



AGENDA

REGULAR MEETING

May 13, 2025 @ 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 13, 2025.

B. Roll Call:

C. Pledge of Allegiance:

D. Approval of Agenda for Regular Meeting on May 13, 2025

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

E. Approval of Minutes for Regular Meeting on April 8, 2025 *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.

1. 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.

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>	
Employment Specialist	18	<i>Exhibit B</i>
Instructional Assistant - Adult Transition	16	<i>Exhibit B</i>
Instructional Assistant - Behavioral Support	12	<i>Exhibit B</i>
Instructional Assistant - Behavioral Support	21	<i>Exhibit B</i>
Instructional Assistant - Bilingual (Spanish)	17	<i>Exhibit B</i>
Instructional Assistant - Deaf/Hard of Hearing	07	<i>Exhibit B</i>
Instructional Assistant - Specialized Academic Instruction	13	<i>Exhibit B</i>
Instructional Assistant - Specialized Academic Instruction	23	<i>Exhibit B</i>
Instructional Assistant - Specialized Academic Instruction (Bilingual)	07	<i>Exhibit B</i>

<u>List Abolishment</u>	<u># Eligibles</u>
-------------------------	--------------------

None

<u>List Extension</u>	<u># Eligibles</u>
-----------------------	--------------------

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

None

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. 2025/2026 Personnel Commission Budget Report *Exhibit C*
2. Approval to open a public hearing, to discuss the 2025/2026 Personnel Commission budget. *Exhibit C*

Open public hearing at: _____ p.m.

*Moved:
Seconded:
Vote:*

Close public hearing at: _____ p.m.

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 2025/2026 fiscal year. *Exhibit C*
2. Approval of Regular Personnel Commission meeting dates for the 2025/2026 fiscal year. *Exhibit D*
3. Professional Memberships
Recommendation: *Approve*
 - a. Approval of the expenditure of Personnel Commission funds, in the amount of \$3,425.00, for membership in the Cooperative Organization for the Development of Employee Selection Procedures (CODESP) for the '25-'26 school year. *Exhibit E*

*Moved:
Seconded:
Vote:
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*
3. Items Submitted for Board Approval – April *Exhibit H*

IV. Next Regular Personnel Commission Meeting:
Tuesday, June 10, 2025 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 8, 2025 @ 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.

- *Personnel Commission Chairperson, Paul Andresen, noted a correction to the agenda. The meeting date listed in General Functions item A, should be corrected to April 8, 2025.*

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

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

D. Motion to Approve Agenda: April 8, 2025

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 19, 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 the upcoming structured interview process for the benefited Food Services Assistant 1 positions.*
- *Mr. Tietze noted the upcoming creation of the 2025-'26 work schedule calendars and Reasonable Assurance letters.*
- *Mr. Tietze announced that the Board of Trustees would be voting to approve the remaining Personnel Commission Salary Study recommendations at their meeting on April 10th. Mr. Tietze commended and thanked the Board for moving forward with the anticipated approval of the recommendations. Mr. Tietze also thanked the Human Resources staff for their work on the Salary Study, particularly Human Resources Analyst, Eugene Gorensteijn, as well as the Personnel Commissioners for their support.*
- *Mr. Tietze discussed the upcoming consolidation of Orangeview Jr. High School and Western High School and the affects on Classified staff at those sites.*
- *Mr. Tietze announced the upcoming Classified Employee of the Year awards ceremony on May 15th, as well as the annual Retirement Tea, expected to be held in May as well.*

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.

- *Personnel Commission Chairperson, Paul Andresen, discussed his experience at the annual CSPCA conference and noted that he hoped to elaborate on some of things he learned there at a future meeting.*

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. Assistant Superintendent of Human Resources Report

None

3. Board of Trustees/Superintendent Report

None

4. CSEA Report

None

5. Middle Managers Association 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):

<u>List Establishment</u>	<u># Eligibles</u>
Bus Driver	07
Licensed Vocational Nurse	08
Sr. Administrative Assistant - Program Support	18
Sr. Administrative Assistant - Program Support (Bilingual)	15
Sr. Administrative Assistant - School Support	18
Sr. Administrative Assistant - School Support (Bilingual)	15

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

<u>List Extension</u> (PC Rule §6.1.3.: <i>Duration of Eligibility Lists</i>)	<u># Eligibles</u>
Secretary – Registrar/Records	11
Secretary – Registrar/Records (Bilingual)	08

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.

1. Preliminary 2025/26 Personnel Commission Budget
2. CSPCA Conference Discussion

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 – March

IV. Next Regular Personnel Commission Meeting:

Tuesday, May 13, 2025, 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: 4:14 p.m.

