



## Fall 2022 Admin-on-Duty Schedule

Shift Hours: Monday-Thursday 8:30am-3pm & 3-9:30pm  
Friday 8:30am -3 pm, and Select Saturday 8:30am -3pm

### AUGUST 2022

WEEKDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm						<b>27</b> Jeff Pallin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>29</b> Veronica Martinez Jackie Escajeda	<b>30</b> Clement Lam Brian Miller	<b>31</b> Richard Alfaro Danny Nguyen			

### SEPTEMBER 2022

WEEKDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm				<b>01</b> Clement Lam Jackie Escajeda	<b>02</b> Veronica Martinez No Admin	<b>03</b> No Admin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>05</b> HOLIDAY	<b>06</b> Yuko Kawasaki Richard Alfaro	<b>07</b> Yuko Kawasaki Brian Miller	<b>08</b> Valerie Jensen Jeff Pallin	<b>09</b> Valerie Jensen No Admin	<b>10</b> No Admin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>12</b> Manuel Salazar No Admin	<b>13</b> Brian Miller Diego Espinoza	<b>14</b> Jeff Pallin Connor Keese	<b>15</b> Inez Barragan Ken Songco	<b>16</b> Debra Williams No Admin	<b>17</b> No Admin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>19</b> Clement Lam No Admin	<b>20</b> Debra Williams Danny Nguyen	<b>21</b> Jeff Pallin Inez Barragan	<b>22</b> Manuel Salazar Lorrie Ranck	<b>23</b> Inez Barragan No Admin	<b>24</b> No Admin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>26</b> Veronica Martinez Ken Songco	<b>27</b> Brian Miller Danny Nguyen	<b>28</b> Edrina Rashidi Chigusa Katoku	<b>29</b> Jackie Escajeda Diego Espinoza	<b>30</b> Valerie Jensen No Admin	

### OCTOBER 2022

WEEKDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm						<b>01</b> No Admin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>03</b> Chigusa Katoku No Admin	<b>04</b> Debra Williams Ken Songco	<b>05</b> Connor Keese No Admin	<b>06</b> Valerie Jensen Ken Songco	<b>07</b> Valerie Jensen No Admin	<b>08</b> No Admin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>10</b> Clement Lam Diego Espinoza	<b>11</b> Inez Barragan Danny Nguyen	<b>12</b> Manuel Salazar Connor Keese	<b>13</b> Clement Lam Chigusa Katoku	<b>14</b> Chigusa Katoku No Admin	<b>15</b> No Admin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>17</b> Veronica Martinez No Admin	<b>18</b> Jeff Pallin Danny Nguyen	<b>19</b> Connor Keese Edrina Rashidi	<b>20</b> Jackie Escajeda Edrina Rashidi	<b>21</b> Richard Alfaro No Admin	<b>22</b> No Admin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>24</b> Inez Barragan No Admin	<b>25</b> Brian Miller No Admin	<b>26</b> Manuel Salazar Connor Keese	<b>27</b> Jackie Escajeda Danny Nguyen	<b>28</b> Richard Alfaro No Admin	<b>29</b> No Admin No Admin
<b>TIME</b> 8:30 am - 3 pm 3- 9:30 pm	<b>31</b> Clement Lam No Admin					

## NOVEMBER 2022

WEEKDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>TIME</b>		<b>01</b>	<b>02</b>	<b>03</b>	<b>04</b>	<b>05</b>
8:30 am - 3 pm		Chigusa Katoku	Manuel Salazar	Valerie Jensen	Valerie Jensen	No Admin
3- 9:30 pm		Edrina Rashidi	Connor Keese	Edrina Rashidi	No Admin	No Admin
<b>TIME</b>	<b>07</b>	<b>08</b>	<b>09</b>	<b>10</b>	<b>11</b>	<b>12</b>
8:30 am - 3 pm	Inez Barragan	Jackie Escajeda	Edrina Rashidi	Manuel Salazar	HOLIDAY	HOLIDAY
3- 9:30 pm	Ken Songco	Debra Williams	Connor Keese	Richard Alfaro		
<b>TIME</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
8:30 am - 3 pm	Manuel Salazar	Debra Williams	Jackie Escajeda	Manuel Salazar	Richard Alfaro	No Admin
3- 9:30 pm	Diego Espinoza	Lorrie Ranck	Chigusa Katoku	Ken Songco	No Admin	No Admin
<b>TIME</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
8:30 am - 3 pm	Veronica Martinez	Yuko Kawasaki	Jeff Pallin	HOLIDAY	HOLIDAY	HOLIDAY
3- 9:30 pm	Ken Songco	Diego Espinoza	Diego Espinoza			
<b>TIME</b>	<b>28</b>	<b>29</b>	<b>30</b>			
8:30 am - 3 pm	Brian Miller	Brian Miller	Yuko Kawasaki			
3- 9:30 pm	Danny Nguyen	Inez Barragan	Chigusa Katoku			

## DECEMBER 2022

WEEKDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>TIME</b>				<b>01</b>	<b>02</b>	<b>03</b>
8:30 am - 3 pm				Jackie Escajeda	Richard Alfaro	No Admin
3- 9:30 pm				Chigusa Katoku	No Admin	No Admin
<b>TIME</b>	<b>05</b>	<b>06</b>	<b>07</b>	<b>08</b>	<b>09</b>	<b>10</b>
8:30 am - 3 pm	Veronica Martinez	Yuko Kawasaki	Yuko Kawasaki	Edrina Rashidi	Richard Alfaro	No Admin
3- 9:30 pm	Ken Songco	No Admin	Connor Keese	Ken Songco	No Admin	No Admin
<b>TIME</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
8:30 am - 3 pm	Veronica Martinez	Yuko Kawasaki	Yuko Kawasaki	Jeff Pallin	Debra Williams	No Admin
3- 9:30 pm	Danny Nguyen	Debra Williams	Edrina Rashidi	Veronica Martinez	No Admin	No Admin
<b>TIME</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>
	No Admin	No Admin	No Admin	Winter Break	Winter Break	Winter Break
<b>TIME</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>
	Winter Break	Winter Break	Winter Break	Winter Break	Winter Break	Winter Break