Section 17

Payroll / Personnel System and Reports

Sacramento City Unified School District
About the Report
This report prints employee assignments. It includes employee name, social security number, job class, FTE used, bargaining unit, hire date, salary schedule, salary placement and permanency code.

It is grouped by site and job category, and sorted by employee name. Each job category is totaled, with a grand total for each site.

Purpose
This report can be used to obtain a brief listing of all employees at an organization and determine their job category/class, as well as their bargaining unit and salary schedule.

Who Should Use
Site administrators and district office personnel in determining who is employed at a site.

Where to Find
This report is available in the HR/Payroll, Reports, Employee activity.

Report Options
User options:

- Active date – Enter a date to get a list of assignments active on that date. (Required)

- Location – Select one site or default to all locations.

- Job category – Select one job category or default to all categories.

There are no sort options for this report.

Special Considerations
If you run a report that includes entries in the Location field, your report will be filtered by the user-based location permissions defined in your user record, regardless of your user role. However, if you are an Admin user, every time you run this report, it will be filtered by your user-based location permissions, regardless of your report parameters.

Report Source
The Crystal Reports source file is Employee08a. The XML view is Employee08. The data source is stored procedure spRptEmployee08.

A similar report was available in the Personnel module of Escape Classic as PSL-R12 with a filter name of PSL-R12.
## Employee Assignment Information

### Site 0010 - A. M. WINN ELEMENTARY SCHOOL

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>Job Class</th>
<th>Assignmnt</th>
<th>Barg</th>
<th>Hire</th>
<th>Salary Schedule</th>
<th>Perm Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>(ID) SSN4</td>
<td>FTE</td>
<td>Unit</td>
<td>Date</td>
<td>Code</td>
<td>Placement</td>
<td></td>
</tr>
</tbody>
</table>

### AIDE/PAR - Aides-Paraprofessional

- **0937** - Teacher Assistant, Bilingual
  - 0.43750 SEIU 05/02/2002 C-H 37/ 4 A
- **0935** - Inst Aid, Spec Ed
  - 0.62500 SEIU 01/25/1993 C-H 41/ 5 A
- **0937** - Teacher Assistant, Bilingual
  - 0.87500 SEIU 09/02/1997 C-H 39/ 5 A
- **0948** - Instructional Aide
  - 0.37500 SEIU 09/06/1977 C-H 28/ 5 A
- **0948** - Instructional Aide
  - 0.75000 SEIU 10/29/1979 C-H 28/ 5 A
- **0948** - Instructional Aide
  - 0.50000 SEIU 02/20/1990 C-H 32/ 5 A
- **0935** - Inst Aid, Spec Ed
  - 0.25000 SEIU 02/20/1990 C-H 33/ 5 A

**Total Assignments listed for Aides-Paraprofessional: 7**

3.81250

### OFF/TECH - Office-Technical Unit

- **0522** - Clerk II
  - 0.75000 SEIU 11/08/1990 C-H 33/ 5 A
- **0522** - Clerk II
  - 0.12500 SEIU 11/08/1990 C-H 33/ 5 A
- **1530** - School Office Manager I
  - 1.00000 SEIU 11/10/1988 C-H 44/ 5 A

**Total Assignments listed for Office-Technical Unit: 3**

1.87500

### OPS/SUPP - Operations Support Services

- **0610** - Custodian
  - 1.00000 SEIU 04/05/1999 C-M 34/ 5 A

**Total Assignments listed for Operations Support Services: 1**

1.00000

### PRINC - Principals

- **0106** - Principal, Elementary School
  - 1.00000 UPE 08/05/2008 B5 30/ 5 B

**Total Assignments listed for Principals: 1**

1.00000

### PLANTMGR - School Plant Operations Manager

- **FRAUSTO, RUBEN**
  - (007988) 4894
  - 0604 - School Plant Ops Mgr I
  - 1.00000 TEAM 12/01/1989 U-M 43/ 5 A

**Total Assignments listed for School Plant Operations Manager: 1**

1.00000

### TEACHER - Teacher

- **0303** - Teacher, Elementary
  - 1.00000 SCTA 01/30/1989 T-A/N 5/ 21 A
- **0299** - Teacher, Resource, Special Ed.
  - 1.00000 SCTA 09/05/1989 T-A/N 5/ 26 A
- **0303** - Teacher, Elementary
  - 1.00000 SCTA 09/02/1986 T-A/N 5/ 22 A
- **0303** - Teacher, Elementary
  - 1.00000 SCTA 09/25/1999 T-A/N 5/ 10 A
- **0303** - Teacher, Elementary
  - 1.00000 SCTA 09/05/1989 T-A/N 5/ 21 A
- **0342** - Teacher, Spec Ed
  - 1.00000 SCTA 09/03/1991 T-A/N 5/ 18 A
- **0303** - Teacher, Elementary
  - 1.00000 SCTA 10/16/2000 T-A/N 4/ 11 A
- **0303** - Teacher, Elementary
  - 1.00000 SCTA 09/11/1998 T-A/N 4/ 11 A

Selection Grouped by Site, Job Category - Sorted by Employee Name, Filtered by (Organization = 97, Active Date = 9/15/2009, Location = 0010)
## Employee Assignment Information

### Site 0010 - A. M. WINN ELEMENTARY SCHOOL

<table>
<thead>
<tr>
<th>Employee Name</th>
<th>(ID) SSN4</th>
<th>Job Class</th>
<th>Assignment FTE</th>
<th>Barg Unit</th>
<th>Hire Date</th>
<th>Salary Schedule Code</th>
<th>Placement Code</th>
<th>Perm Code</th>
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<tbody>
<tr>
<td>TEACHER - Teacher (continued)</td>
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<td>T-A/N</td>
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<td>SCTA</td>
<td>09/03/1991</td>
<td>T-A/N</td>
<td>5/ 9</td>
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<td>SCTA</td>
<td>09/03/1991</td>
<td>T-A/N</td>
<td>5/ 9</td>
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<td>T-A/N</td>
<td>5/ 9</td>
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<td>1.00000</td>
<td>SCTA</td>
<td>09/03/2002</td>
<td>T-A/N</td>
<td>5/ 8</td>
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<td>0303 - Teacher, Elementary</td>
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<td>10/10/1979</td>
<td>T-A/N</td>
<td>4/ 26</td>
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<td>0303 - Teacher, Elementary</td>
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<td>T-A/N</td>
<td>5/ 14</td>
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</table>

Total Assignments listed for Teacher: 16

Total Assignments listed for A. M. WINN ELEMENTARY SCHOOL: 29

<table>
<thead>
<tr>
<th>Assignment</th>
<th>FTE</th>
<th>Barg Unit</th>
<th>Hire Date</th>
<th>Salary Schedule Code</th>
<th>Placement Code</th>
<th>Perm Code</th>
</tr>
</thead>
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<td>4/ 26</td>
<td>A</td>
</tr>
</tbody>
</table>

Selection: Grouped by Site, Job Category - Sorted by Employee Name, Filtered by (Organization = 97, Active Date = 9/15/2009, Location = 0010)

097 - Sacramento City Unified School District

Generated for Joyce Compton (JOYCEC), Sep 15 2009 12:50PM