

HUMAN RESOURCES 2009-2010

Nancy Johnson, Assistant Superintendent
Extension 211 johnson_nancy@cusdk8.org

Nancy K. Mak, Administrative Secretary
Extension 218 mak_nancy@cusdk8.org

Terry Nolan, Director

Extension 213 nolan_terry@cusdk8.org
Classified Recruitment, Hiring & Staffing
Classified Evaluations
Contracted Employees
Contract Management (Classified)
CBEDS
District Socials
Maternity and Family Leaves
CSEA/SEIU Negotiations & Personnel Committees
New Teacher Processing

Janny Chan, Analyst

Extension 215 chan_janny@cusdk8.org
CBEDS
Classified Employee Orientation & Processing
Classified Staffing/Position Control
Contracted Employee Processing
Salary for Classified
Seniority Classified
Summer School

Sylvia Conklin, Analyst

Extension 214 conklin_sylvia@cusdk8.org
Attendance Reports
Substitute/Absence Automated System Help Desk
Substitute Services/Orientations

Aurora Noguera, Analyst

Extension 212 noguera_aurora@cusdk8.org
Employee Health Benefits
New Employee Health Benefits Orientation
Retiree Benefits
Update Dependent Information

Debi Pariente, Technician

Extension 216 pariente_debi@cusdk8.org
Applicant Records
Classified Affirmative Action
Classified Applications
Classified Orientation and Processing
Classified Interview Scheduling/Recaps
Classified Job Postings
Noon Duty Processing

Debra Keller, Technician

Extension 224 keller_debra@cusdk8.org
Applicant Testing
Classified Evaluations
Request for Leave Processing
TB Renewal
Unemployment Responses
Verification of Employment
Worker's Compensation

Anne Brown, Director

Extension 221 brown_anne@cusdk8.org
CEA Negotiations
Certificated Evaluations
Certificated Recruitment, Hiring, and Staffing
CLAD
Contract Coordinating Committee
Credential Monitoring
Employee Recognition
Housing
New Teacher Assignments
No Child Left Behind
Student Teacher Placement
University Intern Programs

Amy Roth, Analyst

Extension 219 roth_amy@cusdk8.org
Certificated/Management Applications
Certificated/Management Postings
Certificated Processing/Position Control
Credential Monitoring
Salary for Certificated
Staff Development Units/Conversion
Transcripts

Pat Greenlee, Staff Secretary

Extension 217 greenlee_pat@cusdk8.org
Certificated Applications
Certificated Interview Schedules
Option C Staff Development Reimbursements
Recruitment/Staffing Support
Staff Development Catalog
Staff Development Class Registrations

Muff Hernandez, Manager, Payroll

Extension 222
hernandez_muff@cusdk8.org
Employee of the Month Recognition
Payroll
STRS/PERS Reporting
TAX Deferred Programs
CSEA/SEIU Negotiations & Per. Committees

Victor Perlas, Analyst, Payroll

Extension 223 perlas_victor@cusdk8.org
Payroll
STRS/PERS Reporting
Tax Deferred Programs

Charlene Hsiung, Receptionist

Extension 100
hsiong_charlene@cusdk8.org