EVALUATION

04

03

PERFORMANCE EXAM: 08/11/2023, 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN PERFORMANCE EXAM

NUMBER OF APPLICANTS PASSING PERFORMANCE EXAM

03

03

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:**03**

 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

 9/7/23
 DATE

CERTIFICATION DATE: 09/12/2023

EXPIRATION DATE: 03/12/2024

EXTENDED EXPIRATION DATE:

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023(2)-N02-MD

POSITION: Campus Safety Aide (Male & Female)

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 07/12/2023 – 08/02/2023

NUMBER OF APPLICATIONS RECEIVED:

NUMBER OF QUALIFIED APPLICANTS:

77

71

MULTIPLE CHOICE EXAM: 08/09/2023 , 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM

50

NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM

47

OTHER:

NUMBER OF APPLICANTS WHO SUBMITTED CERTIFICATION (SB1626)

23

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	23
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

9/7/23
 DATE

CERTIFICATION DATE: 09/12/2023

EXPIRATION DATE: 03/12/2024

EXTENDED EXPIRATION DATE:

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023-E42-TM

POSITION: COMMUNITY SCHOOLS COORDINATOR (BILINGUAL)

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 06/23/2023 – 07/16/2023

NUMBER OF APPLICATIONS RECEIVED:

NUMBER OF QUALIFIED APPLICANTS:

81

20

MULTIPLE CHOICE EXAM: [8/13/2023], 0% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM

NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM

20

15

STRUCTURED INTERVIEW: [8/13/2023], 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW

NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW

15

10

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:**10**

BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

9/8/23
DATE

CERTIFICATION DATE: [9/12/2023]

EXPIRATION DATE: [3/12/2024]

EXTENDED EXPIRATION DATE:

UNLIMITED YOU**ANAHEIM UNION HIGH SCHOOL DISTRICT**

501 NORTH CRESCENT WAY - ANAHEIM, CA - 92801

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023-018-MD

POSITION: District & Community Use Manager

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 06/23/2023 – 07/16/2023

NUMBER OF APPLICATIONS RECEIVED:	33
NUMBER OF QUALIFIED APPLICANTS:	11

STRUCTURED INTERVIEW: [DATE], 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	11
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NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	
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TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	07
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BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

9/7/23
DATE

CERTIFICATION DATE: 09/12/2023
 EXPIRATION DATE: 03/12/2024
 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. 2023-F02-TM

POSITION: FOOD SERVICES ASSISTANT I (PERMANENT & SUBSTITUTE)

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: [02/07/2023] - [02/28/2023]

NUMBER OF APPLICATIONS RECEIVED:

47

NUMBER OF QUALIFIED APPLICANTS:

46

MULTIPLE CHOICE EXAM: [03/09/2023], 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM

46

NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM

12

TOTAL NUMBER CERTIFIED ON OPEN ELIGIBILITY LIST:**12**

 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

 9/8/23
 DATE

CERTIFICATION DATE: [9/12/2023]

EXPIRATION DATE: [03/12/2023]

EXTENDED EXPIRATION DATE:

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HUMAN RESOURCES, CLASSIFIEDANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2023(2)-F02-TM

POSITION: FOOD SERVICES ASSISTANT I (PERMANENT & SUBSTITUTE)

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 03/28/2023 – 06/26/2023

NUMBER OF APPLICATIONS RECEIVED:	74
NUMBER OF QUALIFIED APPLICANTS:	65

MULTIPLE CHOICE EXAM: [6/21/2023], 100% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	65
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	21

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

9/8/23

DATE

CERTIFICATION DATE: [9/12/2023]
 EXPIRATION DATE: [3/12/2024]
 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(3)-F02-TM

POSITION: FOOD SERVICES ASSISTANT I (PERMANENT & SUBSTITUTE)
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 06/29/2023 – 07/23/2023

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

TOTAL NUMBER CERTIFIED ON OPEN ELIGIBILITY LIST:	32
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BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

