



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

**PERSONNEL COMMISSION MEETING
AGENDA**

February 14, 2024

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission will be held on **Wednesday, February 14, 2024**, at **4:30 p.m.**, in the **District Administrative Offices**: 1717 4th Street, Santa Monica, CA.

I. General Functions:

- G.01 Call to Order
- G.02 Roll Call
- G.03 Pledge of Allegiance
- G.04 Report from Closed Session
- G.05 Approval of Agenda for Regular Meeting on February 14, 2024

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson						
Mahshid Tarazi						
Phillip Tate						

- G.06 Approval of Minutes for Regular Meeting on January 17, 2024

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson						
Mahshid Tarazi						
Phillip Tate						

- G.07 Report from the Director of Classified Personnel
- G.08 Personnel Commissioner Comments/Reports
- G.09 Communications
- G.10 Public Comments



PERSONNEL COMMISSION MEETING AGENDA

Electronically Recorded (AUDIO ONLY)

February 14, 2024

PERSONNEL COMMISSIONERS:

Mrs. Lauren Robinson, Mrs. Mahshid Tarazi, and Mr. Phillip Tate

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission will be held on **Wednesday, February 14, 2024**, at **4:30 p.m.**, in the **District Administrative Offices:** 1717 4th Street, Santa Monica, CA.

Note About Parking: Parking for those visiting the new district office is located in the multi-structure parking lot located at 333 Civic Center Dr., Santa Monica.

- ❖ **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.

OPEN SESSION

I. GENERAL FUNCTIONS:

- G.01 Call to Order:
- G.02 Roll Call:
- G.03 Pledge of Allegiance:
- G.04 Report from Closed Session of Personnel Commission
- G.05 Approval of Agenda for Regular Meeting on February 14, 2024
- G.06 Approval of Minutes for Regular Meeting on January 17, 2024

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.

- G.07 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 and Updates
- G.08 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.
- G.09 Communications:
The Communications section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to five (5) minutes or less.
- SEIU Report
 - Board of Education Report
- G.10 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.

C.01 Approval of Classified Personnel Eligibility List(s):

<u>Classification</u>	<u># Eligible</u>
Bus Driver	1
Cafeteria Worker I	3
Campus Monitor	4
Instructional Assistant – Classroom	4
Low Voltage Technician	2
Sports Facility Attendant	4

List Extension

Administrative Assistant	4
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- C.02 Advanced Step Placement:
Melissa Duarte in the classification of Student Outreach Specialist at Range A-46, Step C
- C.03 Advanced Step Placement:
Askia Everage in the classification of Student Outreach Specialist at Range A-46, Step C

III. ACTION ITEMS:

These items are presented for ACTION at this time.

- None

IV. COMMISSIONER TRAINING/BRIEFING:

These items are to keep the Commissioners up-to-date with relevant information regarding Personnel Commission procedures and practices.

- No Training

V. DISCUSSION ITEMS:

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.

- No Discussion Items

VI. INFORMATION ITEMS:

These items are placed on the agenda as information and do not require discussion.

- I.01 Open Personnel Requisitions Status Report
- I.02 Filled Personnel Requisitions Status Report
- I.03 Classified Personnel - Merit Report No. 4.ii. (for SMMUSD School Board Agenda)
- January 18, 2024
 - February 1, 2024
- I.04 Classified Personnel - Non-Merit Report - No. 4.iii (for SMMUSD School Board Agenda)
- January 18, 2024
 - February 1, 2024
- I.05 Personnel Commission's Twelve-Month Calendar of Events
- 2023 - 2024
- I.06 Board of Education Meeting Schedule
- 2023 – 2024

VII. PERSONNEL COMMISSION BUSINESS:

B.01 Future Items:

Subject	Action Steps	Tentative Date
TBD		

VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, March 13, 2024, at 4:30 p.m. – *District Office Board Room*

IX. 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.

X. CLOSED SESSION:

- No Closed Session

XI. ADJOURNMENT:

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

Submitted by:

Joshua Kahn
Secretary to the Personnel Commission
Director, Classified Personnel

If you wish to receive a full copy of the Personnel Commission Agenda Packet, please contact the Personnel Commission Office at (310) 450-8338, ext. 70-279.



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING MINUTES

Electronically Recorded (AUDIO ONLY)

January 17, 2024

PERSONNEL COMMISSIONERS:

Mrs. Lauren Robinson, Mrs. Mahshid Tarazi, and Mr. Phillip Tate

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission was held on **Wednesday, January 17, 2024**, at **4:35 p.m.** in the **District Administrative Offices – Personnel Commission Department**: 1717 4th Street, Santa Monica, CA 90401.

Note About Parking: Parking for those visiting the new district office is located in the multi-structure parking lot located at 333 Civic Center Dr., Santa Monica.

- ❖ **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.

OPEN SESSION

I. GENERAL FUNCTIONS:

G.01 Call to Order: The Open Session of the Regular Meeting of the Personnel Commission was called to order at 4:35 p.m.

G.02 Roll Call: Commissioners Robinson and Tate were present.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson	✓		✓			
Mahshid Tarazi						✓
Phillip Tate		✓	✓			

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.

G.03 Pledge of Allegiance: Commissioner Tate led all in attendance in the Pledge of Allegiance.

