

CHINO VALLEY UNIFIED SCHOOL DISTRICT

Our Motto:

Student Achievement • Safe Schools • Positive School Climate
Humility • Civility • Service

DATE: June 18, 2025

TO: Members, Board of Education

FROM: Norm Enfield, Ed.D., Superintendent

PREPARED BY: Grace Park, Ed.D., Deputy Superintendent
Vanessa Acuña, Ed.D., Director, Human Resources
Joe Durkin, Director, Human Resources

SUBJECT: COMPENSATION FOR SUBSTITUTE SERVICES PROVIDED FOR CLASSIFIED EMPLOYEES

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BACKGROUND

A “substitute employee” means a person who is employed to replace a classified employee who is temporarily absent from duty or if the District is engaged in a procedure to hire a permanent employee to fill a vacancy in any classified position. The District must provide a competitive salary to ensure it has an adequate and well-qualified pool of classified substitutes.

The Classified Substitute salary schedule will correspond with Step A of the current salary schedule for permanent classified positions and approved by the Board of Education through negotiation process with the California School Employees Association (CSEA) and its Chino Chapter 102.

Approval of this item supports the goals identified within the District’s Strategic Plan.

RECOMMENDATION

It is recommended the Board of Education approve the compensation for substitute services provided for Classified employees.

FISCAL IMPACT

The fiscal impact is unknown at this time due to the fluctuation of substitutes.

NE:GP:VA:JD:jw