9/8/23
DATE

CERTIFICATION DATE: [9/12/2023]
EXPIRATION DATE: [3/12/2024]
EXTENDED EXPIRATION DATE:

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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-F08-TM

POSITION: Food Services Manager I

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 6/28/2023 - 07/24/2023

NUMBER OF APPLICATIONS RECEIVED:

NUMBER OF QUALIFIED APPLICANTS:

33

18

MULTIPLE CHOICE EXAM: [8/10/2023], 0% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM

NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM

18

16

STRUCTURED INTERVIEW: [8/22/2023], 100% WEIGHT

NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW

NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW

16

10

TOTAL NUMBER CERTIFIED ON OPEN ELIGIBILITY LIST:

10

BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

9/8/23
DATE

CERTIFICATION DATE: [09/12/2023]

EXPIRATION DATE: [03/12/2024]

EXTENDED EXPIRATION DATE:

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HUMAN RESOURCES, CLASSIFIED

ANAHEIM UNION HIGH SCHOOL DISTRICT
PERSONNEL COMMISSION

ELIGIBILITY LIST NO. 2022-E24-ND

POSITION: Instructional Assistant - Specialized Academic Instruction

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 8/1/2022 – 8/2/2023

NUMBER OF APPLICATIONS RECEIVED:	165
NUMBER OF QUALIFIED APPLICANTS:	160

MULTIPLE CHOICE EXAM: 8/17/2022 – 7/12/2023, 100% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	111
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	102

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	101
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BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

9/8/23

DATE

CERTIFICATION DATE: 8/27/2022
EXPIRATION DATE: 8/27/2023

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-SBP-TM

POSITION: Secretary- School Support/Program Support (Bilingual & Non-Bilingual)
 RECRUITMENT TYPE: OPEN
 CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 03/17/2023 – 04/09/2023

NUMBER OF APPLICATIONS RECEIVED:	225
NUMBER OF QUALIFIED APPLICANTS:	99
 PERFORMANCE EXAM: [5/31/2023], 0% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN PERFORMANCE EXAM	99
NUMBER OF APPLICANTS PASSING PERFORMANCE EXAM	52
 STRUCTURED INTERVIEW: [5/31/2023], 100% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN STRUCTURED INTERVIEW	52
NUMBER OF APPLICANTS PASSING STRUCTURED INTERVIEW	31
 BILINGUAL EXAM: [07/16/2023], 0% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN BILINGUAL EXAM	21
NUMBER OF APPLICANTS PASSING BILINGUAL EXAM	19

TOTAL NUMBER CERTIFIED ON BILINGUAL ELIGIBILITY LIST:	19
TOTAL NUMBER CERTIFIED ON NON-BILINGUAL ELIGIBILITY LIST:	31


 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

9/18/23
 DATE

CERTIFICATION DATE: [9/12/2023]
 EXPIRATION DATE: [3/12/2024]
 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. 2023-004(Sub)-MD

POSITION: Custodian (Substitute)
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: Substitute List

DATE ADVERTISED: 07/13/2023 - 08/03/2023

NUMBER OF APPLICATIONS RECEIVED:	95
NUMBER OF QUALIFIED APPLICANTS:	88

MULTIPLE CHOICE EXAM: 08/31/2023 , 100% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	40
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	24

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	24
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BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

9/7/23
DATE

CERTIFICATION DATE: 09/12/2023
 EXPIRATION DATE: 03/12/2024
 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. 2022-E24-ND

POSITION: Instructional Assistant - Specialized Academic Instruction
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 8/1/2022 – 8/2/2023

NUMBER OF APPLICATIONS RECEIVED:	165
NUMBER OF QUALIFIED APPLICANTS:	160

<u>MULTIPLE CHOICE EXAM:</u> 8/17/2022 – 7/12/2023, 100% WEIGHT	
NUMBER OF APPLICANTS PARTICIPATING IN MULTIPLE CHOICE EXAM	111
NUMBER OF APPLICANTS PASSING MULTIPLE CHOICE EXAM	102