Paul Andresen
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. [2024-E19-JM]

POSITION: EMPLOYMENT SPECIALIST (WORKABILITY SPECIALIST / JOB DEVELOPER)

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: DUAL CERTIFICATION

DATE ADVERTISED: 10/10/24 - 10/31/24

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants: 137

38

MULTIPLE CHOICE EXAM [DATE], 0% WEIGHT

Number of applicants invited: 38

Number of applicants who participated: 26

Number of applicants who passed: 26

STRUCTURED INTERVIEW [DATE], 100% WEIGHT

Number of applicants invited: 26

Number of applicants who participated: 21

Number of applicants who passed: 18

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:

18

BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

DATE

CERTIFICATION DATE: [02/11/2025]

EXPIRATION DATE: [08/11/2025]

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. [2025-ET3-JM]

POSITION: INSTRUCTIONAL ASSISTANT – ADULT TRANSITION
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 2/20/25 – 3/13/25

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants: 55

MULTIPLE CHOICE EXAM [3/23/2025], 100% WEIGHT

Number of applicants invited: 25

Number of applicants who participated: 16

Number of applicants who passed: 16

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:

16


BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/7/25
DATE

CERTIFICATION DATE: [04/08/2025]
EXPIRATION DATE: [10/08/2025]
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. [2025-E23-JM]

POSITION: INSTRUCTIONAL ASSISTANT - BEHAVIORAL SUPPORT
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 1/30/25 – 2/20/25

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants: 58

38

MULTIPLE CHOICE EXAM [3/02/2025], 100% WEIGHT

Number of applicants invited: 38

Number of applicants who participated: 16

Number of applicants who passed: 12

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:

12


BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/7/25
DATE

CERTIFICATION DATE: [03/19/2025]
EXPIRATION DATE: [09/19/2025]
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. [2025(2)-E23-JM]

POSITION: INSTRUCTIONAL ASSISTANT – BEHAVIORAL SUPPORT
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 3/17/25 – 4/7/25

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants: 53

37

MULTIPLE CHOICE EXAM [4/23/2025], 100% WEIGHT

Number of applicants invited: 37

Number of applicants who participated: 21

Number of applicants who passed: 21

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:

21

BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/17/25

DATE

CERTIFICATION DATE: [05/13/2025]
EXPIRATION DATE: [11/13/2025]
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. [2025-ES2-JL]

POSITION: INSTRUCTIONAL ASSISTANT - BILINGUAL (SPANISH) - (PARAEDUCATOR)
 RECRUITMENT TYPE: OPEN
 CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 3/17/25 – 4/7/25

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants: 54

MULTIPLE CHOICE EXAM [DATE], 0% WEIGHT

Number of applicants invited: 25

Number of applicants who participated: 19

Number of applicants who passed: 19

BILITERACY EXAM [4/29/2025], 100% WEIGHT

Number of applicants invited: 19

Number of applicants who participated: 17

Number of applicants who passed: 17

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:

17


 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/17/25
 DATE

CERTIFICATION DATE: [05/13/2025]
 EXPIRATION DATE: [11/13/2025]
 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. [2025-EV3-JM]

POSITION: INSTRUCTIONAL ASSISTANT - DEAF/HARD OF HEARING
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 1/22/25 – 2/12/25

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants: 13

7

MULTIPLE CHOICE EXAM [2/20/2025], 100% WEIGHT

Number of applicants invited: 7

Number of applicants who participated: 7

Number of applicants who passed: 7

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:

7


BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/17/25
DATE

CERTIFICATION DATE: [03/19/2025]
EXPIRATION DATE: [09/19/2025]
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. [2025-E24-JM]

POSITION: INSTRUCTIONAL ASSISTANT - SPECIALIZED ACADEMIC INSTRUCTION
RECRUITMENT TYPE: OPEN
CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 1/22/25 – 2/12/25

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants: 36

34

MULTIPLE CHOICE EXAM [2/20/2025], 100% WEIGHT

Number of applicants invited: 34

Number of applicants who participated: 14

Number of applicants who passed: 13

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:

13


BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL


DATE

CERTIFICATION DATE: [03/19/2025]
EXPIRATION DATE: [09/19/2025]
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. [2025-E24-JM]

POSITION: INSTRUCTIONAL ASSISTANT – SPECIALIZED ACADEMIC INSTRUCTION (NON-BILINGUAL)

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 3/17/25 – 4/7/25

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants:	38
---------------------------------	----

MULTIPLE CHOICE EXAM [4/15/25], 100% WEIGHT

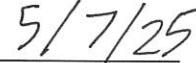
Number of applicants invited:	38
-------------------------------	----

Number of applicants who participated:	25
--	----

Number of applicants who passed:	23
----------------------------------	----

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	23
--	-----------


 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL


 DATE

CERTIFICATION DATE: [5/13/25]
 EXPIRATION DATE: [11/13/25]
 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. [2025-E24-JM]