G.04 Report from Closed Session:

- **None**

G.05 Motion to Approve Agenda: January 17, 2024

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

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

G.06 Motion to Approve Regular Meeting Minutes: December 13, 2023

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

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

G.07 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 and Updates**
 - **Director Kahn updated the Personnel Commission on recruitments, exams, and selection interviews administered since the last regular meeting on December 13, 2023.**
 - **Oral exam debriefings were held for Human Resources Technician.**
 - **Oral exams were administered for Instructional Assistant-Classroom.**
 - **Performance exam was held for Bus Driver.**
 - **Final selection interviews were held for the Paraeducator series, Campus Security Officer, Senior Office Specialist, Instructional Assistant-Classroom, Lead Translator/Interpreter, Bus Driver, and Human Resources Technician.**
 - **The newly opened recruitment is for Locksmith.**
 - **The continuous recruitments include Swimming Instructor/Lifeguard, Bus Driver, Heavy Duty Vehicle and Equipment Mechanic, Campus Security Officer, the Paraeducator series, Campus Monitor, Instructional Assistant-Classroom, Cafeteria Worker I, Sports Facility Attendant, and Speech Language Pathology Assistant.**
 - **Director Kahn updated the Personnel Commission on staff processing EDD unemployment claims and other requests from the EDD Office. They have processed four claims since the last regular Personnel Commission meeting in December.**

- Staff also attended two EDD hearings on behalf of the District to appeal an unfavorable decision.
- Director Kahn updated the Personnel Commission on addressing NCLB/ESSA qualifications for Paraprofessionals funded by Title One funds. The number of employees who will have to take the equivalency exam is 39. It is a significant reduction from the anticipated test administration for 85 incumbents in the beginning of this process.
- Director Kahn updated the Personnel Commission on Commissioner Tarazi's re-appointment that was approved at the November 16, 2023 Board of Education regular meeting. There hasn't been a confirmation of approval from the State Superintendent of Public Instruction yet; however, the Personnel Commission staff will follow up with their office shortly.
- Commissioner Tate inquired about the Bus Driver recruitment. Director Kahn provided specific information regarding the successful performance exam. The Personnel Commission staff has been in a conversation with the District regarding a possible in-house training for promotional employees and candidates who do not possess the appropriate certification.

G.08 Personnel Commissioner Comments/Reports:

This is a 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.

- On the Personnel Commission's behalf, Commissioner Robinson extended condolences to Mr. Ray Humphrey's family. The long-time beloved football coach passed away on January 3, 2024. The Celebration of Life for Ray will be held on January 27, 2024.

G.09 Communications:

The Communications Section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to five (5) minutes or less.

- SEIU Report
 - Mr. Mock, Chief Steward, informed the Personnel Commission about the SEIU, Local 99, participation in the annual parade in Los Angeles to celebrate Dr. Martin Luther King's birthday.
 - Mr. Mock updated the Personnel Commission on the continuous full contract negotiations between SEIU, Local 99, and the District. Three more dates in January and February were schedule for the discussion on wages.
- Board of Education Report
 - Dr. Kelly informed the Personnel Commission about the District's planning for the upcoming school year 2024-2025.
 - Dr. Kelly invited the Personnel Commission to the next Board of Education regular meeting that will take place on January 18, 2024.
 - The Board will hear a presentation from the Educational Services staff on the California Dashboard. The Dashboard has been dormant for the last

several years, and now it is being revived, even though the data is not quite current. It is still a helpful tool to monitor the District’s academic progress.

- In addition, the staff will present the Franklin Elementary School new campus renovation plan.
- The Board will adopt resolutions commemorating Dr. Martin Luther King, Jr., Day as well as honoring Fred Korematsu Day of Civil Liberties and the Constitution.
- On January 20, 2024, at the John Adams Middle School Performing Arts Center, the Board will participate in a retreat that will address High Performing Governance Teams for best practices, the Board’s roles and responsibilities, and District goals and priorities. It is a public meeting.

G.10 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.

C.01 Approval of Classified Personnel Eligibility List(s):

<u>Classification</u>	<u># Eligible</u>
Human Resources Technician	6
Instructional Assistant – Classroom	5
Lead Translator/Interpreter	2
Senior Administrative Assistant	4

C.02 Advanced Step Placement:

Mary Frances Candies in the classification of Instructional Assistant - Classroom at Range A-20, 1 Advanced Step Placement

C.03 Advanced Step Placement:

Danielle Cooper in the classification of Instructional Assistant - Classroom at Range A-20, 1 Advanced Step Placement

It was moved and seconded to approve the Consent Calendar as submitted for the Agenda Item C.01-03. The motion passed.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

REPORT AND DISCUSSION

- None

III. ACTION ITEMS:

These items are presented for ACTION at this time.

- A.01 Certification from Another Class List: Lead Translator/Interpreter for Translator/Interpreter
It was moved and seconded to approve the Director’s recommendations for Agenda Item III.A.01 as submitted. The motion passed.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson		✓	✓			
Mahshid Tarazi						✓
Phillip Tate	✓		✓			

REPORT AND DISCUSSION

- Director Kahn provided a brief rationale for the certification from another Class List.
- As the Lead Translator/Interpreter recruitment was completed, resulting with two candidates on the eligibility list, there is a strong possibility of an upcoming Translator/Interpreter vacancy.
- This certification will allow any candidates remaining on the Lead Translator/Interpreter list to be eligible for lower level Translator/Interpreter vacancies.

IV. COMMISSIONER TRAINING/BRIEFING:

These items are to keep the Commissioners up-to-date with relevant information regarding Personnel Commission procedures and practices.

- None

V. DISCUSSION ITEMS:

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

VI. INFORMATION ITEMS:

These items are placed on the agenda as information and do not require discussion.

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- I.02 Filled Personnel Requisitions Status Report
- I.03 Classified Personnel - Merit Report No. 4.ii. (for SMMUSD School Board Agenda)
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- I.05 Personnel Commission’s Twelve-Month Calendar of Events
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VII. PERSONNEL COMMISSION BUSINESS:

B.01 Future Items:

Subject	Action Steps	Tentative Date
TBD		

VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, February 14, 2024 at 4:30 p.m. – *District Office Board Room*

IX. 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

X. CLOSED SESSION:

- No Closed Session

XI. 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 meeting.

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson	✓		✓			
Mahshid Tarazi						✓
Phillip Tate		✓	✓			

TIME ADJOURNED: 4:52 p.m.