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	101
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 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

9/8/23

 DATE

CERTIFICATION DATE: 8/27/2022
EXPIRATION DATE: 8/27/2023
EXTENDED EXPIRATION DATE: 9/27/2023

CLASSIFICATION		POSTING/SCREENING					
Job Title	Exam Plan #	Assigned Technician	Recruitment Type	Certification Type	Date Posted	[SORT BY]	Calendar Days
Substitute Instructional Assistant (SYS-SERIES)	2022(3)-SYS-SUB-ND	Natalie	Open	Substitute	6/17/22	7/24/22	37
Licensed Vocational Nurse (Substitute)	2022-SUBH04-ND	Natalie	Open	Substitute	6/17/22	7/31/22	44
Instructional Assistant - Behavioral Support	2022(2)-E23-ND	Natalie	Open	Open	7/12/22	8/2/22	21
Instructional Assistant - Specialized Academic Instruction	2022-E24-ND	Natalie	Open	Open	8/1/22	10/4/22	64
Instructional Assistant - Visually Impaired	2022-IA-VI-ND	Natalie	Open	Open	11/15/22	1/31/23	77
Campus Safety Aide (Substitute)	2022(6)-N02(Sub)-MD	Maryam	Open	Substitute	12/23/22	1/15/23	23
Instructional Assistant/Medically Fragile-Orthopedically Impaired	2023-EM3-ND	Natalie	Open	Open	1/11/23	2/1/23	21
Health Services Technician (Substitute)	2023-H01(Sub)-ND	Tatiana	Open	Substitute	1/18/23	2/8/23	21
Clerical/Secretary Series (Substitute)	2023-CLER-SUB-TM	Tatiana	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
Bus Driver Training Course	2023-BusTrain-MD3	Maryam	Open	Open	3/8/23	4/9/23	32
Instructional Assistant - Deaf/Hard of Hearing	2023-EV3-ND	Natalie	Open	Open	3/28/23	4/18/23	21
Instructional Assistant - Visually Impaired	2023-IA-VI-ND	Natalie	Open	Open	3/28/23	Continuous	N/A
Health Services Technician (Substitute)	2023(2)-H01(Sub)-ND	Natalie	Open	Substitute	6/6/23	Continuous	
Transportation Van Driver	2023-R09-MD	Maryam	Open	Open	6/16/23	7/9/23	23
Instructional Assistant - Bilingual (Spanish)	2023-ES2-ND	Natalie	Open	Open	6/16/23	7/9/23	23
School Library/Media Technician	2023-L03-ND	Natalie	Open	Dual Cert	6/16/23	7/9/23	23
Lead Campus Safety Aide	2023-N20-MD	Maryam	Open	Open/Promo	6/16/23	7/9/23	23
Bus Driver (Substitute)	2023(2)-SUBR01-MD	Maryam	Open	Substitute	6/21/23	Continuous	
Community Schools Coordinator (Bilingual)	2023-E42-TM	Tatiana	Open	Open	6/23/23	7/16/23	23
Plant Manager I	2023-O27-MD	Maryam	Open	Open/Promo	6/29/23	7/24/23	25
Plant Manager II	2023-O28-MD	Maryam	Open	Open/Promo	6/29/23	7/24/23	25
Secretary - Registrar/Records	2023-S1R-TM	Tatiana	Open	Open/Promo	7/7/23	7/30/23	23
Research Analyst	2023-RA-MD	Maryam	Open	Open	7/14/23	8/6/23	23
Clerical/Secretary Series (Substitute)	2023(3)-CLER-SUB-TM	Tatiana	Open	Substitute	8/15/23	9/12/23	28
Instructional Assistant/Medically Fragile-Orthopedically Impaired	2023(3)-EM3-MD	Maryam	Open	Open	8/15/23	9/5/2023	21
Office Assistant (Bilingual & Non-Bilingual)	2023-S05-TM	Tatiana	Open	Open	8/15/23	9/5/2023	21
Instructional Assistant - Behavioral Support	2023-E23-MD	Jeff	Open	Open	8/16/23	9/6/23	21
Bus Driver (Open)	2023(3)-R01-MD	Maryam	Open	Open	8/18/23	9/10/23	23
Food Services Assistant III	2023-F05-TM	Tatiana	Promotional	Promotional	8/23/23	9/13/23	21
Accounting Technician	2023(2)-B04-TM	Tatiana	Open	Open	8/23/23	9/13/23	21