POSITION: INSTRUCTIONAL ASSISTANT - SPECIALIZED ACADEMIC INSTRUCTION
 (BILINGUAL)

RECRUITMENT TYPE: OPEN

CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 3/17/25 – 4/7/25

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants:	38
---------------------------------	----

MULTIPLE CHOICE EXAM [4/15/25], 100% WEIGHT

Number of applicants invited:	38
-------------------------------	----

Number of applicants who participated:	25
--	----

Number of applicants who passed:	23
----------------------------------	----

BILINGUAL EXAM [4/29/25], 0% WEIGHT

Number of applicants invited:	12
-------------------------------	----

Number of applicants who participated:	09
--	----

Number of applicants who passed:	07
----------------------------------	----

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:

07


 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL

5/17/25
 DATE

CERTIFICATION DATE: [5/13/25]

EXPIRATION DATE: [11/13/25]

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. 2025-I19-MD

POSITION: TECHNOLOGY SERVICES TECHNICIAN I
 RECRUITMENT TYPE: OPEN
 CERTIFICATION TYPE: OPEN

DATE ADVERTISED: 01/31/2025 – 02/23/2025

NUMBER OF APPLICATIONS RECEIVED

Number of qualified applicants:	314
	133

MULTIPLE CHOICE EXAM 03/20/2025, 0% WEIGHT

Number of applicants invited:	133
Number of applicants who participated:	82
Number of applicants who passed:	29

STRUCTURED INTERVIEW 04/13/2025, 100% WEIGHT

Number of applicants invited:	29
Number of applicants who participated:	27
Number of applicants who passed:	20

TOTAL NUMBER CERTIFIED ON ELIGIBILITY LIST:	20
--	-----------


 BRANDON TIETZE, EXECUTIVE DIRECTOR, CLASSIFIED PERSONNEL


 DATE

CERTIFICATION DATE: 05/13/2025
 EXPIRATION DATE: 11/13/2025
 EXTENDED EXPIRATION DATE:

**ANNUAL BUDGET OF PERSONNEL COMMISSION
FISCAL YEAR 2025-2026
(Education Code Section 45253)**

Anaheim Union High School District, Orange County, California

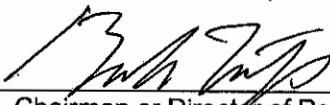
NOTICE OF PUBLIC HEARING BY THE PERSONNEL COMMISSION

TO: The Governing Board and District Administration

The public hearing on this proposed budget will be held on Tuesday, May 13, 2025 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

5/8/25

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 13, 2025

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

, 2025

, Deputy
Dean West, CPA
Associate Superintendent, Business Services

**PERSONNEL COMMISSION
ANAHEIM UNION HIGH SCHOOL DISTRICT
Regular Meeting: Tuesday, May 13, 2025**

SUBJECT: 2025-2026 Preliminary Personnel Commission Budget Report

BACKGROUND INFORMATION:

Each year the Personnel Commission (PC) is required to submit a 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 2025-2026 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 District has historically been very accommodating of necessary adjustments and increases to the PC budget. In turn, the PC has continuously aimed to keep expenses low wherever possible; typically ending the year below budget. The proposed budget represents a few notable adjustments:

- 2000/3000 Salary and Benefit Items: All salary increases based on Board-approved salary schedule changes and District-wide COLA (cost of living adjustment) are automatically funded into the Personnel Commission's budget by the District. Additional funding is being added to the "Secretaries, Clerical" budget area in anticipation of new programs for classified staff that may be charged to the HR-Classified department, such as CPR Training, the Lead Stipend, and the Extra Staff Support Bank system.
- 4000/5000 Discretionary Budget Items: In order to counterbalance the increased funding in 2000/3000 items, funding is being decreased in the "Prof/Consulting Services & Operating Expenditures" budget area by terminating one of three major HR products contracted through the NEOGOV vendor.
- TOTAL BUDGET: The total proposed budget represents an increase of 4% over the previous year based mostly on increased staffing costs.

RECOMMENDATION:

The Director recommends that the Commission approve the proposed 2025-2026 budget as submitted.

