



# Pacifica School District

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

*Preparing Students for an Evolving World*

www.pacificasd.org

## MEMORANDUM

*Human Resources and Integrated Services*

Meeting of

3/11/15

**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:**

**2) Certificated:**

- a) **Employment** of Alexander Hilo, Certificated Substitute Teacher, 30 Day Emergency Teaching Permit, effective February 1, 2015.
- b) **Employment** of Alexis Chavez, Certificated Substitute Teacher, 30 Day Emergency Teaching Permit, effective February 3, 2015.
- c) **Resignation** of Tacara Koski, .4FTE Certificated Teacher, Sunset Ridge School, effective June 17, 2015.
- d) **Extension** of Leave of Absence for Robin Foster, Certificated Teacher, District Office, effective for the 2015-2016 School Year.
- e) **Employment** of Celeste Fulwiler, Certificated Substitute Teacher, 30 Day Emergency Teaching Permit, effective February 20, 2015.
- f) **Extension** of Partial Leave of Absence for Rachel Merlo, .67FTE Certificated Teacher, Ingrid B. Lacy School, effective for the 2015-2016 School Year.
- g) **Extension** of Partial Leave of Absence for Meghan Neuberger, .80FTE School Counselor, Ingrid B. Lacy School, effective for the 2015-2016 School Year.
- h) **End of Leave of Absence** of Sharon Rios, Certificated Teacher, Ortega School, effective April 1, 2015.

**3) Classified:**

- a) **Employment** of Kim Bryant, Classified Substitute, Classified Salary Schedule B for the Appropriate Position Range, effective February 3, 2015.
- b) **Employment** of Judith Marcos, Classified Substitute, Classified Salary Schedule B for the Appropriate Position Range, effective February 3, 2015.
- c) **Resignation** of Barbara Bualat, .25 FTE School Assistant, Ocean Shore School, effective February 20, 2015.
- d) **Promotion** of Barbara Bualat, .5 FTE Clerical Assistant, District Office, Classified Salary Schedule A for the Appropriate Position Range, effective February 23, 2015.
- e) **Employment** of Barbara Heppert, .25 FTE Crossing Guard, Sunset Ridge School, Classified Salary Schedule A for the Appropriate Position Range, effective February 5, 2015.
- f) **Release** from Probation of Elise Peix, Van Driver, District Office, effective February 13, 2015.
- g) **Employment** of Tarna Ramsey, Classified Substitute, Classified Salary Schedule B for the Appropriate Position Range, effective February 18, 2015.
- h) **Short Term Employment** of Theresa Ryan-Voorhes, School Assistant and Paraprofessional, Ocean Shore School, Classified Salary Schedule B for the Appropriate Position Range, effective February 23, 2015 to June 17, 2015.
- i) **Employment** of Anthony DeSouza, Classified Substitute, Classified Salary Schedule B for the Appropriate Position Range, effective February 24, 2015.
- j) **End of Leave of Absence** for Charlene Hilo, School Secretary, Ingrid B. Lacy School, effective February 26, 2015.
- k) **End of Leave of Absence** for Enrico Del Corto, Groundskeeper, District office, effective March 4, 2015.
- l) **Leave of Absence** for Sylvia Santiago-Mejia, Satellite Kitchen Assistant, Sunset Ridge School, effective March 9, 2015.