

Santa Ana Unified School District
1601 E. Chestnut Avenue
Santa Ana, California 92701

MINUTES

REGULAR MEETING
SANTA ANA BOARD OF EDUCATION

September 23, 2014

CALL TO ORDER

The meeting was called to order at 5:15 p.m. by Board Vice President Hernández. Other members in attendance were Mr. Palacio and Ms. Iglesias.

Cabinet members present were Dr. Miller, Dr. Phillips, Dr. Haglund, Mr. McKinney, Ms. Lohnes, Mr. Dixon, Ms. Miller and Dr. Rodriguez.

CLOSED SESSION PRESENTATIONS

Mr. Hernández asked those wishing to address the Board in matters pertaining to Closed Session to step to the lectern.

There were no individuals wishing to address the Board.

RECESS TO CLOSED SESSION

The Regular Board meeting was immediately recessed at 5:16 p.m. to consider legal issues, personnel matters, and negotiations.

Dr. Yamagata-Noji and Mr. Richardson arrived during Closed Session.

RECONVENE OPEN MEETING

The Regular Board meeting reconvened at 6:52 p.m.

PLEDGE OF ALLEGIANCE

The meeting was opened with the Pledge of Allegiance led by Anthony Olivares, 8th grade student at Villa Fundamental Intermediate School.

RECOGNITIONS / ACKNOWLEDGMENTS

Certificated Employee of the Month for September 2014, Gail Booth Minnich

Dr. Yamagata-Noji called Mr. McKinney, Associate Superintendent, Human Resources to the lectern. He introduced Doreen Lohnes, Assistant Superintendent, Support Services. She invited Gail Booth Minnich, Program Specialist, Special Education to the lectern. Gail was selected as the Certificated Employee of the Month for September 2014 for her belief in and unwavering devotion to the students and families, her talent and skill in addressing students' needs, her vibrancies in winning over staff and parents alike to work in unison for student benefit.

Classified Employee of the Month for September 2014, Adriana Olivares

Mr. McKinney, Associate Superintendent, Human Resources called Judy Barden, Coordinator BTSA Induction Program to the lectern. She introduced Adriana Olivares, Personnel Clerk, K-12 Curriculum Instruction and Staff Development. Adriana was selected as the Classified Employee of the Month for September 2014 for anticipating needs, initiating action, and treating everyone with respect.

SUPERINTENDENT'S REPORT

Dr. Miller opened his report by mentioning Back to School Nights for high school and intermediate schools last week. He also mentioned Carr Intermediate School received a \$5,000 contribution from Institute for Teaching for their work and collaboration with SAEA on the Jump Start Program. Superintendent Miller also stated his participation in the City of Santa Ana Fiesta Patrias Parade, Simon Scholar Banquet, and the Summer Enrichment Program Exhibit. Dr. Miller concluded his remarks by highlighting the SAUSD Summer Family Project this Wednesday and next Tuesday and the SAUSD School Police Explorer Post 490 Program.

PUBLIC PRESENTATIONS

Dr. Yamagata-Noji asked those wishing to address the Board on matters related to agenda items to step to the lectern. Sophy El addressed the Board related to vending machines, activities, and food at Century High School. Chayanne Ramirez, Crystal Martinez, Osvaldo Arambulo, Maria Gomez, Ivette Rodriguez, Claudia Munoz, Sokha Prum, Jocelyn Ledesma, Mary Hawkes, Juana Perez, Jesus Oropeza, Ana Mendoza, Sofia Tam, and Rosita Sary addressed the Board related to Toyama Karate-Do after School Program.

1.0 APPROVAL OF CONSENT CALENDAR

The following items were removed from the Consent Calendar for discussion and separate action:

1.4 Approval of Agreement with Latino International Film Institute for 2014-15 School Year

1.12 Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of August 27, 2014 through September 9, 2014

Mr. Richardson and Ms. Iglesias abstained from the following consent item.

1.17 Adoption of Resolution No. 14/15-3030 - Authorization of Board Members' Absences from Board Meeting

It was moved by Mr. Hernández, seconded by Mr. Richardson, and carried 5-0, to approve the remaining items on the Consent Calendar as follows:

1.1 Approval of Minutes of Regular Board Meeting - August 26, 2014 and Minutes of Regular Board Meeting - September 9, 2014

1.2 Approval of Extended Field Trip(s) in Accordance with Board Policy (BP) 6153 - School-Sponsored Trips and Administrative Regulation (AR) 6153.1 - Extended School- Sponsored Trips

1.3 Approval of Acceptance for Orange County Career Pathways Partnership Grant for Career Technical Education/Regional Occupational Program

1.5 Approval of Head Start Corrective Action Plan for Period 2 from February 1, 2014 through June 30, 2014

1.6 Approval of Program Partner Agreement between Early Childhood Education Program and Jumpstart for 2014-15 Program Year

1.7 Ratification of Payment and Reimbursement of Costs Incurred for Related Services for Students with Disabilities for 2013-14 School Year

1.8 Approval of Memorandum of Understanding with Capistrano Unified School District for Adult Transition Students for 2014-15 School Year

1.9 Approval of Memorandum of Understanding with HealthCorps Inc. Program

1.10 Ratification of Purchase Order Summary and Listing of Orders \$25,000 and Over for Period of August 27, 2014 through September 9, 2014

1.11 Ratification of Expenditure Summary and Warrant Listing for Period of August 27, 2014 through September 9, 2014

- 1.13 Authorization to Obtain Request for Proposals for Wide Area Network Services Districtwide Under E-Rate
- 1.14 Authorization to Obtain Bids for Installation of Structured Cabling System and Network Equipment at E-Rate Eligible Sites Districtwide
- 1.15 Approval of Amendment to Designated Positions and Disclosure Categories for Statement of Economic Interest Filing
- 1.16 Approval of Student Teacher, Intern, and/or Fieldwork Agreement with Brandman University, California State University, Fullerton, California State University, Los Angeles, and Western Governors University
- 1.18 Approval of Personnel Calendar Including the Transition of Specific Staff Members with such Topics as: Hiring, Promotions, Transfers, Resignations, Retirements, and Leaves

ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND SEPARATE ACTION:

- 1.4 Approval of Agreement with Latino International Film Institute for 2014-15 School Year

It was moved by Ms. Iglesias, seconded by Dr. Yamagata-Noji, and carried 4-0, Mr. Richardson out of room, to approve the agreement with Latino International Film Institute for the 2014-15 school year.

- 1.12 Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of August 27, 2014 through September 9, 2014

It was moved by Dr. Yamagata-Noji, seconded by Mr. Palacio, and carried 4-0, Mr. Richardson out of the room, to approve/ratify the listing of agreements/contracts with the Santa Ana Unified School District and various consultants submitted for the period of August 27, 2014 through September 9, 2014.

- 1.17 Adoption of Resolution No. 14/15-3030 - Authorization of Board Members' Absences from Board Meeting

It was moved by Mr. Hernández, seconded by Mr. Richardson, and carried 3-0, Mr. Richardson and Ms. Iglesias abstained, to adopt Resolution No. 14/15-3030 - Authorizing the absences of Rob Richardson and Cecilia Iglesias from the Board Meeting of August 26, 2014.

