



Date: August 30, 2009
To: Dr. J. Brian Sarvis, Superintendent
From: Elaine Alvarado, Classified Personnel Coordinator
cc: Kristine L. Robertson, Ed.D, Director of Personnel
Gerald Andrews, Student Services/Compliance

RE: BOARD BRIEF - CAMPUS SAFETY ASSISTANTS

The Campus Safety Assistant (CSA) positions are long-standing positions that provide general campus monitoring, assure student compliance with school and district policies and regulations and can perform general grounds and custodial duties. The job description provides for a high school education and experience working with junior or high school students.

The following information and data is for your information:

1. The Santa Barbara School Districts (SBSD) provides CSA staffing as follows:
 - a. 3.75 FTE at each Santa Barbara HS, Dos Pueblos High School, and San Marcos High School
 - b. .75 FTE at La Cumbre, La Colina, GVJHS
 - c. 1.75 FTE at SBJHS
2. Based on large enrollments and continued student related issues, it was proposed and negotiated to increase the range from 16 to range 26, a 10-step increase. This was implemented in November 2006. The salary range is now \$14.30 per hour to a maximum of \$17.63 per hour.
3. As with all employees of SBSD, all must complete pre-employment paperwork, including fingerprinting and a department of justice response, before they can begin their assignment.
4. SBSD and CSEA also agreed to provide district-paid shirts for each CSA, an agreement that goes back to 1999-2000. This past spring Bud Andrews worked with CSEA, secondary administrators, and the CSAs to design a new shirt and logo. Each now up to five (5) shirts and they will continue to be provided to new employees and replaced for current employees as needed. Rain jackets that also identify them as CSAs are available if needed at the offices.
5. Many of the CSAs are considered long term employees; one of our CSAs has been with us for 21 years; the average length of service is more than 5 years.
6. Most completed on-line training in sexual harassment and blood-borne pathogens.
7. In the spring of 2008, all CSAs received 3 day half-day trainings. Former high school principal Paul Serka and Fred Razo, SBCEO Juvenile Court and Community Schools administrator, provided input in areas such as discipline, student behavior and conflict resolution.
8. In June 2009, most received 24 hours of training, facilitated by Bud Andrews. He followed a state-approved school security guard training syllabus which outlined the following areas:
 - a. Role and responsibility of school security officer
 - b. Laws and liability
 - c. Security awareness in the educational environment
 - d. Medication/conflict resolution
 - e. Disaster and emergencies
 - f. Dynamics of student behavior

Please let me know if you need any further information.