

APR/10/2018/TUE 08:17 AM SDUSD Roosevelt JrHi

FAX No. 619 497 0918

P. 002/005

**Roosevelt International Middle School**

3366 Park Blvd. San Diego, CA 92103  
619.293.4450 www.rooseveltmiddle.org

**Christina Casillas, Ed.D**

Principal

TO: Bruno Schnoian  
FROM: Christina Casillas, Principal  
DATE: January 31, 2018  
RE: Letter of Reprimand-Unprofessional Conduct

This memorandum serves as a Letter Reprimand about your continued unprofessional conduct of sexual harassment comments that is creating a hostile work environment .

Summary of previous incidents addressing the same concerns of sexual comments while at work, that have been offensive to other **Redacted** and students, and about parents, creating a hostile environment:

• **Redacted**

• **Redacted**

- On April 15, 2015, Ms. Reyes spoke to you about concerns from two female students who were uncomfortable in your class due to your actions and comments. The students reported that you asked if their mom was single, "grabbed their butt," told girls they have "nice boobs;" and had a "sexual stare." These students felt very uncomfortable and scared with you. A CPS report was made by Ms. Reyes regarding your actions.
- On April 15, 2015, Ms. Reyes also spoke with you about an incident on March 27, 2015, in which another female student claimed that you told her she had nice boobs as you were talking about a shirt stain. You denied this incident.

**Redacted**



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Redacted

In each separate and unrelated incident, you denied any "inappropriate conduct" or "sexual harassment". All female members involved felt uncomfortable. All of your advances were unwarranted and unsolicited. I am noticing a pattern of unprofessional conduct as it relates to sexual harassment comments and actions that create an uncomfortable and hostile environment with females. These actions are considered sexual harassment.

Redacted

You were provided with a Summary of Conference on April 24, 2015 regarding your interactions with female students. Additionally, you signed a Written Warning on January 25, 2017 where it states you are to refrain from making any unprofessional comments that can be perceived as sexual in nature and to avoid any inappropriate comments with others.

Redacted

Effective immediately you are directed to:

- Refrain from making any unprofessional comments, including comments about physical body types, that can be perceived as sexual in nature.
- Redacted
- Maintain professionalism at all times when interacting with staff, students, and parents.
- Avoid any physical contact or inappropriate/unprofessional comments with others.

To assist you in addressing these concerns, I suggest that you:

- Pursue counseling assistance through our district's Employee Assistance Program (EAP), their contact information is (888)625-4809.
- Review the district's sexual harassment training online sessions, to refresh yourself on appropriate behavior as it relates to sexual harassment & professional conduct in the work place by February 23, 2018. Provide me evidence of this completion by this date: <https://www.sandi.net/staff/human-resources/sexual-harassment-prevention-training>
- Review the District's Sexual Harassment Policy by February 23, 2018. Provide me a signed copy of the slides pertaining to the Prohibition of Sexual Harassment. <https://www.sandi.net/staff/human-resources/annual-employee-notifications>

Failure to follow these directives may result in further disciplinary action which may include suspension or termination of employment.

Your signature below indicates receipt of this memorandum. A copy of this notice will be placed in your personnel file after ten (10) days. You have the right to respond in writing and have your response attached to this notice.

Signature: *Christina Casillas* Date: 2/5/18