Annual Budget of Personnel Commission Fiscal Year 2025-2026			Column I 2023-24 Actuals (\$ only)	Column II 2024-25 Actuals or Estimate (\$ only)	Column III 2025-26 Budget (\$ only)
OCDE	AUHSD	Anahiem Union High School District			
		Classified Salaries¹			
2300	2447	Classified Supervisors &	220,055	227,368	240,600
	2310	Commission Members ²	1,700	1,575	1,800
	2309	Director	204,246	204,246	204,246
2400	2433				
	2446	Clerical, Technical & Office Staff	425,523	388,652	430,000
	2470				
	2275	Secretaries, Clerks			15,000
		SUBTOTAL (2000 CLASS.)	851,524	821,841	891,646
		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	219,946	216,776	225,000
3301		OASDI/Medicare – Certificated			
3302	3314 3356	OASDI/Medicare – Classified	61,965	58,703	64,000
3401		Health & Welfare Benefits –			
3402	3402	Health & Welfare Benefits – Classified	193,968	242,067	252,000
3501		Unemployment Insurance –			
3502	3502	Unemployment Insurance – Classified	419	409	450
3601		Workers' Compensation Insurance – Certificated			
3602	3602	Workers' Compensation Insurance – Classified	21,037	18,792	22,000
3801		PERS Reduction – Certificated			
3802		PERS Reduction - Classified			
3901		Other Benefits – Certificated			
3902		Other Benefits – Classified			
		SUBTOTAL (3000 CLASS.)	497,335	536,747	563,450
		Books and Supplies			
4200	4210	Books & Reference Materials			
		Literature, Periodicals			

Annual Budget of Personnel Commission Fiscal Year 2025-2026			Column I 2023-24 Actuals (\$ only)	Column II 2024-25 Actuals or Estimate (\$ only)	Column III 2025-26 Budget (\$ only)
<u>Anahiem Union High School District</u>					
4300	4310	Materials & Supplies (<\$500)			
	4320		18,953	26,292	20,000
	4390				
	4410	Office Supplies (>\$500)	1,667	2,613	3,000
		SUBTOTAL (4000 CLASS.)	20,620	28,905	23,000
OCDE	AUHSD	Services & Other Operating Expenditures			
5200	5210	Travel & Conferences	2,083	2,350	4,000
		Expense Allowances			
	5220	Mileage			
	5298		3,238	1,044	2,000
		Conferences			
5300	5310	Dues and Memberships	4,300	6,750	6,500
5400		Insurance			
		Fire and Theft			
		Liability			
5500		Operations and Housekeeping Services ³			
		Utilities			
5600		Rentals, Leases & Repairs			
5700		Direct Cost Transfers			
	5712	Printing & Forms	972	450	500
5800	5810	Prof/Consulting Services & Operating Expenditures			
	5880		68,262	147,493	125,000
		Examinations			
		Advertising			
	5821	Professional Assistance (Screening Committee, Consultants, Analysis)			
5900		Communications			
	5910	Postage	1,805	580	1,800
	5918	Telephone	520	353	550
		SUBTOTAL (5000 CLASS.)	81,180	159,020	140,350
OCDE	AUHSD	Capital Outlay			
6400		Equipment			
		Office Equipment			
6500		Replacement of Equipment			
		SUBTOTAL (6000 CLASS.)	-	-	-
		TOTAL EXPENDITURES	1,450,659	1,546,513	1,618,446

Proposed 2025-'26 Regular Personnel Commission Meetings

Tuesday, July 8, 2025
Tuesday, August 12, 2025
Tuesday, September 9, 2025
Tuesday, October 14, 2025
*Wednesday, November 12, 2025
*Tuesday, December 16, 2025
Tuesday, January 13, 2026
Tuesday, February 10, 2026
Tuesday, March 10, 2026
Tuesday, April 14, 2026
Tuesday, May 12, 2026
Tuesday, June 9, 2026

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



CODESP
714-374-8644
20422 Beach Blvd. Suite 325
Huntington Beach, CA 92648

Billed To Brandon Tietze Anaheim Union High 501 Crescent Way Anaheim 92803-3520	Date of Issue 03/24/2025	Invoice Number 0006591	Amount Due (USD) \$3,425.00
	Due Date 09/01/2025		

Description	Rate	Qty	Line Total
Annual Membership Fee - 1,001-2,000 FTE Basic products and services beginning July 1, 2025 and ending June 30, 2026 for 1,001 to 2,000 FTE employees.	\$3,425.00	1	\$3,425.00
<hr/>			
	Subtotal		3,425.00
	Tax		0.00
<hr/>			
	Total		3,425.00
	Amount Paid		0.00
<hr/>			
	Amount Due (USD)		\$3,425.00

Terms

NET 45 days from July 1
Taxpayer ID No. 54-2166843
No additional fees for taxes required; CODESP is a Public Agency.
Make all checks payable to CODESP.
THANK YOU FOR YOUR BUSINESS!
Contact us: E: codesp@codesp.com P: (714) 374-8644 W: www.codesp.com
Please note that our address has changed – we are now in Suite 325.
Help us go green - Rather than fax, please scan and email documents to codesp@codesp.com

