

**San Dieguito Union High School District  
PERSONNEL COMMISSION**

**Regular Meeting Agenda**

3:30 P.M. July 29, 2024

SDUHSD District Office

710 Encintas Blvd, Encintas , CA 92024

*(public may attend in person or virtually)*

**PUBLIC COMMENTS**

Every agenda for regular meetings shall provide an opportunity for members of the public to directly address the commission on any item of interest to the public, before or during the commission's consideration of the item.

If you wish to speak regarding an item on the agenda, we request that you email the Director of Classified Personnel at [susan.gray@sduhsd.net](mailto:susan.gray@sduhsd.net) by 3:00 pm the day of the meeting or, if the meeting is being conducted in-person, you may complete a speaker slip located at the entrance to the meeting room prior to the start of the meeting. We request that you include your name, organization you represent (if applicable) and the nature of your comment including whether it is related to a specific item number on the agenda or a non-agenda item. If your comment is related to an item on the agenda, it will be heard at the time of the item. All non-agenda items will be heard during the public comments portion of the meeting. In accordance with Government Code §54954.2(3), no action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the commission or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of the commission or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of the commission, or the commission itself, subject to rules or procedures of the commission, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

Public comments shall be limited to three minutes per individual. A total of fifteen minutes shall be allotted per item.

Complaints or charges against an employee are not permitted in an open meeting of the Personnel Commission. Instead, such matters should be provided in writing to the Commission through the Classified Personnel Office.

**AGENDA POSTING REQUIREMENTS**

In accordance with the Brown Act and Personnel Commission Rules, agenda for Regular Personnel Commission Meetings will be posted at least 72 hours prior to the meeting. Agendas for Special Meetings will be posted at least 24 hours prior to the meeting.

**PUBLIC INSPECTION OF DOCUMENTS**

A copy of this agenda with all the supporting documents is available for review on the district website, [www.sduhsd.net](http://www.sduhsd.net). In addition, a copy of the Personnel Commission Rules and Regulations may also be found on the district website. If you are unable to access the agenda packet on the website, please email [susan.gray@sduhsd.net](mailto:susan.gray@sduhsd.net) to receive a copy.

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### **RECORDING OF PERSONNEL COMMISSION MEETINGS**

All meetings of the Personnel Commission are audio and/or video recorded for record keeping purposes. Individuals may request the audio recording by emailing the director at [susan.gray@sduhsd.net](mailto:susan.gray@sduhsd.net) after the conclusion of the meeting. Recordings will be kept on file for 90 days following the date of the meeting.

### **CELL PHONES/ELECTRONIC DEVICES**

As a courtesy to all attendees, please silence all electronic devices to silent mode and engage in conversations outside the meeting room. When meetings are conducted virtually, please mute your computer audio until you have been called to speak.

### **REQUESTS FOR DISABILITY-RELATED MODIFICATIONS OR ACCOMODATIONS**

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, or accommodations including auxiliary aids or services, in order to participate in the public meetings of the Personnel Commission, please contact the Classified Personnel Office at (760) 753-6491 x5543. Notification 72 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the Commission shall also make available this agenda and all other public records associated with the meeting in appropriate alternative formats for the persons with a disability.

**San Dieguito Union High School District**  
**PERSONNEL COMMISSION**  
**Regular Meeting Agenda**  
*3:30 PM, July 29, 2024*

**MEETING/OPEN SESSION**

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Agenda for the July 29, 2024, Personnel Commission Regular Meeting.  
*Public Comments, if any*  
Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve the agenda for the July 29, 2024, Personnel Commission Regular Meeting.
4. Approval of the Minutes for the June 25, 2024, Personnel Commission Regular Meeting.  
*Public Comments, if any*  
Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve the minutes of the June 25, 2024, Personnel Commission Regular Meeting.
5. PUBLIC COMMENTS ON NON-AGENDA ITEMS  
No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the commission or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of the commission or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of the commission, or the body itself, subject to rules or procedures of the commission, may provide a reference to staff or other resources for factual information, request staff to report back to the commission at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda. Public comments shall be limited to three minutes per individual. A total of fifteen minutes shall be allotted per item.
  - A. California School Employees Association
  - B. San Dieguito Union High School District
  - C. Public

## **ACTION ITEMS (See Supplements)**

### **6. ELIGIBILITY LISTS TO BE RATIFIED/APPROVED**

#### *Public Comments, if any*

- A. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve an Eligibility List for Director of Student Information Services, Management, SR4, Promo Only, updated 06/21/2024, individual eligibility valid for six months.
- B. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve an Eligibility List for Nutrition Services Assistant - Floater, SR26, Open/Promotional-Dual Certification, updated 06/25/2024, individual eligibility valid for six months.
- C. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve an Eligibility List for Administrative Assistant II, SR40, Open/Promotional-Dual Certification, updated 06/28/2024, individual eligibility valid for six months.
- D. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve a Continuous Filing Eligibility List for Campus Supervisor, SR32, Open/Promotional-Dual Certification, updated 07/01/2024, individual eligibility valid for six months.
- E. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve an Eligibility List for Administrative Assistant I, SR38, Open/Promotional-Dual Certification, updated 07/08/2024, individual eligibility valid for six months.
- F. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve a Continuous Filing Eligibility List for Instructional Assistant SpEd, SR34, Open/Promotional-Dual Certification, updated 07/09/2024, individual eligibility valid for six months.
- G. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve a Continuous Filing Eligibility List for Instructional Assistant – SpEd (Behavior Intervention), SR36, Open/Promotional-Dual Certification, updated 07/10/2024, individual eligibility valid for six months.
- H. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve an Eligibility List for Receptionist, SR32, Open/Promotional-Dual Certification, updated 07/10/2024, individual eligibility valid for six months.
- I. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve a Continuous Filing Eligibility List for Instructional/Personal Care Assistant - SpEd, SR37, Open/Promotional-Dual Certification, updated 07/15/2024, individual eligibility valid for six months.
- J. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve a Continuous Filing Eligibility List for Instructional Assistant – SpEd (Behavior Intervention), SR36, Open/Promotional-Dual Certification, updated 07/15/2024, individual eligibility valid for six months.
- K. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve a Continuous Filing Eligibility List for Student Health Care Specialist, SR40, Open/Promotional-Dual Certification, updated 07/16/2024, individual eligibility valid for six months.
- L. Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve a Continuous Filing Eligibility List for Campus Supervisor, SR32, Open/Promotional-Dual Certification, updated 07/19/2024, individual eligibility valid for six months.

7. ELIGIBILITY LISTS TO BE ESTABLISHED/RECRUITMENTS POSTED

*Public Comments, if any*

- A. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to establish a six-month Eligibility List for Health Technician, SR32, Open/Promotional – Dual Certification.
- B. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to establish a six-month Eligibility List for School Plant Supervisor, SR41, Promo Only.
- C. Motion by \_\_\_\_\_, second by \_\_\_\_\_, to establish a six-month Eligibility List for Custodian, SR32, Open/Promotional – Dual Certification.

8. JOB DESCRIPTION REVISION

*Public Comment, if any*

- A. Van Driver – Student Transportation

Discussion and possible action to adopt the proposed revisions to the Van Driver – Student Transportation Job Description, including adopting the proposed title change to School Bus Driver Trainee.

**DISCUSSION/INFORMATION ITEMS (See Supplements)**

9. STAFF COMMENTS ON PERSONNEL ACTIVITIES

*Public Comments, if any*

- A. Vacancy Report Summary
- B. Vacancy Report

10. CORRESPONDENCE

*Public Comments, if any*

11. NEXT PERSONNEL COMMISSION MEETING

The next Regular meeting of the Personnel Commission is scheduled for Tuesday, August 13, 2024 at 3:30 pm.

12. ADJOURNMENT

**San Dieguito Union High School District**  
**PERSONNEL COMMISSION**

**Regular Meeting Minutes**

3:30 PM, June 25, 2024

**MEETING/OPEN SESSION**

1. Call to Order

The meeting was called to order at 3:30 p.m. by Commissioner JEFF CHARLES.

2. Pledge of Allegiance

Commissioner Charles led the pledge of allegiance.

Personnel Commissioners in Attendance

Justin Cunningham

Jeff Charles

John Baird

Personnel Commission Staff in Attendance

Susan Gray, Director of Classified Personnel

Barbara Bass, Human Resources Analyst

Jennifer Laity, Human Resources Technician

3. Approval of the Agenda for the June 25, 2024, Personnel Commission Regular Meeting.

*Public Comments - None*

Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve the agenda for the June 25, 2024, Personnel Commission Regular Meeting.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

4. Approval of the Minutes for the May 14, 2024, Personnel Commission Regular Meeting.

*Public Comments - None*

Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve the minutes of the May 14, 2024, Personnel Commission Regular Meeting

Justin Cunningham

Jeff Charles

John Baird  
Passed with Three Ayes

5. PUBLIC COMMENTS ON NON-AGENDA ITEMS

No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the commission or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code §54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of the commission or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of the commission, or the body itself, subject to rules or procedures of the commission, may provide a reference to staff or other resources for factual information, request staff to report back to the commission at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda. Public comments shall be limited to three minutes per individual. A total of fifteen minutes shall be allotted per item.

- A. California School Employees Association - *None*
- B. San Dieguito Union High School District - *None*
- C. Public - *None*

**ACTION ITEMS (See Supplements)**

6. ELIGIBILITY LISTS TO BE RATIFIED/APPROVED

*Public Comments - None*

- A. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for School Bus Driver, SR38, Open/Promotional-Dual Certification, updated 05/02/2024, individual eligibility valid for six months.  
Justin Cunningham  
Jeff Charles  
John Baird  
Passed with Three Ayes
- B. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve an Eligibility List for Custodial Supervisor I, Supervisory, SR5, Promo Only, updated 05/07/2024, individual eligibility valid for six months.  
Justin Cunningham  
Jeff Charles  
John Baird  
Passed with Three Ayes
- C. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Student Health Care Specialist, SR40, Open/Promotional-Dual Certification, updated 05/07/2024, individual eligibility valid for six months.  
Justin Cunningham

Jeff Charles  
John Baird  
Passed with Three Ayes

- D. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Student Health Care Specialist, SR40, Open/Promotional-Dual Certification, updated 05/08/2024, individual eligibility valid for six months.

Justin Cunningham  
Jeff Charles  
John Baird  
Passed with Three Ayes

- E. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Instructional Assistant SpEd (Behavior Intervention), SR36, Open/Promotional-Dual Certification, updated 05/13/2024, individual eligibility valid for six months.

Justin Cunningham  
Jeff Charles  
John Baird  
Passed with Three Ayes

- F. Motioned by JOHN BAIRD seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Instructional Assistant - SpEd, SR34, Open/Promotional-Dual Certification, updated 05/13/2024, individual eligibility valid for six months.

Justin Cunningham  
Jeff Charles  
John Baird  
Passed with Three Ayes

- G. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Nutrition Services Assistant I, SR25, Open/Promotional-Dual Certification, updated 05/16/2024, individual eligibility valid for six months.

Justin Cunningham  
Jeff Charles  
John Baird  
Passed with Three Ayes

- H. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Instructional/Personal Care Assistant - SpEd SR37, Open/Promotional-Dual Certification, updated 05/17/2024, individual eligibility valid for six months.

Justin Cunningham  
Jeff Charles  
John Baird  
Passed with Three Ayes

- I. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Campus Supervisor, SR32,



Open/Promotional-Dual Certification, updated 05/20/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- J. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Custodian, SR32, Open/Promotional-Dual Certification, updated 05/21/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- K. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve an Eligibility List for Nutrition Services Assistant II, SR27, Open/Promotional-Dual Certification, updated 05/21/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- L. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve an Eligibility List for Facilities Planning Analyst, SR62, Open/Promotional-Dual Certification, updated 05/23/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- M. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve an Eligibility List for Nutrition Services Supervisor, Supervisory, SR4, Promo Only, updated 05/24/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- N. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Instructional Assistant SpEd (Behavior Intervention), SR36, Open/Promotional-Dual Certification, updated 06/03/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- O. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Instructional Assistant - SpEd, SR34, Open/Promotional-Dual Certification, updated 06/03/2024, individual eligibility

valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- P. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Instructional/Personal Care Assistant - SpEd SR37, Open/Promotional-Dual Certification, updated 06/03/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- Q. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Campus Supervisor, SR32, Open/Promotional-Dual Certification, updated 06/04/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- R. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Secretary, SR36, Open/Promotional-Dual Certification, updated 06/04/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- S. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve an Eligibility List for Network Technician, SR57, Promo Only, updated 06/10/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- T. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Instructional Assistant – Multilingual Learners, SR31, Open/Promotional-Dual Certification, updated 06/11/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- U. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Instructional Assistant SpEd (Behavior

Intervention), SR36, Open/Promotional-Dual Certification, updated 06/12/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- V. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Instructional Assistant - SpEd, SR34, Open/Promotional-Dual Certification, updated 06/12/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- W. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve a Continuous Filing Eligibility List for Instructional Assistant – Multilingual Learners, SR31, Open/Promotional-Dual Certification, updated 06/13/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- X. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve an Eligibility List for Locksmith, SR47, Open/Promotional-Dual Certification, updated 06/13/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- Y. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to approve an Eligibility List for Administrative Assistant III, SR42, Open-Promotional/Dual Certification, updated 06/17/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- Z. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to approve a Continuous Filing Eligibility List for Instructional Assistant – Multilingual Learners, SR31, Open/Promotional-Dual Certification, updated 06/17/2024, individual eligibility valid for six months.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

7. ELIGIBILITY LISTS TO BE ESTABLISHED/RECRUITMENTS POSTED

*Public Comments - None*

- A. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to establish a six-month Eligibility List for Locksmith, SR47, Open/Promotional – Dual Certification.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- B. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to establish a six-month Eligibility List for Director of Student Information Services, Management, SR4, Promo Only.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- C. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to establish a six-month Eligibility List for Network Technician, SR57, Promo Only.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- D. Motioned by JOHN BAIRD, second by JUSTIN CUNNINGHAM, to establish a six-month Eligibility List for Administrative Assistant I, SR38, Open/Promotional – Dual Certification.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- E. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to establish a six-month Eligibility List for Administrative Assistant II, SR40, Open/Promotional – Dual Certification.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

- F. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to establish a six-month Eligibility List for Receptionist, SR32, Open/Promotional – Dual Certification.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

G. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to establish a six-month Eligibility List for Facilities Planning Analyst, SR62, Open/Promotional – Dual Certification.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

H. Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD, to establish a six-month Eligibility List for Nutrition Services Supervisor, Supervisory, SR4, Promo Only.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

I. Motioned by JOHN BAIRD, seconded by JUSTIN CUNNINGHAM, to establish a six-month Eligibility List for Plumber, SR49, Open/Promotional – Dual Certification.

Justin Cunningham

Jeff Charles

John Baird

Passed with Three Ayes

#### 8. PERSONNEL COMMISSION CALENDAR

*Public Comment - None*

Motioned by JUSTIN CUNNINGHAM, seconded by JOHN BAIRD to schedule the Personnel Commission July meeting to Monday, July 29, 2024.

### **DISCUSSION/INFORMATION ITEMS (See Supplements)**

#### 9. STAFF COMMENTS ON PERSONNEL ACTIVITIES

*Public Comments - None*

A. Hiring Event Update

B. Vacancy Report Summary

C. Vacancy Report

D. Personnel List Reports

#### 10. CORRESPONDENCE

*Public Comments - None*

#### 11. NEXT PERSONNEL COMMISSION MEETING

The next Regular meeting of the Personnel Commission is scheduled for Monday, July 29, 2024, 3:30 p.m.

#### 12. ADJOURNMENT – 3:59 pm

**San Dieguito Union High School District  
Personnel Commission**

**Director of Student Information Services**

Eligibility List

Promo Only

Effective Date: 6/21/2024

Applicant ID	Rank	Expiration Date	Source
420	1	12/21/2024	Promo

*Please note: individual eligibility list is valid for 6 months.*

S. Gray

**San Dieguito Union High School District  
Personnel Commission**

**Nutrition Services Assistant-Floater**

Eligibility List

Open/Promo-Dual Certification

Effective Date: 6/25/2024

Applicant ID	Rank	Expiration Date	Source
1660	1	12/25/2024	Promo
240	2	12/25/2024	Open

*Please note: individual eligibility list is valid for 6 months.*

*Scores are merged each time the exam is administered.*

S. Gray

**San Dieguito Union High School District  
Personnel Commission**

**Administrative Assistant II**

Eligibility List

Open/Promo-Dual Certification

Date: 6/28/2024

Applicant ID	Rank	Expiration Date	Source
448	1	12/28/2024	Promo
495	2	12/28/2024	Promo
455	3	12/28/2024	Open
456	3	12/28/2024	Open
465	4	12/28/2024	Open
1566	5	12/28/2024	Promo
1584	6	12/28/2024	Open
504	7	12/28/2024	Promo
502	8	12/28/2024	Open
1548	9	12/28/2024	Open

*Please note: individual eligibility list is valid for 6 months.*

S. Gray



**San Dieguito Union High School District  
Personnel Commission**

**Campus Supervisor**

Eligibility List-Continuous

Open/Promo-Dual Certification

Updated Date: 7/1/2024

Applicant ID	Rank	Expiration Date	Source
1413972	1	11/7/2024	Promo
282	2	12/4/2024	Open
1570	3	1/1/2025	Promo
7377642	4	11/20/2024	Open

*Please note: individual eligibility list is valid for 6 months.*

*Scores are merged each time the exam is administered.*

S. Gray

**San Dieguito Union High School District  
Personnel Commission**

**Administrative Assistant I**

Eligibility List

Open/Promo-Dual Certification

Date: 7/8/2024

Applicant ID	Rank	Expiration Date	Source
1621	1	1/8/2025	Promo
484	2	1/8/2025	Promo
1617	2	1/8/2025	Promo
1574	3	1/8/2025	Open
1583	4	1/8/2025	Open
514	5	1/8/2025	Promo

*Please note: individual eligibility list is valid for 6 months.*

S. Gray

**San Dieguito Union High School District  
Personnel Commission**

**Instructional Assistant SpEd**

Eligibility List-Continuous Filing

Open/Promo-Dual Certification

Updated Date: 7/9/2024

Applicant ID	Rank	Expiration Date	Source
7336079	1	7/19/2024	Open
1551	2	12/12/2024	Promo
1687	3	1/9/2025	Open
1742	3	1/9/2025	Open
1723	3	1/9/2025	Open

*Please note: individual eligibility list is valid for 6 months.*

*Scores are merged each time the exam is administered.*

S. Gray

**San Dieguito Union High School District  
Personnel Commission**

**Instructional Assistant SpEd-Behavior Intervention**

Eligibility List-Continuous Filing

Open/Promo-Dual Certification

Updated Date: 7/10/2024

Applicant ID	Rank	Expiration Date	Source
1718	1	1/10/2025	Open
492	2	11/13/2024	Open
1743	2	1/10/2025	Open
526		7/11/2027	Reinstatement

*Please note: individual eligibility list is valid for 6 months.*

*Scores are merged each time the exam is administered.*

S. Gray

**San Dieguito Union High School District  
Personnel Commission**

**Receptionist**

Eligibility List-Merged

Open/Promo-Dual Certification

Date: 7/10/2024

Applicant ID	Rank	Expiration Date	Source
1532	1	1/10/2025	Open
1661	2	1/10/2025	Open
1663	2	1/10/2025	Open
1195756	3	11/28/2024	Open
1576	4	1/10/2025	Promo
6656735	5	11/28/2024	Open
1636	6	1/10/2025	Open

Please note: individual eligibility list is valid for 6 months.

Scores are merged each time the exam is administered.

S. Gray

**San Dieguito Union High School District  
Personnel Commission**

**Instructional/Personal Care Assistant SpEd**

Eligibility List-Continuous Filing

Open/Promo-Dual Certification

Updated Date: 7/15/2024

Applicant ID	Rank	Expiration Date	Source
482	1	12/3/2024	Open
471	1	12/3/2024	Open
1801	1	1/15/2025	Open
1804	1	1/15/2025	Open

*Please note: individual eligibility list is valid for 6 months.*

*Scores are merged each time the exam is administered.*

S. Gray

**San Dieguito Union High School District  
Personnel Commission**

**Instructional Assistant SpEd-Behavior Intervention**

Eligibility List-Continuous Filing

Open/Promo-Dual Certification

Updated Date: 7/15/2024

Applicant ID	Rank	Expiration Date	Source
1718	1	1/10/2025	Open
492	2	11/13/2024	Open
1743	2	1/10/2025	Open
1783	2	1/15/2024	Open
526		7/11/2027	Reinstatement

*Please note: individual eligibility list is valid for 6 months.*

*Scores are merged each time the exam is administered.*

S. Gray

**San Dieguito Union High School District  
Personnel Commission**

**Student Health Care Specialist**

Eligibility List-Continuous Filing

Open/Promo-Dual Certification

Effective Date: 7/16/2024

Applicant ID	Rank	Expiration Date	Source
7440755	1	10/17/2024	Open
352	1	11/8/2024	Open
518	1	11/30/2024	Open
1815	1	1/16/2025	Open

*Please note: individual eligibility list is valid for 6 months.*

*Scores are merged each time the exam is administered.*

S. Gray



**San Dieguito Union High School District  
Personnel Commission**

**Campus Supervisor**

Eligibility List-Continuous

Open/Promo-Dual Certification

Updated: 7/19/2024

Applicant ID	Rank	Expiration Date	Source
282	1	12/4/2024	Open
7377642	2	11/20/2024	Open
1767	3	1/19/2025	Open
1800	3	1/19/2025	Open

*Please note: individual eligibility list is valid for 6 months.*

*Scores are merged each time the exam is administered.*

S. Gray



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www.sduhsd.net

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## Classification Review Report

Classification	<b>Van Driver – Student Transportation (Job Description Revision)</b> <b>Proposed New Title: School Bus Driver Trainee</b>
Classification Type	Classified
Salary Range	<b>35</b>
Submission to Classification Advisory Committee	July 19, 2024
Submission to Personnel Commission	July 29, 2024

### Background Information

In February 2022, the position of Van Driver – Student Transportation was established. The purpose of this position was to support the unpaid school bus driver training program. The training program was intended to assist in filling the high number of bus driver vacancies. While a number of individuals expressed interest in the program, few followed through with completing the program. In some cases, those who completed the program were unable to qualify for the School Bus Driver position or found positions with other districts.

In order to improve the success of this program, the District has now approved the bus driver training program to be a paid program and has requested revisions to the van driver job description. Individuals hired into this position would be placed into the driver training program and will also be able to work as van drivers when not in training.

### Salary Compensation Review

When this classification was initially established, the compensation review considered “Van Driver” positions for the market comparisons. For the current compensation review, other school bus driver trainee positions have been used for comparison. There are only 3 comparison districts that have paid driver trainee programs. The current range 35 aligns with the market for this position.

District	Job Title	Min
Poway USD	Bus Driver Trainee	\$21.69
Ramona USD	Bus Driver Trainee	\$16.00

Vista	Bus Driver Trainee	\$21.87
<b>Average</b>		\$19.85
SDUHSD		\$21.92

### Recommendation

It is recommended the job descriptions for the classification of Van Driver be updated as proposed to include the change in title to School Bus Driver Trainee. Based on the salary of comparison districts, there is no recommendation for salary range reallocation.

### Vote by Committee Members:

Vote	Member	Vote	Member
Yes	Matt Colwell, CSEA	Yes	Dawn Campbell, Admin
Yes	Kalani Crosby, CSEA	Yes	Antonio Perez, Admin
Yes	Margy Lara, CSEA		

### SCHOOL BUS DRIVER TRAINEE

#### JOB SUMMARY

Attends classroom and behind-the-wheel training to become qualified as a School Bus Driver. In addition, under the supervision of the Transportation Operations Supervisor, drives vehicles to transport students safely and efficiently to an assigned location on a designated route; provides safe and secure transportation for students who may have physical, medical, educational and emotional needs; load, unload and secure special needs students; perform regular daily safety inspections and regular cleaning of vehicles.

#### REPRESENTATIVE DUTIES

The position description describes the general nature of work performed.

#### ESSENTIAL FUNCTIONS

The School Bus Driver Trainee may perform any combination of the following:

- Attends and completes all classroom training on required topics including Driver License and Certification Requirements, Bus Laws, Regulations and Operations, Vehicle Components, General and Specialized Defensive Driving Techniques, Passenger Loading and Unloading, Emergency Procedures, Pupil Management, Activity Trips, Special Needs Transportation and Public and Community Relations.
- Completes Behind-the-Wheel training to become a Professional School Bus Driver.
- Completes driver training programs for the purpose of obtaining a Commercial Driver's License with School Bus and Passenger Endorsements.
- Drive vans or cars to transport students safely and efficiently to an assigned location on a designated route.
- Instructs, directs and observes students and enforces rules and regulations to ensure student safety and proper behavior.
- Confirms and verifies student identities prior to loading and unloading.
- Assists students in loading and unloading vehicles, including emergency situations.
- Inspects assigned vehicle(s) (i.e. brake system, oil levels, coolant levels, tire pressure) to ensure vehicle is in safe operating condition.
- Documents daily logs and reports, including accident reports, to provide documentation of student safety or other concerns, time worked and equipment maintenance.
- Operates, as assigned, specialized vans that accommodate wheelchairs and equipment needed for students with disabilities.
- May administer first aid in accordance with established procedures.
- Cleans interior and exterior of the van or car, including windows, mirrors, seats, floors, ceilings, etc. to maintain the vehicle's appearance, sanitation and safety standards.
- Communicates with parents and guardians of students to inform them of schedule changes, student behavior, etc.
- Perform other job-related duties as assigned.

#### JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

##### KNOWLEDGE OF:

- Safe driving practices
- California Vehicle Code
- CPR and basic first aid
- Basic computer skills to send and receive e-mail messages

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### ABILITY TO:

- Drive a van or car safely and effectively, observing legal and defensive driving practices
- Maintain discipline of students
- Understand and follow oral and written directions
- Read, interpret and follow rules, regulations, policies and procedures
- Meet schedules and time lines
- Establish and maintain effective working relationships with others
- Communicate with courtesy, diplomacy and tact
- Maintain records and prepare reports
- Read and follow road map directions
- Operate vehicle emergency equipment
- Operate a two-way communication radio

### EDUCATION AND EXPERIENCE

Prior record of safe driving experience.

### DISTINGUISHING CHARACTERISTICS

The School Bus Driver Trainee is a classification within the Transportation series. Positions in this series transport and monitor students to and from school.

The School Bus Driver Trainee attends training class, behind-the-wheel training, and drives a van or other non-commercial vehicle to transport students. Individuals employed in this capacity will work limited-term assignments while enrolled in the district's School Bus Driver Training Program. The program includes classroom and behind-the-wheel instruction.

Differentiation between School Bus Driver Trainee and positions above and below are distinguished as follows:

The **School Bus Driver** drives a school bus to transport students. The job requires California certifications and licensing to drive a school bus.

The **School Bus Attendant** assists in the loading, unloading, care and supervision of special education students.

### REQUIRED TESTING

Pre-employment testing and assessment is required to demonstrate the minimum qualifications for the position.

### CERTIFICATES

Valid California driver license.

Valid Adult CPR and First Aid certifications.

### CONTINUING EDUCATION/TRAINING

Maintenance of valid California driver license and Adult CPR and First Aid certifications.

Participation in ongoing job-related training as assigned.

### CLEARANCES

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.

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### WORKING ENVIRONMENT

The usual and customary methods of performing the job functions require the following physical demands:

Physical Demands Frequency Definitions Based on an 8-Hour Day:

Seldom = 1-10% (<45 minutes)

Occasionally = 11-33% (up to 3 hours)

Frequently = 34-66% (up to 6 hours)

Continuously = 67-100% (more than 6 hours)

Occasionally	Walking, standing, stooping/bending, squatting/crouching, climbing/balancing, kneeling, pushing/pulling, fingering/fine manipulation, reaching above or at shoulder, and lifting up to 50 lbs. when assisting students, wheelchairs; carrying up to 10 lbs. at a distance of 100 ft.
Frequently	Twisting back, neck flexion/rotation, handling/simple grasping
Continuously	Sitting, power/firm grasping, reaching below shoulder, using hand and foot controls

In an emergency situation, the Van Driver must be able to get all students to safety. This may involve lifting, dragging, or carrying a student.

### AUDITORY OR VISUAL REQUIREMENTS

Must be able to hear traffic signals/alarms, student voices, two-way radio. Must be able to see near, distant, color and depth.

### ENVIRONMENTAL CONDITIONS

Work involves driving a van or car; subject to disciplining students while driving, potential traffic hazards, exposure to dust, gas or fumes, exposure to van or car vibration, exposure to body fluids of students and occasional adverse weather conditions.

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### VAN DRIVER-Student Transportation SCHOOL BUS DRIVER TRAINEE

#### JOB SUMMARY

~~Attends classroom and behind-the-wheel training to become qualified as a School Bus Driver. In addition, Under the supervision of the Transportation Operations Supervisor, drives vans or cars, vehicles~~ to transport students safely and efficiently to an assigned location on a designated route; provides safe and secure transportation for students who may have physical, medical, educational and emotional needs; load, unload and secure special needs students; perform regular daily safety inspections and regular cleaning of vehicles.

#### REPRESENTATIVE DUTIES

The position description describes the general nature of work performed.

#### ESSENTIAL FUNCTIONS

The ~~Van Driver-Student Transportation School Bus Driver Trainee~~ may perform any combination of the following:

- ~~Attends and completes all classroom training on required topics including Driver License and Certification Requirements, Bus Laws, Regulations and Operations, Vehicle Components, General and Specialized Defensive Driving Techniques, Passenger Loading and Unloading, Emergency Procedures, Pupil Management, Activity Trips, Special Needs Transportation and Public and Community Relations.~~
- ~~Completes Behind-the-Wheel training to become a Professional School Bus Driver.~~
- ~~Completes driver training programs for the purpose of obtaining a Commercial Driver's License with School Bus and Passenger Endorsements.~~
- Drive vans or cars to transport students safely and efficiently to an assigned location on a designated route.
- Instructs, directs and observes students and enforces rules and regulations to ensure student safety and proper behavior.
- ~~Confirms and verifies student identities prior to loading and unloading. Verifies passes for the purpose of ascertaining ridership privileges.~~
- Assists students in ~~boarding-loading and exiting vans and cars unloading vehicles,~~ including emergency situations.
- Inspects ~~and maintains~~ assigned ~~vans and cars vehicle(s)~~ (i.e. brake system, oil levels, coolant levels, tire pressure) to ensure vehicle is ~~in safe~~ operating ~~safely-condition.~~
- Documents daily logs and reports, ~~records, including~~ accident reports, ~~field trip records~~ to provide documentation of student safety or other concerns, time worked and equipment maintenance.
- ~~Participates in ongoing training as needed to keep current with laws and regulations related to transporting students by van or car.~~
- Operates, as assigned, specialized vans that accommodate wheelchairs and equipment needed for students with disabilities.
- May administer first aid in accordance with established procedures. ~~to provide appropriate care for injured or ill students or staff.~~
- ~~Recommends procedures to parents, administration, management for the purpose of formalizing policies or actions required.~~
- Cleans interior and exterior of the van or car, including windows, mirrors, seats, floors, ceilings, etc. ~~to maintain the vehicle's appearance, sanitation and safety standards.~~
- ~~Assumes responsibilities of van and car drivers for the purpose of providing relief (i.e. vacation, absences) and ensuring that student transportation services are on schedule.~~
- Communicates with parents and guardians of students to inform them of schedule changes, student

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~~behavior, etc.~~

- Perform other job-related duties as assigned.

### JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

#### KNOWLEDGE OF:

- Safe driving practices
- California ~~Motor~~ Vehicle Code ~~and Education Code sections applicable to student transportation~~
- ~~District streets and locations~~
- ~~Basic preventive maintenance of District vehicles~~
- ~~Emergency evacuation techniques for regular and special education students, including the medically fragile~~

### ~~VAN DRIVER Student Transportation~~

- CPR and basic first aid
- ~~Two-way radio communication techniques and safe practices for cleaning spills~~
- Basic computer skills to send and receive e-mail messages ~~and to research and print information, such as maps and directions~~
- ~~Basic record keeping and report preparation skills.~~

#### ABILITY TO:

- Drive a van or car safely and effectively, observing legal and defensive driving practices
- Maintain discipline of students
- Understand and follow oral and written directions
- Read, interpret and follow rules, regulations, policies and procedures
- Meet schedules and time lines
- Establish and maintain effective working relationships with others
- Communicate with courtesy, diplomacy and tact
- Maintain records and prepare reports
- Read and follow road map directions
- Operate vehicle emergency equipment
- Operate a two-way communication radio

#### EDUCATION AND EXPERIENCE

Prior record of safe driving experience, ~~and successful interaction with children, especially children with disabilities. Work experience in an educational setting is preferred.~~

#### DISTINGUISHING CHARACTERISTICS

The ~~Van Driver-School Bus Driver Trainee~~ is a classification within the Transportation series. Positions in this series transport and monitor students to and from school ~~and on field trips.~~

The ~~Van Driver-School Bus Driver Trainee attends training class, behind-the-wheel training, and~~ drives a van or other non-commercial vehicle to transport students. Individuals employed in this capacity will work limited-term assignments while enrolled in the district's School Bus Driver Training Program. The program includes classroom and behind-the-wheel instruction. The no-cost, unpaid training program includes classroom and behind-the-wheel instruction and is offered to individuals interested in becoming a School Bus Driver. Individuals enrolled in the training program will have the option to work in a limited-term capacity as a Van Driver while completing the School Bus Driver Training Program and subsequent licensure process needed to be employed as a School Bus Driver.

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Differentiation between ~~Van Driver~~School Bus Driver Trainee and positions above and below are distinguished as follows:

The **School Bus Driver** drives a school bus to transport students. The job requires California certifications and licensing to drive a school bus.

The **School Bus Attendant** assists in the loading, unloading, care and supervision of special education students.

## CLASSIFIED

### ~~VAN DRIVER~~ Student Transportation

#### REQUIRED TESTING

Pre-employment testing and assessment is required to demonstrate the minimum qualifications for the position.

#### CERTIFICATES

Valid California driver license.

Valid Adult CPR and First Aid certifications.

#### CONTINUING EDUCATION/TRAINING

Maintenance of valid California driver license and Adult CPR and First Aid certifications.

Participation in ongoing job-related training as assigned.

#### CLEARANCES

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.

#### WORKING ENVIRONMENT

The usual and customary methods of performing the job functions require the following physical demands:

Physical Demands Frequency Definitions Based on an 8-Hour Day:

Seldom = 1-10% (<45 minutes)

Occasionally = 11-33% (up to 3 hours)

Frequently = 34-66% (up to 6 hours)

Continuously = 67-100% (more than 6 hours)

Occasionally	Walking, standing, stooping/bending, squatting/crouching, climbing/balancing, kneeling, pushing/pulling, fingering/fine manipulation, reaching above or at shoulder, and lifting up to 50 lbs. when assisting students, wheelchairs; carrying up to 10 lbs. at a distance of 100 ft.
Frequently	Twisting back, neck flexion/rotation, handling/simple grasping
Continuously	Sitting, power/firm grasping, reaching below shoulder, using hand and foot controls

In an emergency situation, the Van Driver must be able to get all students to safety. This may involve lifting, dragging, or carrying a student.

#### AUDITORY OR VISUAL REQUIREMENTS

Must be able to hear traffic signals/alarms, student voices, two-way radio. Must be able to see near, distant, color and depth.

#### ENVIRONMENTAL CONDITIONS

Work involves driving a van or car; subject to disciplining students while driving, potential traffic hazards, exposure to dust, gas or fumes, exposure to van or car vibration, exposure to body fluids of students and occasional adverse weather conditions.

## Vacancy Summary Report

### July 22, 2024

Site/Department	Full-time	Part-time	Grand Total
Canyon Crest Academy	2	6	8
Carmel Valley Middle School		7	7
COAST Academy		12	12
Diegueno Middle School	1	2	3
District Office	4		4
Earl Warren Middle School	1		1
La Costa Canyon High School	3	6	9
Maintenance & Operations	4		4
Oak Crest Middle School	1	7	8
Pacific Trails Middle School		6	6
San Dieguito High School Academy		5	5
Torrey Pines High School	1	5	6
Transportation		18	18
<b>Grand Total</b>	<b>17</b>	<b>74</b>	<b>91</b>

Hard to Fill Positions	Count of FTE
Accounting Technician	1
Campus Supervisor	6
Grounds/Maintenance Equipment Operator	1
Instructional Assistant - Behavior Intervention	10
Instructional Assistant - Multilingual Learners	2
Instructional Assistant Special Education	11
Instructional/Personal Care Assistant	10
Nutrition Services Assistant Floater	1
Nutrition Services Assistant I	13
Nutrition Services Assistant II	2
Plumber	1
School Bus Driver	18
Student Health Care Specialist	3
<b>Grand Total</b>	<b>79</b>

Status	Count of Status
Hold	1
Interviews scheduled	4
Job Offer Made	1
Recruitment in progress	70
Selection Clearing	15
<b>Grand Total</b>	<b>91</b>

Vacancy Report							
91 Approved Requisitions							
24 Different Job Classifications							
SITE	SLOT	Position	# of Months	# of Hours a Week	# of Hours a Day	FTE	STATUS
District Office	AJ649	Accounting Technician	12	40	8	1	Recruitment in progress
Oak Crest Middle School	AA047	Administrative Assistant I	10	40	8	1	Interviews scheduled
District Office	AO580	Administrative Assistant III	12	40	8	1	Selection Clearing
La Costa Canyon High School	AK187	Campus Supervisor	10	40	8	1	Recruitment in progress
Earl Warren Middle School	AF457	Campus Supervisor	10	40	8	1	Selection Clearing
La Costa Canyon High School	AO531	Campus Supervisor	10	40	8	1	Selection Clearing
Canyon Crest Academy	AO539	Campus Supervisor	10	40	8	1	Recruitment in progress
Carmel Valley Middle School	AO538	Campus Supervisor	10	19.5	3.9	0.49	Selection Clearing
Diegueno Middle School	AO533	Campus Supervisor	10	40	8	1	Selection Clearing
La Costa Canyon High School	AA159	Custodian (Day Shift)	12	40	8	1	Recruitment in progress
Maintenance & Operations	AJ727	Custodian Floater	12	40	8	1	Recruitment in progress
Torrey Pines High School	AA150	Custodian	12	40	8	1	Interviews scheduled
Maintenance & Operations	AI278	Grounds/Maintenance Equipment Operator	12	40	8	1	Recruitment in progress
Diegueno Middle School	AA345	Health Technician	10	30	6	0.75	Recruitment in progress
Pacific Trails Middle School	AJ708	Health Technician	10	30	6	0.75	Interviews scheduled
District Office	AI896	Human Resources Technician	12	40	8	1	Recruitment in progress
District Office	AM577	Information Technology Support Technician	12	40	8	1	Interviews scheduled
La Costa Canyon High School	AO042	Interpreter for the Deaf and Hard-of-Hearing	10	32.5	6.5	0.81	Hold
Canyon Crest Academy	AQ089	Instructional Assistant - Multilingual Learners	10	19.5	3.9	0.49	Recruitment in progress
San Dieguito High School Academy	AO546	Instructional Assistant - Multilingual Learners	10	19.5	3.9	0.49	Selection Clearing
Canyon Crest Academy	AN488	Instructional Assistant - Behavior Intervention	10	30	6	0.75	Recruitment in progress
La Costa Canyon High School	AP805	Instructional Assistant - Behavior Intervention	10	30	6	0.75	Recruitment in progress
Oak Crest Middle School	AN571	Instructional Assistant - Behavior Intervention	10	30	6	0.75	Recruitment in progress
Oak Crest Middle School	AO547	Instructional Assistant - Behavior Intervention	10	30	6	0.75	Recruitment in progress
COAST Academy	AN154	Instructional Assistant - Behavior Intervention	10	27.5	5.5	0.69	Recruitment in progress
COAST Academy	AI616	Instructional Assistant - Behavior Intervention	10	27.5	5.5	0.69	Recruitment in progress
San Dieguito High School Academy	AN155	Instructional Assistant - Behavior Intervention	10	30	6	0.75	Selection Clearing
San Dieguito High School Academy	AO407	Instructional Assistant - Behavior Intervention	10	30	6	0.75	Recruitment in progress

Torrey Pines High School	AN952	Instructional Assistant - Behavior Intervention	10	30	6	0.75	Recruitment in progress
Torrey Pines High School	AO544	Instructional Assistant - Behavior Intervention	10	30	6	0.75	Recruitment in progress
Canyon Crest Academy	AO933	Instructional Assistant Special Education	10	30	6	0.75	Recruitment in progress
Pacific Trails Middle School	AP609	Instructional Assistant Special Education	10	30	6	0.75	Recruitment in progress
COAST Academy	AP836	Instructional Assistant Special Education	10	30	6	0.75	Recruitment in progress
COAST Academy	AP834	Instructional Assistant Special Education	10	30	6	0.75	Recruitment in progress
COAST Academy	AP835	Instructional Assistant Special Education	10	30	6	0.75	Recruitment in progress
COAST Academy	AP897	Instructional Assistant Special Education	10	30	6	0.75	Recruitment in progress
COAST Academy	AP895	Instructional Assistant Special Education	10	30	6	0.75	Selection Clearing
COAST Academy	AP886	Instructional Assistant Special Education	10	30	6	0.75	Recruitment in progress
San Dieguito High School Academy	AP604	Instructional Assistant Special Education	10	30	6	0.75	Selection Clearing
Torrey Pines High School	AO420	Instructional Assistant Special Education	10	30	6	0.75	Selection Clearing
Torrey Pines High School	AJ225	Instructional Assistant Special Education	10	30	6	0.75	Job Offer Made
Carmel Valley Middle School	AJ890	Instructional/Personal Care Assistant	10	30	6	0.75	Recruitment in progress
La Costa Canyon High School	AG366	Instructional/Personal Care Assistant	10	30	6	0.75	Recruitment in progress
La Costa Canyon High School	AO419	Instructional/Personal Care Assistant	10	30	6	0.75	Recruitment in progress
Oak Crest Middle School	AJ216	Instructional/Personal Care Assistant	10	30	6	0.75	Selection Clearing
Pacific Trails Middle School	AP804	Instructional/Personal Care Assistant	10	30	6	0.75	Recruitment in progress
COAST Academy	AH447	Instructional/Personal Care Assistant	10	30	6	0.75	Recruitment in progress
COAST Academy	AD636	Instructional/Personal Care Assistant	10	30	6	0.75	Recruitment in progress
COAST Academy	AN656	Instructional/Personal Care Assistant	10	27.5	5.5	0.69	Recruitment in progress
COAST Academy	AN149	Instructional/Personal Care Assistant	10	27.5	5.5	0.69	Recruitment in progress
Torrey Pines High School	AI308	Instructional/Personal Care Assistant	10	30	6	0.75	Selection Clearing
Maintenance & Operations	AA204	Locksmith	12	40	8	1	Selection Clearing
Pacific Trails Middle School	AJ950	Nutrition Services Assistant I	10	18.75	3.75	0.47	Recruitment in progress
Carmel Valley Middle School	AH121	Nutrition Services Assistant I	10	19.5	3.9	0.49	Recruitment in progress
Carmel Valley Middle School	AC928	Nutrition Services Assistant I	10	19.5	3.9	0.49	Recruitment in progress
Carmel Valley Middle School	AH035	Nutrition Services Assistant I	10	17.5	3.5	0.44	Recruitment in progress
Canyon Crest Academy	AN609	Nutrition Services Assistant I	10	18.75	3.75	0.47	Recruitment in progress
La Costa Canyon High School	AA238	Nutrition Services Assistant I	10	19.5	3.9	0.49	Recruitment in progress
Diegueno Middle School	AJ075	Nutrition Services Assistant I	10	17.5	3.5	0.44	Recruitment in progress
San Dieguito High School Academy	AO756	Nutrition Services Assistant I	10	15	3	0.36	Recruitment in progress
Oak Crest Middle School	AN328	Nutrition Services Assistant I	10	10	2	0.25	Recruitment in progress
Pacific Trails Middle School	AO545	Nutrition Services Assistant I	10	18.75	3.75	0.47	Recruitment in progress
Canyon Crest Academy	AN671	Nutrition Services Assistant I	10	16.25	3.25	0.41	Recruitment in progress
La Costa Canyon High School	AA241	Nutrition Services Assistant I	10	12.5	2.5	0.25	Recruitment in progress

Canyon Crest Academy	AH534	Nutrition Services Assistant I	10	19.5	3.9	0.47	Recruitment in progress
Carmel Valley Middle School	AD298	Nutrition Services Assistant II	10	19.5	3.9	0.47	Recruitment in progress
Pacific Trails Middle School	AK203	Nutrition Services Assistant II	10	19.5	3.9	0.47	Recruitment in progress
Carmel Valley Middle School	AO816	Nutrition Services Assistant Floater	10	35	7	0.88	Selection Clearing
Maintenance & Operations	AA211	Plumber	12	40	8	1	Recruitment in progress
Transportation	AA494	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA513	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA531	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA507	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA510	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA515	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AF521	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AJ470	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AE711	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA516	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA525	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AJ471	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AE717	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA527	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA491	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA495	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA506	School Bus Driver	10	30	6	0.75	Recruitment in progress
Transportation	AA512	School Bus Driver	10	30	6	0.75	Recruitment in progress
Canyon Crest Academy	AB226	School Plant Supervisor - High School	12	40	8	1	Recruitment in progress
Oak Crest Middle School	AN937	Student Health Care Specialist	10	30	6	0.75	Selection Clearing
Oak Crest Middle School	AO341	Student Health Care Specialist	10	30	6	0.75	Recruitment in progress
Oak Crest Middle School	AO340	Student Health Care Specialist	10	30	6	0.75	Recruitment in progress