



DATE March 4, 2026
TIME 12:00 PM
LOCATION CAPK Administrative Office
Board Room
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

Personnel Committee Agenda

1. Call to Order

2. Roll Call

Denise Boshers (Chair)	Gema Perez
Rocio Munoz	Guadalupe Perez

3. Public Forum

The public may address the Committee on items not on the agenda but under the jurisdiction of the Committee. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.

4. New Business

- | | |
|--|--|
| a. Program Specialist to Assistant Manager (Energy Program) – Action Item (p.2-8) | Freddy Hernandez, Director of Youth & Community Services |
| b. Operations Division, Proposed Staffing Changes - Action Item (p.9-30) | Emilio Wagner, Chief Facilities & Technology Officer |
| c. 2026 New California Minimum Wage Increase – Info Item (p.31) | Lisa McGranahan, Chief Human Resources Officer |
| d. Head Start Personnel Update – Info Item (p.32-33) | Robert Espinosa, Program Design and Management Administrator |

5. Committee Member Comments

6. Next Scheduled Meeting

Personnel Committee
12:00 pm
April 8, 2026
1300 18th Street, 3rd Floor
Bakersfield, CA 93301

7. Adjournment

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 1300 18th Street, Bakersfield, CA 93301, and online at www.capk.org by 1:00 pm, February 27, 2026, by Amber Jackson, Administrative Coordinator.



MEMORANDUM

To: Personnel Committee

From: Freddy Hernandez, Director, Youth and Community Services

Date: March 4, 2026

Subject: *Agenda Item 4a*: Program Specialist Change to Assistant Manager (Energy Program)
– **Action Item**

Over the past several months, Energy Program leadership has conducted a comprehensive review of program operations, administrative workflow, and staffing capacity. As the Weatherization Program continues to expand, the associated administrative and coordination workload has increased significantly. These responsibilities now include managing active client files, communicating with subcontractors, tracking project timelines, managing project expenses, ensuring documentation completeness, and supporting invoicing and reporting requirements.

Through this review, it has become clear that strengthening administrative oversight is essential to maintain program efficiency, improve documentation accuracy, and ensure compliance with program guidelines. To meet these needs and reduce workflow delays, leadership has identified a key personnel change within the division: upgrading the current Program Specialist position to an Assistant Manager of Program Operations.

This change reflects the increasing complexity and volume of administrative responsibilities within the program. Elevating the position will provide dedicated oversight of operational workflow, improve coordination with subcontractors and clients, and support timely completion of all required documentation. This restructuring will also help reduce bottlenecks that currently divert technical staff from field inspections and compliance activities.

The revised job description has been reviewed and approved by Human Resources, and no additional position changes are being proposed at this time.

Summary of Proposed Changes

Below is a description of the proposed position changes and fiscal sustainability:

Position Title	Proposed Changes	Current Grade	Proposed Grade
Program Specialist	Title Change: Assistant Manager – Program Operations	Grade 8 \$22.86 \$28.59 \$34.30	Grade 11 \$31.74 \$39.68 \$49.20

Fiscal Impact

This is a two-step process. The Energy Program – Assistant Manager of Program Operations position will be funded through several identified contracts including LIHEAP (2026), DOE WAP (2025), DOE IJA (2022), TCC (2025), and COB (2025). Once the proposed job description and grade assignment are approved, funding authority will come from budget amendments through the Budget and Finance

Committee and Board of Directors to authorize the expenditures in the FY 2026-27 budget. The budget approvals are the second step and will be completed prior to moving forward with filling the position.

Strategic Plan Impact

This personnel adjustment aligns with CAPK's Strategic Priority C, which focuses on becoming an employer of choice by cultivating a learning-focused work culture that supports continuous professional growth. This change will help attract and retain a high-quality, engaged workforce.

Recommendation

Staff recommend that the Personnel Committee approve the revised job description and the proposed grade change.

Attachment:

Program Specialist Change to Assistant Manager of Program Operations Job Description
Energy Program Revised Organizational Chart



Program Operations Assistant Manager- Energy

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 11

FLSA Status: Exempt

Date Approved: TBD

SUMMARY:

Under the supervision of the Weatherization Manager, the Program Operations Assistant Manager oversees daily operational workflow within the Weatherization Program. The role includes administrative coordination, subcontractor communication, documentation oversight, and workflow monitoring to ensure program efficiency, compliance, and timely completion of weatherization projects.

SUPERVISION RECEIVED:

Receives direct supervision from the Weatherization Manager and Assistant Weatherization Manager.

SUPERVISION EXERCISED:

Operations Technicians, Scheduling Technicians, and provides operational direction to subcontractors, Assessors, Inspectors, Installers and administrative support staff.

DUTIES AND RESPONSIBILITIES:

Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Oversee scheduling, job progression tracking, and daily program workflow.
- Monitor timelines from assessment to completion to ensure efficiency.
- Track active Weatherization projects using project management software.
- Review work-in-progress logs to identify delays and escalate issues.
- Coordinate subcontractor schedules and verify timely progress.
- Ensure accuracy and completeness of all required client documentation.
- Support internal, CSD, and utility audits by preparing files and reports.
- Review job proposals, purchase orders, and installation packets for compliance.
- Monitor accuracy of system data, including measures and labor documentation.
- Serve as primary operational contact for subcontractors, clients, and staff.
- Maintain communication with Assessors, Installers, and Inspectors.
- Support Energy Finance in monitoring purchase orders and program costs.
- Prepare and submit operational reports and required documentation.
- Assist with warehouse supply purchasing, inventory tracking and supply cost monitoring.
- Review documentation prior to invoicing or inspection.
- Verify measure accuracy in assessments and work orders.



- Prepare files and assist with monitoring reviews.

Other Job Specific Duties:

- Attend meetings, trainings, and professional growth activities as assigned.
- Work alternative hours as required, including nights and weekends.
- Maintains a safe and functional work environment.
- Perform any other like duties as assigned.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Contractual, departmental, and agency policies and procedures.
- Weatherization program guidelines and documentation requirements.
- Modern office procedures and equipment, including project management platforms.
- Spreadsheets, databases, and reporting software applications.
- Basic bookkeeping and cost-tracking procedures.
- Perform mathematical calculations and apply basic math concepts.

