



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

**PERSONNEL COMMISSION MEETING
AGENDA**

August 9, 2023

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission will be held on **Wednesday, August 9, 2023**, 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 August 9, 2023

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

- G.06 Approval of Minutes for Regular Meeting on July 12, 2023

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



SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING AGENDA

Electronically Recorded (AUDIO ONLY)

August 9, 2023

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, August 9, 2023**, 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 August 9, 2023

G.06 Approval of Minutes for Regular Meeting on July 12, 2023

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>
Board Certified Behavior Analyst	8
Cafeteria Worker I	8
Campus Monitor	1
Facilities Technician	3
Paraeducator 1	1

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)
 - July 20, 2023
 - August 3, 2023
- I.04 Classified Personnel - Non-Merit Report - No. 4.iii (for SMMUSD School Board Agenda)
 - July 20, 2023
- I.05 Personnel Commission's Twelve-Month Calendar of Events
 - 2022 - 2023
- I.06 Board of Education Meeting Schedule
 - 2022 – 2023

VII. PERSONNEL COMMISSION BUSINESS:

B.01 Future Items:

Subject	Action Steps	Tentative Date
Annual Report	N/A	September 13, 2023

VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, September 13, 2023, 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)

July 12, 2023

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, July 12, 2023**, at **4:30 p.m.** in the **District Administrative Offices – Personnel Commission Department**: 1717 4th Street, Santa Monica, CA 90401.

- ❖ **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 4:33 p.m.

G.02 Roll Call: Commissioners Robinson, Tarazi, and Tate were present. Commissioner Tarazi was absent due to a work commitment.

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: July 12, 2023

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: May 10, 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		✓	✓			

Motion to Approve Regular Meeting Minutes: June 14, 2023

Approval was postponed till July 12, 2023. 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 June 14, 2023.**
 - **Oral exams were administered for Board Certified Behavior Analyst and the Paraeducator series.**
 - **Written exams were held for Human Resources Technician and Senior Administrative Assistant.**
 - **Performance exams were held for Bus Driver and Senior Administrative Assistant.**
 - **Final selection interviews were held for the Paraeducator series and Bilingual Community Liaison.**

- The newly opened recruitments include Systems Analyst, Technical Theater Technician, Physical Activities Specialist, Instructional Assistant – Physical Education, Cafeteria Worker II, and Manager, Facility Services Funding.
- The continuous recruitments include Campus Security Officer, the Paraeducator series, Campus Monitor, Instructional Assistant-Classroom, Cafeteria Worker I, Speech Language Pathology Assistant, Vehicle and Equipment Mechanic, and Bus Driver.
- Director Kahn updated the Personnel Commission on staff processing EDD unemployment claims and other requests from the EDD Office. They have processed 32 claims since the last regular Personnel Commission meeting in June.
- Director Kahn informed the Personnel Commission about contracting out the recruitment for Personnel Analyst starting on August 1, 2023. He solicited the work of Dr. Frank Olmos, a respected HR professional within the Southern California testing community with over 20 year of experience in public agencies. His contract is for approval of the Board of Education on July 22, 2023. Dr. Olmos' outlined proposal is placed in the Information Items.
- Commissioner Robinson inquired about the Personnel Analyst final selection interview panel. Director Kahn will be the one responsible for the selection itself.

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.

- **None**

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 summer family picnic that will take place on July 15, 2023.**
 - **Mr. Mock updated the Personnel Commission on the continuous full contract negotiations between SEIU, Local 99, and the District. The next meeting is scheduled for July 18, 2023.**
 - **Mr. Mock informed the Personnel Commission about the Executive Committee's opportunity to meet with Dr. Antonio Shelton, the new Superintendent, on July 5, 2023.**
- Board of Education Report
 - **Dr. Kelly informed the Personnel Commission about the District's certificated and classified hiring for the new school year. Vacancies for principals are at Roosevelt Elementary School and Malibu Middle School as well as for Director of Human Resources.**

- Dr. Kelly notified the Personnel Commission about the Human Resources, Personnel Commission, and Fiscal Departments' work transforming the current Human Resources system to the Human Capital Management System. The anticipated date for implementing the new system is January 2024.
- Dr. Kelly noted that on June 29, 2023, the Board of Education approved the 2023-2024 District budget and LCAP.

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>
Campus Monitor	4
Paraeducator 1	1
Paraeducator 3	1

It was moved and seconded to approve the Consent Calendar as submitted for the Agenda Item C.01. 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 Classification Revision:

Vehicle and Equipment Mechanic within the Operations Support Job Unit

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 stated that the revisions took place mainly in the Minimum Qualifications category, and the classification title.
- The most significant change occurred with replacing experience working with alternative fueled vehicles with experience working with vehicles and/or equipment weighing 14,000 pounds or more.
- The title includes the term “Heavy Duty.” It is renamed Heavy Duty Vehicle and Equipment Mechanic.
- There is a Lead Vehicle and Equipment Mechanic classification; hence, its name would be adjusted. The Minimum Qualifications would be also reviewed to assure an alignment within these two classifications.

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.