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	Denise	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
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	Denise	Open	Substitute	8/15/23	9/12/23	28
Translator/Interpreter (Spanish)	2023-S15P-TM	Tatiana	Open	Open	9/8/23	10/1/23	23
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
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	Denise	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]	2024-003(Sub)-MD	Maryam	Open	Substitute	3/8/24	3/31/24	23
Food Services Assistant I (Permanent & Substitute)	2024(3)-F02-TM	Tatiana	Open	Open	3/15/24	4/7/24	23
Substitute Instructional Assistant (SYS-SERIES)	2024-SYS-SUB-JM	Jocelyn	Open	Substitute	6/11/24	Continuous	N/A
Campus Safety Aide (Substitute)	2024-N02(Sub)-MD	Maryam	Open	Substitute	7/8/24	Continuous	
Substitute Instructional Assistant (SYS-SERIES)	2024(2)SYS-SUB-MD	Jocelyn	Open	Open	11/4/24	11/25/24	21
Technology Services Technician I (Substitute)	2024-I19(Sub)-MD	Maryam	Open	Substitute	11/22/24	12/15/24	23
Substitute Instructional Assistant (SYS-SERIES)	2025SYS-SUB-MD	Jocelyn	Open	Substitute	1/7/25	1/28/25	21
Bus Driver (Open)	2025-R01-MD	Maryam	Open	Open	1/10/25	2/2/25	23
Babysitter (On Call/As Needed)	2025-BBY-JM	Jocelyn	Open	Substitute	1/14/25	2/4/25	21
Technology Services Technician I	2025-I19-MD	Maryam	Open	Open	1/31/25	2/23/25	23
Bilingual Testing	2025-BLT	Denise	N/A	N/A	3/5/25	3/26/25	21
Substitute Instructional Assistant (SYS-SERIES)	2025(2)SYS-SUB-MD	Jocelyn	Open	Substitute	3/17/25	4/7/25	21
Food Services Assistant III (Bilingual & Non-Bilingual) - Promotional	2025-F05-DM	Denise	Promotional	Promotional	3/17/25	4/7/25	21
Warehouse Worker - Central Services	2025-W04-CR	Tatiana	Open	Open	3/17/25	4/8/25	21
Summer Assignment - Senior Administrative Assistant - School Supp	2025 SUMMER - SEN ADMN -	Denise	Promotional	Promotional	3/21/25	4/6/25	21
Summer Assignment - Office Assistant (Bilingual & Non-Bilingual)	2025 SUMMER-S05-DM	Denise	Promotional	Promotional	3/21/25	4/6/25	21
Summer Assignment - IA - LOARA/SAVANNA HS (Promotional Only)	2025 SUMMER IA-LOARA/SAV	Jocelyn	Promotional	Promotional	3/21/25	4/6/25	21

