



CLASSIFIED POSITIONS AND APPLICATION INFORMATION

THE SCHOOL DISTRICT: The Lammersville Elementary School District has begun to grow from a 300 ADA single-school district, to a district that will eventually contain twelve elementary schools and a high school. This growth is due to a completely new, planned community called Mountain House. Lammersville Elementary School will remain a smaller, rural school of about 300 students. It has been serving the community for over 125 years. The new elementary schools in Mountain House will serve between 750 - 850 students as the community neighborhoods are built.

THE COMMUNITY: Lammersville Elementary School District is located about 5 miles west of the City of Tracy, California. The District encompasses the new and growing master-planned community of Mountain House. This new community has 12 distinct neighborhoods, with plans for 10 new elementary schools and eventually a high school. When all of the neighborhoods are built, there could be as many as 9,000 students in the District. The first school, Wicklund Elementary, has been in operation since 2004. The second school, Bethany Elementary, will opened in August, 2007. There could be as many as two or three new schools opening between 2010 and 2012. The community is very proud of its schools and expects a high standard of educational accomplishments every year. Each school has a very active parents group to support the schools in a variety of ways. As the community and District continue to grow, there will be many opportunities for new employees to join this outstanding school district.

REQUIREMENTS FOR CLASSIFIED POSITIONS:

- Appropriate, verifiable experience in the position, or similar position, you are seeking.
- All positions require passing a district proficiency test prior to being offered a contract.
- A TB certificate of clearance must be current and submitted when hired.
- Some positions may require drug and health screenings.
- In compliance with Assembly Bill 1612, new classified staff members must be fingerprinted and have those fingerprints cleared by the Department of Justice BEFORE being placed on the payroll. Actual hire date will NOT be earlier than the date the fingerprint clearance is received from DOJ.
- Desired certifications include first aid, CPR, bilingual training, school bus driver, additional certification, etc.
- California Driver's License and Social Security Card or Proof of Eligibility to work in the U.S.A.

SALARY AND BENEFITS:

- Placement on the appropriate step of the classified salary schedule will depend on experience and training.
- Salary will be prorated for contracts less than full-time employment.
- A health, dental and vision benefit package is offered to all employees. The district has established a maximum contribution amount for classified staff. Employees may supplement this "cap" to obtain the amount of coverage desired. This "cap" is prorated for part-time employees.
- Newly hired classified staff are considered probationary for one year from the date of hire.

PROCESS FOR SUBMITTING A COMPLETE APPLICATION:

- A complete application consists of the following:
 - A complete and signed District application form.
 - A cover letter specific to your qualifications for the position.
 - A minimum of three (3) letters of recommendation from supervisors, administrators, and/or others who know about your employment experiences.
- Complete applications should be submitted to:

Mrs. Noel Balzarini, Executive Assistant - Superintendent's Office
Lammersville Elementary School District
300 East Legacy Drive
Mountain House, California 95391

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

INTERVIEW PROCESS:

- Application packets will be preliminarily evaluated by a screening committee. Invitations for interviews will be extended to those candidates who appear to be the most qualified for the position on the basis of the written materials presented.
- Applicants will participate in an oral interview with a broad-based committee, which may include administrators, Governing Board Members, staff members, and parents.
- Applicants will be asked to present any additional materials for review by the committee during the interview.
- The district will confirm with references for those selected as finalists.

The Lammersville Elementary School District is an Equal Opportunity Employer