Ability to:

- Work independently.
- Analyze reports, spreadsheets, and databases.
- Prepare clear and concise reports.
- Exercise sound, independent judgment within general policy guidelines.
- Communicate effectively, verbally and in writing.
- Demonstrate accuracy and attention to detail.
- Effectively organize and prioritize assigned work.
- Establish and maintain professional working relationships internally and externally.
- Independently solve problems in an effective and efficient manner.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Associate's degree in business administration or related field is desirable.
- Two (2) years of experience working with databases, including demonstrated ability to maintain/update accurate records, compile data, and generate reports.
- Two (2) years of administrative or project coordination experience required.
- Energy/Weatherization experience preferred.
- Any equivalent combination of education and/or experience may be acceptable on a year-to-year basis.



OTHER REQUIREMENTS:

- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations.
- Possession of a valid California Driver’s License and State automobile insurance, and acceptable driving record substantiated by a DMV printout. Must have reliable transportation during work hours.

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors.
- Noise level is moderate.
- Hazards are minimal.

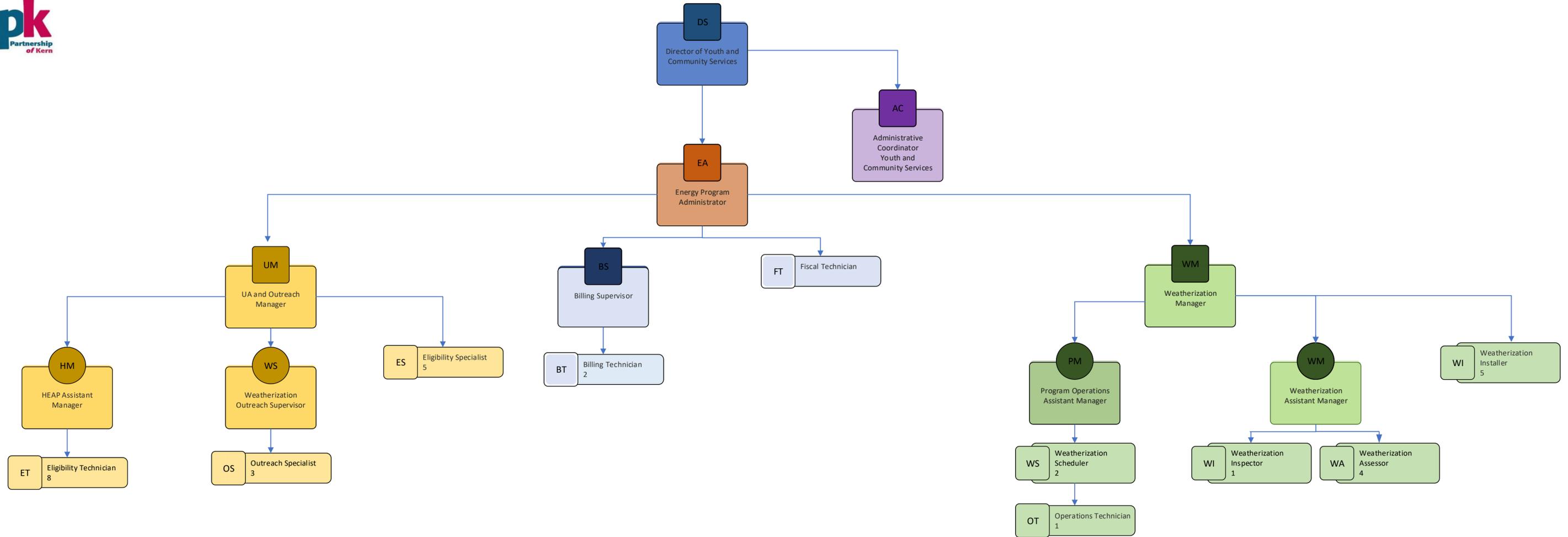
ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE Program Operations Assistant Manager				
Activity	Hours Per Day	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
Sitting				X
Walking				X
Standing				X
Bending (neck)				X
Bending (waist)				X
Squatting			X	
Climbing		X		
Kneeling			X	
Crawling		X		
Twisting (neck)				X
Twisting (waist)				X
Is repetitive use of hand required?				X
Simple Grasping (right hand)				X
Simple Grasping (left hand)				X
Power Grasping (right hand)			X	
Power Grasping (left hand)			X	
Fine Manipulation (right hand)				X
Fine Manipulation (left hand)				X
Pushing & Pulling (right hand)			X	
Pushing & Pulling (left hand)			X	
Reaching (above shoulder level)			X	
Reaching (below shoulder level)			X	



	LIFTING			CARRYING		
	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
0-10 lbs			X			X
11-25 lbs		X			X	
26-50 lbs		X			X	
51-75 lbs	X			X		
76-100 lbs	X			X		
100+ lbs	X					





MEMORANDUM

To: Personnel Committee

From:  Emilio G. Wagner, Chief Facilities and Technology Officer

Date: March 4, 2026

Subject: *Agenda Item 4b: Operations Division, Proposed Staffing Changes – Action Item*

Purpose

To enhance the functionality of the Operations Division and the technology services provided across CAPK, the Information Technology (IT) and Information Systems (IS) structures have been redesigned. The following staffing changes reflect a targeted investment in specialized roles that will strengthen infrastructure reliability, cybersecurity, enterprise system governance, web presence, and data-informed decision making.

New Position Additions

- Information Technology (IT) Administrator – Grade 14, Exempt. This new senior leadership role will focus on IT strategy, governance, infrastructure, cybersecurity, and operations. Given the Agency’s scale and complexity, a dedicated IT Administrator is needed to establish IT governance frameworks, oversee enterprise systems and cloud infrastructure, lead the cybersecurity program, manage vendor relationships, and provide strategic technology leadership.
- Information Systems (IS) Administrator – Grade 14, Exempt. This new role will serve as the enterprise administrator and system owner for CAPK’s business platforms, including Microsoft Dynamics 365, Power Platform, and SharePoint. As the Agency’s use of these systems has grown across programs and administration, dedicated governance, configuration management, and integration oversight are essential.
- Information Systems Web & GIS Developer – Grade 11, Exempt. This new position will consolidate website management, SharePoint uniformity support, and GIS capability into a dedicated in-house role. The Developer will maintain and redevelop the CAPK public website using Microsoft Power Pages, support consistent SharePoint site structure across the organization, and build web-based GIS maps for website embedding and custom program use – strengthening data-informed decision making across service delivery areas.