ANNOUNCEMENT

Dr. Yamagata-Noji acknowledged a District retiree.

PUBLIC HEARING

Charter Petition for 21st Century Global Academy Charter School

Dr. Yamagata-Noji declared the Public Hearing open. She asked those wishing to address the Board to step to the lectern. Virginia Carrillo and Kelli Wagstaff provided a brief presentation to the Board.

After hearing comments, Dr. Yamagata-Noji declared the Public Hearing closed.

PRESENTATIONS

Opening of Schools - Elementary and Secondary Education 2014-15 School Year

Dr. Yamagata-Noji called Dawn Miller, Assistant Superintendent, Secondary Education to the lectern. Ms. Miller provided information related to educational services and Dr. Wold, Executive Director, Business Operations, provided information related to enrollment projections and budgetary impact of declining enrolment.

Padres Unidos Program Overview

Dr. Yamagata-Noji called Dr. Rodriguez, Assistant Superintendent, Elementary Education to the lectern. She provided background information on programs objectives and structure.

Santa Ana Unified School District Charter Schools Oversight

Dr. Yamagata-Noji called Dr. Wold, Executive Director, Business Operations to the lectern. He provided charter school regulations, petition process, and funding formulas and changes.

REGULAR AGENDA - ACTION ITEMS

2.0 RATIFICATION OF APPROVAL TO SUBMIT APPLICATION REQUEST FOR CALIFORNIA STATE PRESCHOOL PROGRAM RESTORATION FUNDING FOR 2014-15 PROGRAM YEAR

It was moved by Mr. Richardson, seconded by Mr. Palacio, and carried 5-0, to ratify the approval to submit the application request for the California State Preschool Program Restoration Funding for the 2014-15 program year.

3.0 AUTHORIZATION TO AWARD CONTRACTS FOR BID PACKAGES 2-5, 7, 8, 10, 11, AND 13-18, REJECT AND REBID BID PACKAGE 6, AND REBID BID PACKAGE 9 AT MITCHELL CHILD DEVELOPMENT CENTER UNDER MODERNIZATION PROGRAM

It was moved by Mr. Richardson, seconded by Mr. Palacio, and carried 5-0, to authorize staff to award contracts for Bid Packages 2-5, 7, 8, 10, 11, and 13-18, reject and rebid Bid Package 6, and rebid Bid Package 9 at Mitchell Child Development Center under Modernization Program.

4.0 AUTHORIZATION TO OBTAIN BIDS FOR EMERGENCY REPAIR PROGRAM PROJECTS

It was moved by Mr. Hernández, seconded by Dr. Yamagata-Noji, and carried 4-0, Ms. Iglesias out of room, to authorize staff to obtain bids for Emergency Repair Program projects.

5.0 AUTHORIZATION TO AWARD A CONTRACT FOR FRESH FRUIT AND VEGETABLE PROGRAM PRODUCE AND EDUCATIONAL MATERIALS AND SERVICES TO THE FRUITGUYS

It was moved by Mr. Hernández, seconded by Mr. Richardson, and carried 5-0, to authorize staff to award a contract for fresh fruit and vegetable program produce and educational materials and services, in the amount not to exceed \$806,754.00, pursuant to RFP No. 04-15, to The FruitGuys for the period of October 1, 2014 through May 31, 2015.

6.0 APPROVAL OF NEW JOB DESCRIPTION: LEAD INTERNAL AUDITOR

It was moved by Mr. Richardson, seconded by Dr. Yamagata-Noji, and carried 5-0, to approve the new job description of Lead Internal Auditor.

7.0 APPROVAL OF NEW JOB DESCRIPTION: DIRECTOR OF EXTENDED LEARNING PROGRAMS

This item tabled, no action taken.

BOARD AND STAFF REPORTS/ACTIVITIES

Mr. Richardson

- Participated in the City of Santa Ana Fiesta Patrias Parade; was a great parade.
- Attended the Simon Scholars Banquet.
- Attended Back-to-School-Night at McFadden Intermediate School.
- Attended the Boys and Girls Club Ribbon Cutting Ceremony.

Ms. Iglesias

- Attended Back-to-School-Night at Godinez Fundamental High School, Segerstrom High School, and MacArthur Fundamental Intermediate School.
- Attended the Godinez vs. Segerstrom football game.
- Attended the Simon Scholars Foundation Banquet.

Mr. Hernández

- Attended Back-to-School-Night.
- Wonderful celebration at Santa Ana High School.
- Announced the Fiesta Patrias Parade this past weekend.

Dr. Yamagata-Noji

- Announced the annual Hope Alive! Concert, November 2, 2014.
- Announced the Second Annual Santa Ana Public Schools Foundation Superintendent's/Business Partners Breakfast on Friday, November 14, 2014.

RECESS TO CLOSED SESSION

The Regular Board meeting was immediately recessed at 10:00 p.m. to consider public employment, public employee discipline/dismissal/release and negotiations.

RECONVENE OPEN MEETING

The Regular Board meeting reconvened at 10:58 p.m.

REPORT OF ACTION TAKEN IN CLOSED SESSION

By a vote of 5-0, the Board took action to appoint Armando Gutierrez to the position of Assistant Principal at Willard Intermediate School.

Moved: Yamagata-Noji ___ Hernández ___ Richardson X Palacio ___ Iglesias ___
Seconded: Yamagata-Noji ___ Hernández ___ Richardson ___ Palacio X Iglesias ___
Ayes: Yamagata-Noji X Hernández X Richardson X Palacio X Iglesias X
Noes: Yamagata-Noji ___ Hernández ___ Richardson ___ Palacio ___ Iglesias ___
Final Vote: Ayes 5 Noes 0 Abstain _____ Absent _____

By a vote of 5-0, the Board took action to appoint Lorena Rubio to the position of Assistant Principal at Lowell Elementary School.

Moved: Yamagata-Noji ___ Hernández ___ Richardson X Palacio ___ Iglesias ___
Seconded: Yamagata-Noji ___ Hernández ___ Richardson ___ Palacio X Iglesias ___
Ayes: Yamagata-Noji X Hernández X Richardson X Palacio X Iglesias X
Noes: Yamagata-Noji ___ Hernández ___ Richardson ___ Palacio ___ Iglesias ___
Final Vote: Ayes 5 Noes 0 Abstain _____ Absent _____

By a vote of 5-0, the Board took action to appoint Erik Rossman to the position of Assistant Principal at Santiago Elementary School.


Moved: Yamagata-Noji ___ Hernández ___ Richardson X Palacio ___ Iglesias ___
Seconded: Yamagata-Noji ___ Hernández ___ Richardson ___ Palacio X Iglesias ___
Ayes: Yamagata-Noji X Hernández X Richardson X Palacio X Iglesias X
Noes: Yamagata-Noji ___ Hernández ___ Richardson ___ Palacio ___ Iglesias ___
Final Vote: Ayes 5 Noes 0 Abstain _____ Absent _____

ADJOURNMENT

There being no further business to come before the Board, Dr. Yamagata-Noji adjourned the meeting at 10:59 p.m.

The next Regular Meeting will be held on Tuesday, October 14, 2014, at 6:00 p.m.

ATTEST:



Stefanie P. Phillips, Ed.D.
CBO, Deputy Superintendent, Operations
Santa Ana Unified School District

RESOLUTION NO. 14/15-3030

BOARD OF EDUCATION
SANTA ANA UNIFIED SCHOOL DISTRICT
ORANGE COUNTY, CALIFORNIA

Certification of a Board Members' Absences from Board Meeting
Rob Richardson and Cecilia Iglesias

WHEREAS, Education Code Section 35120(c) states that "a Board Member may be paid for any meeting when absent if the Board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she was absent as deemed acceptable by the Board;" and

WHEREAS, The Board of Education does find that Board Members Rob Richardson and Cecilia Iglesias were absent from a Board meeting held on August 26, 2014.

NOW, THEREFORE, BE IT RESOLVED: That the Board of Education authorizes payment for Board Members Rob Richardson and Cecilia Iglesias for the meeting of August 26, 2014, from which they were absent.

Upon motion of member Yamagata-Noji and duly seconded, the foregoing Resolution

was adopted by the following vote:

NOES: Audrey Yamagata-Noji, Jose Hernandez, John Palacio

ABSTAIN: Rob Richardson and Cecilia Iglesias

ABSENT:

NOES:

STATE OF CALIFORNIA)

)ss:

COUNTY OF ORANGE

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I, Richard L. Miller, Ph.D., Secretary to the Board of Education of the Santa Ana Unified School District of Orange County, California, hereby certify that the above and foregoing Resolution was duly adopted by the said Board at a Regular meeting properly noticed and held on the 23 day of September, 2014 and passed by a vote of 3-0 of said Board.

IN WITNESS WHEREOF, I have hereunto set my hand this 24 day of September, 2014.



Richard L. Miller, Ph.D.
Secretary
Board of Education of the
Santa Ana Unified School District

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS					
Douglas, Marion	Teacher	Spurgeon	August 1, 2014		Retirement - 25 years
RESIGNATIONS					
Schirmer, Joseph	Teacher	Lathrop	September 12, 2014		Family Responsibilities, accepted another position - 1 year
NEW HIRES/RE-HIRES 2014-15					
Bainbridge, Victoria	Nurse	Pupil Support Services	September 10, 2014		New Hire - Probationary I
Contreras, Luis	Teacher	Saddleback	September 15, 2014		New Hire - Probationary I
Dinh, Ana	Teacher	Lathrop	September 11, 2014		New Hire - Temporary 44920
Hesser, Laura	Speech and Language Pathologist	Speech Department	September 10, 2014		New Hire - Emergency 44911
MacNair, Robyn	Curriculum Specialist	Educational Services	October 1, 2014		New Hire - Probationary I
Medina, Claudia	Teacher	Jefferson	September 9, 2014		New Hire - Probationary I

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
NEW HIRES/RE-HIRES 2014-15 (Continued)					
Parreco, Nolan	Teacher	Chavez	September 4, 2014		New Hire - Temporary 44920
Robinson, Maria	Nurse	Pupil Support Services	September 11, 2014		New Hire - Probationary I
Rocha, Alejandra	Teacher	Spurgeon	September 3, 2014		New Hire - Probationary I
Somers, Natalie	Teacher	Seegerstrom	September 9, 2014		New Hire - Temporary 44920
TeGantvoort, Charles	Teacher	Santa Ana	September 11, 2014		New Hire - Intern
NEW HIRES/RE-HIRES 2014-15 (Correction)					
Rinkel, Laily	Curriculum Specialist	K-12 Curriculum Instruction/Staff Development	September 5, 2014		New Hire - Probationary I
CHANGE IN STATUS					
Vanmansart, Patricia	Teacher	Greenville	August 27, 2014		From Intern to Probationary II
39-MONTH REEMPLOYMENT					
Hoffman, Elleni	Teacher	Saddleback	September 9, 2014	December 9, 2017	

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
LEAVE (21 duty days or more) - Without Pay and without Benefits (Correction)					
Ferullo, Nicole	Teacher	Carr	August 27, 2014	June 19, 2015	Child Care
FAMILY CARE AND MEDICAL LEAVE ABSENCE (3 to 20 duty days) - Paid with Benefits					
Adams, Jeffrey	Teacher	Transition Programs	August 19, 2014	September 5, 2014	Statutory
Arceo, Loriz	Teacher	King	August 27, 2014	September 19, 2014	Statutory
Mendoza, Fabiola	Teacher	Sepulveda	August 27, 2014	September 16, 2014	Statutory
FAMILY CARE AND MEDICAL LEAVE ABSENCE (3 to 20 duty days) - Paid and Without Benefits					
Wilson, Shelana	Psychologist	Psychological Services	August 25, 2014	August 28, 2014	Statutory
FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid with Benefits					
Ben-Jacob, Ashley	Teacher	Taft	August 27, 2014	September 25, 2014	Statutory
Huynh, Tham	Teacher	Jefferson	August 27, 2014	October 20, 2014	Statutory
Kim, Jennifer	Psychologist	Psychological Services	August 25, 2014	October 12, 2014	Statutory
Mendoza, Fabiola	Teacher	Sepulveda	August 27, 2014	October 3, 2014	Statutory
Morten, Jessica	Teacher	Martin	September 2, 2014	October 13, 2014	Statutory
Tomosada, Karen	Speech and Language Pathologist	Speech Department	September 19, 2014	October 31, 2014	Statutory

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid with Benefits (Continued)					
Vargas, Kristine	Teacher	Sepulveda	August 27, 2014	November 3, 2014	Statutory
FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Without Pay with Benefits					
Sanchez, Mayra	Teacher	Valley	September 8, 2014	October 20, 2014	Statutory
FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Without Pay and Without Benefits					
Wilson, Shelana	Psychologist	Psychological Services	August 29, 2014	November 19, 2014	Statutory
CALIFORNIA FAMILY RIGHTS ACT (3 to 20 duty days) - Paid with Benefits					
Adams, Jeffrey	Teacher	Transition Programs	August 19, 2014	September 5, 2014	Statutory
CALIFORNIA FAMILY RIGHTS ACT (21 duty days or more) - Paid with Benefits					
Tomosada, Karen	Speech and Language Pathologist	Speech Department	September 19, 2014	October 31, 2014	Statutory
Vargas, Kristine	Teacher	Sepulveda	August 27, 2014	November 3, 2014	Statutory

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
CALIFORNIA FAMILY RIGHTS ACT (21 duty days or more) - Without Pay with Benefits					
Sanchez, Mayra	Teacher	Valley	September 8, 2014	October 20, 2014	Statutory
CALIFORNIA FAMILY RIGHTS ACT (21 duty days or more) - Without Pay and Without Benefits					
Wilson, Shelana	Psychologist	Psychological Services	August 29, 2014	November 19, 2014	Statutory
EXTENSION ON FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid with Benefits					
Price-Flores, Deborah	Teacher	Mitchell	September 2, 2014	September 30, 2014	Statutory
EXTENSION ON CALIFORNIA FAMILY RIGHTS ACT (21 duty days or more) - Paid with Benefits					
Price-Flores, Deborah	Teacher	Mitchell	September 2, 2014	September 30, 2014	Statutory
CHANGE IN DATE FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid with Benefits					
Sanchez, Mayra	Teacher	Valley	June 2, 2014	From August 29, 2014 to September 5, 2014	Statutory
CORRECTION ON FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid with Benefits					
Aguila, Dawn	Teacher	Jackson	September 16, 2014	September 30, 2014	Statutory

CERTIFICATED PERSONNEL CALENDAR

**Personnel Calendar
 Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
EXTENDED WORK YEAR 2014-15					
Skibby, Alicia	Program Specialist	Human Resources	August 21, 2014	August 29, 2014	4 Additional Days
EXTRA DUTY 2014-15					
Benoun, Joseph	Teacher	Santa Ana	September 2, 2014	June 18, 2015	Extra Period
Campos, Joao	Teacher	Santa Ana	September 2, 2014	June 18, 2015	Extra Period
Fairley, Megan	Teacher	Segerstrom	September 2, 2014	June 18, 2015	Extra Period
Hinman, Robert	Teacher	Santa Ana	September 2, 2014	June 18, 2015	Extra Period
Malagon, Arnulfo	Teacher	Independent Study Program	September 2, 2014	June 18, 2015	Extra Period
Mandolini, Gloria	Teacher	Independent Study Program	September 2, 2014	June 18, 2015	Extra Period
Pena, Maricela	Teacher	Independent Study Program	September 2, 2014	June 18, 2015	Extra Period
Robison, James	Teacher	Santa Ana	September 2, 2014	June 18, 2015	Extra Period
Wolfe, Michael	Teacher	Segerstrom	September 2, 2014	January 30, 2015	Extra Period
ROP TEACHER 2014-15					
Peronto, David					
ELEMENTARY SUPERVISION 2014-15					
Dvorkin, Alexis		Jackson			
Johnson, Sue		Jackson			

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
ELEMENTARY SUPERVISION 2014-15 (Continued)					
Regalado, Gary		Jackson			
Troutt, Rock		Jackson			
CO-CURRICULAR 2013-14					
Vicario, Maria		MacArthur	2013-14		Student Government Advisor
DEPARTMENT CHAIRS 2014-15					
Akamine, Brian		Century	2014-15		Art, Music
Beaumont, John		Century	2014-15		Science
Bojorquez, Linsey		Century	2014-15		Special Education
Espinoza, Rosalina		Century	2014-15		ELD/Bilingual
Gersten, Alan		Century	2014-15		Business
Guerrero, Elizabeth		Century	2014-15		Foreign Language
Harrison, Thomas		Century	2014-15		Social Studies
Hazlett, James		Century	2014-15		AVID
Larsh, Nadine		Century	2014-15		Physical Education
Manntai, Jessica		Century	2014-15		English
Yaeger, Jennifer		Century	2014-15		Mathematics

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
DEPARTMENT CHAIRS 2014-15					
Balma, Violette		MacArthur	2014-15		Music
Bayley, Delia		MacArthur	2014-15		Special Education
Celestino, Gregory		MacArthur	2014-15		English
Chee, David		MacArthur	2014-15		Social Studies
De La Jara, Heather		MacArthur	2014-15		Physical Education (sharing)
Fellmer, Emily		MacArthur	2014-15		Mathematics
Manfre, Charles		MacArthur	2014-15		Physical Education (sharing)
Manske, Tammy		MacArthur	2014-15		AVID
Papke, Kevin		MacArthur	2014-15		Business
Sprafka, John		MacArthur	2014-15		Science
Collins, Rachelle		Santa Ana	2014-15		Special Education (sharing)
Detviler, Tammra		Santa Ana	2014-15		Special Education (sharing)
Dukus, Robert		Santa Ana	2014-15		Science
Enloe, Elizabeth		Santa Ana	2014-15		ELD/Bilingual, English
Himmelberger, Jo Ann		Santa Ana	2014-15		Home Economics
Leek, Diana		Santa Ana	2014-15		Physical Education
Nguyen, Dana		Santa Ana	2014-15		AVID
Noel, Barbara		Santa Ana	2014-15		Music
Osle, Lizette		Santa Ana	2014-15		Foreign Language

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

**Personnel Calendar
Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
DEPARTMENT CHAIRS 2014-15 (Continued)					
Osseck, Thomas		Santa Ana	2014-15		Business
Rife, Robert		Santa Ana	2014-15		Mathematics
Sawyer, Deborah		Santa Ana	2014-15		Reading
Walker, Kenneth		Santa Ana	2014-15		Social Studies
Westing, Judith		Santa Ana	2014-15		Art
Alonzo, Yvonne		Segerstrom	2014-15		Physical Education
Escutia, Rosalia		Segerstrom	2014-15		Foreign Language
Flores, Jennifer		Segerstrom	2014-15		Special Education
Handley, Stephanie		Segerstrom	2014-15		English
Loh, Brenda		Segerstrom	2014-15		Music
Lund, Amber		Segerstrom	2014-15		ELD/Bilingual
Maceranka, Michael		Segerstrom	2014-15		Social Studies
Mateo, Amelia		Segerstrom	2014-15		AVID
Stoewsand, Shelby		Segerstrom	2014-15		Art
Vu, Lan		Segerstrom	2014-15		Science
Werdel, Timothy		Segerstrom	2014-15		Mathematics
Bayouk, Steve		Spurgeon	2014-15		Mathematics
Costello, Christine		Spurgeon	2014-15		ELD/Bilingual
Gregory, Caitlyn		Spurgeon	2014-15		Special Education
Henrici, John		Spurgeon	2014-15		English (sharing)
Holland, Caran		Spurgeon	2014-15		Art, Music
Kline, Stacy		Spurgeon	2014-15		Business
Ramirez-Ladd, Caron		Spurgeon	2014-15		Physical Education

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
DEPARTMENT CHAIRS 2014-15 (Continued)					
Reinhart, Veronica		Spurgeon	2014-15		Social Studies
Thomas, Christina		Spurgeon	2014-15		AVID, English (sharing)
Weiman, Jenifer		Spurgeon	2014-15		Science
Aguila, Rudy		Villa	2014-15		English (sharing)
Alvarez, Guillermo		Villa	2014-15		Music
Bertsch, Daniel		Villa	2014-15		Social Studies
Chidley, Susan		Villa	2014-15		Special Education (sharing)
Clay, Denise		Villa	2014-15		Science
Devine, Margaret		Villa	2014-15		Mathematics (sharing)
Everett, Julie		Villa	2014-15		ELD/Bilingual
Gil, Rachel		Villa	2014-15		English (sharing)
Hutton, Alicia		Villa	2014-15		Mathematics (sharing)
Kelly, William		Villa	2014-15		Art
Llopis, Richard		Villa	2014-15		Physical Education (sharing)
Mc Reynolds, Angela		Villa	2014-15		Physical Education (sharing)
Nguyen, An T.		Villa	2014-15		English (sharing)
Otta, Gary		Villa	2014-15		Special Education (sharing)

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

**Personnel Calendar
 Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
DEPARTMENT CHAIRS 2014-15 (Continued)					
Streckfus, Anne Marie		Villa	2014-15		Mathematics (sharing)
You, Ah Ryang		Villa	2014-15		AVID
Alfaro, Marina		Willard	2014-15		Science
Arroyo, Francisco		Willard	2014-15		Physical Education
Beltran, Ammy		Willard	2014-15		Music
Dreng, Karen		Willard	2014-15		AVID, Social Studies
Mc Lean, Kathleen		Willard	2014-15		ELD/Bilingual
Moure, Deborah		Willard	2014-15		Mathematics
Perez, Enrique		Willard	2014-15		Art
Van de Merghel, Caroline		Willard	2014-15		English

**AGENDA ITEM REQUESTS
CERTIFICATED
2014-15**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Academic Language Extension Opportunities	Educational Services	Title I	\$22,412	September 25, 2014
Before an After School Tutoring	Lincoln	Title I	\$20,000	September 24, 2014
Classroom Relocation	Esqueda	General Funds	\$5,925	September 24, 2014
Curriculum Writing (Ratification)	Spurgeon	General	\$14,500	September 10, 2014
Dual Language Program After School Tutoring	Lowell	Title III	\$15,000	September 24, 2014
Dual Language Program After School Tutoring	King	Title III	\$15,000	September 24, 2014
Dual Language Program After School Tutoring	McFadden	Title III	\$15,000	September 24, 2014
Dual Language Program After School Tutoring	Pio Pico	Title III	\$15,000	September 24, 2014
Dual Language Program After School Tutoring	Jefferson	Title III	\$15,000	September 24, 2014
ERWC Leadership Team Collaboration Meetings	Educational Services	Title II	\$3,782	September 29, 2014
Mathematics Institute	Educational Services	Bechtel	\$2,000	September 24, 2014
Mathematics Institute	Educational Services	Bechtel	\$3,000	September 24, 2014
New Employee Orientation - Instructor	Human Resources	Title II	\$700	October 11, 2014
New Employee Orientation - Participant	Human Resources	Title II	\$19,134	October 11, 2014
Program/Department Planning	Santa Ana	SAHS General Teacher Extra Duty	\$3,000	September 24, 2014
Project Lead The Way (QZAB) (Ratification)	CTE-ROP	Project Lead The Way (QZAB)	\$24,000	July 1, 2014

Board Meeting
September 23, 2014

**AGENDA ITEM REQUESTS
 CERTIFICATED
 2014-15**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
School Wide Events	Segerstrom	General Funds	\$6,000	September 24, 2014
Science Curriculum Maps	Educational Services	Title II	\$1,600	September 24, 2014
Staff Development	Santiago	Title I	\$1,500	September 24, 2014
Staff Development (Ratification)	Spurgeon	General	\$2,500	September 10, 2014
Staff Planning (Correction previously approved on September 9, 2014 as Staff Development)	Garfield	Title I	\$1,000	September 10, 2014
Student Study Team Facilitator	Esqueda	Title I	\$10,000	September 24, 2014
Teacher Release Substitute	Santiago	Title I	\$6,000	September 24, 2014

CLASSIFIED PERSONNEL CALENDAR

**Personnel Calendar
Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
RESIGNATIONS						
Day, Joshua	Activity Supervisor	Century	June 19, 2014			Personal - 1 year, 7 months
Garcia, Lynette	Instr. Asst. Sp. Ed.	Sierra	June 19, 2014			Personal - 13 years, 9 months
James, Ryan	Instr. Sev. Dis.	Transition Center	June 11, 2014			Personal - 10 years, 6 months
Martinez, Priscilla	SSP Sp. Ed.	Greenville	August 26, 2014			Personal - 11 months
Mata, Margarita	SSP Sp. Ed.	Adams	July 27, 2014			Personal - 7 years, 9 months
Penaloza, Katharine	Activity Supervisor	Lincoln	September 2, 2014			1 year
Perez, Lucy	Head Start Teacher	ECE	September 2, 2014			Personal - 17 years, 5 months
Ramirez, Maria	Activity Supervisor	Davis	September 11, 2014			Personal - 8 years, 11 months
Ulloa, Corina	Mgr. of Fd. Svcs. Operations	Nutrition Services	September 9, 2014			Personal - 1 year, 10 months
TERMINATIONS						
ID # 27103	Head Start Teacher	Head Start	May 29, 2014			Did not pass probation

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

**Personnel Calendar
 Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
TERMINATIONS (Continuation)						
ID # 26496	Instr. Asst. Sev. Dis.	McFadden	August 27, 2014			Did not pass probation
ABSENCE (3 to 20 duty days) Without Pay						
Luna, Kathy	Instr. Asst. Sev. Dis.	Mitchell	September 29, 2014	December 11, 2014		Personal
FAMILY CARE & MEDICAL LEAVES (3 to 20 duty days) - Paid						
Mora, Maria	Autism Paraprofessional	Mitchell	September 2, 2014	September 23, 2014		Statutory Leave
Sosa, Maria	Preschool Teacher	ECE	August 29, 2014	September 23, 2014		Statutory Leave
Vargas, Laura	Head Start Teacher	Child Development	August 29, 2014	September 19, 2014		Statutory Leave
FAMILY CARE & MEDICAL LEAVES (21 duty days or more) - Paid						
Marroquin, Saydee	Migrant Ed. Asst.	Migrant Ed.	August 15, 2014	October 10, 2014		Correction of date
Pritchett, Jaime	Budget Technician	Budget Dept.	September 2, 2014	October 3, 2014		Statutory Leave
FAMILY CARE & MEDICAL LEAVE/CFRA (California Family Rights Act) (3 to 20 duty days) - Paid						
Galvan Martinez, Juan	Custodian	Century	September 8, 2014	September 12, 2014		Statutory Leave

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar
Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
FAMILY CARE & MEDICAL LEAVE/CFRA (California Family Rights Act) (21 duty days or more) - Paid						
Flores, Frank	Maint. Wkr. II	Bldg. Svcs.	August 25, 2014	September 30, 2014		Statutory Leave
Miramontes, Jose	Plant Cust. Int.	Mendez	August 25, 2014	November 26, 2014		Statutory Leave
Ornelas, Jose	Custodian	Godinez	August 19, 2014	June 30, 2015		Statutory Leave/Intermittent/As Needed Basis
Ruiz, Kelly	Instr. Asst. Sp. Ed.	Valley	September 2, 2014	October 1, 2014		Statutory Leave
LEAVES (21 duty days or more) - Without Pay						
Autism						
Garcia, Martha	Paraprofessional	Mitchell	September 8, 2014	December 8, 2014		Personal
Martinez, Juliana	Instr. Asst. Sev. Dis.	Mitchell	September 29, 2014	December 5, 2014		Personal
PROBATIONARY APPOINTMENTS						
Alvarado, Jessica	SSP Sp. Ed.	Santiago	September 2, 2014		19/1	
Anaya, Stephanie	Fd. Svc. Wkr.	Valley	September 24, 2014		11/1	
Ardeshiri, Manijeh	SSP Sp. Ed.	Sp. Ed.	September 2, 2014		19/1	
Barraza, Erika	Fd. Svc. Wkr.	Century	September 24, 2014		11/1	
Barriga, Adilene	Fd. Svc. Wkr.	Carr			11/1	
Burnett, Deborah	DSO	Willard	September 24, 2014		31/2	
Corona, Maria	SSP Sp. Ed.	MacArthur	September 5, 2014		19/1	

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROBATIONARY APPOINTMENTS (Continuation)						
Garcia, Laura	Child Dev. Teacher	Head Start	September 23, 2014		IIIIC	
Garcia, Lily	Child Dev. Teacher	Head Start	September 23, 2014		IIIIC	
Gonzalez, Claudia	SSP Sp. Ed.	Saddleback	September 10, 2014		19/1	
Gonzalez, Sulma	Fd. Svc. Wkr.	MacArthur	September 24, 2014		11/1	
Hemphill, Erin	SSP Sp. Ed.	Santa Ana	September 2, 2014		19/1	
Hernandez, Jeannie	Fd. Svc. Wkr.	Lincoln	September 24, 2014		11/1	
Herrera, Angela	SSP Sp. Ed.	Monroe	September 3, 2014		19/1	
Hogan, Andrew	Instr. Asst. Computer	Edison	September 24, 2014		26/1	
Leyva De La Riva, Gloria	SSP Sp. Ed.	Heroes	September 3, 2014		19/1	
Lucero, Marco	Fd. Svc. Wkr.	Santa Ana	September 24, 2014		11/1	
Mayer, Charlotte	SSP Sp. Ed.	Villa	September 3, 2014		19/1	
Marrufo, Yesenia	Instr. Asst. Sev. Dis.	Mitchell	September 2, 2014		20/1	
Montano Silva, Gilberto	Fd. Svc. Wkr.	Santa Ana	September 24, 2014		11/1	
Muñoz, Elva	Instr. Asst. Sev. Dis.	Segerstrom	September 2, 2014		20/1	
Naderi, Claudia	SLPA	Speech Dept.	September 8, 2014		34/1	
Oropeza Aceves, Martin	SSP Sp. Ed.	Harvey	September 2, 2014		19/1	
Ortega, Yesenia	SSP Sp. Ed.	Century	September 2, 2014		19/1	
Oseguera, Cynthia	SSP Sp. Ed.	Lowell	September 2, 2014		19/1	
Perez, Lyzzette	SSP Sp. Ed.	Santa Ana	September 2, 2014		19/1	
Pomerantz, Carole	SSP Sp. Ed.	Century	September 8, 2014		19/1	
Ponce, Diana	SSP Sp. Ed.	Lincoln	September 2, 2014		19/1	
Ramirez, Erasmo	SSP Sp. Ed.	Segerstrom	September 2, 2014		19/1	

CLASSIFIED PERSONNEL CALENDAR

**Personnel Calendar
Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROBATIONARY APPOINTMENTS (Continuation)						
Rangel-Herrera, Sylvia	Site Clerk Autism	Segerstrom	September 2, 2014		24/1	
Rayle, Carolyn	Paraprofessional	Sp. Ed.	September 2, 2014		24/1	
Salter, Angela	SSP Sp. Ed.	Mendez	September 8, 2014		19/1	
Sanchez, Roselia	SSP Sp. Ed.	King	September 5, 2014		19/1	
Sanchez Valencia, Ricardo	Fd. Svc. Wkr.	Santa Ana	September 24, 2014		11/1	
Santamaria, Izamar	SSP Sp. Ed.	Lincoln	September 8, 2014		19/1	
Senter, Allyson	SSP Sp. Ed.	Adams	September 9, 2014		19/1	
Simon, Anabel	SSP Sp. Ed.	Lincoln	September 2, 2014		19/1	
Tavera, Raph	SSP Sp. Ed.	Mitchell	September 2, 2014		19/1	
Turner, Desiree	SSP Sp. Ed.	Remington	September 2, 2014		19/1	
Uranga, Shana	Instr. Asst. Sev. Dis.	Jefferson	September 15, 2014		20/1	
Valladolid, Elena	Stage Manager	Saddleback	September 24, 2014		28/1	
Villegas, Crystal	SSP Sp. Ed.	Jefferson	September 2, 2014		19/1	
Washington, Shaniece	SSP Sp. Ed.	Carr	September 5, 2014		19/1	
Zavala, Marisa	SSP Sp. Ed.	Chavez	September 8, 2014		19/1	
PROMOTIONAL APPOINTMENTS						
Bazurto, Ana	Site Clerk	Jackson	September 24, 2014		24/5 + Bil.	
Garcia, Vanessa	Site Clerk	Garfield	September 24, 2014		24/1	
Rodriguez, Veronica	Site Clerk	Jackson	September 24, 2014		24/1	
Torres, Laura	Site Clerk	Wilson	September 24, 2014		24/2	

CLASSIFIED PERSONNEL CALENDAR

**Personnel Calendar
Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROMOTIONAL APPOINTMENTS (Continuation)						
Velez, Victoria	Lead Head Start Teacher	Child Development	September 24, 2014		LT-C/ Step 4	
White, Lynette	Sch. Off. Mgr. HS	Century	September 24, 2014		30/4	
REASSIGNMENTS (Change of work site)						
Aguirre, Francisco	District Safety Officer	Valley	August 29, 2014		31/6 + Bil.	From Spurgeon to Valley
Campbell, David	Custodian	Century	September 12, 2014		23/6 + Diff.	From Santa Ana & Mendez to Century
Carranza, Eric	Custodian	Heroes	September 12, 2014		23/2 + Diff.	From Century to Heroes
Diaz, Omar	Plant Custodian Elem.	Hoover	September 24, 2014		28/3	From Bldg. Svcs. to Hoover
Fernandez, Emilio	Custodian	Century	September 12, 2014		23/6 + Diff.	From Santa Ana to Century
Hill, Donald	Custodian	Jefferson	September 12, 2014		23/6 + Diff.	From Valley to Jefferson
Lumley, Jennifer	Custodian	Santa Ana	September 12, 2014		23/6 + Diff.	From Heroes to Santa Ana
Page, Emir	Site Clerk	Saddleback	September 24, 2014		24/4	From Jefferson to Saddleback

CLASSIFIED PERSONNEL CALENDAR

**Personnel Calendar
Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
REASSIGNMENTS (Change of work site) (Continuation)						
Rodriguez, Katherine	Instr. Asst. Sev. Dis.	Santa Ana	September 12, 2014		20/6	From Segerstrom to Santa Ana
Vaca, Rolando	Custodian	Valley	September 12, 2014		23/2 + Diff.	From Jefferson to Valley
Zavala, Marisa	SSP Sp. Ed.	Santa Ana	September 12, 2014		19/1	From Chavez to Santa Ana
ADJUSTMENT OF WORKING ASSIGNMENTS						
Alvarado, Angelica	Fd. Svc. Wkr.	Nutrition Services	September 24, 2014		11/5	From 3.5 hours to 6.5 hours
Anaya, Liliana	Fd. Svc. Wkr.	Lathrop	September 24, 2014		11/2	From 3.5 hours to 6.5 hours
Colin Cardenas, Jessica	Fd. Svc. Wkr.	Carr	September 24, 2014		11/4	From 3.5 hours to 6.5 hours
Velazquez, Ana	Fd. Svc. Wkr.	Nutrition Services	September 24, 2014		11/2	From 3.5 hours to 6.5 hours
TEMPORARY ASSIGNMENTS						
Atilano, Miguel Jr.	Sr. Grmdskpr.	Bldg. Svcs.	August 25, 2014	September 19, 2014		25/6
Bedolla, Oscar	Plant Custodian HS	Bldg. Svcs.	August 18, 2014	August 20, 2014		35/1
Carranza, Eric	Maintenance Wkr. II	Bldg. Svcs.	September 2, 2014	September 30, 2014		30/1

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

**Personnel Calendar
 Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
TEMPORARY ASSIGNMENTS (Continuation)						
Carillo, Maria	Sr. Fd. Svc. Wkr.	Nutrition Services	September 2, 2014	September 22, 2014		13/6
Cregut-Gonzalez, Shanee	Sr. Fd. Svc. Wkr.	Nutrition Services	September 2, 2014	September 22, 2014		13/6
Dorado, Raul	Rv. Ld Custodian	Bldg. Svcs.	September 2, 2014	September 30, 2014		28/5
Guerrero, Elizabeth	Sr. Fd. Svc. Wkr.	Nutrition Services	September 2, 2014	October 31, 2014		13/6
Guevarra, Luz	Sr. Fd. Svc. Wkr.	Nutrition Services	September 2, 2014	November 16, 2014		13/6
Ibarra, Maria	Sr. Fd. Svc. Wkr.	Nutrition Services	September 2, 2014	September 22, 2014		13/6
Macias, Alfredo	Sr. Groundskeeper	Bldg. Svcs.	September 4, 2014	September 11, 2014		30/5
Nguyen, Ha	ROP Operations Spec.	ROP	August 1, 2014	September 30, 2014		40/5
Nieto, Cesar	Rv. Ld Custodian	Bldg. Svcs.	August 19, 2014	September 30, 2014		28/5 + Diff.
Perez, Juan	Plant Custodian HS	Bldg. Svcs.	September 9, 2014	September 30, 2014		35/2
Ramirez, Noelia	Sr. Fd. Svc. Wkr.	Nutrition Services	September 2, 2014	September 22, 2014		13/6
Saldana, Carmen	Fd. Svc. Spvr. Elem.	Nutrition Services	September 4, 2014	September 30, 2014		15/3
Sanchez, Brenda	Sr. Fd. Svc. Wkr.	Nutrition Services	September 2, 2014	September 22, 2014		13/6
Torres, Laura	Site Clerk	Wilson	August 29, 2014	September 23, 2014		24/2

CLASSIFIED PERSONNEL CALENDAR

**Personnel Calendar
 Board Meeting - September 23, 2014**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
ACTIVITY SUPERVISORS						
Ibrahim, Sakina	Activity Supervisor	Saddleback	September 11, 2014		10/1	
Jorge, Blanca	Activity Supervisor	Heninger	September 11, 2014		10/1	
Lagunas, Marisol	Activity Supervisor	Lowell	September 3, 2014		10/1	
Mazariegos, Melissa	Activity Supervisor	Segerstrom	September 8, 2014		10/1	
Mejia Rivera, Karla	Activity Supervisor	Garfield	September 5, 2014		10/1	
Olmedo, Irma	Activity Supervisor	Lowell	September 10, 2014		10/1	
HOURLY APPOINTMENTS						
Diaz Salgado, Ana	Instr. Provider	Mendez	September 10, 2014		16/1	
Rios, Estefani	Instr. Provider	Valley	September 10, 2014		16/1	
Simon Madrigal, Erika	Instr. Provider	Valley	September 10, 2014		16/1	
SUBSTITUTES						
Aguilar, Ana	Fd. Svc. Wkr.		September 2, 2014		11/1	
Alvarez Medina, Elida	Fd. Svc. Wkr.		September 2, 2014		11/1	
Barriga, Adilene	Fd. Svc. Wkr.		September 2, 2014		11/1	
Echavarria, Ligia	Community Worker		September 2, 2014		20/1	
Garcia, Jose	Fd. Svc. Wkr.		September 2, 2014		11/1	
Gonzalez, Sulma	Fd. Svc. Wkr.		September 2, 2014		11/1	
Montano Silva, Gilberto	Fd. Svc. Wkr.		September 2, 2014		11/1	
Murguía, Janet	Fd. Svc. Wkr.		September 2, 2014		11/1	
Ordaz, Crystal	SSP Sp. Ed.		September 2, 2014		19/1	

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - September 23, 2014

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
SUBSTITUTES (Continuation)						
Ruiz, Narduslibia	Fd. Svc. Wkr.		September 2, 2014		11/1	
Sanchez Valencia, Ricardo	Fd. Svc. Wkr.		September 2, 2014		11/1	
Vazquez, Alysia	SSP Sp. Ed.		September 10, 2014		19/1	
SHORT TERM						
Rodriguez, Graciela	Sch. Off. Asst. Elem.	Jackson	August 4, 2014	August 14, 2014	24/6	Student Registration

**AGENDA ITEMS REQUESTS
CLASSIFIED
2014-15 School Year**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Activity Supervisor Extra Duty - 0 (Ratification)	Food Services - Various School Sites	Cafeteria Fund 13	\$15,000	July 1, 2014
Activity Supervisor Extra Duty - 1 (Ratification)	Food Services - Various School Sites	Cafeteria Fund 13	\$65,000	October 1, 2014
AVID Tutors (Ratification)	MacArthur	LCFF	\$15,000	September 2, 2014
AVID Tutors/Instructional Provider	Middle College	AVID - Secondary Division LCFF Supplemental/ Concentration	\$40,000	September 25, 2014
AVID Tutors/Instructional Provider (Ratification)	Segerstrom	Destination Grant (United Way)	\$4,000	September 10, 2014
Classified Extra Duty	Educational Services	CORE	\$3,000	September 24, 2014
Common Core Office Support	Harvey	Title I	\$9,700	September 24, 2014
Computer Lab Support	Santiago	Title I	\$3,000	September 24, 2014
Extra Duty - ESY (Ratification)	Special Education	Special Education	\$80	June 25, 2014
Extra Duty - IEP Translations (Ratification)	Special Education	Special Education	\$91	October 1, 2014
Extra Duty - Success Training (Ratification)	Special Education	Special Education	\$10,940	August 25, 2014
Extra Help Office Staff	Santiago	General Fund	\$1,000	September 24, 2014
Instructional Assistants Staff Development	Santiago	Title I	\$420	September 24, 2014
Interpreter Services (Ratification)	Taft DHH	Special Education	\$15,000	July 1, 2014
Library Support	Santiago	Title I	\$2,500	September 24, 2014
New Employee Orientation	Human Resources	Title II	\$3,000	October 11, 2014
Sign Language Classes (Ratification)	Taft DHH	Special Education	\$41,821	July 1, 2014
Student Supervision for Parent Meeting & Workshops	Santiago	General Fund	\$455	October 1, 2014
Translations	Santiago	General Fund	\$1,000	September 24, 2014
School Wide Events/Childcare	Heroes	Title I	\$500	September 23, 2014

AGENDA ITEMS REQUESTS
CLASSIFIED

2014-15 School Year

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Summer Basketball Camp #0820 (Ratification)	Godinez/Athletics	Participant Entry Donation	\$750	July 1, 2014
Summer Basketball League-Camp (Ratification)	Godinez/Athletics	Participant Entry Donation	\$1,500	July 1, 2014
Work Project for Migration to Windows 7	Technology Innovation Services	Maintenance - Extra Duty	\$25,000	September 24, 2014



SANTA ANA UNIFIED SCHOOL DISTRICT

LEAD INTERNAL AUDITOR

JOB SUMMARY:

This management position will report to the Deputy Superintendent and/or designee. The Internal Auditor will supervise, monitor, review, analyze and audit the effective implementation and quality control of various special projects. Additionally, this position will conduct special internal audits as needed of business practices, programs, and district operations. The Internal Auditor performs professional-level work related to procedures development and financial data analysis in areas of budget, cash flow analysis, projections of financial status, and related systems design.

This position directs mission critical financial and/or operational activities ensuring compliance of fund allocations with funding agency requirements by performing audit investigations involving the use of public funds, complaints and misconduct of District employees, typically in a sensitive environment.

REPRESENTATIVE DUTIES:

- Establish an internal financial audit system of public funds. **E**
- Plan and conduct or direct the investigation of district procedures and internal controls to safeguard assets such as equipment and buildings and to comply with legal financial reporting requirements; examines transactions and activities such as cash collections/deposits, authorized disbursements, payroll, accounts payable and various fee charges. **E**
- Establish a consistent and transparent reporting process for grant funding. **E**
- Audit or direct audits of student body funds at schools to determine that appropriate accounting procedures on collections and disbursements are followed; identify deficiencies and advise and assist school accounting personnel and administrators on the correct procedures and practices. **E**
- Respond to information request, including those of a highly sensitive nature: receive whistleblower complaints by telephone, in writing and by other means; answer questions and provide information on the functions and procedures of the complaint process to complainants, the public and interested parties. **E**

LEAD INTERNAL AUDITOR (CONTINUED)

REPRESENTATIVE DUTIES: (Continued)

- Develop and/or modify accounting standards and manuals for general accounting and student body funds accounting; monitor the receipt, disbursement, and recording of transactions to determine compliance with policies and regulations. **E**
- Interview employees and examine and review a variety of documents, records, contracts, correspondence and procedures of departments or schools to determine compliance with internal controls, existing regulations and laws and business policies and procedures; identify areas of exposure to risk. **E**
- Act as a liaison between departments, Board of Education, and the public regarding the highly sensitive audit(s) and operational risks. **E**
- Audit or direct the audit of the student attendance system; identify deficiencies and recommend improvements. **E**
- Prepare reports of findings and analyses and related documents on audit investigations for complainants, public and interested parties and provides recommendations for improvement. **E**
- Makes written and oral recommendations on difficult administrative and fiscal issues: writes detailed investigative audit reports on each complaint investigated, including factual backup documents, analysis of findings and proposed recommendations. **E**
- Analyzes and interprets proposed legislation, governmental and fiscal guidelines, including federal, State, and District programs in order to provide administrators, staff personnel, community groups, and the public with data on financial effects. **E**
- Advises management concerning the budget/financial activities examined, including formulating policy to strengthen internal controls and provide related staff training as appropriate. **E**
- Conducts reviews and appraisals of business models and discusses review findings and recommendations with senior and executive management as to the adequacy of action taken to correct reported deficient conditions. **E**
- Secures or provides survey data regarding financial management from other school districts. **E**
- Prepares cost estimates for new or redefined educational programs. **E**
- Perform other related functions as assigned.

LEAD INTERNAL AUDITOR (CONTINUED)**KNOWLEDGE AND ABILITIES:****Knowledge of:**

- Auditing theory, techniques and procedures
- Internal auditing standards
- Principles and techniques of financial/fiscal analysis and budgeting
- Generally accepted professional level accounting and auditing principles, practices, and procedures
- Preparation, maintenance, and verification of accounting records
- Application of statistical and other analytical methods, including auditing and investigative methods
- The application of electronic data processing to financial transactions including on-line applications
- Preparation of financial statements and comprehensive accounting reports
- District organization, operations, and policies, goals and objectives, organizational structure and functions, and negotiated contracts
- Federal, state, and county laws and regulations pertinent to financial activities.
- Standards established for internal auditing

Ability to:

- Perform examinations and evaluations of the adequacy and effectiveness of District financial and administrative internal controls
- Advise and assist District personnel on accounting, financial reporting, and compliance with Federal and State regulations
- Plan, organize and schedule audits, establish priorities and assess risk and significance
- Prepare reports and summarize findings for District management
- Interpret contracts and other legal documents and analyze and evaluate complex data
- Reconcile, balance and audit assigned accounts
- Compile and prepare technical, statistical and/or analytical reports and presentations and maintain accurate financial and statistical records
- Compare numbers and detect errors
- Conduct extremely difficult analytical studies involving complex administrative and financial systems and procedures and financial impact and prepare, review, and present clear and concise findings and reports
- Maintain confidentiality of audit records and findings
- Meet schedules and timeliness
- Make presentations before internal/external audiences and explain complex and/or controversial policies and regulations
- Highly skilled in Microsoft Office, Word, Outlook, and expert proficiency in Excel

LEAD INTERNAL AUDITOR (CONTINUED)

KNOWLEDGE AND ABILITIES: (Continued)

Ability to:

- Establish and maintain effective working relationships with others
- Work with authority to identify and define problems, determine methodology, evaluate data, make recommendations with appropriate justification and develop/implement a plan of action

EDUCATION AND EXPERIENCE:

Graduation from a recognized college or university with a Bachelor's degree, preferably with a major in accounting, finance, public or business administration, economics, or a related field.

Minimum of three (3) years of professional-level analytical experience, including at least two years of experience involving financial analysis, such as analysis of District, program, or school-level budgets; cash flows; or income and appropriation statements. One year of the required experience must have been in a governmental agency, or auditing a governmental agency or large corporation, such experience should be in an organization with an annual budget of no less than \$100 million is highly desired.

Position requires the use of personal automobile and possession of a valid California class C driver's license at the time of appointment.

LICENSES AND OTHER REQUIREMENTS:

Any combination of the following qualifications are highly desired:

- Masters degree in accounting, finance, economics, business administration or a directly related field.
- Professional certifications (Certified Public Accountant, Certified Internal Auditor, Certified Fraud Examiner, and Certified Forensic Accountant).

WORKING CONDITIONS:

ENVIRONMENT:

- Office environment
- Frequent interruptions
- Driving a vehicle to conduct work

LEAD INTERNAL AUDITOR (CONTINUED)

WORKING CONDITIONS: (Continued)

PHYSICAL ABILITIES:

- Dexterity of hands and fingers to operate a computer keyboard and other office equipment
- Lifting, carrying, pushing or pulling moderately heavy objects
- Seeing to read a variety of materials and drive a vehicle
- Hearing and speaking accurately to exchange information in person or on the telephone
- Sitting or standing for extended periods of time
- Bending at the waist, kneeling or crouching
- Lifting or moving objects, normally not exceeding twenty (40) pounds

HAZARDS:

- Extended viewing of computer monitor.
- Working around and with office equipment having moving parts.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job with or without reasonable accommodation.

Board Approved: September 23, 2014