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

	<u>Location:</u>	<u>Effective</u>
Bill, Alfred Jr. Plant Manager I	Ball Jr. High School	09/13/2023
Higgins, Ashley Instructional Assistant – Specialized Academic Instruction	Walker Jr. High School	06/30/2023
Hurtado, Jennifer College & Career Readiness Specialist	Cypress High School	06/15/2023
Nastase, Scott Athletic Trainer	Loara High School	06/15/2023
Powers, Kelly School Library Media Technician	South Jr. High School	07/17/2023
Villicana, Pedro Instructional Assistant – Behavioral Support	Kennedy High School	05/25/2023

2. Leaves of Absence:

Hoss, Craig, for personal necessity, without pay and without benefits, from 4/15/23 through the end of the working day on 8/14/23.

Lee, Sarah, for childcare, without pay, ½ days from 4/17/23 through the end of the working day on 4/28/23.

3. Employment, effective as noted:

	<u>Range/Step:</u>	<u>Effective:</u>
Permanent Employees:		
Castorena, Mario Mechanic	61/01	06/28/2023
Florian, Grimaneza Office Assistant – Bilingual	47/06	08/01/2023
Garcia, Enrique Warehouse Worker – Food Services	51/01	08/10/2023
Gaspar, Victor Office Assistant – Bilingual	47/10	08/01/2023
Ibarra, Stephanie Family and Community Engagement Specialist	59/03	06/12/2023

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Mosqueda Plascencia, Jose Agricultural Specialist	49/04	06/26/2023
Pantoja, Shadia Buyer	63/05	06/20/2023
Perez, Jacquelyn Agricultural Specialist	49/04	06/26/2023
Rogel, Ricardo Custodian	48/01	06/30/2023
Vergara, Dianna Secretary – Registrar/Records	51/06	07/10/2023

Promotions:

Cruz, Pablo Family and Community Engagement Specialist	59/02	06/12/2023
Huerta, Cathy Sr. Administrative Assistant – School Support	59/03	07/01/2023
Huttner, Heather Medi-CAL Billing Specialist	63/07	07/10/2023

Substitute Employees:

Corral, Manuel Substitute Campus Safety Aide	43/03	08/01/2023
Dumadag, Margaret Substitute Sr. Administrative Assistant	59/01	06/12/2023
Garcia, Enrique Substitute Warehouse Worker	51/01	08/04/2023
Pacheco Osorio, Abril Substitute Computer Lab Assistant	47/01	06/20/2023
Palacios, Chantale AVID Tutor	\$16/Hr.	08/01/2023
Ramirez, Jose Substitute Campus Safety Aide	43/03	08/01/2023
Ruelas-Romero, Gue AVID Tutor	\$16/Hr.	08/01/2023

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Vazquez, Emely	56/01	07/01/2023
Substitute Family and Community Engagement Specialist		

4. **Summer Employment other than Extended School Year, effective as noted:**

	<u>Range/Step</u>	<u>Effective:</u>
Gonzales, Christina	59/01	07/01/2023
Substitute Sr. Administrative Assistant		
Higgins, Ashley	51/01	06/21/2023
Substitute Instructional Assistant – Behavioral Support		

5. **Classified Salary Changes:**

- A. Per classification revisions approved by the Personnel Commission on April 18, 2023, please approve the following salary range modifications with an effective date of, July 1, 2023:

<u>Classification:</u>	<u>Current Salary Range:</u>	<u>New Salary Range:</u>
Campus Safety Aide	CSEA - 41	CSEA - 43