Summer Assignment - IA - HOPE SCHOOL (Promotional Only)	2025 SUMMER IA - HOPE - JM	Jocelyn	Promotional	Promotional	3/21/25	4/6/25	21
Summer Assignment - Custodian (Promotional Only)	2025 SUMMER - CUSTODIAN	Maryam	Promotional	Promotional	3/21/25	4/6/25	21
Mechanic	2025-R04-MD	Maryam	Open	Open	4/22/25	5/13/25	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
2024-25														
8/5/2024	IA- Specialized Academic Instruction	9	5.75	CSEA-43	6	\$3,567	\$20.27	\$4,353	\$24.72	\$22,728	\$27,718	\$4.45	\$554	\$4,990
7/29/2024	Custodian	12	8	AFSCME - 48	3	\$3,886	\$22.42	\$4,252	\$24.53	\$46,634	\$51,023	\$2.11	\$366	\$4,389
10/14/2024	Custodian	12	8	AFSCME - 48	2	\$3,886	\$22.42	\$4,103	\$23.67	\$46,634	\$49,234	\$1.25	\$217	\$2,600
10/21/2024	Custodian	12	8	AFSCME - 48	3	\$3,886	\$22.42	\$4,252	\$24.53	\$46,634	\$51,023	\$2.11	\$366	\$4,389
12/16/2024	Custodian	12	8	AFSCME - 48	2	\$4,125	\$23.43	\$4,288	\$24.37	\$48,735	\$50,690	\$0.94	\$163	\$1,955
11/6/2024	Translator	10.5	8	CSEA - 53	5	\$4,562	\$25.93	\$5,334	\$30.32	\$47,193	\$55,183	\$4.39	\$761	\$7,990
8/1/2024	Secretary-Attendance(Bilingual)	10	8	CSEA - 53	3	\$4,562	\$25.93	\$4,926	\$28.00	\$44,946	\$48,534	\$2.07	\$359	\$3,588
8/1/2024	Food Services Manager I	10	8	MMA - 3	4	\$5,440	\$31.38	\$6,095	\$35.16	\$54,393	\$60,945	\$3.78	\$655	\$6,552
8/19/2024	Senior Administrative Assistant	12	8	CSEA - 59	7	\$5,276	\$29.99	\$6,546	\$37.20	\$62,380	\$77,377	\$7.21	\$1,250	\$14,997
9/3/2024	Secretary-School Support (Bilingual)	11	8	CSEA - 53	2	\$4,562	\$25.93	\$4,737	\$27.32	\$49,441	\$52,091	\$1.39	\$241	\$2,650
8/26/2024	Secretary-Attendance(Bilingual)	10	8	CSEA - 53	3	\$4,562	\$25.93	\$4,926	\$28.41	\$44,946	\$49,245	\$2.48	\$430	\$4,299
9/3/2024	FSA I	9	3	AFSCME - 41	5	\$3,398	\$19.29	\$3,893	\$22.58	\$11,285	\$13,210	\$3.29	\$214	\$1,925
10/21/2024	FSM I	10	8	MMA - 3	3	\$5,440	\$31.38	\$5,867	\$33.84	\$54,393	\$58,657	\$2.46	\$426	\$4,264
11/18/2024	Office Assistant (Bilingual)	10	8	CSEA - 47	2	\$3,932	\$22.32	\$4,093	\$23.61	\$38,689	\$40,925	\$1.29	\$224	\$2,236
2/3/2025	Community Schools Coordinator	12	8	MGMT - 8	2	\$6,114	\$35.27	\$6,348	\$36.62	\$73,363	\$76,171	\$1.35	\$234	\$2,808
3/3/2025	Wellness Coach Specialist	10	8	CSEA - 59	4	\$5,276	\$29.99	\$5,931	\$33.71	\$51,983	\$58,432	\$3.72	\$645	\$6,448
4/7/2025	FACES	12	8	CSEA - 59	5	\$5,276	\$29.99	\$6,171	\$35.07	\$62,380	\$72,947	\$5.08	\$881	\$10,567
3/3/2025	Wellness Coach Specialist	10	8	CSEA - 59	2	\$5,276	\$29.99	\$5,488	\$31.19	\$51,983	\$54,063	\$1.20	\$208	\$2,080
3/3/2025	Wellness Coach Specialist	10	8	CSEA - 59	3	\$5,276	\$29.99	\$5,704	\$32.42	\$51,983	\$56,196	\$2.43	\$421	\$4,212
4/30/2025	Wellness Coach Specialist	10	8	CSEA - 59	5	\$5,276	\$29.99	\$6,171	\$35.07	\$51,983	\$60,789	\$5.08	\$881	\$8,805
2/15/2025	Payroll Manager	12	8	MGMT - 20	5	\$8,158	\$47.06	\$9,537	\$55.02	\$97,886	\$114,443	\$7.96	\$1,380	\$16,557
2024-2025 TOTAL FISCAL IMPACT													\$92,938	

Human Resources Division, Classified Personnel

Board of Trustees
April 10, 2025

Page 1 of 8

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

	<u>Location:</u>	<u>Effective</u>
Deem, Marcella Sr. Administrative Assistant – School Support	Anaheim High School	03/31/2025
Equihua, Ana Instructional Assistant – Behavioral Support	Magnolia High School	03/14/2025
Monge, William Instructional Assistant – Bilingual (Spanish)	Magnolia High School	03/14/2025
Ramos, Elizabeth Instructional Assistant – Behavioral Support	Hope School	04/03/2025
Speltie, John Instructional Assistant – Behavioral Support	Hope School	03/12/2025

2. Employment, effective as noted:

	<u>Range/Step:</u>	<u>Effective:</u>
Permanent Employees:		
Aguilar, Alexis Instructional Assistant – Behavioral Support	51/01	03/17/2025
Alvarez, Monica Community Schools Coordinator	08/01	03/03/2025
Castro, Maribel Instructional Assistant – Behavioral Support	51/01	04/02/2025
Chavez, Lizette Instructional Assistant – Behavioral Support	51/01	02/24/2025
Cisneros, Lizette Instructional Assistant – Behavioral Support	51/10	04/02/2025
Crepeau, Natalie Instructional Assistant – Specialized Academic Instruction	43/01	03/03/2025
Elizondo, Sandra Secretary – School Support (Bilingual)	53/03	03/31/2025
Escalante Barriga, Jocelyn Wellness Coach	59/01	03/03/2025
Gamino, Linda Employment Specialist	59/04	03/17/2025

