To: Board of Trustees  
From: Superintendent/President  
Subject: Classified Personnel Recommendations  
Reason for Board Consideration:  
Enclosure(s):  
CONSENT APPROVAL  
Recommendations

BACKGROUND:

The following actions are included in the Classified Personnel Recommendations:

1. Appointment of Hourly Personnel
2. Temporary Reassignment for Classified Personnel
3. Resignation/Termination of Classified Personnel
4. Temporary Increase/Decrease in Assignment for Classified Personnel

BUDGET IMPLICATIONS: All recommendations are within budgeted FTE and are on the non-instructional side of the 50% law.

M. Torres, M. Mayo and C. Carlson are on the non-instructional side of the 50% law.  
G. Hargreaves is on the instructional side of the 50% law.

RECOMMENDATION:

The Superintendent/President recommends that the Board of Trustees approve the Classified Personnel Recommendations.

Administrator Initiating Item: Anita Morris, Interim Executive Dean of Human Relations & Labor Relations
1. APPOINTMENT OF HOURLY PERSONNEL

<table>
<thead>
<tr>
<th>Name</th>
<th>Division/Department</th>
<th>Start Date</th>
<th>Expiration Date</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Torres, Mauricio</td>
<td>Children’s Center</td>
<td>10/02/12</td>
<td>05/23/13</td>
<td>$40.00</td>
</tr>
</tbody>
</table>

BACKGROUND INFORMATION:

1. Mr. Torres will serve as a professional expert to the Children’s Center as a Spanish translator for Child Development Program documents and interpreter for Spanish-speaking student parents.
## 2. TEMPORARY REASSIGNMENT OF CLASSIFIED PERSONNEL

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>FTE</th>
<th>MPY</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carlson, Cheryl</td>
<td>Program Specialist – CES</td>
<td>1.0</td>
<td>12 Temp.</td>
<td>09/10/2012 – 10/31/2012</td>
</tr>
</tbody>
</table>

### BACKGROUND INFORMATION:

1. Pursuant to an Out of Class agreement between the District and CSEA, Ms. Carlson will receive out of class compensation to assist the Community Education and Services department during the Director’s brief paternity leave effective September 10, 2012 through October 31, 2013.
3. RESIGNATION/TERMINATION OF CLASSIFIED PERSONNEL

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Name</th>
<th>Position</th>
<th>FTE</th>
<th>MPY</th>
<th>Type</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Hargreaves, Gordon</td>
<td>Instructional Assistant –</td>
<td>.24</td>
<td>8.5</td>
<td>Resignation</td>
<td>01/02/2013</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sculpture</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND INFORMATION:

1. Mr. Hargreaves has submitted his letter of resignation effective January 2, 2013.
4. TEMPORARY INCREASE/DECREASE IN ASSIGNMENT/ SALARY FOR CLASSIFIED PERSONNEL

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>FTE</th>
<th>MPY</th>
<th>Appt. Type</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayo, Miles</td>
<td>DSPS Program Technician</td>
<td>From .53 To 1.0</td>
<td>8.5</td>
<td>Temp.</td>
<td>09/01/2012 – 10/31/2012</td>
</tr>
</tbody>
</table>

BACKGROUND INFORMATION:

1. Continue temporary increase in assignment effective September 01, 2012 through October 31, 2012.