Position Restructuring – Network Engineer

The existing single Network Engineer position has been split into two roles to reflect the size and complexity of CAPK’s technology environment. This restructuring will improve hardware troubleshooting, infrastructure deployments, and continuous network monitoring.

- Network Engineer II – Grade 11, Exempt. Senior technical resource responsible for infrastructure design, optimization, disaster recovery architecture, and Level 2/3 escalation support.
- Network Engineer I – Grade 10, Non-Exempt. Focused on day-to-day monitoring, maintenance, and Level 1/2 support, working collaboratively with the Network Engineer II.

Fiscal Impact

All positions have been incorporated into the fiscal year 2026 operating budget. The Budget and Finance Committee and Board of Directors have reviewed and approved the associated budget allocations.

Alignment with Strategic Plan Priorities

- Strategic Priority B: Builds a robust technology infrastructure capable of supporting the Agency's operational scale, complexity, and compliance obligations.
- Strategic Priority C: Creates specialized, career-track technology positions that support CAPK's commitment to being an employer of choice.
- Strategic Priority D: The Web & GIS Developer and IS Administrator roles directly advance data-informed decision making and enterprise data governance.

Recommendation

Staff recommends the Personnel Committee approve the following actions:

1. Authorize the addition of the Information Technology (IT) Administrator position (Grade 14, Exempt).
2. Authorize the addition of the Information Systems (IS) Administrator position (Grade 14, Exempt).
3. Authorize the addition of the Information Systems Web & GIS Developer position (Grade 11, Exempt).
4. Approve the restructuring of the current Network Engineer position into Network Engineer II (Grade 11, Exempt) and Network Engineer I (Grade 10, Non-Exempt).

Attachments:

IT Administrator Job Description

IS Administrator Job Description

Network Engineer II Job Description

Network Engineer I Job Description

Information Systems Web & GIS Developer

Operations Organizational Chart



Information Technology (IT) Administrator

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 14

FLSA Status: Exempt

Date Approved: TBD

SUMMARY:

Under the general direction of the Chief Facilities and Technology Officer the Information Technology (IT) Administrator serves as the Agency's senior authority for information technology strategy, governance, infrastructure, cybersecurity, and operations. This position is responsible for the overall administration, security, reliability, and lifecycle management of the Agency's IT environment, including networks, cloud platforms, enterprise systems, endpoints, and data services.

The IT Administrator establishes and enforces IT policies and standards; oversees cybersecurity, disaster recovery, and business continuity; manages IT budgets and vendors; and provides strategic leadership to ensure technology effectively supports Agency operations, compliance requirements, and long-term organizational objectives.

SUPERVISION RECEIVED:

Receives supervision from the Chief Facilities and Technology Officer

SUPERVISION EXERCISED:

Service Desk Supervisor, IT Manager, Network Engineer II, and Network Engineer I

DUTIES AND RESPONSIBILITIES:

Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

IT Administration & Governance

- Serve as the Agency's senior authority and system owner for all information technology infrastructure, platforms, and services.
- Establish, approve, and enforce IT governance frameworks, policies, standards, and procedures.
- Define and maintain IT architecture, technology standards, and lifecycle management strategies.
- Exercise final technical decision-making authority regarding systems, platforms, and infrastructure within approved governance and budgetary limits.

Infrastructure, Cloud & Operations Management

- Administer and oversee enterprise networks, servers, cloud environments, identity systems, endpoints, and telecommunications.
- Ensure high availability, performance, scalability, and reliability of IT systems and services.



- Oversee installation, configuration, maintenance, patching, and upgrades of hardware and software.
- Implement and maintain monitoring, asset management, and configuration management practices.

Cybersecurity & Risk Management

- Own and administer the Agency's cybersecurity program, including prevention, detection, response, and recovery.
- Establish and enforce security controls, access management, and least-privilege principles.
- Lead incident response, escalation, and remediation activities for cybersecurity and IT events.
- Coordinate cybersecurity risk assessments, audits, cyber insurance requirements, and compliance efforts.
- Align IT security practices with recognized frameworks (e.g., NIST, ISO 27001) as applicable.

Business Continuity & Disaster Recovery

- Develop, maintain, test, and continuously improve disaster recovery and business continuity plans.
- Ensure proper data backup, recovery, and retention practices are implemented and validated.
- Serve as primary authority during IT-related emergencies impacting Agency operations.

Strategic Planning & Project Oversight

- Develop and implement short- and long-term IT strategic plans aligned with Agency goals.
- Oversee major IT initiatives and projects, ensuring delivery on time, within scope, and within budget.
- Evaluate emerging technologies and recommend solutions that enhance efficiency, security, and service delivery.
- Utilize data and performance metrics to guide decision-making and continuous improvement.

Financial, Vendor & Contract Management

- Develop and manage the IT operating and capital budgets.
- Authorize IT expenditures in accordance with Agency policies and delegated authority.
- Select, negotiate with, and manage vendors, consultants, and service providers.
- Ensure vendor contracts and service level agreements (SLAs) meet operational, security, and compliance requirements.

Leadership & Staff Development

- Lead, supervise, and evaluate IT staff, fostering a culture of accountability, collaboration, and continuous improvement.
- Establish performance expectations and provide coaching, training, and professional development opportunities.



- Ensure appropriate staffing, skills development, and succession planning within the IT function.

Other Job Specific Duties:

- Attends all meetings, trainings, and conferences and provides training as assigned.
- Maintains a safe and functional work environment.
- Works alternative hours as required, including nights and weekends.
- Performs any other like duties as assigned.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Enterprise IT administration, governance, and architecture
- Cybersecurity principles, risk management, and incident response
- Cloud computing, networking, and systems infrastructure
- Business continuity and disaster recovery planning
- Applicable federal, state, and local regulations and compliance requirements
- IT budgeting, procurement, and vendor management

Ability to:

- Administer complex enterprise IT environments with a high degree of reliability and security
- Exercise sound judgment and independent decision-making authority
- Lead and supervise professional and technical staff effectively
- Communicate complex technical concepts to non-technical stakeholders
- Develop policies, standards, and long-term strategic plans
- Manage multiple priorities and high-impact initiatives concurrently

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Bachelor's degree from an accredited college or university in business or public administration, information technology, computer science, or a technology related field and/or equivalent work experience in areas outlined above.
- Seven (7) years of experience managing technology-related operations, including supervision of staff.

