



# Human Resource Services

**Cancy McArn, Chief Human Resources Officer**

Shawn Hadnot, Director II, Employee Relations, (916) 643-9047

Kristina Reyes, Administrative Assistant, (916) 643-7474

## SCHOOL SITE ASSIGNMENTS BY TEAMS

ELEMENTARY SCHOOL SITES				SECONDARY SCHOOL SITES			
Tiffany Smith-Simmons, Ed.D. Director II, Human Resources		643-9058		Christina Villegas Director II, Human Resources		643-7496	
Brandon Lillard Human Resource Analyst		643-7489		Jake Hansen Human Resource Analyst		643-7492	
Tami Mora Credential Auditor		643-2152		Tami Mora Credential Auditor		643-2152	
Anna Esparza Personnel Technician I		643-7486		Anna Esparza Personnel Technician I		643-7486	
Angela Ruelas (AR) Personnel Technician II		643-7478		Maritza Blumberg (MB) Personnel Technician II		643-7479	
Kae Saefong (KS) Personnel Technician II		643-7480		Jonathan Griggs (JG) Personnel Technician II		643-7477	
ELEMENTARY SCHOOL SITES (K-6)				K-8 SCHOOLS			
0097	Abraham Lincoln	0163	John Cabrillo	0010	A. M. Winn	0445	John Still
0029	Bret Harte	0168	John D. Sloat Basic	0173	Alice Birney (Waldorf-Inspired)	0151	Leonardo da Vinci (LDV)
0032	Caleb Greenwood	0148	Leataata Floyd	0350	Genevieve Didion	0138	Martin Luther King, Jr.
0035	Camellia Basic	0235	Mark Twain	0111	John Morse, Therapeutic Center	0420	Rosa Parks
0037	Caroline Wenzel	0242	Matsuyama	MIDDLE SCHOOLS			
0098	Cesar E. Chavez	0262	Nicholas	0410	Albert Einstein	0480	Sam Brannan
0300	Crocker/ Riverside	0267	O.W. Erlewine	0415	California	0490	Sutter
0059	David Lubin	0265	Oak Ridge	0431	Fern Bacon	0495	Will C. Wood
0095	Earl Warren	0269	Pacific	MULTIPLE GRADE SCHOOLS			
0100	Edward Kemble (K-3)	0272	Parkway	0571	Capital City (K-12)	0557	School of Engineering and Science (SES)
0104	Elder Creek	0277	Peter Burnett	0450	Kit Carson International Academy, IB (7-12)	0178	Success Academy (4-8)
0108	Ethel I. Baker	0282	Phoebe Hearst Basic	HIGH SCHOOLS			
0110	Ethel Phillips	0285	Pony Express	0570	American Legion High	0530	Luther Burbank
0117	Father Keith B. Kenny	0327	Sequoia	0517	Arthur A. Benjamin, Health Professions	0540	Rosemont
0130	Golden Empire	0101	Susan B. Anthony	0510	C.K. McClatchy	0562	Sacramento Accelerated Academy
0139	H. W. Harkness	0354	Sutterville	0520	Hiram W. Johnson	0521	West Campus
0142	Hollywood Park	0359	Tahoe	0525	John F. Kennedy		
0144	Hubert Bancroft	0363	Theodore Judah	CHARTER SCHOOLS			
0146	Isador Cohen	0379	Washington	0210	California Montessori Project, K-8 - I (MB)		
0305	James W. Marshall	0384	William Land	0213	Capitol Collegiate Academy, K-8 - I (MB)		
0153	John Bidwell	0390	Woodbine	0505	George Washington Carver, 9-12 - D (JG)		
CHARTER SCHOOLS				0200	Language Academy of Sacramento, K-8 - I (MB)		
0025	Bowling Green Chacon, K-6 - D (AR)			0560	The MET, 9-12 - D (MB)		
0024	Bowling Green McCoy, K-6 - D (AR)			0555	Sacramento Charter High, 9-12 - I (JG)		
0215	Capitol Heights Academy - Aspire, K-5 - I (KS)			0535	Sacramento New Technology, 9-12 - D (MB)		
0185	New Joseph Bonnheim, K-6 - D (KS)			0190	Sol Aureus College Prep, K-8 - I (MB)		
0295	Yav Pem Suab Academy, K-6 - I (AR)			0290	St. Hope PS 7 Elem/Mid, K-8 - I (MB)		
				0270	St. Hope, Oak Park Prep, 7-8 - I (MB)		

CHARTER SCHOOLS - D = Dependent; I = Independent

Updated 6.19.2021



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 Shawn Hadnot, Director II, Employee Relations, (916) 643-9047  
 Kristina Reyes, Administrative Assistant, (916) 643-7474

DEPARTMENT ASSIGNMENTS BY TEAMS			
<b>Tiffany Smith-Simmons, Ed.D (TSS)</b> Director II, Human Resources	<b>643-9058</b>	<b>Christina Villegas (CV)</b> Director II, Human Resources	<b>643-7496</b>
<b>Brandon Lillard (BL)</b> Human Resource Analyst	<b>643-7489</b>	<b>Jake Hansen (JH)</b> Human Resource Analyst	<b>643-7492</b>
<b>William Jaramillo (BJ) A-L</b> Personnel Technician II	<b>643-7481</b>	<b>Tobertha Weeks (TW) M-Z</b> Personnel Technician II	<b>643-7440</b>
<b>Tami Mora</b> Credential Auditor	<b>643-2152</b>	<b>Anna Esparza</b> Personnel Technician I	<b>643-7486</b>
0594	<b>A. Warren McClaskey (TSS) (BL) (BJ) (TW)</b>	0739	<b>Academic Achievement (CV) (JH) (BJ) (TW)</b>
0713	<b>Adult/Skill Center</b>	0721	<b>Academic Office (CV) (JH) (BJ) (TW)</b>
0780	<b>Assessment, Research, &amp; Evaluation</b>	0802	<b>Accounting Services</b>
0824	<b>Building &amp; Grounds/ Operations: (TSS) (BL) (BJ) (TW)</b>	0742	<b>Assistant Superintendent Student Support Services</b>
0732	<b>Career &amp; Technical Prep</b>	0701	<b>Board of Education</b>
0723	<b>Deputy Superintendent</b>	0804	<b>Budget Services</b>
0740	<b>Enrollment Center</b>	0800	<b>Business Services</b>
0822	<b>Facilities Maintenance (TSS) (BL) (BJ) (TW)</b>	0842	<b>Central Printing Services</b>
0807	<b>Facilities Support (TSS) (BL) (BJ) (TW)</b>	0593	<b>Charles A. Jones</b>
0754	<b>GATE</b>	0715	<b>Child Development (CV) (JH) (BJ) (TW)</b>
0764	<b>Health Services</b>	0768	<b>Child Welfare/Records</b>
0761	<b>Hearing Office</b>	0704	<b>Communication Office</b>
0770	<b>Human Resources</b>	0737	<b>Curriculum and Professional Development (CV) (JH) (BJ) (TW)</b>
0731	<b>Indian Education</b>	0835	<b>Distribution Services</b>
0808	<b>Information Services</b>	0772	<b>Employee Comensation</b>
0712	<b>Instructional Assistant Superintendent</b>	0735	<b>Family and Community Engagement</b>
8708	<b>Integrated Services</b>	0763	<b>Foster Youth Services (CV) (JH) (BJ) (TW)</b>
0821	<b>Safe Schools Office</b>	0714/0716/ 0720	<b>Instructional Assistant Superintendent</b>
0823	<b>Security Services</b>	0717	<b>Legal Counsel</b>
0825	<b>Serna Center (TSS) (BL) (BJ) (TW)</b>	0726	<b>Library/Textbook Services</b>
0776	<b>Staff Development Services (TSS) (BL) (BJ) (TW)</b>	0745	<b>Matriculation and Orientation</b>
0744	<b>Strategy &amp; Innovation Office</b>	0727	<b>Multilingual Education (CV) (JH) (BJ) (TW)</b>
0760	<b>Student and Family Support Services</b>	0724	<b>Music Section</b>
0756	<b>Student Services Records</b>	0810	<b>Nutrition Services (CV) (JH) (BJ) (TW)</b>
0729	<b>Targeted Instruction Improvement</b>	0733	<b>Parent Engagement (CV) (JH) (BJ) (TW)</b>
0844	<b>Transportation (TSS) (BL) (BJ) (TW)</b>	0766	<b>Psychological &amp; Social Work Services</b>
		0830	<b>Purchasing Services</b>
		0765	<b>Positive Youth Development</b>
		0840	<b>Risk Management</b>
		0831	<b>School Climate (CV) (JH) (BJ) (TW)</b>
		0703	<b>Superintendent's Office</b>
		0767	<b>Youth Development (CV) (JH) (BJ) (TW)</b>
		0752	<b>Youth Engagement (CV) (JH) (BJ) (TW)</b>
HUMAN RESOURCE SERVICES			
HR Main #: (916) 643-9050 • Fingerprinting #: (916) 643-7449			
EMPLOYEE ON-BOARDING & CLEARANCE		LEAVE OF ABSENCE CLASSIFICATION & COMPENSATION	
<b>Monica Garland</b> Personnel Specialist	<b>643-7452</b>	<b>Clarissa Ramirez</b> Classification & Compensation Specialist	<b>643-7473</b>
<b>Brenda Cheatham</b> Customer Services Specialist	<b>643-7458</b>	<b>SICK LEAVE &amp; VACATION QUESTIONS</b> Contact Payroll Services 916-643-9400	
<b>Monica Cruz</b> Customer Services Specialist	<b>643-7456</b>	<b>COMPLAINTS &amp; COMPLIANCE</b>	
<b>Valerie Levin</b> Customer Services Specialist	<b>643-7400</b>	<b>Christina Villegas</b> Director II, Human Resources	<b>643-7496</b>
<b>Tamara Warren</b> Customer Services Specialist	<b>643-7455</b>	<b>DATA RETENTION &amp; WELLNESS</b>	
<b>SUBSTITUTE OFFICE</b>			<b>643-7474</b>
<b>Tiffany Smith-Simmons, Ed.D.</b> Director II, Human Resources	<b>643-9058</b>	<b>RECRUITMENT</b>	
<b>Bobbie Jo Argo</b> Personnel Technician Sub Svcs	<b>643-9493</b>	<b>Tiffany Smith-Simmons, Ed.D.</b> Director II, Human Resources	<b>643-9058</b>