Human Resources Division, Classified Personnel

Board of Trustees

April 10, 2025

Page 2 of 8

Guzman, Kimberly Wellness Coach	59/01	03/03/2025
Hernandez, Natalie Instructional Assistant – Behavioral Support	51/01	03/17/2025
Hurd, Diamond Instructional Assistant – Deaf/Hard of Hearing	51/01	03/31/2025
Johnson, Monica Wellness Coach	59/01	03/03/2025
Lopez, Erica Instructional Assistant – Adult Transition	51/06	03/12/2025
Magallanes-Landa, Vanessa Instructional Assistant – Bilingual (Spanish)	47/01	03/31/2025
Martinez, Jossue Campus Safety Aide	43/03	03/03/2025
Monje, Ariana Wellness Coach	59/01	03/03/2025
Moreno, Tatiana Human Resources Technician	57/06	03/17/2025
Nguyen, Mai ASB Accounting Technician	55/01	03/31/2025
Nguyen, Van Instructional Assistant – Behavioral Support	51/08	03/17/2025
Ramirez, Melanie Wellness Coach	59/01	03/03/2025
Ruiz, Brandon Wellness Coach	59/04	03/03/2025
Taunton, Pamela Food Services Assistant 1	41/04	03/31/2025
Varela, Estella Campus Safety Aide	43/03	03/03/2025
Velasquez, Cyndy Athletic Trainer	62/04	04/07/2025
Ventura, Kamillah Instructional Assistant – Behavioral Support	51/02	03/31/2025

Human Resources Division, Classified Personnel

Board of Trustees
April 10, 2025

Page 3 of 8

Promotions:

Misikei, Martha 51/01 03/17/2025
Instructional Assistant – Adult Transition

Reclassifications:

Aguilar, Dahlia 05/07 04/01/2025
Food Services Manager 2

Alvarez, Teresa 05/10 04/01/2025
Food Services Manager 2

Bullard, Leonida 05/10 04/01/2025
Food Services Manager 2

Camarillo, Tiffany 05/06 04/01/2025
Food Services Manager 2

Cardenas de Espinoza, Gina 05/05 04/01/2025
Food Services Manager 2

Chago, Briana 05/04 04/01/2025
Food Services Manager 2

Dellavalle, Kelli 05/10 04/01/2025
Food Services Manager 2

Dosal, Patricia 05/02 04/01/2025
Food Services Manager 2

Fernandez de Castro, Maria 05/09 04/01/2025
Food Services Manager 2

Gallegos, Andreanna 05/03 04/01/2025
Food Services Manager 2

Gamboa, Maria 05/03 04/01/2025
Food Services Manager 2

Jemerson, Troy 05/08 04/01/2025
Food Services Manager 2

Martin, Kristena 05/09 04/01/2025
Food Services Manager 2

Martinez, Tammy 05/10 04/01/2025
Food Services Manager 2

Patanella, James 05/10 04/01/2025
Food Services Manager 2

Human Resources Division, Classified Personnel

Board of Trustees
April 10, 2025

Page 4 of 8

Phan, Toai Food Services Manager 2	05/10	04/01/2025
Reyes, Charito Food Services Manager 2	05/10	04/01/2025
Walker, Shawna Food Services Manager 2	05/08	04/01/2025

Substitute Employees:

Alvarado-Franco, Leticia Intern	\$16.50/Hr.	02/24/2025
Cardel, Genesis Tutor	\$16.50/Hr.	03/05/2025
Cortez, Katerny Substitute Language Testing Assistant	51/01	03/07/2025
Dwinell, Ethan Substitute Arts Assistant 2	60/10	02/21/2025
Gammill, Logan Substitute Arts Assistant 2	60/10	03/05/2025
Garcia, Christopher Substitute Arts Assistant 2	60/10	03/13/2025
Garcia, Ana Substitute Instructional Assistant – Behavioral Support	51/01	03/31/2025
Garcia, Ana Substitute Instructional Assistant – Specialized Academic Instruction	43/01	03/31/2025
Garza, Monica Substitute Arts Assistant 2	60/10	02/25/2025
Gumpertz, Jeffrey Substitute Arts Assistant 2	60/10	03/14/2025
Holben, David Substitute Arts Assistant 2	60/10	03/14/2025
Holmes, Ethan Substitute Arts Assistant 2	60/10	03/25/2025
Horton, Mercedes Substitute Campus Safety Aide	43/03	03/03/2025

