

**CHINO VALLEY UNIFIED SCHOOL DISTRICT
DIVISION OF HUMAN RESOURCES**

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Grace Park Ed.D., Assistant Superintendent, X 1111
Joyce Federwisch, Administrative Secretary IIB, X 1111

Human Resources			
Lea Fellows Director, Human Resources	X1115	Vacant Director, Human Resources	x1107
		Jane Sousa x1113 Administrative Secretary I	
Sandy Toledo (CHS&CHHS) Credential Technician Credentials and employment needs for teachers	x1118	Stephanie Uehle (CHS&CHHS) Personnel Clerk III Advertises certificated positions; schedules employment interviews; maintains applicant files; processes coaches; student teacher placements; transfers; volunteers; extra duty assignments	x1126
Wendy Randall (AYA&DAL) Credential Technician Credentials and employment needs for teachers	x1117		
Nancy Bernstein Classified Technician Classified employment needs	x1153	Tammie McDorman (AYA&DAL) Personnel Clerk III Advertises certificated positions; schedules employment interviews; maintains applicant files; processes coaches; student teacher placements; transfers; volunteers; extra duty assignments	x1119
Margaret Makorow Personnel Clerk III Processes and arranges for certificated substitutes; maintains Sub-Finder System	x1123	Thelma Diaz Personnel Clerk III Administers classified employment exams; TB clearances; tuition reimbursement; name/address changes	x1116
Regan Trimbach Personnel Clerk III Processes and arranges for classified substitutes; maintains Sub-Finder System	x1158	Carol Thrush Personnel Clerk III Advertises classified positions; schedules employment interviews; maintains applicant files; advertises and tracks classified summer school assignments	x1156
(vacant) Personnel Clerk III			

Risk Management

Dan Mellon Director, Risk Management & Human Resources	x 1302	Laurie Griego Risk Management Technician Workers' Compensation Claims	x 1303
		Fax No. 909.548.6037	