OTHER REQUIREMENTS:

- Possession of a valid California driver's license and state automobile insurance with an acceptable driving record, substantiated by a DMV printout. Must have reliable transportation during work hours.
- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations.



WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors.
- Noise level is quiet to moderately quiet.
- Hazards are minimal.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE Information Technology (IT) Administrator				
Activity	Hours Per Day	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
Sitting				X
Walking				X
Standing				X
Bending (neck)				X
Bending (waist)				X
Squatting			X	
Climbing		X		
Kneeling			X	
Crawling		X		
Twisting (neck)				X
Twisting (waist)				X
Is repetitive use of hand required?				X
Simple Grasping (right hand)				X
Simple Grasping (left hand)				X
Power Grasping (right hand)			X	
Power Grasping (left hand)			X	
Fine Manipulation (right hand)				X
Fine Manipulation (left hand)				X
Pushing & Pulling (right hand)			X	
Pushing & Pulling (left hand)			X	
Reaching (above shoulder level)			X	
Reaching (below shoulder level)			X	

	LIFTING			CARRYING		
	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
0-10 lbs			X			X
11-25 lbs		X			X	
26-50 lbs		X			X	
51-75 lbs	X			X		
76-100 lbs	X			X		
100+ lbs	X					



Information Systems (IS) Administrator

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 14

FLSA Status: Exempt

Date Approved: TBD

SUMMARY:

Under the general direction of the Chief Facilities and Technology Officer, the Information Systems (IS) Administrator serves as the enterprise administrator and system owner for CAPK's information systems platforms, including Microsoft Dynamics 365, Power Platform, SharePoint, and related data and integration services.

This role is responsible for system governance, configuration standards, security controls, integrations, data integrity, and lifecycle management, while leading the IS Team in the design, development, and support of agency-wide solutions.

SUPERVISION RECEIVED:

Receives supervision from the Chief Facilities and Technology Officer

SUPERVISION EXERCISED:

Information Systems Manager, Information Systems Business Analysts I & II, Information Systems Web & GIS Developer

DUTIES AND RESPONSIBILITIES:

Disclaimer: This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Serve as the system owner and administrator for enterprise information systems including Dynamics 365, Power Platform, SharePoint, and associated data and integration services.
- Establish, document, and enforce system governance standards including configuration management, environment strategy (development, testing, production), naming conventions, and change control procedures.
- Administer system security including role-based access control, least-privilege permissions, data protection controls, and audit logging in coordination with IT security and compliance requirements.
- Ensure data integrity, system reliability, availability, and performance across enterprise platforms.
- Oversee and manage system-to-system integrations, data flows, APIs, and interoperability with third-party applications.
- Participate in and lead business analysis and solution design sessions to capture functional and technical requirements.
- Ensure system specifications are properly documented and implemented using platform best practices, including coordination with third-party consultants when applicable.



- Lead system testing activities including unit testing, integration testing, and user acceptance testing; develop and execute test scripts.
- Demonstrate completed solutions to end users and stakeholders and coordinate solution deployment.
- Provide training and ongoing support to end users and staff related to enterprise systems and platforms.
- Maintain system documentation including configuration records, data models, integration diagrams, and administrative procedures.
- Plan and oversee system lifecycle activities including enhancements, upgrades, patches, and deprecations.
- Assign tasks to IS team members as appropriate, review work for quality, accuracy, and adherence to standards.
- Evaluate emerging technologies and trends; make recommendations aligned with agency goals, security posture, and data governance strategy.
- Collaborate with leadership, program staff, and cross-functional teams to identify opportunities to improve operational efficiency and service delivery through technology.
- Support organizational initiatives related to data governance, risk management, and compliance frameworks (including but not limited to ISO 27001 alignment).
- Optimize staff performance by communicating expectations; planning, monitoring, and evaluating performance; coaching and mentoring employees; and enforcing systems, policies, and procedures.

Other Job Specific Duties:

- Attends all meetings, trainings, and conferences and provides training as assigned.
- Maintains safe and functional work environment.
- Work alternative hours as required, including nights and weekends.
- Performs any other like duties as assigned or as needed.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Agency policies and procedures.
- Applicable federal, state, and local laws, codes, and regulations.
- Enterprise information systems administration principles and practices.
- System governance, security controls, and data management concepts.
- Modern office practices, methods, procedures, and equipment.
- Word processing, spreadsheet, database, and other related software applications.

Ability to:

- Administer and govern enterprise information systems.
- Analyze business requirements and translate them into secure, scalable technical solutions.
- Design and maintain logical data models and system integrations.
- Troubleshoot complex system and data issues.
- Implement quality control and change management processes.



- Plan, organize, allocate, and control substantial technical resources.
- Communicate effectively both verbally and in writing.
- Prepare and present clear, concise reports, documentation, and recommendations.
- Effectively supervise, mentor, and lead technical staff.
- Work independently with minimal direction while meeting schedules and deadlines.
- Collaborate effectively across departments and lead cross-functional initiatives.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Bachelor’s degree from an accredited college or university in management information systems (preferred), information technology, business administration, entrepreneurship, engineering, economics, or other related field and/or equivalent work experience in areas outlined above.
- Four (4) to six (6) years of experience working with Dynamics 365 and MS SharePoint.
- Experience with advanced Microsoft Excel and Visio concepts.
- Experience with relational databases.
- Experience with .NET framework (C#, VB.NET, C++).
- UI/UX development skills.

OTHER REQUIREMENTS

- Possession of a valid California driver’s license and state automobile insurance with an acceptable driving record, substantiated by a DMV printout. Must have reliable transportation during work hours.
- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations.

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors.
- Noise level is quiet to moderately quiet.
- Hazards are minimal.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE Information Systems (IS) Administrator				
Activity	Hours Per Day	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
Sitting				X
Walking				X



Standing			X
Bending (neck)			X
Bending (waist)			X
Squatting		X	
Climbing	X		
Kneeling		X	
Crawling	X		
Twisting (neck)			X
Twisting (waist)			X
Is repetitive use of hand required?			X
Simple Grasping (right hand)			X
Simple Grasping (left hand)			X
Power Grasping (right hand)		X	
Power Grasping (left hand)		X	
Fine Manipulation (right hand)			X
Fine Manipulation (left hand)			X
Pushing & Pulling (right hand)		X	
Pushing & Pulling (left hand)		X	
Reaching (above shoulder level)		X	
Reaching (below shoulder level)		X	

	LIFTING			CARRYING		
	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
0-10 lbs			X			X
11-25 lbs		X			X	
26-50 lbs		X			X	
51-75 lbs	X			X		
76-100 lbs	X			X		
100+ lbs	X					



Network Engineer II

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 11

FLSA Status: Exempt

Date Approved: TBD

SUMMARY:

Under the supervision of the Information Technology Manager, the Network Engineer II serves as a senior technical resource responsible for the design, optimization, and operational ownership of the organization's network, server, and cloud infrastructure.

The Network Engineer II supports day-to-day infrastructure operations while leading technical execution for projects, defining standards, and providing escalation support to ensure secure, reliable, and scalable systems. This role enables the IT Infrastructure Manager to focus on strategic planning and execution.

SUPERVISION RECEIVED:

Receives supervision from the Information Technology Manager

SUPERVISION EXERCISED:

None

DUTIES AND RESPONSIBILITIES:

Disclaimer – This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Configure, manage, design, and optimize the organization's cloud, server, and network devices and services (e.g., switches, firewalls, VPN, domain controllers, Microsoft 365)
- Lead infrastructure design decisions and recommend improvements to architecture, performance, and security
- Perform network maintenance and system upgrades including service packs, patches, hotfixes, and security configurations
- Monitor performance, conduct capacity planning, and ensure system availability and reliability
- Own backup and disaster recovery architecture, including testing, documentation, and recovery planning
- Provide Level 2 and Level 3 support and serve as an escalation point for complex infrastructure issues
- Work within established configuration and change-management policies and review or approve technical changes
- Create, maintain, and enforce technical documentation standards including network diagrams, configuration baselines, and operational procedures
- Serve as technical lead for infrastructure-related projects, including vendor coordination and implementation oversight



- Collaborate with consultants and service providers to ensure solutions align with CAPK standards and governance requirements

Other Job Specific Duties:

- Attends all meetings, trainings, and conferences as assigned.
- Maintains safe and functional work environment.
- Work alternative hours as required, including nights and weekends.
- Performs any other like duties as assigned.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Current computer and networking technology solutions.
- Operations management principles in complex environments.
- Information resource development and access of complex information systems.
- Agency policies and procedures.
- Applicable federal, state, and local laws, codes, and regulations.
- Departmental policies and procedures.
- Modern office practices, methods, procedures and equipment including computers.
- Word processing, spreadsheet, database, and other related software applications.

Ability to:

- Deal with conceptual matters.
- Communicate effectively.
- Demonstrate good interpersonal skills.
- Attend evening and weekend meetings.
- Effectively present program to the general public.
- Establish professional working relationships with staff, agencies and parents.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Bachelor's degree in business, information technology, computer science, or a technology related field from an accredited college or university, and/or equivalent work experience in areas outlined above.
- Seven (7) years of experience in network, systems, or infrastructure support.

OTHER REQUIREMENTS

- Possession of a valid California Driver's License and State automobile insurance, and acceptable driving record substantiated by a DMV printout.
- Must have reliable transportation during work hours.
- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations



WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors.
- Noise level is quiet to moderately quiet.
- Hazards are minimal.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE Network Engineer II			
ACTIVITY (HOURS PER DAY)	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
Sitting			X
Walking			X
Standing			X
Bending (neck)			X
Bending (waist)			X
Squatting		X	
Climbing	X		
Kneeling		X	
Crawling	X		
Twisting (neck)			X
Twisting Waist			X
Is repetitive use of hand required?			X
Simple Grasping (right hand)			X
Simple Grasping (left hand)			X
Power Grasping (right hand)		X	
Power Grasping (left hand)		X	
Fine Manipulation (right hand)			X
Fine Manipulation (left hand)			X
Pushing & Pulling (right hand)		X	
Pushing & Pulling (left hand)		X	
Reaching (above shoulder level)		X	
Reaching (below shoulder level)		X	

	LIFTING			CARRYING		
	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
0-10 lbs			X			X
11-25 lbs		X			X	
26-50 lbs		X			X	
51-75lbs	X			X		
76-100lb	X			X		
100lbs+	X			X		



Network Engineer I

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 10 **FLSA Status:** Non-Exempt **Date Approved:** TBD

SUMMARY:

Under the general direction of the Information Technology Manager, the Network Engineer I provides day-to-day operational support for the organization's network, server, and cloud infrastructure. This position focuses on monitoring, maintenance, troubleshooting, and execution of approved changes to ensure the availability, performance, and security of CAPK's technology environment.

The Network Engineer I works collaboratively with the Network Engineer II and serves as a technical support resource while gaining experience in enterprise infrastructure systems and best practices.

SUPERVISION RECEIVED:

Receives supervision from the Information Technology Manager

SUPERVISION EXERCISED:

None

DUTIES AND RESPONSIBILITIES:

Disclaimer – This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

- Monitor network, server, and cloud infrastructure to ensure system availability, performance, and reliability
- Perform routine maintenance tasks including patching, updates, account administration, and configuration changes under established standards
- Provide Level 1 and Level 2 technical support and troubleshooting for network, connectivity, VPN, firewall, and related infrastructure issues
- Assist with backup monitoring, verification, and routine restore testing
- Support implementation of approved infrastructure changes following established change-management procedures
- Assist in maintaining technical documentation including network diagrams, configuration records, and operational procedures
- Escalate complex issues, security concerns, or architectural questions to senior technical staff
- Support IT projects through task execution and testing activities as assigned
- Create and maintain technical documentation for cloud and application environments, including network diagrams, installation, and configuration procedures, troubleshooting guidelines, and operational procedures.



Other Job Specific Duties:

- Attends all meetings, trainings, and conferences as assigned.
- Maintains safe and functional work environment.
- Work alternative hours as required, including nights and weekends.
- Performs any other like duties as assigned.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Basic networking and infrastructure concepts.
- Common operating systems, cloud services, and network devices.
- IT service operations and troubleshooting methodologies.
- Modern office practices and computer applications.
- Agency policies and procedures.
- Applicable federal, state, and local laws, codes, and regulations.
- Departmental policies and procedures.

Ability to:

- Follow documented procedures and technical standards.
- Troubleshoot technical issues methodically.
- Communicate clearly with technical and non-technical staff.
- Work effectively as part of a team.
- Learn new technologies and systems.
- Establish priorities, organize work, and work independently.
- Interpret and implement a variety of regulatory standards and guidelines.
- Establish professional working relationships with staff and stakeholders.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Bachelor's degree in information technology, computer science, or a technology related field from an accredited college or university, and/or equivalent work experience in areas outlined above.
- Two (2) to four (4) years of experience in network, systems, or infrastructure support

OTHER REQUIREMENTS

- Possession of a valid California Driver's License and State automobile insurance, and acceptable driving record substantiated by a DMV printout.
- Must have reliable transportation during work hours.
- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations



WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors.
- Noise level is quiet to moderately quiet.
- Hazards are minimal.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE Network Engineer I			
ACTIVITY (HOURS PER DAY)	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
Sitting			X
Walking			X
Standing			X
Bending (neck)			X
Bending (waist)			X
Squatting		X	
Climbing	X		
Kneeling		X	
Crawling	X		
Twisting (neck)			X
Twisting Waist			X
Is repetitive use of hand required?			X
Simple Grasping (right hand)			X
Simple Grasping (left hand)			X
Power Grasping (right hand)		X	
Power Grasping (left hand)		X	
Fine Manipulation (right hand)			X
Fine Manipulation (left hand)			X
Pushing & Pulling (right hand)		X	
Pushing & Pulling (left hand)		X	
Reaching (above shoulder level)		X	
Reaching (below shoulder level)		X	

	LIFTING			CARRYING		
	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
0-10 lbs			X			X
11-25 lbs		X			X	
26-50 lbs		X			X	
51-75lbs	X			X		



76-100lb	x			x		
100lbs+	x			x		



Information Systems Web & GIS Developer

Disclaimer: Job descriptions are written as a representative list of the ADA essential duties performed by a job class. They cannot include nor are they intended to include all duties performed by all positions occupying a class.

Salary Range: Grade 11

FLSA Status: Exempt

Date Approved: TBD

SUMMARY:

Under the general direction of the Information Systems (IS) Manager, the Information Systems Web & GIS Developer designs, develops, and maintains web solutions with Microsoft Power Pages and Power Platform, as well as supports GIS maps, spatial data, and technical drawings. This role connects web development, business systems, and GIS to support programs and operations, working with internal stakeholders to deliver integrated, user-friendly web and GIS solutions compatible with enterprise systems like Dynamics 365 and SharePoint.

SUPERVISION RECEIVED:

Receives supervision from the Information Systems Manager

SUPERVISION EXERCISED:

None

DUTIES AND RESPONSIBILITIES:

Disclaimer – This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed or may perform related duties as assigned. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Essential Job Specific Duties:

Web Development & Power Platform

- Lead the design, redevelopment, and ongoing maintenance of the organization's website using Microsoft Power Pages.
- Develop custom components, forms, and workflows using Power Pages, Power Apps, and Power Automate to support business processes.
- Collaborate with stakeholders to gather requirements and translate them into functional, accessible, and user-centered web solutions.
- Ensure seamless integration between web solutions and backend systems including Microsoft Dynamics 365, SharePoint, and other Power Platform tools.
- Implement responsive design, accessibility (WCAG), performance optimization, and web security best practices.
- Maintain website content, structure, permissions, and security protocols.
- Monitor website performance, SEO, and accessibility and implement continuous improvements.
- Provide documentation and training for internal users and content editors.



GIS & Technical Design:

- Develop, maintain, and update GIS maps, layers, and spatial datasets to support programmatic and operational needs.
- Operate and support GIS software and tools including ArcGIS, ArcGIS Online, and related platforms.
- Produce clear, detailed, and to-scale drawings, maps, and renderings based on existing data, specifications, and requirements.
- Ensure data accuracy, consistency, and quality control across GIS, CAD, and related systems.
- Support the visualization and communication of complex data through maps, diagrams, and mixed-media presentations.

Other Job Specific Duties:

- Enroll in self-paced or instructor-led training at least once a year if not more.
- Attends all meetings, trainings, and conferences as assigned.
- Maintains safe and functional work environment.
- Work alternative hours as required, including nights and weekends.
- Performs any other like duties as assigned.

MINIMUM QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skills, and abilities required to satisfactorily perform the essential duties and responsibilities.

Knowledge of:

- Microsoft Power Pages, Power Apps, and Power Automate.
- HTML, CSS, JavaScript, and modern web development practices.
- Web accessibility standards (WCAG) and responsive design principles.
- Integration with Microsoft Dynamics 365, SharePoint, and Microsoft 365 services.
- GIS concepts, spatial data, and mapping tools such as ArcGIS and ArcGIS Online.
- CAD and technical drawing concepts (AutoCAD or similar tools preferred).
- Modern office practices and Microsoft Office 365 applications.
- Web security best practices and data protection principles.

Ability to:

- Exhibit excellent presentation skills and ability to present complex information to staff, executive management, donors, and partners.
- Handle details of specific duties while still developing and maintaining a broad perspective of the organization's mission and goals.
- Solve problems effectively and efficiently.
- Lead design sessions and documenting functional specifications.
- Understand logical data modeling.
- Troubleshooting and test.
- Implement tools and strategies to ensure a high standard of quality control.
- Demonstrated systems analysis skills.
- Plan, organize, allocate, and control substantial resources.
- Communicate effectively.
- Work independently with little direction; meet schedules and timelines.



- Plan, develop, and present mixed media presentations.
- Write creatively and clearly for general and specialized audiences.
- Maintain and organize a variety of files, records, and logs.
- Plan and organize work; compose clear, concise reports and recommendations.
- Analyze situations accurately and adopt an effective course of action.
- Clean, maintain, and identify problems with shared data and their solutions.
- Attend evening and weekend meetings.

EDUCATION AND EXPERIENCE:

The following requirements generally demonstrate possession of the minimum requisite knowledge and ability necessary to perform the duties of the position.

- Bachelor’s degree in web development, computer science, information systems, GIS, or a related field preferred.
- Three (3) to five (5) years of experience in web development, including hands-on experience with Microsoft Power Pages or the Microsoft Power Platform.
- Experience with GIS tools and spatial data development and maintenance.
- Any equivalent combination of education and/or experience may be substituted on an annual basis.

OTHER REQUIREMENTS

- Possession of a valid California Driver’s License and State automobile insurance, and acceptable driving record substantiated by a DMV printout.
- Must have reliable transportation during work hours.
- Successful completion of live scan, physical, substance abuse screening, TB, and all required vaccinations

WORK ENVIRONMENT:

The work environment characteristics described are representative of those an employee encounters in performing the essential functions of this job.

- Work is primarily performed indoors.
- Noise level is quiet to moderately quiet.
- Hazards are minimal.

ESSENTIAL PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable employees with disabilities to perform the essential duties.

POSITION TITLE Information Systems Web & GIS Developer			
ACTIVITY (HOURS PER DAY)	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
Sitting			X
Walking			X
Standing			X
Bending (neck)			X

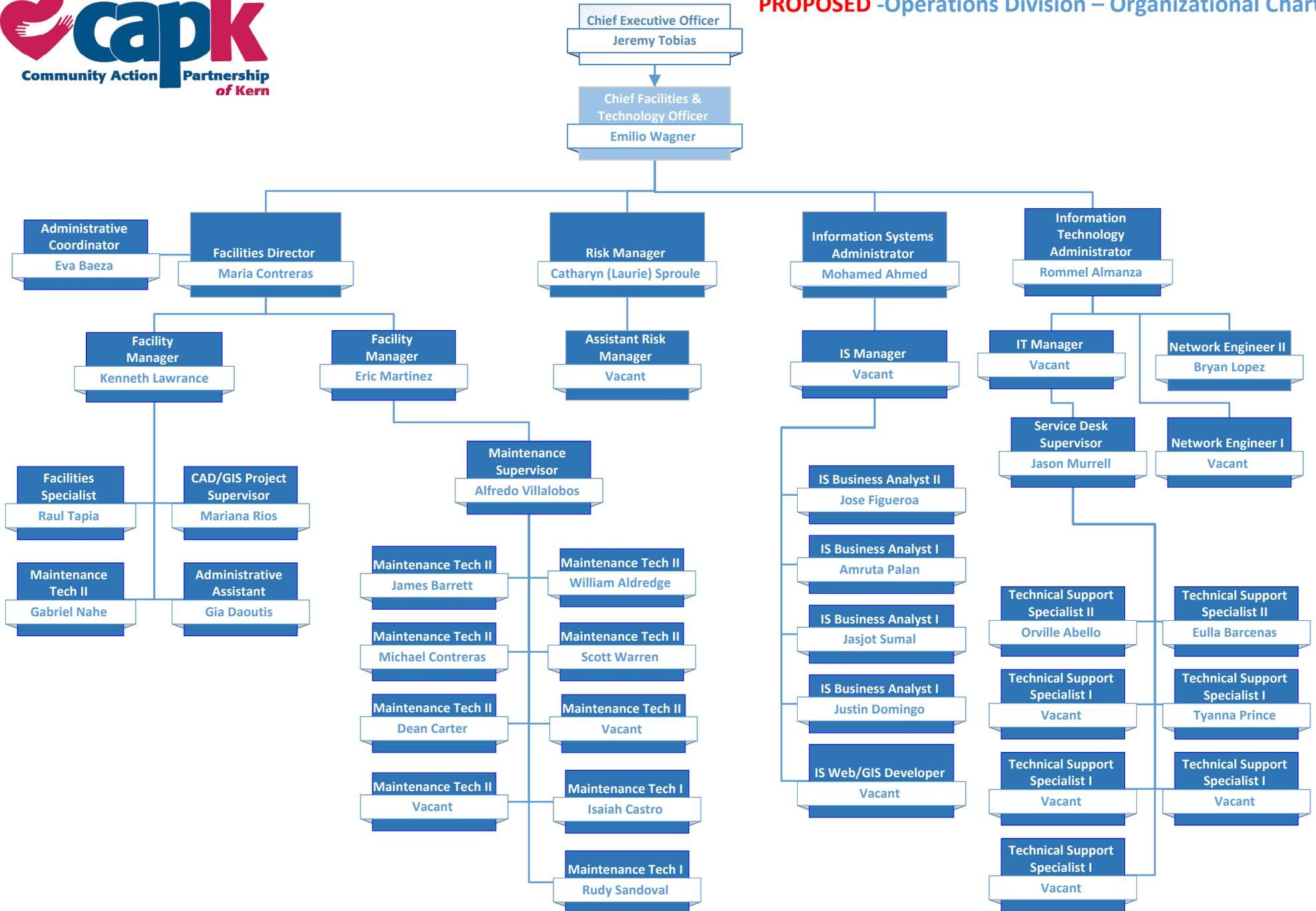


Bending (waist)			X
Squatting		X	
Climbing	X		
Kneeling		X	
Crawling	X		
Twisting (neck)			X
Twisting Waist			X
Is repetitive use of hand required?			X
Simple Grasping (right hand)			X
Simple Grasping (left hand)			X
Power Grasping (right hand)		X	
Power Grasping (left hand)		X	
Fine Manipulation (right hand)			X
Fine Manipulation (left hand)			X
Pushing & Pulling (right hand)		X	
Pushing & Pulling (left hand)		X	
Reaching (above shoulder level)		X	
Reaching (below shoulder level)		X	

	LIFTING			CARRYING		
	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS	NEVER 0 HOURS	OCCASIONALLY UP TO 4 HOURS	FREQUENTLY 4-8 HOURS
0-10 lbs			X			X
11-25 lbs		X			X	
26-50 lbs		X			X	
51-75lbs	X			X		
76-100lb	X			X		
100lbs+	X			X		



PROPOSED -Operations Division – Organizational Chart





MEMORANDUM

To: Personnel Committee

From: Lisa McGranahan, Chief Human Resource Officer

Date: March 4, 2026

Subject: *Agenda Item 4c*: 2026 New California Minimum Wage Increase – **Info Item**

Due to the enactment of Senate Bill (SB) 3, beginning January 1, 2026, employers will be required to increase their minimum wage from \$16.50 to \$16.90 an hour. This increase to the minimum wage affects not only non-exempt employees, but also the minimum annual salary requirement for exempt employees to \$70,304.00/year.

California law also provides that exempt employees must receive a salary that is not less than two times the state minimum wage. Effective January 1, 2026, the minimum annual salary for exempt employees will also increase to \$70,304 annually.

This increase will impact thirty-eight (38) hourly staff members. The increase in wages for these 38 employees was projected during the development of the 2026 budget and fiscal impact is approximately \$8,415. These costs have been incorporated into the approved March 1, 2026 agency budget.



To: Personnel Committee

From: Jerry Meade, Assistant Director of Program

Robert Espinosa, Program Design and Management Administrator

Date: March 4, 2026

Subject: *Agenda Item 4d*: Head Start Personnel Update – **Info Item**

The Head Start and State Child Development Division remains dedicated to providing regular updates on personnel matters and their impact on the Head Start program.

For the month of February 2026, the following information is provided to the Personnel Committee:

- 649 Staff employed.
- 51 Vacant Positions.
- Onboard 3 new staff members.
- Four (4) Resignations.
- Three (3) days of interviews for 3 open requisitions.

Job opportunities are continuously posted on the Head Start California website, accompanied by dedicated recruitment efforts for our direct service positions.

Attached is a document outlining the closed classrooms and current staff vacancies for both closed and open classrooms as of February 23, 2026.

Attachment:
Enrollment Staffing Data Sheet

Enrollment Staffing Data Sheet

Site	Funded	Reportable Enrollment	% Enrolled	Budgeted Staffed	Currently Staffed	Staff Vacancies	% Staffed
Alberta Dillard (PY)	34	34	100%	6	6	0	100%
Alicante	20	20	100%	3	3	0	100%
Angela Martinez EHS	24	25	104%	9	9	0	100%
Angela Martinez HS	81	60	74%	9	9	0	100%
Bakersfield College	32	28	88%				
Blanton	16	13	81%				
Broadway (PY)	37	26	70%	6	6	0	100%
California City (PY)	17	20	118%	2	1	1	50%
California Street	24	25	104%	9	8	1	89%
Cleo Foran EHS	8	8	100%	3	2	1	67%
Cleo Foran HS	15	15	100%	3	2	1	67%
Delano (PY)	60	60	100%	12	12	0	100%
Escuelita Hernandez	16	15	94%				
Fairfax (PY)	34	38	112%	6	6	0	100%
Family Childcare EHS	24	25	104%				
Family Childcare HS	21	25	119%				
Garden Pathways	11	9	82%				
Gianone	16	16	100%	3	3	0	100%
Harvey L. Hall EHS	68	71	104%	27	27	0	100%
Harvey L. Hall	74	59	80%	12	12	0	100%
Heritage (PY)	17	20	118%	2	2	0	100%
Kennedy	16	16	100%	6	4	2	67%
Kennedy HS	17	0	0%	3	0	3	0%
La Plaza	24	0	0%	6	0	6	0%
Lathrop	24	25	104%	9	9	0	100%
Lathrop HS	17	16	94%	3	3	0	100%
Lodi	32	24	75%	12	12	0	100%
M. Massei	24	25	104%	9	8	1	89%
M. Massei HS	17	17	100%	3	3	0	100%
MJM EHS	16	16	100%	6	5	1	100%
MJM HS	34	40	118%	6	6	0	100%
Oasis EHS (PY)	8	5	63%	3	3	0	100%
Oasis (PY)	34	34	100%	6	6	0	100%
Pete Parra EHS	48	45	94%	15	13	2	87%
Pete Parra HS	68	79	116%	12	12	0	100%
Primeros Pasos EHS	16	18	113%	6	6	0	100%
Primeros Pasos HS	51	50	98%	9	8	1	89%
Rosamond (PY)	51	53	104%	9	9	0	100%
San Diego EHS	32	31	97%	12	12	0	100%
Shafter EHS	24	23	96%	9	9	0	100%
Shafter	17	20	118%	3	2	1	67%
Stockdale HS	41	42	102%	9	8	1	89%
Sterling EHS	64	63	98%	9	9	0	100%
Sterling HS	53	60	113%	24	22	2	92%
Sunrise Villa (PY)	17	17	100%	9	8	1	89%
Taft (PY)	51	60	118%	3	2	1	67%
Taft College	22	9	41%				
Tehachapi (PY)	15	17	113%	2	2	0	100%
Tiny Powers	8	0	0%	3	0	0	0%
Tiny Powers HS	34	25	74%	6	0	6	0%
University Park	44	0	0%	9	0	9	0%
Vineland (PY)	17	18	106%	2	2	0	100%
Virginia (PY)	17	18	106%	2	2	0	100%
Home Base Kern 160	160	157	98%	16	14	2	88%
SJC EHS HB 80	80	63	79%	8	6	2	75%
Total	1842	1698	92%	358	313	45	87%

Closed Classrooms	Funded Enrollment	Staff Vacancies
*Angela Martinez HS ~ 81		
Class D	15	0
Class E	15	1
EHS HB ~ 100		
ECE 2	10	0
ECE 11	10	0
Kennedy HS~ 17		
Class A	17	3
La Plaza~ 24		
Class A	12	2
Class B	12	3
SJC HB ~ 80		
Stockton 2	10	1
Stockton 3	10	0
Tiny Powers HS ~ 34		
Class B	17	1
University Park ~ 34		
Class A	11	1
Class B	17	1
Class C	16	3
Classrooms Fully	Total Slots	Staff Vac.
10	142	15
* Angela Martinez slots moved		
Closed Enrollment	Slots	Staff Vac.
Open Enrollment	8%	33.33%
	92%	66.67%

Funded Enrollment	1842	1698 92%
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Active Enrollment	1700	1698 100%
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