



Pacifica School District

375 Reina Del Mar Avenue ★ Pacifica, California ★ 94044
(650) 738-6600 ★ (650) 557-9672 (fax)

Preparing Students for an Evolving World

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MEMORANDUM

Integrated Services and Human Resources

Meeting of 06/29/16

TO: Wendy S. Tukloff, Ed.D., Superintendent
For Board of Trustees

FROM: Ray Avila, Associate Superintendent

SUBJECT: Revised Salary Classification: Custodian/Maintenance Worker/Groundskeeper
(LCAP Goal #1 – Attract & Retain)

Recommendation:

It is recommended the Board approve the revised salary classification for the position of Custodian/Maintenance Worker/Groundskeeper.

Background:

The original intent of this position when it was presented to the Board prior to the 2015-2016 school year was to alleviate the need to utilize Facilities, Maintenance and Operations staff when there were no subs available in the event of an existing employee's absence. Fortunately, this need was extremely limited during the 2015-2016 school year, and the position focused more on supporting overall Maintenance work throughout the district. This information was shared with the trustees at the February 9th, 2016 Board Work Study. Staff recommended this position be reclassified, as of July 1, 2016, from a Range 51 to a Range 55 which will allow for a salary increase that supports the Maintenance Worker job duties consistently implemented by the employee in this position.

CSEA was provided notice of the proposed changes to this classified job description and confirmed in writing agreement with the changes.

A copy of the revised job description with salary classification changes is attached for the Board to review along with the current Custodian/Maintenance Worker/Groundskeeper job description.