



HUMAN RESOURCE SERVICES DIVISION
M E M O R A N D U M

PLEASE POST

INTERNAL
APPLICANTS
ONLY

Date: June 2, 2025
To: SEA Unit Members
From: Karen Hernandez, Director of Human Resources
Re: Certificated Vacancies for the 2025-26 School Year

Application deadline for these vacancies is Friday, June 6, 2025, at 4:30 pm; unless otherwise noted.
Submit completed application(s) via email directly to hrcertapplications@sweetwaterschools.org

Certificated employees qualified and interested in being considered for the positions indicated below should complete Certificated Application for a Posted Position, Form No. 8029-A, which is available in the Human Resource Services Division. All applicants are required to hold a valid credential that authorizes the specific subject area in a departmentalized class. If you are unsure whether you are qualified and credentialed for a post, we encourage you to submit an application. You could also submit a request to review your credentials for qualification to the following email credentials@sweetwaterschools.org.

In accordance with Article 35.2 SEA unit members will not be eligible for voluntary transfer during the first year of their probationary period.

<u>Site/ Posting Number</u>	<u>Position</u>
Bonita Vista High BVH-CT26-4247 <i>*Revised</i>	Art (6 FTE) 1.0 FTE (Design in Mixed Media)
Bonita Vista High BVH-CT26-4470	Special Education - Moderate/Severe (Reading Mod/Sev/ Math 9-12 Mod/Sev/Social Science 9-12 Mod/ Sev/ Comprehensive Health Mod/Sev/ Leisure Activities Mod/ Sev)
Castle Park Middle CPM-CT26-4582	General Science <i>Bilingual Required</i> (General Science 1/General Science 1 Bil /General Science 2 Bil)
Chula Vista High CVH-CT26-3786 <i>*Re-post</i>	Mathematics (Integrated Math I/Financial Algebra)
Eastlake Middle ELM-CT26-3594	Special Education - Mild/Moderate (English 7x/English 8x/Study Skills Fund/US History 8 Fund/Study Skills Concepts)
Eastlake Middle ELM-CT26-3373	Music (.8 FTE) (Beginning Ukulele/Band Beg/Band Adv)

<u>Site/ Posting Number</u>	<u>Position</u>
Eastlake High ELH-CT24-309 Req#135 *Re-post	School Nurse
Eastlake High ELH-CT26-4507	Mathematics <i>Bilingual Required</i> (Integrated Math II Bil /AP Pre-Calculus/AP Computer Science Principles)
Eastlake High ELH-CT26-4529	Special Education - Mild/Moderate (English 11 Co-Teach /Study Skills Concepts/English 9 Co-Teach)
Eastlake High ELH-CT26-4569	Special Education – Moderate/Severe (Social Communication /Reading Mod/ Science Mod/Math 9-12 Mod/Vocational Ed 1/2 Mod)
Eastlake High ELH-CT24-310 Req#213 *Re-Post	Special Education- Mild/Moderate (Study Skills Concepts/ Comprehensive Health Fund /Earth Science Fund / Biology Fund)
Granger Junior High GJH-CT26-4219	Science (General Science 2/ General Science 1)
Granger Junior High GJH-CT26-4223	Special Education - Mild/Moderate (Ethic Studies 9 Co-Teach / Math 8 Co-Teach /Science Fund 7)
Granger Junior High GJH-CT26-4413	School Nurse
Hilltop Middle HTM-CT26-3595	Special Education - Mod/Severe (Reading Mod/Math Mod/Science Mod/Social Science Mod/Leisure Activities Mod/Sev)
Hilltop Middle HTM-CT26-4319	Art (.4 FTE) (Dance exploration)
Hilltop Middle HTM-CT26-4557	Special Education - Mild/Moderate (English 7 Co-Teach / English 7x/Study Skills Concepts)
Launch Virtual Academy LAU-CT26-4611	Mathematics (AP Computer Science Principles/ Pre-Calculus/ Integrated Math III)
Montgomery Middle MOM-CT26-4203	Music (0.8 FTE) (Band Beginning/ Band Intermediate 2)
Montgomery High MOH-CT26-4533	Mathematics (Integrated Math II)
Olympian High OLH-CT26-4290	Special Education - Mild/Moderate English Essential II/Math Essential II/ Science Essential II/Social Science Essentials/ Pre-Vocational Essentials II)
Otay Ranch High ORH-CT26-4339	Music

Site/ Posting Number Position

	(Marching Band/Band Cadet/String Orchestra Beginning 9-12/String Orchestra Intermediate/Advanced/ Guitar Beginning)
Otay Ranch High ORH-CT26-4625	Physical Education (High School Course II)
Rancho Del Rey Middle RDM-CT21-166 Req#481 *Repost	Nurse (School Nurse)
Rancho Del Rey Middle RDM-CT26-3763	Special Education - Mild/Moderate (0.6 FTE) (Integrated Math 7 Fund/Integrated Math 8 Fund)
Palomar High PAH-CT26-4456	Special Education - Mild/Moderate (English 9 Fund/English 11 Fund/Study Skills Concepts)
San Ysidro High SYH-CT26-2814	School Nurse
Bonita Vista High BVH-CT26-4661 & BVH-CT26-4662	Resource Teacher (0.6 FTE)/ Physical Education (0.4 FTE) (Athletic Director/High School Course I-9)

Athletic Director

Duty Statement

Develops and maintains a comprehensive athletic program which seeks the highest development of all participants, and which respects the individual dignity of every athlete. Consider the well-being of the entire student body as fundamental in all decisions and actions. Has a thorough knowledge of and administers all CIF and Metropolitan Conference policies, procedures and rules. Organizes, directs and promotes an interscholastic athletic program that is an integral part of the total education program. Recruits coaches, evaluates all coach candidates for original appointments and is a member of the selection committee. Establishes an athletic budget for the entire athletic program. Provides assistance to coaches in planning and organizing their sport. Ensures all coaches have completed all CIF and Metropolitan clearance procedures prior to working with any athletes. Develops a master calendar of athletic events. Assists coaches in the development of competitive, complete athletic schedules, ensures schedules are approved (site administrator) and are submitted to the Metropolitan Conference scheduler, official's assigner on or before published deadline. Also distributes schedules to opponents, staff and media. Ensures all coaches complete required coaching education program and that they continue to educate themselves in fundamentals of their sport. Works to maintain and increase cooperation between sports and coaches, conducts regularly scheduled meetings with coaches to communicate expectations and serves as intermediary between coaches as needed. Serves as liaison between coaches, parents and administrators. Observes coaches sufficiently (practices and contests) in order to make recommendations to coaches regarding expectations and administration in terms job assignments. Determines the academic eligibility of all student athletes at the end of each school-wide grading period and with residential eligibility as needed. Assists coaches with transportation arrangements and ensures transportation has been arranged. Ensures that coaches conduct and/or attend all appropriate site, conference and CIF meetings i.e., parent meetings, post-season banquets, conference pre and post-season meetings, etc. Maintains permanent records for each sport regarding wins/losses, letter winners, all-league selections, statistics, etc. Oversees the disbursement of awards, i.e. certificates, letters etc. Coordinates, with custodial staff support and administration, the use of athletic facilities: Coordinates the maintenance and improvements if facilities. Represents the school at all Conference, CIF and other meetings appropriate to administering the athletic program. Maintains an inventory of athletic equipment, develops a replacement schedule, evaluates equipment requests from coaches and approves appropriate requests. Coordinates medical staff for athletic events (EMT's and trainers), works closely with district athletic coordinator in scheduling annual physicals and maintains medical supplies as needed. Conducts bi-monthly coaches meetings with coaching staff (at least 4 per year). Coordinates all required paperwork and form for all teams. Conducts post-season meetings with each head coach and completes annual evaluations of

<u>Site/ Posting Number</u>	<u>Position</u>
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head coaches. Oversees publicity of all athletic teams including bulletins, announcements, yearbooks, communication with news outlets, etc. Ensures and oversees the clearance of all athletes. Assists coaches in developing a fund-raising plan and ensures appropriate, sufficient fund-raising opportunities. Develops and keeps record of practice schedules for each team. Oversees all booster organization to ensure equity and that all regulations are met. Oversees creates schedules and keeps record of weight room use. Maintains an active program that promotes sportsmanship. Attends state and national meetings whenever possible. Assist in supervision of athletics events. Is cognizant of and considers Title IX as it relates to all aspects of the Athletic Department. Oversees the condition and safety of all practice and game facilities and makes recommendations for improvements. Along with site administration, makes recommendations for changes in athletic procedures, policies and Metropolitan Conference bylaws. Supports the principle of due process. Acts impartially in the execution of basic policies and in the enforcement of the conference, CIF and state rules and regulations. Fulfills professional responsibilities with honesty and integrity. Seeks ways to improve the overall interscholastic athletic program. Performs other duties as assigned by the principal or his/her designee. Ensures all tournaments entered into by teams are CIF- approved and are within the allotment of the points-system as stipulated in the CIF rulebook Works to increase and maintain morale and cooperation amongst coaches (i.e., including mediation and conflict resolution when necessary) Attends a minimum number of home athletic contest(s) for each sport Works with coaches to determine areas of need in order to develop the annual athletic budget Distributes assigned CIF or league complimentary passes to appropriate coaching personnel Evaluates and seeks ways of improving the interscholastic athletic program With the approval of the Asst. Principal of Student Activities or the Principal, presents recommendations for changes in athletic policies to the Board of Managers. Upon approval, these recommendations shall be acted upon by the Board of Directors, Superintendent, and the Board of Education Performs other duties as directed by the Assistant Principal of Student Activities and Principal

Palomar High
PAH-CT26-4444/4445

Mathematics (**0.6 FTE**) & Resource Teacher (**0.2 FTE**)
(Integrated Math I, Integrated Math II)

Resource Teacher - Mathematics

Duty Statement

This position supplements the services to students in regards to LCAP Goal 1. The areas of need that the positions support to address: support for EL students in Math.

The supplemental duties include:

- Coach math teachers to increase student engagement and develop competencies for re-teaching opportunities for academically disadvantaged and EL students failing Math.
- Develop supplemental group class activities supporting Math Provide coaching to math teachers with increased differentiated instruction by focusing on oral language and written language development in the math classes.
- Support teachers with feedback to students on math practices and use of academic English.
- Develop supplemental materials for At-Promise math students.

Research, Evaluation &
Accountability
R&E-CT26-4663

Teacher on Special Assignment -- TOSA (**1.2 FTE**)
(PLC Instructional Coach)

Duty Statement

Support effective networks of Professional Learning Communities (PLC) implementation based on the SUHS District Commitments of a Professional Learning Community.

Site/ Posting Number**Position**

Provide training, modeling, support, and facilitation for effective PLC meetings. Learn from high performing PLCs in order to share effective practices system wide.
Facility Plan Do Study Act (PDSA) cycles for PLCs to analyze data, implement change initiatives, and measure the impact of those changes on student learning.
Provide professional development for teachers and schools who are implementing the Dimensions of Learning described on the SUHSD Learning Walk Tool.
Work alongside schools to implement an Instructional Focus based on the SUHSD Learning Walk Tool.
Develop cycles of Professional Learning to include safe practice, observation, and feedback in pursuit of implementing an Instructional Focus.
Work with individual teachers and teams of teachers to implement Learning Walks that include observation, coaching, and feedback.
Build rapport with teachers to provide observation, coaching, and feedback to improve instructional practices.

Research, Evaluation &
Accountability
R&E-CT26-4664

Teacher on Special Assignment -- TOSA (1.2 FTE)
(PLC Instructional Coach)

Duty Statement

Support effective networks of Professional Learning Communities (PLC) implementation based on the SUHSD Commitments of a Professional Learning Community.
Provide training, modeling, support, and facilitation for effective PLC meetings. Learn from high performing PLCs in order to share effective practices system wide.
Facility Plan Do Study Act (PDSA) cycles for PLCs to analyze data, implement change initiatives, and measure the impact of those changes on student learning.
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Develop cycles of Professional Learning to include safe practice, observation, and feedback in pursuit of implementing an Instructional Focus.
Work with individual teachers and teams of teachers to implement Learning Walks that include observation, coaching, and feedback.
Build rapport with teachers to provide observation, coaching, and feedback to improve instructional practices.

Research, Evaluation &
Accountability
R&E-CT26-4665

Teacher on Special Assignment -- TOSA (1.2 FTE)
(EdTech.)

Duty Statement

EdTech TOSA contributes to the implementation of the SUHSD Dimensions of Learning through the intentional integration of technology and the appropriate use of Artificial Intelligence in the learning process.
Support networks of teachers, PLCs and schools to effectively integrate technology.
Model technology integration that enhances the learning of each student.
Connect with SUHSD teachers who are effectively using technology to highlight best practices and develop the means for sharing these throughout Sweetwater.
Develop and conduct professional development for effective technology integration, with special emphasis on the appropriate role of artificial intelligence for teacher planning and student learning.
Design, manage, and **share resources** for teachers to effectively integrate technology that enhances learning.
Develop **protocols** for observing effective technology integration in the classroom and organize **classroom visits** for the purpose of improving technology integration.
In collaboration with site leadership **observe and provide feedback** on technology integration to inform future professional development.

Research, Evaluation &
Accountability

Teacher on Special Assignment -- TOSA (1.2 FTE)
(EdTech.)

<u>Site/ Posting Number</u>	<u>Position</u>
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R&E-CT26-4666

Duty Statement

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Develop and conduct professional development for effective technology integration, with special emphasis on the appropriate role of artificial intelligence for teacher planning and student learning.

Design, manage, and **share resources** for teachers to effectively integrate technology that enhances learning.

Develop **protocols** for observing effective technology integration in the classroom and organize **classroom visits** for the purpose of improving technology integration.

In collaboration with site leadership **observe and provide feedback** on technology integration to inform future professional development.

Voided Positions

CPH-CT26-4238

HTM-CT26-3733