Human Resources Division, Classified Personnel

Board of Trustees
April 10, 2025

Page 5 of 8

Jagerman, Jonathan Substitute Arts Assistant 2	60/10	03/18/2025
Johnson, Emma Substitute Arts Assistant 2	60/10	03/18/2025
Machado, Carmen Substitute Instructional Assistant – Adult Transition	51/01	03/03/2025
Machado, Carmen Substitute Instructional Assistant – Behavioral Support	51/01	03/03/2025
Machado, Carmen Substitute Instructional Assistant – Special Abilities	51/01	03/03/2025
Machado, Carmen Substitute Instructional Assistant – Specialized Academic Instruction	43/01	03/03/2025
Matthews, Jillian Substitute Arts Assistant 2	60/10	03/31/2025
McCoy, Jamond Substitute Arts Assistant 2	60/10	03/14/2025
McDonnel, Hannah Substitute Arts Assistant 2	60/10	03/07/2025
Medeiros, Marlee Substitute Arts Assistant 2	41/10	03/31/2025
Medina, Ashley Substitute Arts Assistant 2	60/10	03/18/2025
Mock, Hyunsoo Substitute Arts Assistant 2	60/10	02/28/2025
Murgo, Priscilla Tutor	\$16.50/Hr.	03/20/2025
Murgo Mundo, Gloria Substitute Food Services Assistant 1	41/04	03/31/2025
Roper, Jamel Substitute Campus Safety Aide	43/03	03/31/2025
Rose, Sadie Substitute Arts Assistant 2	60/10	02/25/2025

Human Resources Division, Classified Personnel

Board of Trustees
April 10, 2025

Page 6 of 8

Rubio, Mariah Substitute Food Services Assistant 1	41/04	03/12/2025
Samuel, Elijah Substitute Arts Assistant 2	60/10	03/14/2025
Santiago, Alex Substitute Arts Assistant 2	60/10	03/25/2025
Sarabia, Guadalupe Substitute Office Assistant	43/01	03/12/2025
Sarabia, Guadalupe Substitute Secretary	51/01	03/12/2025
Soto, Brittney Substitute Arts Assistant 1	41/10	03/31/2025
Speltie, Jonn Substitute Instructional Assistant – Adult Transition	51/04	03/13/2025
Speltie, Jonn Substitute Instructional Assistant – Behavioral Support	51/04	03/13/2025
Speltie, Jonn Substitute Instructional Assistant – Specialized Academic Instruction	51/04	03/13/2025
Sporn, Sarah Substitute Arts Assistant 2	60/10	03/14/2025
Sun, Susanna Substitute Arts Assistant 2	60/10	03/24/2025
Uriostegui, Paulina Substitute Instructional Assistant – Behavioral Support	51/01	02/26/2025
Uriostegui, Paulina Substitute Instructional Assistant – Bilingual (Spanish)	51/01	02/26/2025
Uriostegui, Paulina Substitute Instructional Assistant – Special Abilities	47/01	02/26/2025
Uriostegui, Paulina Substitute Instructional Assistant – Specialized Academic Instruction	43/01	02/26/2025

Human Resources Division, Classified Personnel

Board of Trustees
April 10, 2025

Page 7 of 8

Valente, Gabriel Substitute Instructional Assistant – Behavioral Support	51/01	03/13/2025
Valente, Gabriel Substitute Instructional Assistant – Bilingual (Spanish)	47/01	03/13/2025
Valente, Gabriel Substitute Instructional Assistant – Special Abilities	51/01	03/13/2025
Valente, Gabriel Substitute Instructional Assistant – Specialized Academic Instruction	43/01	03/13/2025
Vartan, Julia Substitute Arts Assistant 2	60/10	03/07/2025
Walters, Christopher Substitute Arts Assistant 2	60/10	04/01/2025
Watson, Brian Substitute Arts Assistant 2	60/10	02/28/2025
Weule, Noah Substitute Arts Assistant 2	41/10	03/31/2025
Williams, Julia Substitute Arts Assistant 2	41/10	03/31/2025
Wilson, Robert Substitute Arts Assistant 2	60/10	03/13/2025
Wilson, Jordan Substitute Instructional Assistant – Adult Transition	51/01	03/13/2025
Wilson, Jordan Substitute Instructional Assistant – Behavioral Support	51/01	03/13/2025
Wilson, Jordan Substitute Instructional Assistant – Special Abilities	51/01	03/13/2025
Wilson, Jordan Substitute Instructional Assistant – Specialized Academic Instruction	43/01	03/13/2025
Wu, Adrian Substitute Arts Assistant 2	60/10	03/31/2025

Human Resources Division, Classified Personnel

Board of Trustees
April 10, 2025

Page 8 of 8

Zamora, Rogelle	60/10	03/24/2025
Substitute Arts Assistant 2		

3. Food Services Student Workers

Lebaron, Derek	Effective
Zhang, Tiankai	04/01/2025
	04/02/2025

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

	Effective
Alfaro, Oscar	03/17/2025
Cross, Najai	02/24/2025
Ferren, Joshua	03/03/2025
Hernandez, Alexander	03/03/2025
Magana, Raengel	03/10/2025
Perez, Diego	03/04/2025
Sanchez Rodriguez, Rachel	03/10/2025
Truong, Henry	02/26/2025