



**Human Resources Report
Board of Trustees Meeting
August 20, 2024**

Commission on Teacher Credentialing (CTC) Declaration of Need

Education Code (EC) and Title 5 Regulations (T5) provide local educational agencies (LEAs) with educator assignment options that can be used when an LEA is unable to assign a certificated employee with the appropriate credential. These options, known as Local Assignment Options (LAOs), allow flexibility at the local level and are used solely at the discretion of the LEA governing board approval is required annually. This is intended to guarantee transparency in assignments, as board agendas are public and accessible to parents and stakeholder groups.

Local Assignment Approval is recommended for the following credentialed employees who work outside their primary credential area:

Christopher Laterzo holds an Educational Specialist credential and has completed coursework through Los Angeles County of Education (LACOE) to teach Tier I and Tier II Mathematics. This certification requires annual approval from the Governance Board.

David Suarez has a single subject Social Science credential and has submitted his application to the CTC for a supplemental Physical Education credential. This credential should be received by the end of the 2024-2025 school year. Authorization is required to teach one period of Physical Education.

Justin Knoll has a single subject Social Science credential and completed the Physical Education methods course in May of 2024 and has taken all required Physical Education CSETS. This credential should be completed by the end of the 2024-2025 school year. Authorization is required to teach one period of Physical Education.

Phallynn Hill has a single subject Physical Education credential and is taking coursework for an authorization to teach Adaptive Physical Education (APE). She will be teaching APE under the mentorship of a supervisor from Point Loma Nazarene University. This authorization should be received by the end of the 2024-2025 school year. Authorization is required to teach one period of APE.

Approval of Contract for Chief Business Officer

PCHS administration recommends approval of the contract for Joseph Lin to serve as our CBO. Mr. Lin has extensive financial experience leading data driven budgeting and fiscal strategy. He has experience using large data models for customer KPIs, financial modeling, budgeting and forecasting at Palisades Charter High School (PCHS), Green Dot Public Schools. Mr. Lin has taken a hands-on approach in his role as Fiscal Director at Pali and by meeting with a large percentage of the school's stakeholders to gather feedback for areas of improvement. to execute the current fiscal and budgeting processes. Mr. Lin is currently evaluating the current processes and policies to develop a five-year strategic plan to align the PCHS' use of resources with its pursuit of academic excellence and civic responsibility.

Contract for Independent Director of Development Contractor

The contract for Rene Rodman to serve as Director of Development for the 2024-2025 school year is attached in the board meeting documents for your review.

Contract for Independent Financial Consultant

The contract for Robert Quinn to serve as a financial consultant for the 2024-2025 school year is attached in the board meeting documents for your review.

Administrative Director/AP of Counseling and Academic Planning

The job description for the Administrative Director/Assistant Principal of Counseling and Academic Planning has been updated and is attached in the board meeting documents for your review.

Title IX Policy

On April 19, 2024, the U.S. Department of Education ("DOE") finalized substantial changes to the Title IX regulations governing how educational institutions must handle allegations of sex discrimination and sex-based harassment. For California K-12 school districts and county offices of education ("COE"), this represents an overhaul with several important changes from the 2020 Title IX regulations. Changes include:

- Replacing the term "sexual harassment" with "sex-based harassment," which as defined broadens the scope of what could constitute a hostile environment;
- Defining sex discrimination more broadly;
- Applying Title IX procedures even if no formal written complaint is filed, and even if the complaining student or employee has since left the school;
- Adding specific accommodation requirements for pregnant and parenting students and staff, such as class breaks, lactation space, and other individualized supports;
- Applying Title IX procedures to all complaints of discrimination on the basis of sex. Going forward, districts cannot have separate policies and procedures for sex discrimination vs. sex-based harassment;

- Adding required training on Title IX reporting and referrals for **all staff** (although many schools already do this, it is now required, and content must be updated);
- Providing flexibility to schools by repealing the specific investigative report format requirements, and repealing the ten-day evidence review and ten-day report review (instead requiring “a reasonable opportunity” to respond); and
- Allowing schools to conduct a Title IX process with a smaller team, more like the uniform complaint procedures, by repealing the requirement to have separate individuals serve as the Investigator, Decisionmaker, and Title IX Coordinator.

To address these Title IX changes, PCHS has updated our Title IX policy and is presenting it to the governance board for review.

Human Resources Activity

New Employees

Arce, Rosana	School Psychologist
Bassey, Musa	Social Science Teacher
Chastain, Katie	School Psychologist
Chon, Diana	Ed Tech Coordinator
Farrell, Tyler-position transfer	Admin, Attendance, Admissions & Compliance
Gonzalez, Juan "Johnny"	Intervention Counselor-Temp
Herron, Tiana	English Teacher
Ixquiac, Francisca	Database Manager
Kim, Diana	Admin
Mayhew, Nicole	Social Science Teacher
Meyers, Samuel	English Teacher
Mikkelson, Nels	English Teacher
Navarette, Ana	Spanish Teacher
Olugbala, Ahkim	Math Teacher
Ostrem, Harrison	English Teacher
Pryor Jr., Marc	Lifeguard
Rayner, Allison	Counselor
Rios, Rocio	Math Teacher
Rodman, Rene	Director of Development
Strohman, Jennifer	School Psychologist
Thompson, Victoria	Special Education Teacher

Lee, Chris	Math Teacher
Stirling, Christine	Health Office Assistant
Grant, Avery	Lifeguard
Zuniga, Genessis	Lifeguard
Traicos, Chloe	Substitute Teacher
Recalde, Jonathan	Tech I
Rick, Michele	English Teacher
Myers, Maurice	English Teacher

July/August 2024 Releases, Resignations & Leaves

Sitomer, Robert	Psychiatric Social Worker
Hornsby, Alexsys	Instructional Assistant
Adonna, Janelle	Instructional Assistant
Brown, Paul	Special Education Teacher
Recalde, Jonathan	Copy Clerk
Chris Lee	AP/Director of Academic Planning

Closed Session

Public Employee Discipline/Dismissal/Release, pursuant to Government Code Section 54957:

Respectfully Submitted,
Martha Monahan, Ed.D.
Director of Human Resources