- 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)
 - June 29, 2023
- I.04 Classified Personnel - Non-Merit Report - No. 4.iii (for SMMUSD School Board Agenda)

- June 29, 2023
- I.05 Personnel Commission’s Twelve-Month Calendar of Events
 - 2022 - 2023
- I.06 Board of Education Meeting Schedule
 - 2022 – 2023

VII. PERSONNEL COMMISSION BUSINESS:

B.01 Future Items:

Subject	Action Steps	Tentative Date
Annual Report	N/A	September 13, 2023

VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, August 9, 2023, 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: 4:50 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							

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 (8/4/2023)

Req Number	Req Title	Department	Position Type	FTE
24-003	BILINGUAL COMMUNITY LIAISON (SPANISH)	JOHN ADAMS MIDDLE SCHOOL	Vac	100
21-099	BUS DRIVER	TRANSPORTATION	Vac	87.5
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
20-147	CAFETERIA WORKER I	FOOD & NUTRITION SERVICES	Vac	37.5
23-128	CAFETERIA WORKER I	FOOD & NUTRITION SERVICES	Vac	37.5
23-167	CAFETERIA WORKER I	FS - EDISON	New	37.5
23-197	CAFETERIA WORKER I	FOOD & NUTRITION SERVICES	Vac	37.5
23-211	CAFETERIA WORKER I	FOOD & NUTRITION SERVICES	Vac	37.5
23-222	CAFETERIA WORKER II	MALIBU ELEMENTARY 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
22-215	CAMPUS MONITOR	WEBSTER ELEMENTARY SCHOOL	Vac	18.75
22-283	CAMPUS MONITOR	FRANKLIN ELEMENTARY SCHOOL	Vac	25
23-063	CAMPUS MONITOR	ROOSEVELT ELEMENTARY SCHOOL	Vac	0.1
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
23-160	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
23-212	CAMPUS MONITOR	EDISON LANGUAGE ACADEMY	Vac	37.5
23-223	CAMPUS MONITOR	EDISON LANGUAGE ACADEMY	Vac	25

23-224	CAMPUS MONITOR	EDISON LANGUAGE ACADEMY	Vac	25
23-225	CAMPUS MONITOR	WILL ROGERS LEARNING ACADEMY	Vac	0.09
23-226	CAMPUS MONITOR	WILL ROGERS LEARNING ACADEMY	New	2.18
23-227	CAMPUS MONITOR	WILL ROGERS LEARNING ACADEMY	New	2.18
22-113	CAMPUS SECURITY OFFICER	FACILITY USE DEPARTMENT	Vac	25
22-011	CHILDREN'S CENTER ASSISTANT-2	CHILD DEVELOPMENT SERVICES	New	43.75
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
22-163	CHILDREN'S CENTER ASSISTANT-2	CDS - GRANT	Vac	43.75
22-170	CHILDREN'S CENTER ASSISTANT-2	CDS - EDISON	Vac	43.75
23-041	CHILDREN'S CENTER ASSISTANT-2	CDS - GRANT	Vac	43.75
23-042	CHILDREN'S CENTER ASSISTANT-2	CDS - GRANT	Vac	43.75
23-043	CHILDREN'S CENTER ASSISTANT-2	CDS - FRANKLIN	Vac	43.75
24-004	CUSTODIAN	OPERATIONS	Vac	30
23-136	ELECTRICIAN	MAINTENANCE	Vac	100
23-196	FACILITIES TECHNICIAN	MAINTENANCE	Vac	100
23-213	HEALTH OFFICE SPECIALIST	GRANT ELEMENTARY SCHOOL	Vac	75
23-214	HEALTH OFFICE SPECIALIST	MALIBU ELEMENTARY SCHOOL	Vac	75
23-169	HUMAN RESOURCES TECHNICIAN	PERSONNEL COMMISSION	Vac	100
22-243	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	SANTA MONICA HIGH SCHOOL	Vac	43.75
23-192	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	EDISON LANGUAGE ACADEMY	Vac	43.75
22-249	INSTRUCTIONAL ASSISTANT-CLASSROOM	ADULT EDUCATION CENTER	New	42.5

23-044	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	43.75
23-046	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
23-065	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
23-180	INSTRUCTIONAL ASSISTANT-CLASSROOM	FRANKLIN ELEMENTARY SCHOOL	Vac	45
23-187	INSTRUCTIONAL ASSISTANT-CLASSROOM	MALIBU ELEMENTARY SCHOOL	Vac	48.75
23-190	INSTRUCTIONAL ASSISTANT-CLASSROOM	ROOSEVELT ELEMENTARY SCHOOL	Vac	45
23-191	INSTRUCTIONAL ASSISTANT-CLASSROOM	ROOSEVELT ELEMENTARY SCHOOL	Vac	37.5
23-200	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
23-201	INSTRUCTIONAL ASSISTANT-CLASSROOM	FRANKLIN ELEMENTARY SCHOOL	New	75
23-202	INSTRUCTIONAL ASSISTANT-CLASSROOM	WILL ROGERS LEARNING ACADEMY	Vac	43.75
23-203	INSTRUCTIONAL ASSISTANT-CLASSROOM	FRANKLIN ELEMENTARY SCHOOL	Vac	43.75
23-215	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
23-216	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5
23-228	INSTRUCTIONAL ASSISTANT-CLASSROOM	FRANKLIN ELEMENTARY SCHOOL	Vac	40
23-229	INSTRUCTIONAL ASSISTANT-CLASSROOM	WILL ROGERS LEARNING ACADEMY	Vac	37.5
23-230	INSTRUCTIONAL ASSISTANT-CLASSROOM	WILL ROGERS LEARNING ACADEMY	Vac	37.5
24-001	INSTRUCTIONAL ASSISTANT-CLASSROOM	WEBSTER ELEMENTARY SCHOOL	Vac	75
22-177	INSTRUCTIONAL ASSISTANT-PHYSICAL EDUCATION	SANTA MONICA HIGH SCHOOL	Vac	50
23-170	LIBRARY ASSISTANT	JOHN ADAMS MIDDLE SCHOOL	Vac	81.25

23-204	LIBRARY ASSISTANT	LINCOLN MIDDLE SCHOOL	Vac	75
24-011	LIBRARY ASSISTANT	JOHN ADAMS MIDDLE SCHOOL	Vac	81.25
24-005	MANAGER, FACILITY SERVICES FUNDING	FACILITY IMPROVEMENT PROJECTS	New	100
22-125	PARAEDUCATOR-1	WEBSTER ELEMENTARY 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
23-114	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	New	75
23-115	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	New	75
23-121	PARAEDUCATOR-1	SMASH (ALTERNATIVE) SCHOOL	Vac	75
23-131	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	New	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
23-208	PARAEDUCATOR-1	PROJECT-BASED LEARNING (PBL)	Vac	75
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
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
22-238	PARAEDUCATOR-3	SMASH (ALTERNATIVE) SCHOOL	Vac	75
22-250	PARAEDUCATOR-3	SMASH (ALTERNATIVE) SCHOOL	Vac	75
23-017	PARAEDUCATOR-3	CDS - LINCOLN	Vac	56.25
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
23-183	PARAEDUCATOR-3	JOHN ADAMS MIDDLE SCHOOL	Vac	75
23-209	PARAEDUCATOR-3	MALIBU HIGH SCHOOL	Vac	75
24-009	PARAEDUCATOR-3	CDS - LINCOLN	Vac	56.25
24-010	PARAEDUCATOR-3	MALIBU HIGH SCHOOL	Vac	75
23-188	PERSONNEL ANALYST	PERSONNEL COMMISSION	Vac	100
23-165	PHYSICAL ACTIVITIES SPECIALIST	GRANT ELEMENTARY SCHOOL	Vac	62.5
23-156	SENIOR ADMINISTRATIVE ASSISTANT (Confidential)	EDUCATIONAL SERVICES	Vac	100
23-189	SENIOR OFFICE SPECIALIST	WILL ROGERS LEARNING ACADEMY	Vac	100
24-012	SENIOR OFFICE SPECIALIST	JOHN ADAMS MIDDLE SCHOOL	Vac	100

23-102	SPEECH LANGUAGE PATHOLOGY ASSISTANT	SPECIAL EDUCATION	New	81.25
22-169	SPORTS FACILITY ATTENDANT	FACILITY USE DEPARTMENT	Vac	37.5
23-210	STUDENT OUTREACH SPECIALIST	SANTA MONICA HIGH SCHOOL	Vac	100
23-232	STUDENT OUTREACH SPECIALIST	SANTA MONICA HIGH SCHOOL	Vac	100
23-127	SWIMMING INSTRUCTOR/LIFEGUARD	MALIBU HIGH SCHOOL	Vac	37.5
23-233	SYSTEMS ANALYST	EDUCATIONAL SERVICES	Vac	100
23-219	TECHNICAL THEATER COORDINATOR	FACILITY USE DEPARTMENT	New	100
23-139	TECHNICAL THEATER TECHNICIAN	FACILITY USE DEPARTMENT	Vac	100
23-218	TECHNICAL THEATER TECHNICIAN	FACILITY USE DEPARTMENT	Vac	50
23-088	VEHICLE AND EQUIPMENT MECHANIC	TRANSPORTATION	Vac	100

Filled Requisitions (8/4/2023)

Req Number	Req Title	Department	Date of Accepted Job Offer
23-220	BILINGUAL COMMUNITY LIAISON (SPANISH)	MALIBU HIGH SCHOOL	7/11/2023
23-221	BOARD CERTIFIED BEHAVIOR ANALYST	SPECIAL EDUCATION	7/17/2023
22-200	CAMPUS SECURITY OFFICER	FACILITY USE DEPARTMENT	8/3/2023
23-186	INSTRUCTIONAL ASSISTANT-CLASSROOM	MALIBU ELEMENTARY SCHOOL	7/5/2023
23-217	INSTRUCTIONAL ASSISTANT-MUSIC	LINCOLN MIDDLE SCHOOL	8/2/2023
23-126	PARAEDUCATOR-1	FRANKLIN ELEMENTARY SCHOOL	7/21/2023

**Classified Personnel – Merit
7/20/23**

NEW HIRES

		<u>EFFECTIVE DATE</u>
Ramirez, Anthony Grounds	Gardener 8 Hrs/12 Mo/Range: 28 Step: A	4/13/23
Stamper, Christopher Operations	Custodian 8 Hrs/12 Mo/Range: 26 Step: A	7/5/23

SUMMER ASSIGNMENTS

		<u>EFFECTIVE DATE</u>
Aceves, Cindy Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Adams, Melissa Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Alvarez, Malissa Child Development Services	Children’s Center Assistant 1 8 Hrs/Day	6/13/23-8/23/23
Alvarez, Maryke Special Ed-Grant ES/Adams MS	Paraeducator 3 4.75 Hrs/Day	6/20/23-7/18/23
Andersen, Anardeen Operations	Custodian 8 Hrs/Day	6/16/23-8/21/23
Aquino, Gilda Child Development Services	Children’s Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Aranda, Antonio Educational Services-Grant ES	Instructional Assistant-Classroom 4 Hrs/Day	6/20/23-7/14/23
Barba, Gabriella Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Barreras-Graciano, Laura Edison LA	Instructional Assistant - Bilingual 3.5 Hrs/Day	6/13/23
Benjamin, Venecia Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Bonnel, Melissa Special Education	Occupational Therapist Not to exceed: 12 Hrs	6/15/23-6/16/23
Brito, Maria Special Ed-Malibu HS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Brito, Salvador Transportation	Bus Driver Not to exceed: 164 Hrs	6/16/23-8/16/23
Brooks, Latricia Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Brown, Lincoln Child Development Services	Children’s Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Brown, Steve Transportation	Bus Driver Not to exceed: 154 Hrs	6/16/23-8/16/23

Buendia, Carolina Special Ed-Grant ES	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Burnham, REXANNE Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Burrell, Catherine Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Cabrera, Jennifer Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Cabrera, Jennifer Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Campos, Mercedes Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Carbajal, Patricia Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Cardoza, Luisa Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Ceron, Gloria Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Chandler, Maya Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Chawla, Simren Special Education	Occupational Therapist Not to exceed: 12 Hrs	6/15/23-6/16/23
Cisneros, Amber Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Conrad, Wei-Jin Educational Services-Grant ES	Instructional Assistant-Classroom 4 Hrs/Day	6/20/23-7/14/23
Cooper, Raymond Facility Use-Lincoln MS	Campus Security Officer 8 Hrs/Day	6/26/23-8/4/23
Cornejo, Natalie Operations	Custodian 8 Hrs/Day	6/16/23-8/21/23
Cortez, Griselda Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Cortez, Griselda Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Cruz, Carmen Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Cruz, Carmen Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Custodio, Thelma Special Ed-Santa Monica HS	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/24/23
Daniels, Delone Special Ed-Grant ES	Paraeducator 2 4.5 Hrs/Day	6/20/23-7/18/23

Davis, Lenora Transportation	Bus Driver Not to exceed: 154 Hrs	6/16/23-8/16/23
Dawson, Kiva Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
De La Rosa, Christopher Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
De Noya, Michael Special Ed-Santa Monica HS	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Deleon, Adrian Special Ed-Grant ES	Paraeducator 3 6.5 Hrs/Day	6/20/23-7/18/23
Diaz, Delfina Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Diaz, Delfina Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Dixon, Crystal Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Doty, Joel Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Drayden, Anthony Special Ed-Santa Monica HS	Paraeducator 1 Not to exceed: 12 Hrs	6/20/23-6/22/23
Eby, David Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Elie, Latrice Transportation	Bus Driver Not to exceed: 154 Hrs	6/16/23-8/16/23
Everage, Askia Special Ed-Santa Monica HS	Paraeducator 3 6.5 Hrs/Day	6/20/23-7/18/23
Fernandez, Angelica Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Fleck, Maria Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Friedman, Talia Special Education	Occupational Therapist Not to exceed: 12 Hrs	6/15/23-6/16/23
Garcia, Melina Edison LA	Senior Office Specialist 8 Hrs/Day	6/20/23-6/22/23
Garcia, Norma Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Gauntt, Deborah Transportation	Bus Driver Not to exceed: 164 Hrs	6/16/23-8/16/23
Gheewala, Mehrun Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Gheewala, Mehrun Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23

Godinez, Lorena Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Gomez, Aida Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Gondo, Janet Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Gonzalez, Andrea Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Gonzalez, Cecilia Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Gonzalez, Cecilia Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Gonzalez, Ramona Educational Services-Grant ES	Instructional Assistant-Classroom 4 Hrs/Day	6/20/23-7/14/23
Granadino, Frank Transportation	Bus Driver Not to exceed: 164 Hrs	6/16/23-8/16/23
Griffis, Denise FNS-Grant ES	Cafeteria Worker II 8 Hrs/Day	6/16/23-7/15/23
Gutierrez, Rosa Transportation	Bus Driver Not to exceed: 164 Hrs	6/16/23-8/16/23
Hernandez, Edlin Special Ed-Malibu HS	Paraeducator 3 6.5 Hrs/Day	6/20/23-7/18/23
Hernandez, Jessica Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Hernandez, Jessica Educational Services-Grant ES	Bilingual Community Liaison Not to exceed: 20 Hrs	6/20/23-7/14/23
Hernandez, Jessica Edison LA	Bilingual Community Liaison 8 Hrs/Day	6/21/23-6/23/23
Higgins, Shaun Special Ed-Adams MS	Paraeducator 3 4.75 Hrs/Day	6/20/23-7/18/23
Hoorizadeh, Shayesteh Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Hunter-Sallustio, Dominique Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Hunter-Sallustio, Dominique Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Islas, Gloria Food and Nutrition Services	Cafeteria Worker I 8 Hrs/Day	6/15/23-8/22/23
Iverson, Ocea Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Jackson, Latasha Special Ed-Grant ES	Paraeducator 2 6.5 Hrs/Day	6/20/23-7/18/23

Jelks, Curtis Operations	Custodian 8 Hrs/Day	6/16/23-8/21/23
Johnson, Lore Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Johnson, Mayra Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Jones, Mashawnda Special Ed-Adams MS	Paraeducator 3 4.75 Hrs/Day	6/20/23-7/18/23
Kahaleuahi, Joan Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Kennedy, Katherine Special Ed-Malibu HS	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Kim, Eunice Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Krstic, Nadine Special Ed-Santa Monica HS	Paraeducator 1 6.5 Hrs/Day	6/20/23-7/18/23
Landaverde, Elmer Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
LeVeaux, Mele Santa Monica HS	Student Outreach Specialist 4 Hrs/Day	6/20/23-7/24/23
Lo Greco, Vincent Special Ed-Malibu HS	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Lopez Velazco, Sarah Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Lozano, Jasmine Special Ed-Santa Monica HS	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Lucas, Ralph Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Lyles, Michelle Special Ed-Santa Monica HS	Paraeducator 3 6.75 Hrs/Day	6/20/23-7/18/23
Lyons, Debra Santa Monica HS	Health Office Specialist 4 Hrs/Day	7/17/23-7/24/23
Maclearn, Jessica Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Mallari, Neiel Special Ed-Grant ES	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Mangum, Don Educ. Svcs-Santa Monica HS	Campus Security Officer 4 Hrs/Day	6/20/23-7/24/23
Mansfield, Michelle Edison LA	Instructional Assistant - Bilingual 1.5 Hrs/Day	6/13/23
Manzano, Elva Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23

Martinez, Melinda Special Ed-Grant ES	Paraeducator 3 8 Hrs/Day	6/20/23-7/18/23
Martino, Jesica Special Education	Occupational Therapist Not to exceed: 12 Hrs	6/15/23-6/16/23
Mayer, Alison Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
McGowan, Zakesha Transportation	Bus Driver Not to exceed: 154 Hrs	6/16/23-8/16/23
McKeeever, Marissa Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Miller, Brenda Educational Services-Grant ES	Health Office Specialist 4 Hrs/Day	6/20/23-7/14/23
Morales, Prisma Educational Services-Grant ES	Instructional Assistant-Classroom 4 Hrs/Day	6/20/23-7/3/23
Moreno, Rosa Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Moya, Kimberly Transportation	Bus Driver Not to exceed: 154 Hrs	6/16/23-8/16/23
Nash-Johnson, Keshia Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Ockner, Sari Special Education	Occupational Therapist Not to exceed: 12 Hrs	6/15/23-6/16/23
Orozco, Cecilia Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Ortega Garcia, Ismael Student Svcs-Santa Monica HS	Licensed Vocational Nurse 8 Hrs/Day	6/13/23-7/21/23
Overton, Christophe Special Ed-Grant ES	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Oyenoki, Daniel Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Padilla, Elizabeth Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Parker, Calvin Special Ed-Santa Monica HS	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Perez, Grace Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Pineda, Blanca Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Pineda, Blanca Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Pollack, Bridget Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23

Portillo, Cristina Child Development Services	Children's Center Assistant 3 8 Hrs/Day	6/13/23-6/16/23
Portillo, Cristina Child Development Services	Children's Center Assistant 3 8 Hrs/Day	6/13/23-8/23/23
Preciado, Daniel Operations	Custodian 8 Hrs/Day	6/16/23-8/21/23
Pullard, Alexis Special Ed-Grant ES	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Quiroz, Timothy Food and Nutrition Services	Stock and Delivery Clerk 8 Hrs/Day	6/13/23
Quiroz, Timothy Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Ramirez, Armida Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Ramirez, David Edison LA	Instructional Assistant - Bilingual 3.5 Hrs/Day	6/13/23
Razon-McMillan, Monica Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Razon-McMillan, Monica Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Reuther, Teresa Special Ed-Santa Monica HS	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Richards, Ingrid Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Rickard, Renee Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Riley, Martelle Transportation	Bus Driver Not to exceed: 164 Hrs	6/16/23-8/16/23
Robinson, Monique Santa Monica HS	Instructional Assistant - Bilingual Not to exceed: 12 Hrs	6/20/23-6/22/23
Rodriguez, Cecilia Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Rodriguez, Frances Child Development Services	Children's Center Assistant 3 8 Hrs/Day	6/13/23-6/16/23
Rodriguez, Frances Child Development Services	Children's Center Assistant 3 8 Hrs/Day	6/13/23-8/23/23
Rosales, Ana Celia Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Rosales, Ana Celia Edison LA	Instructional Assistant - Bilingual 3.5 Hrs/Day	6/13/23
Salvati, Rachel Educational Services-Grant ES	Instructional Assistant-Classroom 4 Hrs/Day	6/20/23-7/14/23

Sampson, Claudia Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Sandoval, Noelle Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Seklawi, Sara Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-6/16/23
Seklawi, Sara Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Shih, Jennifer Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Silvestre, Ernestina Transportation	Bus Driver Not to exceed: 164 Hrs	6/16/23-8/16/23
Simms, Khaila Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Singleton, Eric Special Ed-Grant ES	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Smith, Angelique Special Education	Occupational Therapist Not to exceed: 12 Hrs	6/15/23-6/16/23
Smith, Brian Transportation	Bus Driver Not to exceed: 132 Hrs	6/16/23-8/16/23
Smith, Dunnell Educ. Svcs-Santa Monica HS	Campus Security Officer 4 Hrs/Day	6/20/23-7/24/23
Smith, Joann Special Ed-Grant ES	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Sumaria, Urvashi Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Syposs, Michelle Special Ed-Grant ES	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Taylor, Christian Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Taylor, Inelle Operations	Custodian 8 Hrs/Day	6/16/23-8/21/23
Tenison, Laura Special Ed-Grant ES	Paraeducator 3 4.5 Hrs/Day	6/18/23-7/18/23
Terry, Isaura Educational Services-Grant ES	Administrative Assistant 5 Hrs/Day	6/16/23-7/17/23
Trujillo, Sandy Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Tse, Pui Yin Operations	Custodian 8 Hrs/Day	6/16/23-8/21/23
Turner, Gearl Transportation	Bus Driver Not to exceed: 154 Hrs	6/16/23-8/16/23

Urbina, Erin Santa Monica HS	Health Office Specialist 4 Hrs/Day	6/20/23-7/14/23
Valverde Miguel, Kevin Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Vargas, Cynthia Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Vasquez, Angel Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Velazquez, Alejandra Educational Services-Adams MS	Campus Monitor 3.5 Hrs/Day	6/20/23-7/14/23
Villa, Maria Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Villa, Paola Operations	Custodian 8 Hrs/Day	6/14/23-8/21/23
Villagomez, Alice Educational Services-Grant ES	Instructional Assistant-Classroom 4 Hrs/Day	6/20/23-7/14/23
Villegas, Yvonne Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Wade, Byron Special Ed-Santa Monica HS	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Walker, Christine Special Ed-Malibu HS	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Wallace, Kymberlee Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Walsh, Leslie Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Watts, Anne Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23
Webster, Ryan Special Ed-Adams MS	Paraeducator 3 4.75 Hrs/Day	6/20/23-7/18/23
Williams, Monica Operations	Custodian 8 Hrs/Day	6/16/23-8/21/23
Willie, Kyrie Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Wilson, Terry Operations	Custodian 8 Hrs/Day	6/16/23-8/21/23
Wilson, Walter Special Ed-Grant ES	Paraeducator 3 4.5 Hrs/Day	6/20/23-7/18/23
Womack, Raven Child Development Services	Children's Center Assistant 2 8 Hrs/Day	6/13/23-8/23/23
Yadegari, Shiva Educational Services-Adams MS	Campus Monitor 3.5 Hrs/Day	6/20/23-7/18/23

Yates, Kathy Transportation	Bus Driver Not to exceed: 154 Hrs	6/16/23-8/16/23
Yeh, Wendy Special Ed-Grant ES	Paraeducator 1 4.5 Hrs/Day	6/20/23-7/18/23
Zaheer, Anila Special Ed-Adams MS	Paraeducator 1 4.75 Hrs/Day	6/20/23-7/18/23

TEMP/ADDITIONAL ASSIGNMENTS

EFFECTIVE DATE

Alba, Julio Facility Improvement Projects	Technology Support Assistant [overtime; FIP project support]	7/1/23-6/30/24
Barrett, Kenny Facility Improvement Projects	Technology Support Assistant [overtime; FIP project support]	7/1/23-6/30/24
Baskina, Galina Educational Services	Accompanist [additional hours; Stairway of the Stars rehearsal & concert]	3/1/23-3/31/23
Baskina, Galina Educational Services	Accompanist [overtime; Stairway of the Stars rehearsal & concert]	3/1/23-3/31/23
Benitez, Jesus Facility Improvement Projects	Facilities Technician [overtime; FIP project support]	7/1/23-6/30/24
Careaga, Esmeralda Facility Improvement Projects	Communications Specialist [overtime; FIP project support]	7/1/23-6/30/24
Castillo, John Facility Improvement Projects	Senior Network Engineer [overtime; FIP project support]	7/1/23-6/30/24
Clarke, Emily Special Ed-Adams MS	Paraeducator 1 [additional hours; planning hours]	8/17/22-12/16/22
Dela Paz, Luzviminda Facility Improvement Projects	Accounting Technician [overtime; FIP project support]	7/1/23-6/30/24
Deleon, Adrian Special Ed-McKinley ES	Paraeducator 3 [additional hours; overnight field trip supervision]	5/1/23-5/3/23
Deleon, Adrian Special Ed-McKinley ES	Paraeducator 3 [overtime; overnight field trip supervision]	5/1/23-5/3/23
Diaz Gomez, Angel Facility Improvement Projects	Technology Support Assistant [overtime; FIP project support]	7/1/23-6/30/24
Ganelis, Inna Educational Services	Accompanist [overtime; Stairway of the Stars rehearsal & concert]	3/1/23-3/31/23
Jackson, Donte Facility Use	Lead Custodian [overtime; Facility Use events support]	2/1/23-6/30/23
Khimani, Ashraf Facility Improvement Projects	Accountant [overtime; FIP project support]	7/1/23-6/30/24
Levy, Robin Special Ed-Malibu MS/HS	Paraeducator 1 [overtime; field trip supervision]	3/29/23
Manzur, Juan Facility Improvement Projects	Senior Technology Support Assistant [overtime; FIP project support]	7/1/23-6/30/24

Marmolejo, David Facility Improvement Projects	Network Engineer [overtime; FIP project support]	7/1/23-6/30/24
Martinez, Santiago Facility Improvement Projects	Technology Support Assistant [overtime; FIP project support]	7/1/23-6/30/24
McNaughton, Joellen Educational Services	Accompanist [overtime; Stairway of the Stars rehearsal & concert]	3/1/23-3/31/23
Miller, Melvyn Adams MS	Campus Security Officer [overtime; fall music concerts security]	11/15/22-11/16/22
Morales, Carmela FNS-Grant ES	Cafeteria Worker I [additional hours; cafeteria support]	4/19/23-6/12/23
Morales, Stephany Special Education	Administrative Assistant [overtime; move and new office setup support]	1/25/23-4/3/23
Morales, Yanet Facility Improvement Projects	Senior Technology Support Assistant [overtime; FIP project support]	7/1/23-6/30/24
Motoyama Hughes, Patricia Special Education	Special Education Specialist [overtime; move and new office setup support]	1/25/23-4/3/23
Perez, Maria Operations	Custodian [overtime; custodial support]	3/22/23-6/30/23
Reid, Shuntoria Special Education	Special Education Specialist [overtime; move and new office setup support]	1/25/23-4/3/23
Ridley, Tischa FNS-Adams MS	Site Food Services Coordinator [additional hours; cafeteria support]	4/1/23-6/12/23
Ridley, Tischa FNS-Adams MS	Site Food Services Coordinator [overtime; cafeteria support]	4/1/23-6/12/23
Robinson, Monique Adams MS	Instructional Assistant - Bilingual [additional hours; planning hours]	9/2/22-6/12/23
Sarvey, Roxana Special Ed-Adams MS	Paraeducator 1 [additional hours; planning hours]	9/2/22-6/12/23
Smith, Angelique Special Education	Occupational Therapist [overtime; compensatory ed time for students]	3/10/23-6/12/23
Smith, Matthew Facility Improvement Projects	Facilities Technician [overtime; FIP project support]	7/1/23-6/30/24
Staib, Katherine Facility Improvement Projects	Administrative Assistant [overtime; FIP project support]	7/1/23-6/30/24
Wilson, Stanley Adams MS	Campus Security Officer [overtime; fall & winter music concerts security]	11/15/22-12/16/22
Zalazar, Vanina Educational Services	Lead Translator/Interpreter [overtime; translations/interpretation at meetings]	2/1/23-6/30/23

SUBSTITUTES

Brown, Robert
Operations

Custodian

EFFECTIVE DATE

6/21/23-6/30/23

Cruz Rodriguez, Rolando Operations	Custodian	6/15/23-6/30/23
De La Cruz, Maria Special Education	Paraeducator 1	8/24/23-6/12/24
Fynn, Eliot Facility Use	Audience Services Coordinator	5/26/23-6/30/23

PROFESSIONAL GROWTH

McNaughton, Joellen Malibu HS	Accompanist	<u>EFFECTIVE DATE</u> 7/1/23
----------------------------------	-------------	--

INVOLUNTARY TRANSFER

Wilson, Walter Special Ed-Adams MS	Paraeducator 3 6 Hrs/SY From: 6 Hrs/SY/Special Ed-Malibu HS	<u>EFFECTIVE DATE</u> 2/21/23
---------------------------------------	---	---

LEAVE OF ABSENCE (PAID)

Durham, Michael Operations-Malibu MS/HS	Custodian Medical/FMLA/CFRA	<u>EFFECTIVE DATE</u> 5/1/23-6/30/23
--	--------------------------------	--

Sammann, Kevin Transportation	Bus Driver Medical	6/1/23-6/15/23
----------------------------------	-----------------------	----------------

WORKING OUT OF CLASS

Villa, Paola Food and Nutrition Services	Stock and Delivery Clerk From: Cafeteria Worker I	<u>EFFECTIVE DATE</u> 4/25/23
---	--	---

Williams, Monica Lincoln MS	Administrative Assistant From: Senior Office Specialist	2/13/23-3/5/23
--------------------------------	--	----------------

ABOLISHMENT OF POSITION

Custodian 8 Hrs/12 Mo/Operations	<u>EFFECTIVE DATE</u> 3/22/23
-------------------------------------	---

Paraeducator 1 6.5 Hrs/SY/Special Ed-Santa Monica HS	8/17/22
---	---------

Paraeducator 1 6 Hrs/SY/Special Ed-Adams MS	2/21/23
--	---------

Paraeducator 1 6.5 Hrs/SY/Special Ed-Santa Monica HS	3/31/23
---	---------

Paraeducator 3 8 Hrs/SY/Special Ed-Santa Monica HS	8/17/22
---	---------

Senior Office Specialist 8 Hrs/12 Mo/Operations	3/2/23
--	--------

RESIGNATION

Barba, Gabriela Special Ed-Grant ES	Paraeducator 1	<u>EFFECTIVE DATE</u> 7/18/23
--	----------------	---

Glenn, Wesley
Facility Use

Technical Theater Technician

5/27/23

RETIREMENT

Bilotti, Alfred
Special Ed-Malibu HS

Paraeducator 1

EFFECTIVE DATE

6/12/23

Magallanes, Joy
Education Technology Services

Systems Analyst

8/4/23

**Classified Personnel – Merit
8/3/23**

SUMMER ASSIGNMENTS

Cisneros, Yolanda Operations	Custodian 8 Hrs/Day	<u>EFFECTIVE DATE</u> 6/20/23-6/23/23
McKeever, Marissa Operations	Custodian 8 Hrs/Day	6/21/23-6/28/23

TEMP/ADDITIONAL ASSIGNMENTS

Molina, Carla Operations-Malibu MS/HS	Custodian [overtime; school sponsored events support]	<u>EFFECTIVE DATE</u> 7/1/23-6/30/24
Royal, Kenneth Operations-Adams MS	Custodian [overtime; school event support]	4/29/23

SUBSTITUTES

Allen, Keyon Operations	Custodian	<u>EFFECTIVE DATE</u> 7/7/23-6/30/24
Shabazz Smith, Tom Operations	Custodian	7/3/23-6/30/24

PROFESSIONAL GROWTH

Bravo, Richard Operations-Edison LA	Custodian	<u>EFFECTIVE DATE</u> 8/1/23
--	-----------	--

VOLUNTARY TRANSFER

Smith, Caitlin Adams MS	Instructional Assistant - Music 6 Hrs/SY From: 6 Hrs/SY/Lincoln MS	<u>EFFECTIVE DATE</u> 8/23/23
----------------------------	--	---

LEAVE OF ABSENCE (PAID)

Boyd, Katherine Operations-Santa Monica HS	Custodian Medical/FMLA/CFRA	<u>EFFECTIVE DATE</u> 7/10/23-7/28/23
Dominguez-Morales, Yanet Education Technology Services	Senior Technology Support Assistant Intermittent FMLA	4/20/23-4/20/24
Rodriguez, Maria Operations-Santa Monica HS	Custodian Medical/FMLA/CFRA	6/13/23-6/22/23
Washington, Chanee Transportation	Administrative Assistant Intermittent FMLA	7/1/23-6/30/24

LEAVE OF ABSENCE (UNPAID)

Polk, Carlesha Special Ed-SMASH	Paraeducator 3 Child Care	<u>EFFECTIVE DATE</u> 9/18/23-2/27/24
------------------------------------	------------------------------	---

WORKING OUT OF CLASS

Cage, Ramondo Operations	Utility Worker From: Custodian	<u>EFFECTIVE DATE</u> 6/7/23-6/15/23
Harris, Tracey Operations	Utility Worker From: Custodian	6/9/23
Lovell, Colvin Operations	Utility Worker From: Custodian	6/9/23
Morris, Sean Operations	Utility Worker From: Custodian	6/7/23-6/16/23
Tate, Wiley Operations	Utility Worker From: Custodian	6/7/23-6/16/23
Vazquez-Gomez, Miguel Operations	Utility Worker From: Custodian	6/7/23-6/16/23

RESIGNATION

Ascencio, Miguel Special Ed-Malibu HS	Paraeducator 3	<u>EFFECTIVE DATE</u> 6/12/23
Drayden, Anthony Special Ed-Santa Monica HS	Paraeducator 1	6/30/23
Magbanua Anderson, Trisha Malibu ES	Health Office Specialist	6/13/23
Rubio, Carolina Special Ed-LCDC	Paraeducator 3	6/12/23
Shafai, Kymberley Webster ES	Instructional Assistant-Classroom	6/29/23
Womack, Raven CDS-Rogers LC	Campus Monitor Children's Center Assistant 2	8/18/23
Zakaria, Mahnaz Special Ed-Rogers LC	Paraeducator 1	8/22/23

**Classified Personnel – Non-Merit
7/20/23**

COACHING ASSISTANT

Bennett, Matthew	Malibu MS/HS	6/1/23-6/30/23
Goldberg, Hayden	Malibu MS/HS	2/1/23-6/30/23
Hamilton, Jerrel	Malibu MS/HS	2/1/23-6/12/23
Hernandez, Steven	Malibu MS/HS	6/1/23-6/30/23
Keiser, Benjamin	Santa Monica HS	1/9/23-6/30/23
Kramer, Quinton	Malibu MS/HS	2/1/23-6/12/23
Robinson, Derrick	Santa Monica HS	7/1/22-6/30/23
Stevenson, Shanna	Santa Monica HS	7/1/22-6/30/23
Taylor, Amariah	Malibu MS/HS	2/1/23-6/12/23

**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
Annual Report	N/A	September 13, 2023

VIII. Next Regular Personnel Commission Meeting:
Wednesday, September 13, 2023, at 4:30 p.m. – *District Office Board
Room*

IX. Public Comments for Closed Session Items Only:

X. Closed Session:

XI. Adjournment: