

TO: Brent Stephens, Ed.D., Superintendent

FROM: Samantha Tobias-Espinosa, Assistant Superintendent, Human Resources

DATE: December 11, 2019

SUBJECT: APPROVAL OF HUMAN RESOURCES REPORT
FOR CLASSIFIED EMPLOYEES
The following is submitted for approval.

CLASSIFIED EMPLOYEES

Name	Classification (Limited Term, Provisional, Temporary, Probationary, or Permanent)	Position	FTE	Location	Date (From)	Date (To)
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SEPARATIONS

Dunkle, Elizabeth	Permanent	Cook	1.00	Nutrition Services	1/16/2020 Hire Date: 11/18/2005 12/31/2019	
Duwel, Patricia	Permanent	Director of Classified Personnel	1.00	Human Resources	Hire Date: 8/28/2017 11/18/2019	
Guinn, Stephanie	Permanent	Instructional Technician Before & After School Program	0.50	Longfellow	Hire Date: 9/26/2008 11/18/2019	
Guinn, Stephanie	Permanent	School Safety Officer	0.50	Berkeley Adult School	Hire Date: 9/26/2008 12/11/2019	
Kohler, Kendra	Permanent	Interpreter for the Deaf	0.80	John Muir	Hire Date: 4/25/2018 11/7/2019	
Mellion, Barbara	Permanent	Registrar	1.00	Berkeley High	Hire Date: 1/28/1980 11/22/2019	
Ruiz, Luis	Permanent	Lead Grounds Gardener	1.00	Manitenance	Hire Date: 7/8/2014 11/7/2019	
Stevenson, Chanita	Permanent	Facilities Analyst	1.00	Maintenance	Hire Date: 12/1/2004 12/31/2019	
Stuckey, Belinda	Permanent	Senior Benefits Specialist	1.00	District Administrative Office	Hire Date: 9/21/2004	

NEW HIRE

Flores Delgado, Celia	Probationary	Instructional Assistant II - Special Education	0.80	Cragmont	11/14/2019	*
Jaimes, Nancy	Probationary	Instructional Assistant	0.63	Thousand Oaks	11/18/2019	*
Kirby, Walter	Probationary	Custodian I	1.00	Oxford/King CDC	11/22/2019	*

REHIRE

Hawthorne, Nefertari	Permanent	Attendance Technician	1.00	Berkeley Technology Academy/Berkeley Independent Study	11/18/2019	
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NEW ASSIGNMENTS

Guinn, Stephanie	Permanent	School Safety Officer	1.00	Longfellow	11/19/2019	
Kohler, Kendra	Permanent	Interpreter for the Deaf	0.80	Berkeley High	12/12/2019	
		Instructional Technician Before & After School Program	From: 0.53 To: 0.60	Sylvia Mendez	11/21/2019	
Lundgren, Salli	Permanent	District Registrar	1.00	Berkeley High	11/8/2019	
Mellion, Barbara	Permanent		From: 0.90 To: 0.93		11/1/2019	
Norris, Teresa	Permanent	School Bus Driver	1.00	Transportation		
Stevenson, Chanita	Permanent	Facilities Planning Analyst	1.00	Maintenance	11/8/2019	
		Instructional Technician - Afterschool Program	From: 0.43 To: 0.47		11/18/2019	
Tong, Paul	Permanent			Sylvia Mendez		

LEAVES

Anderson, Adrian	Permanent	Instructional Technician Before & After School Program	0.47	Longfellow	11/4/2019	2/3/2020
Hawkins, Erika	Probationary	Behavioral Instruction Specialist	0.80	All District	11/12/2019	12/3/2019
Hilton, Bradley	Permanent	Technology Services Supervisor	From: 1.00 To: 0.75	Technology	10/3/2019	6/1/2020
James Sr., Don	Permanent	Custodian I	1.00	Berkeley High	11/13/2019	12/3/2019
Johnson, Courtney	Permanent	Student Wellness & Attendance Specialist	1.00	All District	11/6/2019	1/12/2020
Jones, Kelsey	Permanent	School Bus Driver	0.97	Transportation	11/25/2019	12/24/2019
Scott, Genia	Permanent	Instructional Technician Before & After School Program	0.20	Cragmont	11/13/2019	12/10/2019
Scott, Genia	Permanent	Instructional Technician Before & After School Program	0.53	Washington	11/13/2019	12/10/2019
Suttice, Alexander	Permanent	Instructional Technician Before & After School Program	0.47	Willard	11/15/2019	6/12/2020

LIMITED TERM/PROVISIONAL/TEMPORARY

Brownson, Daniel	Limited Term - V	Clerical Assistant III	1.00	Business Services	11/13/2019	12/23/2019
Hypolite, Kimberly	Limited Term - E	Administrative Assistant II	1.00	Benefits Department	11/4/2019	12/30/2019
Ige, Avis	Limited Term - E	Behavioral Intervention Specialist	1.00	Special Education	11/15/2019	6/12/2019
Mahley, Lorraine	Limited Term - P	Executive Assistant I	1.00	Human Resources	11/12/2019	2/28/2020
Rosenthal, Jody	Limited Term - E	Instructional Technician Before & After School Program	0.17	Oxford	10/1/2019	12/20/2019

E = Extra Support

P = Provisional

V = Vacancy

*Upon completion of six work months

** Upon completion of twelve work months