



# Pacifica School District

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*Preparing Students for an Evolving World*

www.pacificasd.org

## MEMORANDUM

*Human Resources and Integrated Services*

Meeting of

5/11/2016

**TO:** Wendy S. Tukloff, Ed.D., Superintendent  
for Members, Board of Trustees

**FROM:** Ray Avila, Associate Superintendent

**SUBJECT:** Personnel Changes

### Recommendation

It is recommended that the Board approve the following Personnel items:

#### 1. Admin/Management:

- a) **Promotion** of Susanne Campos, from Administrative Secretary to Confidential Executive Assistant to the Superintendent, District Office, effective June 1, 2016.

#### 2. Certificated:

- a) **Employment** of Dayhana Otero, World Language-Spanish Teacher, Multiple Subject Credential, Sunset Ridge School, effective August 22, 2016.
- b) **Employment** of Brian Parker, Certificated Substitute, 30-Day Emergency Teaching Permit, effective April 26, 2016.

#### c) 2016-2017 Job Shares and Leaves of Absence:

<u>Teacher</u>	<u>Status</u>	<u>Teacher</u>	<u>Status</u>	<u>Site</u>	<u>Grade</u>
Megan Skrifvars-Richards	.5 FTE (Partial Leave)	Gina Miglio	.5 FTE (Temporary)	CAB	SDC
Dwan Padilla	.8 FTE (Pre Retirement Program)	Michelle Keaney	.2 FTE (Temporary)	CAB	4th
Michelle Brazil	.7 FTE (Partial Leave)	Diane Harrold	.3 FTE (Retired/Temp)	ORT	K
Sharon Rios	.59 FTE (Partial Leave)	Katharine Bosinoff	.41 FTE (Partial Leave)	ORT	TK
Karen Stevenson	.59 FTE (Partial Leave)	Sky Baumbach	.41 FTE (Partial Leave)	ORT	4 <sup>th</sup> /5th
Fran Quartini	.8 FTE (Partial Leave)	Sandy Mills	.2 FTE (Retired/Temp)	SR	2 <sup>nd</sup>
Juli Chang	.8 FTE (Partial Leave)	Michelle Zuromski	.2 FTE (Temporary)	OSS	1 <sup>st</sup>
Helen Rojas	.84 FTE (Partial Leave)	Jackie Garduno	.16 FTE (Temporary)	OSS	1st
Natasha Glasgo	.8 FTE (Partial Leave)	Brandy Vasquez	.2 FTE (Partial Leave)	VAL	K
Diane Barghouthy (OSS Teacher)	Professional Growth Leave				
Robin Foster (Humanities Coach)	For the 2016-2017 School Year Leave of Absence for the 2016- 2017 School Year				
Casey Elmquist (SR Teacher)	Leave of Absence for the 2016- 2017 School Year				
Jennifer Kaufman (OT Director)	Leave of Absence for the 2016- 2017 School Year				

### **Rationale**

The Collective Bargaining Agreement between Pacifica School District and LSEA, Article 23 – Job Sharing, sets out the procedure by which teachers may apply to job share. In keeping with these procedures, a teacher and district administration committee reviewed the proposed job share packets for completeness and verified principal support for the job shares. As a result of the job shares, partial leaves are outlined above.

- d) **Partial Leave of Absence** for Akaela Pepper, .50FTE ELA/ELD Teacher, Ingrid B. Lacy School, effective August 22, 2016.
- e) **Extension of Partial Leave of Absence** for Meghan Neuberger, .80FTE School Counselor, Ingrid B Lacy School, effective August 22, 2016.
- f) **Personal Necessity Leave** of Kathleen Fugitt, Certificated Teacher, Ortega School, from June 8-16, 2016.
- g) **Resignation** of Claire Harrison, Certificated Teacher, Ingrid B. Lacy School, effective August 17, 2016.

### **3. Classified:**

- a) **Employment** of Karen Delgado, Classified Substitute, Classified Salary Schedule for the Appropriate Range, effective April 14, 2016.
- b) **Release from Probation** of Pearl Pacheco, Behaviorist, LMEC, effective April 22, 2016.
- c) **Retirement** of Annette Holthaus, Paraprofessional and Instructional Technology Aide, Vallemar School, effective June 16, 2016.
- d) **Resignation** of Danielle Decot Ferris, Administrative Secretary, District Office, effective May 6, 2016.
- e) **End of Short Term Employment** of Jose Parada, Custodian I, Ocean Shore School, Classified Salary Schedule for the Appropriate Range, effective April 24, 2016.
- f) **Employment** of Jose Parada, Custodian I, Ocean Shore School, Classified Salary Schedule for the Appropriate Range, effective April 25, 2016.
- g) **Employment** of Gerald Kern, Custodian I, Vallemar School, Classified Salary Schedule for the Appropriate Range, effective May 2, 2016.
- h) **Employment** of Kathleen McKay, Classified Substitute, Classified Salary Schedule for the Appropriate Range, effective April 28, 2016.