Submitted by:

Joshua Kahn
Secretary to the Personnel Commission
Director, Classified Personnel

II. Consent Calendar:

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Phillip Tate							



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION

Regular Meeting: Wednesday, February 14, 2024

AGENDA ITEM NO: II.C.02

SUBJECT: Advanced Step Placement – Melissa Duarte

Hire Date: 01/16/2024

ASP Request Submitted: 02/06/2024

BACKGROUND INFORMATION:

<p>Classification Title: Student Outreach Specialist</p>	<p>Employee: Melissa Duarte</p>	<p>Calculation of Advanced Step Recommendation</p>
<p><u>Education:</u> A bachelor's degree in psychology, sociology, education, urban studies or other fields closely related to the job requirements of this classification, from an institution of higher learning recognized by the Council of Higher Education Accreditation. Foreign degrees and credit units require translation and equivalency established by an agency recognized by the Commission on Teacher Credentialing.</p>	<ul style="list-style-type: none"> Melissa Duarte meets the minimum qualifications with a bachelor's degree 	<p>0 level of education above the required level =0 Step Advance</p>
<p><u>Experience:</u> Two years of experience working with youth in a public or social service-related program and/or project.</p>	<ul style="list-style-type: none"> Melissa Duarte has 11+ years of experience working with youth in a public program 	<p>5+ (2-year periods) of experience above the required level =2 Step Advance (Max Allowed)</p>
<p><u>Total Advanced Steps:</u> 0 (Education) + 2 (Experience) = 2 Advanced Step</p>		

DIRECTOR'S COMMENTS:

Melissa Duarte's experience exceeds the minimum requirements specified for this classification. Pay rate at salary Range A-46 Step A is \$30.23/hour, while Step C is \$33.33/hour.

DIRECTOR'S RECOMMENDATION:

It is recommended that the Personnel Commission approve Advanced Step Placement for Melissa Duarte at Range A-46, Step C on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment.*

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson						
Mahshid Tarazi						
Phillip Tate						



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION

Regular Meeting: Wednesday, February 14, 2024

AGENDA ITEM NO: II.C.03

SUBJECT: Advanced Step Placement – Askia Everage

Hire Date: 01/08/2024

ASP Request Submitted: 01/08/2024

BACKGROUND INFORMATION:

<p>Classification Title: Student Outreach Specialist</p>	<p>Employee: Askia Everage</p>	<p>Calculation of Advanced Step Recommendation</p>
<p><u>Education:</u> A bachelor's degree in psychology, sociology, education, urban studies or other fields closely related to the job requirements of this classification, from an institution of higher learning recognized by the Council of Higher Education Accreditation. Foreign degrees and credit units require translation and equivalency established by an agency recognized by the Commission on Teacher Credentialing.</p>	<ul style="list-style-type: none"> • Askia Everage meets the minimum qualifications with a bachelor's degree 	<p>0 level of education above the required level =0 Step Advance</p>
<p><u>Experience:</u> Two years of experience working with youth in a public or social service-related program and/or project.</p>	<ul style="list-style-type: none"> • Askia Everage has 15+ years of experience working with youth in a public program 	<p>7+ (2-year periods) of experience above the required level =2 Step Advance (Max Allowed)</p>
<p><u>Total Advanced Steps:</u> 0 (Education) + 2 (Experience) = 2 Advanced Step</p>		

DIRECTOR'S COMMENTS:

Askia Everage's experience exceeds the minimum requirements specified for this classification. Pay rate at salary Range A-46 Step A is \$30.23/hour, while Step C is \$33.33/hour.

DIRECTOR'S RECOMMENDATION:

It is recommended that the Personnel Commission approve Advanced Step Placement for Askia Everage at Range A-46, Step C on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment.*

Commissioner	M	S	Yes	No	Abstain	ABSENT
Lauren Robinson						
Mahshid Tarazi						
Phillip Tate						

12.2.4 SALARY ON EMPLOYMENT

- B. A new employee may request or be recommended for Advanced Step Placement within the first sixty (60) working days during the probationary period. If the new employee is granted Advanced Step Placement, the salary rate shall be retroactive to the date of entry in the classification. The request or recommendation shall be submitted, in writing, to the Director of Classified Personnel. The Advanced Step Placement is subject to the recommendation of the Director of Classified Personnel and approval of the Personnel Commission.

16.4 ADVANCED STEP PLACEMENT

A unit member may request or be recommended for Advanced Step Placement within the first sixty (60) working days during the probationary period. If the unit member is granted Advanced Step Placement, the salary rate shall be retroactive to the date of entry into the classification.

16.4.1 Unit members being promoted may be offered advanced step placement upon the supervisor's request. This request shall be supported by at least one of the following criteria:

- a. Unit member was originally hired in an entry level classification in which Advanced Step Placement was not offered; and/or
- b. Recruitment difficulty as evidenced by failure to obtain a rank of three (3) through the testing process, or a lack of qualified applicants as determined by the Director of Classified Personnel.

III. Action Items:

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Mahshid Tarazi							
Phillip Tate							

IV. Commissioner Training/Briefing:

V. Discussion Items:

VI. Information Items:

Open Requisitions (2/8/2024)

Req Number	Req Title	Department	Position Type	FTE
24-090	ACCOUNTANT	FACILITY IMPROVEMENT PROJECTS	New	100
24-113	ACCOUNTANT	FISCAL SERVICES	Vac	100
24-111	ADMINISTRATIVE ASSISTANT	STUDENT SERVICES	Vac	100
24-097	ASSISTANT DIRECTOR, FISCAL SERVICES	FISCAL SERVICES	Vac	100
22-115	BUS DRIVER	TRANSPORTATION	Vac	87.5
22-174	BUS DRIVER	TRANSPORTATION	Vac	87.5
22-207	BUS DRIVER	TRANSPORTATION	Vac	87.5
23-089	BUS DRIVER	TRANSPORTATION	Vac	87.5
24-112	BUS DRIVER	TRANSPORTATION	Vac	87.5
23-152	CAFETERIA WORKER I	SANTA MONICA HIGH SCHOOL	Vac	43.75
24-045	CAFETERIA WORKER I	SANTA MONICA HIGH SCHOOL	Vac	37.5
24-072	CAFETERIA WORKER I	FS - WILL ROGERS	New	37.5
24-098	CAFETERIA WORKER I	FS - JOHN ADAMS	Vac	37.5
24-099	CAFETERIA WORKER I	FS - SANTA MONICA HIGH	New	43.75
24-100	CAFETERIA WORKER I	FS - SANTA MONICA HIGH	New	43.75
24-101	CAFETERIA WORKER I	FS - SANTA MONICA HIGH	New	43.75
24-102	CAFETERIA WORKER I	FS - SANTA MONICA HIGH	New	43.75
24-103	CAFETERIA WORKER I	FS - SANTA MONICA HIGH	New	43.75
24-109	CAFETERIA WORKER I	FS - LINCOLN MIDDLE SCHOOL	New	68.75
24-110	CAFETERIA WORKER II	SANTA MONICA HIGH SCHOOL	Vac	87.5
19-152	CAMPUS MONITOR	JOHN MUIR ELEMENTARY SCHOOL	Vac	18.75
21-034	CAMPUS MONITOR	JOHN MUIR ELEMENTARY SCHOOL	Vac	18.75
22-175	CAMPUS MONITOR	JOHN MUIR ELEMENTARY SCHOOL	Vac	18.75
23-140	CAMPUS MONITOR	WILL ROGERS LEARNING ACADEMY	Vac	12.5
23-141	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	Vac	25
23-143	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	Vac	25

23-168	CAMPUS MONITOR	JOHN ADAMS MIDDLE SCHOOL	Vac	37.5
23-198	CAMPUS MONITOR	MCKINLEY ELEMENTARY SCHOOL	Vac	25
23-223	CAMPUS MONITOR	EDISON LANGUAGE ACADEMY	Vac	25
23-224	CAMPUS MONITOR	EDISON LANGUAGE ACADEMY	Vac	25
23-226	CAMPUS MONITOR	WILL ROGERS LEARNING ACADEMY	New	2.18
23-227	CAMPUS MONITOR	WILL ROGERS LEARNING ACADEMY	New	2.18
24-048	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	Vac	25
24-052	CAMPUS MONITOR	FRANKLIN ELEMENTARY SCHOOL	Vac	25
24-073	CAMPUS MONITOR	WEBSTER ELEMENTARY SCHOOL	Vac	25
24-080	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	Vac	25
24-091	CAMPUS MONITOR	GRANT ELEMENTARY SCHOOL	Vac	18
24-092	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	Vac	10
24-114	CAMPUS MONITOR	GRANT ELEMENTARY SCHOOL	Vac	19
24-087	CAMPUS SECURITY OFFICER	MALIBU HIGH SCHOOL	Vac	100
22-038	CHILDREN'S CENTER ASSISTANT-2	CHILD DEVELOPMENT SERVICES	New	43.75
22-039	CHILDREN'S CENTER ASSISTANT-2	CHILD DEVELOPMENT SERVICES	New	43.75
24-074	HEALTH OFFICE SPECIALIST	STUDENT SERVICES	Vac	75
22-243	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	SANTA MONICA HIGH SCHOOL	Vac	43.75
24-115	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	JOHN ADAMS MIDDLE SCHOOL	Vac	75
22-249	INSTRUCTIONAL ASSISTANT-CLASSROOM	ADULT EDUCATION CENTER	New	42.5
24-050	INSTRUCTIONAL ASSISTANT-CLASSROOM	ROOSEVELT ELEMENTARY SCHOOL	Vac	45
24-067	INSTRUCTIONAL ASSISTANT-CLASSROOM	ROOSEVELT ELEMENTARY SCHOOL	New	37.5
24-081	INSTRUCTIONAL ASSISTANT-CLASSROOM	FRANKLIN ELEMENTARY SCHOOL	Vac	43.75
24-015	INSTRUCTIONAL ASSISTANT-MUSIC	MALIBU HIGH SCHOOL	Vac	31.25

24-027	INSTRUCTIONAL ASSISTANT-MUSIC	SANTA MONICA HIGH SCHOOL	Vac	37.5
22-177	INSTRUCTIONAL ASSISTANT-PHYSICAL EDUCATION	SANTA MONICA HIGH SCHOOL	Vac	50
24-075	LIBRARY ASSISTANT	MALIBU HIGH SCHOOL	Vac	100
24-056	LOW VOLTAGE TECHNICIAN	MAINTENANCE	New	100
22-125	PARAEDUCATOR-1	WEBSTER ELEMENTARY SCHOOL	Vac	75
22-167	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	Vac	75
22-195	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
22-237	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	Vac	75
22-272	PARAEDUCATOR-1	CDS - LINCOLN	Vac	50
22-287	PARAEDUCATOR-1	LINCOLN MIDDLE SCHOOL	Vac	75
23-024	PARAEDUCATOR-1	LINCOLN MIDDLE SCHOOL	Vac	75
23-039	PARAEDUCATOR-1	LINCOLN MIDDLE SCHOOL	New	75
23-080	PARAEDUCATOR-1	EDISON LANGUAGE ACADEMY	Vac	75
23-085	PARAEDUCATOR-1	ROOSEVELT ELEMENTARY SCHOOL	Vac	75
23-099	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	Vac	75
23-115	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	New	75
23-121	PARAEDUCATOR-1	SMASH (ALTERNATIVE) SCHOOL	Vac	75
23-133	PARAEDUCATOR-1	MCKINLEY ELEMENTARY SCHOOL	Vac	75
23-154	PARAEDUCATOR-1	MALIBU ELEMENTARY SCHOOL	Vac	75
23-158	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
23-171	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	75
23-172	PARAEDUCATOR-1	ROOSEVELT ELEMENTARY SCHOOL	Vac	75
23-173	PARAEDUCATOR-1	JOHN ADAMS MIDDLE SCHOOL	Vac	75
23-174	PARAEDUCATOR-1	WEBSTER ELEMENTARY SCHOOL	Vac	75
23-182	PARAEDUCATOR-1	SMASH (ALTERNATIVE) SCHOOL	Vac	75
23-194	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
23-205	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25

23-206	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	Vac	75
23-207	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
23-231	PARAEDUCATOR-1	CDS - LINCOLN	Vac	56.25
24-002	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	81.25
24-006	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	New	75
24-007	PARAEDUCATOR-1	ROOSEVELT ELEMENTARY SCHOOL	New	75
24-008	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	Vac	75
24-016	PARAEDUCATOR-1	CDS - WEST WASHINGTON	Vac	56.25
24-038	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	Vac	75
24-068	PARAEDUCATOR-1	GRANT ELEMENTARY SCHOOL	New	75
24-088	PARAEDUCATOR-1	WILL ROGERS LEARNING ACADEMY	Vac	75
24-093	PARAEDUCATOR-1	JOHN ADAMS MIDDLE SCHOOL	Vac	75
24-104	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	New	75
24-105	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	75
24-116	PARAEDUCATOR-1	WILL ROGERS LEARNING ACADEMY	New	56.25
24-017	PARAEDUCATOR-2	SANTA MONICA HIGH SCHOOL	New	81.25
24-039	PARAEDUCATOR-2	SANTA MONICA HIGH SCHOOL	Vac	75
24-094	PARAEDUCATOR-2	SANTA MONICA HIGH SCHOOL	Vac	81.25
22-117	PARAEDUCATOR-3	WEBSTER ELEMENTARY SCHOOL	Vac	75
22-141	PARAEDUCATOR-3	MALIBU ELEMENTARY SCHOOL	Vac	75
22-168	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75
22-186	PARAEDUCATOR-3	MALIBU ELEMENTARY SCHOOL	Vac	75
22-250	PARAEDUCATOR-3	SMASH (ALTERNATIVE) SCHOOL	Vac	75
23-048	PARAEDUCATOR-3	MALIBU ELEMENTARY SCHOOL	New	75
23-101	PARAEDUCATOR-3	WILL ROGERS LEARNING ACADEMY	New	75
23-155	PARAEDUCATOR-3	WILL ROGERS LEARNING ACADEMY	New	75
23-209	PARAEDUCATOR-3	MALIBU HIGH SCHOOL	Vac	75
24-010	PARAEDUCATOR-3	MALIBU HIGH SCHOOL	Vac	75

24-018	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75
24-060	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	Vac	75
24-061	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	Vac	75
24-070	PARAEDUCATOR-3	SMASH (ALTERNATIVE) SCHOOL	Vac	75
24-078	PARAEDUCATOR-3	GRANT ELEMENTARY SCHOOL	New	75
24-079	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	New	75
24-082	PARAEDUCATOR-3	GRANT ELEMENTARY SCHOOL	New	75
24-083	PARAEDUCATOR-3	WILL ROGERS LEARNING ACADEMY	New	75
24-089	PARAEDUCATOR-3	GRANT ELEMENTARY SCHOOL	Vac	75
24-095	PARAEDUCATOR-3	LINCOLN MIDDLE SCHOOL	Vac	75
24-106	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75
24-107	PARAEDUCATOR-3	MCKINLEY ELEMENTARY SCHOOL	New	75
24-108	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75
24-117	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75
24-118	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	Vac	75
24-119	PAYROLL SPECIALIST	FISCAL SERVICES	Vac	100
24-029	PHYSICAL ACTIVITIES SPECIALIST	ROOSEVELT ELEMENTARY SCHOOL	Vac	75
24-031	PHYSICAL ACTIVITIES SPECIALIST	GRANT ELEMENTARY SCHOOL	Vac	75
24-032	PHYSICAL ACTIVITIES SPECIALIST	WILL ROGERS LEARNING ACADEMY	Vac	75
24-051	SKILLED MAINTENANCE WORKER	MAINTENANCE	New	100
23-102	SPEECH LANGUAGE PATHOLOGY ASSISTANT	SPECIAL EDUCATION	New	81.25
24-020	STOCK AND DELIVERY CLERK	FOOD & NUTRITION SERVICES	New	75
23-127	SWIMMING INSTRUCTOR/LIFEGUARD	MALIBU HIGH SCHOOL	Vac	37.5
24-120	TECHNICAL THEATER COORDINATOR	FACILITY USE DEPARTMENT	Vac	100

23-218	TECHNICAL THEATER TECHNICIAN	FACILITY USE DEPARTMENT	Vac	50
24-121	TRANSLATOR/INTERPRETER	EDUCATIONAL SERVICES	Vac	100
23-088	VEHICLE AND EQUIPMENT MECHANIC	TRANSPORTATION	Vac	100

Filled Requisitions (2/8/2024)

Req Number	Req Title	Department	Date of Accepted Job Offer
21-099	BUS DRIVER	TRANSPORTATION	1/19/2024
22-283	CAMPUS MONITOR	FRANKLIN ELEMENTARY SCHOOL	2/1/2024
24-036	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	1/12/2024
24-053	CUSTODIAN	OPERATIONS	1/24/2024
24-063	CUSTODIAN	OPERATIONS	1/24/2024
23-213	HEALTH OFFICE SPECIALIST	GRANT ELEMENTARY SCHOOL	1/16/2024
23-169	HUMAN RESOURCES TECHNICIAN	PERSONNEL COMMISSION	1/30/2024
24-084	HUMAN RESOURCES TECHNICIAN	PERSONNEL COMMISSION	1/30/2024
23-216	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	1/31/2024
24-021	INSTRUCTIONAL ASSISTANT-CLASSROOM	MCKINLEY ELEMENTARY SCHOOL	2/5/2024
24-066	INSTRUCTIONAL ASSISTANT-CLASSROOM	MCKINLEY ELEMENTARY SCHOOL	2/2/2024
24-076	INSTRUCTIONAL ASSISTANT-CLASSROOM	MALIBU ELEMENTARY SCHOOL	1/17/2024
24-077	INSTRUCTIONAL ASSISTANT-CLASSROOM	MCKINLEY ELEMENTARY SCHOOL	2/2/2024
24-085	INSTRUCTIONAL ASSISTANT-CLASSROOM	MALIBU ELEMENTARY SCHOOL	1/17/2024
24-033	LEAD TRANSLATOR/INTERPRETER	EDUCATIONAL SERVICES	1/12/2024
24-009	PARAEDUCATOR-3	CDS - LINCOLN	1/17/2024
24-062	SENIOR ADMINISTRATIVE ASSISTANT (Confidential)	BUSINESS SERVICES	1/12/2024
24-086	SENIOR OFFICE SPECIALIST	LINCOLN MIDDLE SCHOOL	1/16/2024
22-169	SPORTS FACILITY ATTENDANT	FACILITY USE DEPARTMENT	2/5/2024
24-096	SPORTS FACILITY ATTENDANT	FACILITY USE DEPARTMENT	2/5/2024

**Classified Personnel – Merit
1/18/24**

NEW HIRES

		<u>EFFECTIVE DATE</u>
Abd, Nabila FNS-Santa Monica HS	Cafeteria Worker I 3 Hrs/SY/Range: 15 Step: E	12/5/23
Cooper, Danielle Franklin ES	Instructional Assistant - Classroom 3.5 Hrs/SY/Range: 20 Step: C	12/11/23
Cruz, Jesse Rogers LC	Instructional Assistant - Classroom 3 Hrs/SY/Range: 20 Step: C	12/4/23
Khan, Monica Franklin ES	Instructional Assistant - Classroom 3.2 Hrs/SY/Range: 20 Step: C	11/13/23
Martinez, Rosa FNS-Lincoln MS	Cafeteria Worker I 3.5 Hrs/SY/Range: 15 Step: E	12/1/23
Ramey, Julia Malibu ES	Instructional Assistant - Classroom 3.9 Hrs/SY/Range: 20 Step: C	1/10/24
Ruiz, Antelma Grant ES	Campus Monitor 1.45 Hrs/SY/Range: 13 Step: F	12/11/23
Solis, Christopher Facility Use	Technical Theater Coordinator 8 Hrs/12 Mo/Range: 44 Step: A	1/8/24

PROMOTION

		<u>EFFECTIVE DATE</u>
Younan, Julie Personnel Commission	Personnel Analyst 8 Hrs/12 Mo/Range: M-48 Step: C From: Human Resources Technician: 8 Hrs/12 Mo	12/1/23

SUMMER ASSIGNMENTS

		<u>EFFECTIVE DATE</u>
Chawla, Simren Special Education	Occupational Therapist Not to exceed: 6 Hrs	7/1/23-8/31/23

TEMP/ADDITIONAL ASSIGNMENTS

Abd, Nabila FNS-Santa Monica HS	Cafeteria Worker I [additional hours; cafeteria support]	12/5/23-6/12/24
Bonham, JoAnn Lincoln MS	Campus Security Officer [overtime; school events]	11/1/23-6/12/24
Bustamante, Angelica Food and Nutrition Services	Cafeteria Cook/Baker [additional hours; cafeteria support]	8/18/23-6/12/24
Bustamante, Angelica Food and Nutrition Services	Cafeteria Cook/Baker [overtime; cafeteria support]	8/18/23-6/12/24
Bustamante, Angelica FNS-Santa Monica HS	Cafeteria Cook/Baker [additional hours; cafeteria support]	10/7/23
Bustamante, Angelica FNS-Santa Monica HS	Cafeteria Cook/Baker [overtime; cafeteria support]	10/7/23
Cortez, Francisco Operations-Santa Monica HS	Custodian [overtime; school events]	10/16/23-6/30/24

De La Rosa, Johanna Facility Improvement Projects	Bilingual Community Liaison [overtime; translations/interpretation services]	7/1/23-6/30/24
De La Rosa, Johanna Special Education	Bilingual Community Liaison [overtime; simultaneous interpreting at parent meetings]	10/1/23-6/12/24
Martinez, Isabel Educational Services	Paraeducator 3 [additional hours; convocation 2023 support]	8/15/23
Rickard, Renee Special Ed-Lincoln MS	Paraeducator 1 [additional hours; choir rehearsal/performance support]	11/1/22-6/12/23
Robinson, Monique Educational Services	Instructional Assistant - Bilingual [additional hours; convocation 2023 support]	8/15/23
Tursi, Lisa Facility Use	Administrative Assistant [overtime; Facility Use events support]	12/1/23-6/30/24
Uliantzeff, Elena FIP-Roosevelt ES	Bilingual Community Liaison [overtime; translations/interpretation services]	7/1/23-6/30/24
Uto, Rika Grant ES	Physical Activities Specialist [additional hours; physical education support]	8/24/23-5/31/24
White, Andrew Educational Services	Elementary Library Coordinator [additional hours; ELC monthly meeting lead and team support]	8/24/23-6/12/24

SUBSTITUTES

EFFECTIVE DATE

Azzariti, Annie McKinley ES	Instructional Assistant - Classroom	11/20/23-6/12/24
Furbush II, Herbert Operations	Custodian	1/9/24-6/30/24
Jenkins, Sandord Operations	Custodian	12/11/23-6/30/24
Lo Greco, Vincent Operations	Custodian	12/1/23-6/30/24
Lucas, Ralph McKinley ES	Instructional Assistant - Classroom	8/24/23-6/12/24
Montoya Schweers, Ryan Franklin ES	Campus Monitor	12/1/23-6/12/24
Pann, Jessica Operations	Custodian	12/1/23-6/30/24
Reed, Eboni Operations	Custodian	12/18/23-6/30/24
Tarver, Olajuwon Operations	Custodian	12/12/23-6/30/24
Walker, Christine Operations	Custodian	12/1/23-6/30/24
Wedlow, Darina McKinley ES	Instructional Assistant - Classroom	11/20/23-6/12/24

Woldai, Daniel Human Resources	Instructional Assistant - Classroom	12/1/23-6/30/24
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PROFESSIONAL GROWTH

EFFECTIVE DATE

Benjamin, Venecia FNS-Webster ES	Cafeteria Worker II	1/1/24
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Martino, Jesica Special Education	Occupational Therapist	1/1/24
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Mata, Estella Food and Nutrition Services	Administrative Assistant	1/1/24
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Saucedo, Olga Adult Education	Office Specialist	1/1/24
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CHANGE IN ASSIGNMENT

EFFECTIVE DATE

Mandic, Elvira Roosevelt ES	Instructional Assistant - Classroom 6 Hrs/SY From: 3 Hrs/SY/Roosevelt ES	10/11/23
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Morales Mendez, Prisma Roosevelt ES	Instructional Assistant - Classroom 6 Hrs/SY From: 3.6 Hrs/SY/Roosevelt ES	10/11/23
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Ortiz, Karina Roosevelt ES	Instructional Assistant - Classroom 6 Hrs/SY From: 3 Hrs/SY/Roosevelt ES	11/29/23
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VOLUNTARY TRANSFER

EFFECTIVE DATE

Hernandez, Patricia Santa Monica HS	Senior Office Specialist 8 Hrs/11 Mo From: 8 Hrs/10 Mo/Lincoln MS	12/1/23
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LEAVE OF ABSENCE (PAID)

EFFECTIVE DATE

Aldana, Monica Franklin ES	Health Office Specialist Medical/FMLA/CFRA	12/7/23-1/5/24
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Carrillo, Rigoberto Maintenance	HVAC Technician Medical/FMLA/CFRA	10/12/23-12/12/23
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Gutierrez, Adriana McKinley ES	Physical Activities Specialist CFRA	11/6/23-1/26/24
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Hernandez, Patricia Santa Monica HS	Senior Office Specialist Intermittent FMLA	8/17/23-6/17/24
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Khimani, Ashraf Facility Improvement Projects	Accountant Medical/FMLA/CFRA	11/16/23-1/16/24
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Lavin, Angela Lincoln MS	Administrative Assistant Medical/FMLA/CFRA	1/8/24-2/8/24
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Strahn, Yvonne Educational Services	Administrative Assistant Medical/FMLA/CFRA	11/29/23-1/26/24
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Sumaria, Urvashi Special Ed-Lincoln CDC	Paraeducator 1 Medical/FMLA/CFRA	8/26/23-2/27/24
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Walsh, Leslie CDS-Roosevelt ES	Children's Center Assistant 2 Medical/FMLA/CFRA	9/26/23-1/1/24
Ward, Allison Webster ES	Senior Office Specialist Medical/FMLA/CFRA	9/1/23-12/31/23
<u>LEAVE OF ABSENCE (UNPAID)</u>		<u>EFFECTIVE DATE</u>
Morales, Steve Operations-Edison LA	Custodian Military	11/10/23-2/29/24
<u>WORKING OUT OF CLASS</u>		<u>EFFECTIVE DATE</u>
Cardoza, Luisa Food and Nutrition Services	Cafeteria Worker II From: Cafeteria Worker I	11/6/23-11/9/23
Carrillo Castillo, Ruben Operations	Utility Worker From: Custodian	11/24/23-4/5/24
Dela Paz, Luzviminda Facility Improvement Projects	Accountant From: Accounting Technician	12/18/23-5/2/24
Limon Espana, Monica Educational Services	Lead Translator/Interpreter From: Translator/Interpreter	9/11/23-12/11/23
Younan, Julie Personnel Commission	Personnel Analyst From: Human Resources Technician	11/10/23-11/30/23
<u>ABOLISHMENT OF POSITION</u>		<u>EFFECTIVE DATE</u>
	Campus Monitor 0.8 Hrs/SY/Grant ES	8/23/23
<u>DISQUALIFICATION FROM PROBATION</u>		<u>EFFECTIVE DATE</u>
QP4061313 Food and Nutrition Services	Cafeteria Worker I	1/2/24
<u>RESIGNATION</u>		<u>EFFECTIVE DATE</u>
Chapman, Vance Special Ed-Rogers LC	Paraeducator 1	11/27/23
Hernandez, Daniel Rogers LC	Campus Monitor	12/15 /23
Machado, Marissa Facility Use	Sports Facility Attendant	11/26/23
Ortiz, Karina Roosevelt ES	Campus Monitor	12/11/23
<u>RETIREMENT</u>		<u>EFFECTIVE DATE</u>
Montoya, Gerald Special Ed-Grant ES	Paraeducator 3	12/1/23
Nelli, Maria Special Ed-Santa Monica HS	Paraeducator 1	12/31/23

**Classified Personnel – Merit
2/1/24**

SUBSTITUTES

Green, Donald
Operations

Custodian

EFFECTIVE DATE

1/16/24-6/30/24

PROFESSIONAL GROWTH

Taylor, Amariah
Malibu HS

Senior Office Specialist

EFFECTIVE DATE

2/1/24

LEAVE OF ABSENCE (PAID)

Carrillo, Brenda
Adams MS

Administrative Assistant
FMLA/Intermittent Medical

EFFECTIVE DATE

11/30/23-12/12/23

Khimani, Ashraf
Facility Improvement Projects

Accountant
Medical/FMLA/CFRA

1/17/24-2/9/24

Yeh, Wendy
Special Ed-Grant ES

Paraeducator 1
Intermittent FMLA

11/9/23-11/9/24

LEAVE OF ABSENCE (UNPAID)

Aranda, Antonio
McKinley ES

Campus Monitor
Instructional Assistant - Classroom
Military

EFFECTIVE DATE

12/7/23-1/28/24

RESIGNATION

Chiang, David
Fiscal Services

Assistant Director, Fiscal Services

EFFECTIVE DATE

1/5/24

Hendricks, David
Transportation

Bus Driver

1/19/24

**Classified Personnel – Non-Merit
1/18/24**

COACHING ASSISTANT

Brown, Shawn	Middle School Athletic Program	12/15/23-6/15/24
Diaz Rodriguez, Christopher	Santa Monica HS	7/1/23-6/30/24
Garcia, Chris	Santa Monica HS	7/1/23-6/30/24
Kaplinsky, Nicholas	Malibu MS/HS	12/4/23-6/12/24
Martinez, Braulio	Middle School Athletic Program	11/29/23-6/12/24
Sandoval, Christopher	Santa Monica HS	7/1/23-6/30/24

TECHNICAL SPECIALIST – LEVEL II

Bixler, Robben	Educational Services [Elementary Mariachi Instructor] - Funding: Measure “R”	9/1/23-5/21/24
Reis, Stephen	Educational Services [Dream Strings Music Instructor] - Funding: SMEF – Dream Winds	8/21/23-6/28/24

TECHNICAL SPECIALIST – LEVEL III

Baxter, Catherine	Santa Monica HS [Special Projects Coordinator – Aeries Transcripts] - Funding: Unrestricted Resource	11/1/23-6/30/24
McKay Schultz, Owen	Santa Monica HS [Percussion Instructor-SMAPA Band] - Funding: Santa Monica Arts Parents Association	8/24/23-6/12/24

Classified Personnel – Non-Merit
2/1/24

COACHING ASSISTANT

Rodgers, Gene

Santa Monica HS

12/12/23-6/30/24

**SANTA MONICA – MALIBU UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MEETING CALENDAR
2023 – 2024**

Date	Time	Location	Notes
2023			
July 12, 2023	4:30 p.m.	Board Room – District Office	
August 9, 2023	4:30 p.m.	Board Room – District Office	
September 13, 2023	4:30 p.m.	Board Room – District Office	
October 11, 2023	4:30 p.m.	Board Room – District Office	
November 8, 2023	4:30 p.m.	Board Room – District Office	
December 13, 2023	4:30 p.m.	Board Room – District Office	
2024			
January 10, 2024	4:30 p.m.	Board Room – District Office	
February 14, 2024	4:30 p.m.	Board Room – District Office	
March 13, 2024	4:30 p.m.	Board Room – District Office	
April 10, 2024	4:30 p.m.	Board Room – District Office	Budget – First Reading
May 8, 2024	4:30 p.m.	Board Room – District Office	Budget – Public Hearing and Adoption
June 12, 2024	4:30 p.m.	Board Room – District Office	

SMMUSD Board of Education Meeting Schedule 2023-24

Closed Session begins at 4:30 p.m. (subject to change)

Public Meetings begin at 5:30 p.m. (subject to change)

Meeting Date	Meeting Location	Meeting Format			Additional Notes
		“A” Format	“B” Format	Combo of “A” & “B”	
7/20/23 (Th)	DO & Zoom			X	
8/3/23 (Th)	DO & Zoom	X			
8/17/23 (Th)	DO & Zoom		X		
9/7/23 (Th)	DO & Zoom	X			
9/13/23 (W)	DO & Zoom				Special Meeting: 2022-23 Unaudited Actuals Note: Wednesday
9/21/23 (Th)	DO & Zoom		X		
10/5/23 (Th)	M	X			
10/19/23 (Th)	DO & Zoom		X		
11/2/23 (Th)	M	X			
11/16/23 (Th)	DO & Zoom		X		
12/7/23 (Th)	DO & Zoom				Special meeting, if necessary for time-sensitive items prior to break
12/14/23 (Th)	DO & Zoom			X	
1/18/24 (Th)	DO & Zoom			X	
2/1/24 (Th)	M	X			
2/15/24 (Th)	DO & Zoom		X		
3/7/24 (Th)	DO & Zoom	X			
3/13/24 (W)	DO & Zoom				Special Meeting: 2023-24 2 nd Interim Budget Note: Wednesday
3/20/24 (W)	M		X		Note: Wednesday
4/18/24 (Th)	DO & Zoom			X	
5/2/24 (Th)	M	X			
5/16/24 (Th)	DO & Zoom		X		
6/6/24 (Th)	DO & Zoom	X			
6/20/24 (Th)	DO & Zoom				Special Meeting: 2024-25 Public Hearings for Budget and LCAP
6/27/24 (Th)	DO & Zoom		X		

Locations marked “DO & Zoom” will be held at the district office and via Zoom webinar.

Locations marked “M” will be at a location in Malibu TBD.

Format A and Combo meetings have a section for communication updates from student board members, union leaders, and the PTA Council President.

VII. Personnel Commission Business:

A. Future Items:

Subject	Action Steps	Tentative Date
TBD		

VIII. Next Regular Personnel Commission Meeting:

Wednesday, March 13, 2024, at 4:30 p.m. – *District Office Board Room*

IX. Public Comments for Closed Session Items Only:

X. Closed Session:

XI. Adjournment: