

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES
1163 East 7th Street
Chico, CA 95928-5999
(530) 891-3000 x 20132

MEETING AGENDA OF THE PERSONNEL COMMISSION of
CHICO UNIFIED SCHOOL DISTRICT

The Personnel Commission meets the 4th Monday of each month at 4:00 pm in the Small Conference Room at the District Administration Office, unless otherwise noted.

ADMINISTRATION BUILDING,
Small Conference Room

4:00 PM

Monday, January 24, 2022

	Purpose	Page(s)
CALL TO ORDER		
WELCOME TO VISITORS		
CONSIDERATION OF MINUTES		
1. Consider approval of the minutes of the regular meeting of December 17, 2021.	Action	22-3 – 22-4
BUSINESS		
2. Director's Report	Information	
3. Consider job announcement(s) for: Accountant, Behavior Specialist, Cafeteria Satellite Manager, Delivery Worker, Instructional Assistant-Bilingual, Instructional Assistant-Computers, Instructional Paraprofessional, Preschool Assistant, and School Bus Driver-Type 2.	Action	22-5 – 22-13
4. Consider eligible list(s) for: Cafeteria Assistant, Campus Supervisor, Custodian, Instructional Assistant-Computers, Instructional Paraprofessional-Intensive Behavior Interventionist, Instructional Paraprofessional, Registrar, and School Office Manager.	Action	22-14 – 22-21
5. Consider seniority list(s) for: Cafeteria Assistant, Delivery Worker, Elementary Counseling Assistant, Financial Specialist, Health Assistant, Instructional Assistant-Computers, Instructional Paraprofessional-Intensive Behavior Interventionist, Instructional Paraprofessional, Maintenance Worker, Nutrition Services Purchasing Warehouse Coordinator, School Office Manager, Sr Account Clerk, Sr Equipment Mechanic, Sr Grounds Worker, Sr Maintenance Worker-Plumber, Targeted Case Manager-Bilingual (Spanish).	Action	22-22 – 22-38
6. Consider the new job description for Director-Payroll/Benefits.	Action	Carry-In
7. Consider the revised CUMA salary schedule.	Action	Carry-In

8. Review the 2020-2021 Personnel Commission Fifty-Second Annual Report.	Review	Exhibit A
<p>9. Suggestions and comments. At this point in the meeting, visitors may submit their written views on any matter before the Commission, except those matters listed in section 207 of the Merit System Rules & Regulations, and will be provided reasonable opportunity to present their views orally. The Commission will consider their comments and recommendations prior to arriving at a course of action. The Commissioners will not take action on items not appearing on the agenda.</p> <ul style="list-style-type: none"> a. Speakers will identify themselves and will direct their comments to the Chairperson. b. Speakers will be given 5 minutes to present their topic. c. Each topic will be limited to 15 minutes or 3 speakers. d. Once 2 speakers have shared a similar viewpoint, the Chairperson will ask for a differing viewpoint. If no other viewpoint is represented, a 3rd speaker may present. e. Speakers will not be allowed to yield their time to other speakers. f. Speakers will respect the time limit granted for their presentation. Those speakers unwilling to respect the time limit will be asked to discontinue their presentation by the Chairperson. An unwillingness to halt a presentation after being directed will, at the discretion of the Chairperson, result in the meeting being called into "recess" until such time that the meeting can resume in an orderly fashion. g. No disturbance or willful interruption of any Personnel Commission meeting shall be permitted. Persistence by an individual or group shall be grounds for the Chairperson to terminate the privilege of addressing the meeting. The Personnel Commission may remove disruptive individuals and order the room cleared if necessary. In this case, further Personnel Commission proceedings shall concern only matters appearing on the agenda. 	Discussion	
10. Announce date of regular meeting, February 28, 2022.	Announcement	
ADJOURNMENT		

Pursuant to Government Code §54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Personnel Commission may be obtained from the Personnel Commission office, 1163 East 7th Street, Room 3, Chico, CA 95928 or may be viewed on the Chico Unified School District website: <http://www.chicousd.org/Departments/Human-Resources/Classified-Non-Teaching/Personnel-Commission/MEETING-INFORMATION/index.html>

Persons requiring accommodation in order to view the agenda or participate in the meeting may make the request for accommodation to the Director-Classified Human Resources at 530-891-3000 ext 20132 at least 24 hours in advance of the meeting. (Government Code §54954.2 (a) 1.)

PERSONNEL COMMISSION

Minutes for December 17, 2021

Regular Meeting

The Chico Unified School District Personnel Commission met in regular session at the administration building on December 17, 2021. The following were present:

Commission Members:

Gloria Bevers, Chairperson

Beverly Patrick, Vice Chairperson

Scott Jones, Member

Staff Members:

David Koll, Executive Director-Human Resources

Christina Macaluso, Classified Human Resources Assistant

Others:

Visitors

Gloria Bevers, Chairperson, called the meeting to order at 9:07 am.	Call to Order
There were no visitors. However, Beverly Patrick arrived at 9:08 am.	
The minutes of the November 30, 2021 regular meeting were approved with an amendment to Scott Jones' participation. (MSC) Jones/Bevers	Minutes Approved
<p>David Koll, Executive Director-Human Resources, reported:</p> <ul style="list-style-type: none"> Mr. Koll reviewed the agenda for the CSPCA Annual Conference in Monterey, March 6-8, 2022. He announced there are at least 32 different training opportunities for Commissioners, staff, and administrators to attend. Mr. Koll gave an update on staffing in the Classified HR department. We are now fully staffed with some extra help coming from subs and our previous student intern is assisting over Winter Break. Although we are fully staffed, training new positions is still occurring within the department. CSEA and the District are working on a MOU. The MOU allowed for an increased step start for positions that the District is having trouble recruiting. The result is that some current employees are unhappy because new employees are receiving a higher step start than current employees received. The increased step start has resulted in increased application and assignments. We recently hired 28 Instructional Paraprofessionals and received 45 applicants on the Registrar recruitment. The MOU also covers the increased ability for employees age 65-66 to receive benefits upon retirement. 	Director's Report
Job Announcement(s) for Accounting Technician (closed 12/7/21), Accounting Technician (closed 12/23/21), Behavior Specialist, Cafeteria Assistant, Cafeteria Cook Manager 1, Cafeteria Cook Manager 2, Cafeteria Satellite Manager, Campus Supervisor, Custodian, and Instructional Paraprofessional were considered and approved. (MSC) Patrick/Jones	Job Announcements Approved
Eligible List(s) for Financial Specialist, Maintenance Worker, Nutrition Services Purchasing Warehouse Coordinator, Sr Equipment Mechanic, Sr Grounds Worker, and Sr Maintenance Worker-Plumber were considered and approved. (MSC) Patrick/Jones	Eligible List Approved

Seniority List(s) for Buyer, Cafeteria Assistant, Cafeteria Cook Manager 1, Campus Supervisor, Certificated Human Resources Coordinator, Human Resources Coordinator, IA-Computers, Instructional Paraprofessional, Intensive Behavior Interventionist, Sr Grounds Worker, Sr Library Media Assistant, SMW-HVAC, and Parent Classroom Aide @ Emma Wilson were considered and approved. (MSC) Patrick/Jones	Seniority Lists Approved
The election of Gloria Bevers to Personnel Commission Chairperson for 2022 was considered and approved. (MSC) Patrick/Jones	Chairperson Election Approved
The election of Beverly Patrick to Personnel Commission Vice Chairperson for 2022 was considered and approved. (MSC) Jones/Bevers	Vice Chairperson Election Approved
There were no suggestions or comments.	Suggestions and Comments
The date of the next Personnel Commission meeting is scheduled for January 24, 2022.	Next Meeting
The meeting was adjourned at 9:56 am.	Adjournment

**CHICO UNIFIED SCHOOL DISTRICT
JOB ANNOUNCEMENT FOR
OPEN AND PROMOTIONAL COMPETITIVE EXAMINATION**

**ACCOUNTANT
Starting Salary: \$23.35/Hour**

Salary Placement--Employment is at the first step for new employees. The Human Resources Office determines promotional employees' step placement.

GENERAL INFORMATION & INSTRUCTIONS:

- A. Apply on-line at www.EdJoin.org or pick up a job announcement and instructions on how to apply on-line in the lobby of CUSD Administration Building, 1163 E. 7th Street, Chico, CA.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. Those claiming disability Veterans' credit must include evidence of current receipt of disability benefit by the closing date for filing applications.
- ➔ D. **KEEP THE JOB ANNOUNCEMENT! If you have not received mailed or emailed notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000, extension 20109.**
- E. Complete all parts of the application. Any requested attachments must be received by 4:30 p.m. on the closing date. Late applications are not accepted.

THE POSITION

The District is establishing an eligible list for ACCOUNTANT. The eligible list resulting from this recruitment will be used to fill openings in this class for up to 6 months. Substitutes to work on an on-call, as-needed basis for regular employees will be selected from the established eligible list. Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: **Completion of an AA Degree in accounting or a related field or possession of a CBO Certificate, and three years of increasingly responsible experience in the maintenance of financial or statistical records including some experience in the specific area of assignment required. PLEASE NOTE: A cover letter and resume must be submitted with the application in order to be considered.** All persons interested in this position and who meet job related and essential qualifications are encouraged to apply. CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to age, ancestry, color, gender, gender expression, gender identity, genetic information, marital status, medical condition, mental disability, military and veteran status, national origin, physical disability, pregnancy, childbirth, breastfeeding or related medical conditions, race, religious creed, sex, or sexual orientation of any person. Bilingual candidates are encouraged to apply.

EXAMINATION AND CERTIFICATION

The examination consists of a written test designed to test job related and essential qualifications, weighted 40%; and an oral exam (personal interview) which tests the knowledge and experience needed to perform the typical duties, weighted 60%. **The District will determine the top candidates based solely on the information submitted on the application.** The top-scoring candidates who pass the written test will be invited to the oral exam/interview. Successful promotional candidates will have ¼ point added to the final score for each year of service up to a maximum of 6 points.

APPLICATION/EXAMINATION DATES & CERTIFICATION

- a. Closing date for filing applications:
- b. Date of written exam:
- c. Date of oral exam (personal interview):
- d. Certification shall be according to Merit System §1507.
- e. Selection interviews will be scheduled as needed following the exam process.

**Thursday, January 20, 2022, 11:45 PM
Thursday, February 3, 2022 (during the day)
Friday, February 11, 2022 (during the day)**

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS


The following employment information is a summary and is not intended to be all-inclusive. For specific details, see the Agreement between Chico Unified School District and the Chico Chapter #110, CSEA. *Vacation Credit* shall be accrued 1 day/month for 0-4 full years of service. Beyond 4 years refer to agreement. Each employee who is in a paid status less than 1/2 of the workdays in any month shall accrue 1/2 of a full month's vacation credit. Each employee in a paid status for 1/2 or more of the workdays in any month shall accrue a full month's vacation credit. *Holidays:* Employees in a paid status the day before or after the holiday are entitled to holiday pay. *Health and Welfare Benefits:* Full-time employees of the District receive up to \$1,170/month to be applied towards a health plan for themselves and dependents. Part-time employees are eligible with the cost pro-rated based upon hours worked. The District pays the full cost of a dental and a vision plan for employees (and dependents) that work 6 hours or more per day. Any employee working less than 6 hours may elect dental and/or vision coverage at his/her cost. Any employee working less than 6 hours may elect dental and/or vision coverage at his/her cost. A term life insurance plan is also provided by the District to full-time employees and is available for part-time employees. Part-time employees may have these costs pro-rated based upon hours worked. Dependents may be covered with term insurance at employee expense. Income protection insurance is paid by the District for all bargaining unit positions. *Sick Leave:* One day of sick leave is earned for each month worked, with unlimited accumulation. *Probationary Period:* All employees must serve a probationary period of six months in any classification for which they are hired, or which they transfer or promote into. *Retirement:* All employees assigned 4 or more hours/day must join Public Employees' Retirement System (PERS) for which a deduction is made from their salary. *Social Security:* All classified employees are covered by Social Security and must contribute to the Social Security system. *Credit Unions:* There are credit unions available for membership by all classified employees.

**CHICO UNIFIED SCHOOL DISTRICT
JOB ANNOUNCEMENT FOR
OPEN & PROMOTIONAL COMPETITIVE EXAMINATION + longevity steps**

**BEHAVIOR SPECIALIST
Starting Salary: \$44.64/Hour**

Salary Placement--**Employment is at the first step for new employees.** Progression to the second step takes 6 months and further progressions are yearly through Step 5. There are additional steps for longevity. The Human Resources Office determines promotional employees step placement.

GENERAL INFORMATION & INSTRUCTIONS:

- A. Apply on-line at www.edjoin.org; or pick up a job announcement and instructions on how to apply on-line in the lobby of CUSD Administration Building, 1163 E. 7th Street, Chico CA.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. If claiming disability Veterans' credit, applicant must include evidence of current receipt of disability benefit by the closing date for filing applications.
-  D. **KEEP THE JOB ANNOUNCEMENT! If you have not received e-mailed notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000 x 20104.**
- E. Complete all parts of the application. The completed application and any requested attachments must be received by 4:30 p.m. on the closing date. Late applications are not accepted.

THE POSITION:

The District anticipates openings and is establishing an eligible list for Behavior Specialist. The eligible list resulting from this recruitment will be used to fill openings in this classification for up to 6 months. *Substitutes to work on an on-call, as needed basis for regular employees will be selected from the established eligible list.* Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: **Bachelor of Arts or Science in applied behavioral sciences, psychology, social work, sociology, education, or mental health related field, experience in conducting student functional behavior analysis, training in behavioral interventions such as Crisis Prevention Intervention (CPI) techniques. Current valid driver's license and board certification as a Behavior Analyst (BCBA) is required.**

All persons interested and who meet job related and essential qualifications are encouraged to apply. CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to age, ancestry, color, gender, gender expression, gender identity, genetic information, marital status, medical condition, mental disability, military and veteran status, national origin, physical disability, pregnancy, childbirth, breastfeeding or related medical conditions, race, religious creed, sex, or sexual orientation of any person. Bilingual candidates are encouraged to apply.

EXAMINATION AND CERTIFICATION:

The examination consists of an evaluation of the application for education and experience that pertains to job related and essential qualifications. The top candidates will be invited to continue the exam process. **The District will determine the top candidates based solely on the information submitted with the application.** The examination will consist of an oral exam (personal interview) which tests the knowledge and experience needed to perform the typical duties, weighted 100%. Successful promotional candidates will have ¼ point for each year of service up to a maximum of 5 points added to the final score.

APPLICATION/EXAMINATION DATES & CERTIFICATION:

- a. Closing date for filing applications:
- b. Date of Oral Exam (personal interview):
- c. Certification shall be according to Merit System §1507.

**Wednesday, January 12, 2022, 11:45 PM
Friday, January 21, 2022 (during the day)**

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS

The following employment information is a summary and is not intended to be all-inclusive. For specific details, see the Agreement between Chico Unified School District and the Chico Chapter #110, CSEA.

1. **Vacation Credit**--shall be accrued 1 day/month for 0-4 full years of service. Beyond 4 years refer to agreement. Each employee who is in a paid status less than 1/2 of the workdays in any month shall accrue 1/2 of a full month's vacation credit. Each employee in a paid status for 1/2 or more of the workdays in any month shall accrue a full month's vacation credit.
2. **Holidays**--Employees in a paid status the day before or after the holiday are entitled to holiday pay.
3. **Health and Welfare Benefits**-- Full-time employees of the District receive up to \$1,170/month to be applied towards a health plan for themselves and dependents. Part-time employees are eligible with the cost pro-rated based upon hours worked. The District pays the full cost of a dental and a vision plan for employees (and dependents) that work 6 hours or more per day. Any employee working less than 6 hours may elect dental and/or vision coverage at his/her cost. A term life insurance plan is also provided by the District to full-time employees and is available for part-time employees. Part-time employees may have these costs pro-rated based upon hours worked. Dependents may be covered with term insurance at employee expense. Income protection insurance is paid by the District for all employees.
4. **Sick Leave**--One day of sick leave is earned for each month worked, with unlimited accumulation.
5. **Probationary Period**--All employees must serve a probationary period of six months in any classification for which they are hired, or which they transfer or promote into.
6. **Retirement**--All employees assigned 4 or more hours/day must join Public Employees' Retirement System (PERS).
7. **Social Security**--All classified employees are covered by Social Security and must contribute to the Social Security system.
8. **Credit Unions**--There are credit unions available for membership by all classified employees.

For further information, contact: CUSD, 1163 E. 7th St., Chico, CA 95928--(530) 891-3000. TTY (530) 895-4030

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

JOB LINE 530-891-3000

**CHICO UNIFIED SCHOOL DISTRICT
JOB ANNOUNCEMENT FOR
OPEN AND PROMOTIONAL COMPETITIVE EXAMINATION**

**CAFETERIA SATELLITE MANAGER
Starting Salary: \$16.20/Hour**

Salary Placement--Employment is at the first step for new employees. The Human Resources Office determines promotional employees' step placement.

GENERAL INFORMATION & INSTRUCTIONS:

- A. Apply on-line at www.EdJoin.org or pick up a job announcement and instructions on how to apply on-line in the lobby of CUSD Administration Building, 1163 E. 7th Street, Chico, CA.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. Those claiming disability Veterans' credit must include evidence of current receipt of disability benefit by the closing date for filing applications.
- ➡ D. **KEEP THE JOB ANNOUNCEMENT! If you have not received notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000, extension 20109.**
- E. Complete all parts of the application. Any requested attachments must be received by 4:30 p.m. on the closing date. Late applications are not accepted.

THE POSITION – The District is establishing an eligible list for CAFETERIA SATELLITE MANAGER. The eligible list resulting from this recruitment will be used to fill openings in this classification for up to 6 months. Substitutes to work on an on-call, as needed basis for regular employees will be selected from the established eligible list. Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities to meet the minimum requirements would be: **Two (2) years of institutional food preparation and kitchen maintenance experience, and formal or informal education or training that ensures the ability to read and write at a level necessary for successful job performance. Specialized training or course work in food preparation, basic child nutrition or a related field is desirable. Ability to obtain and maintain ServSafe and First Aid and CPR certification by the end of the 5th month of employment is required.** Top qualifying candidates will be invited to the written exam. All persons interested in this position and who meet job related and essential qualifications are encouraged to apply. CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to race/color, religious creed, national origin/ancestry, age, mental or physical disability, sex, sexual orientation, gender identity, veteran status, marital status, or medical condition. Bilingual candidates are encouraged to apply.

EXAMINATION AND CERTIFICATION

The examination consists of a written test designed to test job related and essential qualifications, weighted 40%; and an Oral exam (personal interview) which tests the knowledge and experience needed to perform the typical duties, weighted 60%. The top candidates will be invited to the written exam. **The District will determine the top candidates based solely on the information submitted on the application.** The top-scoring 20-25 candidates who pass the written test will be invited to the Oral exam. Successful promotional candidates will have ¼ point added to the final score for each year of service up to a maximum of 5 points.

APPLICATION/EXAMINATION DATES & CERTIFICATION

- a. Closing date for filing applications:
- b. Date of Written Exam:
- c. Date of Oral Exam (personal interview):
- d. Certification shall be according to Merit System §1507.
- e. Selection interviews will be scheduled as needed following the exam process.

**Tuesday, February 1, 2022, 11:45 PM
Tuesday, February 15, 2022 (during the day)
Wednesday, February 23, 2022 (during the day)**

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS

The following employment information is a summary and is not intended to be all-inclusive. For specific details, see the Agreement between Chico Unified School District and the Chico Chapter #110, CSEA.

Vacation Credit--shall be accrued 1 day/month for 0-4 full years of service. Beyond 4 years refer to agreement. Each employee who is in a paid status less than 1/2 of the workdays in any month shall accrue 1/2 of a full month's vacation credit. Each employee in a paid status for 1/2 or more of the workdays in any month shall accrue a full month's vacation credit.

Holidays--Employees in a paid status the day before or after the holiday are entitled to holiday pay.

Health and Welfare Benefits-- Full-time employees of the District receive up to \$1,198/month to be applied towards a health plan for themselves and dependents. Part-time employees are eligible with the cost pro-rated based upon hours worked. The District pays \$119 toward the cost of the dental, and \$15 toward the cost of the vision plan for employees (and dependents) that work 6 hours or more per day. Any employee working less than 6 hours may elect dental and/or vision coverage at his/her cost. A term life insurance plan is also provided by the District to full-time employees and is available for part-time employees. Part-time employees may have these costs pro-rated based upon hours worked. Dependents may be covered with term insurance at employee expense. Income protection insurance is paid by the District for all bargaining unit positions.

Sick Leave--One day of sick leave is earned for each month worked, with unlimited accumulation.

Probationary Period--All employees must serve a probationary period of six months in any classification for which they are hired, or which they transfer or promote into.

Retirement--All employees assigned 4 or more hours/day must join Public Employees' Retirement System (PERS) for which a deduction is made from their salary.

Social Security--All classified employees are covered by Social Security and must contribute to the Social Security system.

Credit Unions--There are credit unions available for membership by all classified employees.

Questions, contact: CUSD, 1163 E. 7th St., Chico, CA 95928--(530) 891-3221 – TTY (530) 895-4030

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

JOB LINE = 530-891-3000 & PRESS 5-6

**CHICO UNIFIED SCHOOL DISTRICT
JOB ANNOUNCEMENT FOR
OPEN AND PROMOTIONAL COMPETITIVE EXAMINATION**

**DELIVERY WORKER
Starting Salary: \$16.59/Hr.**

Salary Placement--Employment is at the first step for new employees. The Human Resources Office determines promotional employees' step placement.

GENERAL INFORMATION & INSTRUCTIONS:

- A. Apply on-line at www.edjoin.org or contact Human Resources at 530-891-3000, extension 20109, for details on how to apply.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. Those claiming disability Veterans' credit must include evidence of current receipt of disability benefit by the closing date for filing applications.
- ➡ D. **KEEP THE JOB ANNOUNCEMENT! If you have not received notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000, extension 20109.**
- E. Complete all parts of the application. Any requested attachments must be received by 4:30 p.m. on the closing date. Late applications, or application not completed in full, are not accepted.

THE POSITION

The District is establishing an eligible list for DELIVERY WORKER. The eligible list resulting from this recruitment will be used to fill openings in this classification for up to 6 months. Substitutes to work on an on-call, as-needed basis for regular employees will be selected from the established eligible list. *Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: One year of delivery driving experience is desirable. Must be at least 21 years of age. Possession of a current, valid, California driver's license is required. Must be able to obtain a Class B California driver's license, if necessary. Must obtain and maintain a Forklift Certificate by the 5th month of employment. Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance is required.* All persons interested in this position and who meet job related and essential qualifications are encouraged to apply. CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to race/color, religious creed, national origin/ancestry, age, mental or physical disability, sex/gender (including pregnancy, childbirth, breastfeeding or related medical conditions,) sexual orientation, gender identity/gender expression, military/veteran status, marital status, medical condition or genetic information. Bilingual candidates are encouraged to apply.

EXAMINATION AND CERTIFICATION

The examination consists of an evaluation of the application for experience and education that pertains to essential duties and qualifications. The top qualifying candidates will be invited to continue the exam process. **The District will determine the top candidates based solely on the information submitted on the application.** The examination will then consist of a written test designed to test job related and essential qualifications, weighted 40%; and an oral exam (personal interview) which tests the knowledge and experience needed to perform the typical duties, weighted 60%. The top-scoring candidates who pass the written test will be invited to the oral exam/interview. Successful promotional candidates will have 1/4 point added to the final score for each year of service up to a maximum of 5 points.

APPLICATION/EXAMINATION DATES & CERTIFICATION

- a. Closing date for filing applications:
- b. Date of written exam:
- c. Date of oral exam (personal interview):
- d. Certification shall be according to Merit System §1507.
- e. Selection interviews will be scheduled as needed following the exam process.

**Tuesday, January 4, 2022, 11:45 PM
Tuesday, January 18, 2022 (during the day)
Wednesday, January 26, 2022 (during the day)**

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS

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CHICO UNIFIED SCHOOL DISTRICT
JOB ANNOUNCEMENT FOR
OPEN & PROMOTIONAL COMPETITIVE EXAMINATION

INSTRUCTIONAL ASSISTANT - BILINGUAL
Starting Salary: \$19.20/hour
+ longevity steps

Salary Placement--Employment is at the third step for new employees. The Human Resources Office determines promotional employees' step placement.

GENERAL INFORMATION & INSTRUCTIONS:

- A. Apply on-line at www.edjoin.org; or pick up a job announcement and instructions on how to apply on-line in the lobby of CUSD Administration Building, 1163 E. 7th Street, Chico, CA.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. To claim disability Veterans' credit, applicant must include evidence of current receipt of disability benefit by the application closing date.
- D. **KEEP THE JOB ANNOUNCEMENT! If you have not received emailed notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000 x 20104.**
- E. Complete all parts of the application. The completed application and any requested attachments must be received by 4:30 p.m. on the closing date. Late applications are not accepted.

THE POSITION

The District is establishing an eligible list for INSTRUCTIONAL ASSISTANT - BILINGUAL (English/Spanish). Positions work part time at various sites, 181 days per year. The eligible list resulting from this recruitment will be used fill openings in this class for up to 6 months. Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: **Some experience working in an organized education or child care setting; equivalent to the completion of the twelfth grade. The ability to read, write, speak and translate from and to English and Spanish is required.** CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to race/color, religious creed, national origin/ancestry, age, mental or physical disability, sex, sexual orientation, gender identity, veteran status, marital status, or medical condition. Bilingual candidates are encouraged to apply.

EXAMINATION AND CERTIFICATION

The examination consists of an evaluation of the application for education and experience that pertains to job related and essential qualifications. The top 20 to 25 candidates will be invited to continue the exam process. **The District will determine the top candidates based solely on the information submitted with the application. Incomplete applications will not be accepted.** Those top candidates who need to meet the requirement for a qualifying Competency Test will be invited to the exam which tests competencies in English/Language Arts, the Ability to Assist in Instruction, and mathematics. **Candidates who submit proof, with the application, of a valid California teaching credential, passing the CBEST or holding an AA/AS degree or higher will not take the written exam. Credential certificates without a credential issuance date will not be accepted in lieu of printout showing date credential was issued.** Candidates in the top group who meet the competencies requirement will be invited to a Performance/Oral Exam (interview), weighted 50/50%, which evaluates both the ability to read, write and translate to and from English and Spanish and the knowledge and experience needed to perform the typical duties of the position. Successful promotional candidates will have ¼ point for each year of service up to a maximum of 5 points added to the final score.

APPLICATION/EXAMINATION DATES & CERTIFICATION

- a. Closing date for filing applications:
- b. Date of Competency Test:
- c. Date of Performance/Oral Exam (interview):
- d. Certification shall be according to Merit System §1507.

Wednesday, February 2, 2022, 11:45 PM
Wednesday, February 9, 2022 (during the day)
Friday, February 18, 2022 (during the day)

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS

The following employment information is a summary and is not intended to be all-inclusive. For specific details, see the Agreement between Chico Unified School District and the Chico Chapter #110, CSEA.

1. **Vacation Credit**--shall be accrued 1 day/month for 0-4 full years of service. Beyond 4 years refer to agreement. Each employee who is in a paid status less than 1/2 of the workdays in any month shall accrue 1/2 of a full month's vacation credit. Each employee in a paid status for 1/2 or more of the workdays in any month shall accrue a full month's vacation credit.
2. **Holidays**--Employees in a paid status the day before or after the holiday are entitled to holiday pay.
3. **Health and Welfare Benefits**--Full-time employees of the District receive up to \$1,170/month to be applied towards a health plan for themselves and dependents. Part-time employees are eligible with the cost pro-rated based upon hours worked. The District pays the full cost of a dental and a vision plan for employees (and dependents) that work 6 hours or more per day. Any employee working less than 6 hours may elect dental and/or vision coverage at his/her cost. A term life insurance plan is also provided by the District to full-time employees and is available for part-time employees. Part-time employees may have these costs pro-rated based upon hours worked. Dependents may be covered with term insurance at employee expense. Income protection insurance is paid by the District for all employees.
5. **Sick Leave**--One day of sick leave is earned for each month worked, with unlimited accumulation.
6. **Probationary Period**--All employees must serve a probationary period of six months in any classification for which they are hired, or which they transfer or promote into.
7. **Retirement**--All employees assigned 4 or more hours/day must join Public Employees' Retirement System (PERS) for which a deduction is made from their salary.
8. **Social Security**--All classified employees are covered by Social Security and must contribute to the Social Security system.
9. **Credit Unions**--There are credit unions available for membership by all classified employees.

For further information, contact: CUSD, 1163 E. 7th Street, Chico, CA 95928--(530) 891-3000. TTY (530) 895-4030

**CHICO UNIFIED SCHOOL DISTRICT
JOB ANNOUNCEMENT FOR
OPEN & PROMOTIONAL COMPETITIVE EXAMINATION + longevity steps**

**Instructional Assistant-Computers
Starting Salary: \$16.69/Hour**

Salary Placement--**Employment is at the first step for new employees.** Progression to the second step takes 6 months and further progressions are yearly through Step 5. There are additional steps for longevity. The Human Resources Office determines promotional employees step placement.

GENERAL INFORMATION & INSTRUCTIONS:

- A. Apply on-line at www.edjoin.org; or pick up a job announcement and instructions on how to apply on-line in the lobby of CUSD Administration Building, 1163 E. 7th Street, Chico CA.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. If claiming disability Veterans' credit, applicant must include evidence of current receipt of disability benefit by the closing date for filing applications.
- D. **KEEP THE JOB ANNOUNCEMENT! If you have not received e-mailed notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000 x 20104.**
- E. Complete all parts of the application. The completed application and any requested attachments must be received by 4:30 p.m. on the closing date. Late applications are not accepted.

THE POSITION:

The District anticipates openings and is establishing an eligible list for Instructional Assistant-Computers. The eligible list resulting from this recruitment will be used to fill openings in this classification for up to 6 months. *Substitutes to work on an on-call, as needed basis for regular employees will be selected from the established eligible list.* Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: **some experience in an organized education or childcare setting, equivalent to the completion of the twelfth grade, and some experience or supplemental specialized training in child development, education, computers, or a related field.** All persons interested and who meet job related and essential qualifications are encouraged to apply. CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to age, ancestry, color, gender, gender expression, gender identity, genetic information, marital status, medical condition, mental disability, military and veteran status, national origin, physical disability, pregnancy, childbirth, breastfeeding or related medical conditions, race, religious creed, sex, or sexual orientation of any person. Bilingual candidates are encouraged to apply.

EXAMINATION AND CERTIFICATION:

The examination consists of an evaluation of the application for education and experience that pertains to job related and essential qualifications. The top candidates will be invited to continue the exam process. **The District will determine the top candidates based solely on the information submitted with the application. Incomplete applications will not be accepted.** Those top candidates who need to meet the requirement for a qualifying Competency Test will be invited to the exam which tests competencies in English/Language Arts, Mathematics, and the Ability to Assist in Instruction. **Candidates who submit proof, with the application, of a valid California teaching credential, passing the CBEST or holding an AA/AS degree or higher will not take the written exam. Credential certificates without a credential issuance date will not be accepted in lieu of printout showing date credential was issued.** Candidates in the top group who meet the competencies requirement will be invited to an oral exam (personal interview), weighted 100%, which evaluates the knowledge and experience needed to perform the typical duties of the position. Successful promotional candidates will have ¼ point for each year of service up to a maximum of 5 points added to the final score.

APPLICATION/EXAMINATION DATES & CERTIFICATION:

- a. Closing date for filing applications:
- b. Date of Competency Test:
- c. Date of Oral Exam (personal interview):
- d. Certification shall be according to Merit System \$1507.

**Monday, December 27, 2021, 11:45 PM
Friday, January 7, 2022, (during the day)
Friday, January 14, 2022, (during the day)**

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS

The following employment information is a summary and is not intended to be all-inclusive. For specific details, see the Agreement between Chico Unified School District and the Chico Chapter #110, CSEA.

1. **Vacation Credit**--shall be accrued 1 day/month for 0-4 full years of service. Beyond 4 years refer to agreement. Each employee who is in a paid status less than 1/2 of the workdays in any month shall accrue 1/2 of a full month's vacation credit. Each employee in a paid status for 1/2 or more of the workdays in any month shall accrue a full month's vacation credit.
2. **Holidays**--Employees in a paid status the day before or after the holiday are entitled to holiday pay.
3. **Health and Welfare Benefits**-- Full-time employees of the District receive up to \$1,170/month to be applied towards a health plan for themselves and dependents. Part-time employees are eligible with the cost pro-rated based upon hours worked. The District pays the full cost of a dental and a vision plan for employees (and dependents) that work 6 hours or more per day. Any employee working less than 6 hours may elect dental and/or vision coverage at his/her cost. A term life insurance plan is also provided by the District to full-time employees and is available for part-time employees. Part-time employees may have these costs pro-rated based upon hours worked. Dependents may be covered with term insurance at employee expense. Income protection insurance is paid by the District for all employees.
4. **Sick Leave**--One day of sick leave is earned for each month worked, with unlimited accumulation.
5. **Probationary Period**--All employees must serve a probationary period of six months in any classification for which they are hired, or which they transfer or promote into.
6. **Retirement**--All employees assigned 4 or more hours/day must join Public Employees' Retirement System (PERS).
7. **Social Security**--All classified employees are covered by Social Security and must contribute to the Social Security system.
8. **Credit Unions**--There are credit unions available for membership by all classified employees.
9. For further information, contact: CUSD, 1163 E. 7th St., Chico, CA 95928--(530) 891-3000. TTY (530) 895-4030

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER


JOB LINE 530-891-3000

**CHICO UNIFIED SCHOOL DISTRICT
JOB ANNOUNCEMENT FOR
OPEN & PROMOTIONAL COMPETITIVE EXAMINATION**

**INSTRUCTIONAL PARAPROFESSIONAL
Starting Salary: \$18.40/Hour**

Salary Placement--Employment is at the third step for new employees, effective 12/1/2021. There are additional steps for longevity. The Human Resources Office determines promotional employees step placement.

GENERAL INFORMATION & INSTRUCTIONS:

- A. Apply on-line at www.edjoin.org; or pick up a job announcement and instructions on how to apply on-line in the lobby of CUSD Administration Building, 1163 E. 7th Street, Chico CA.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. If claiming disability Veterans' credit, applicant must include evidence of current receipt of disability benefit by the closing date for filing applications.
-  D. **KEEP THE JOB ANNOUNCEMENT! If you have not received e-mailed notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000 x20104.**
- E. Complete all parts of the application. The completed application and any requested attachments must be received by 4:30 p.m. on the closing date. Late applications are not accepted.

THE POSITION:

The District anticipates openings and is establishing an eligible list for Instructional Paraprofessional. The eligible list resulting from this recruitment will be used to fill openings in this classification for up to 6 months. *Substitutes to work on an on-call, as needed basis for regular employees will be selected from the established eligible list.* Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: **some experience in an organized education or childcare setting and equivalent to the completion of the twelfth grade.** All persons interested and who meet job related and essential qualifications are encouraged to apply. CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to age, ancestry, color, gender, gender expression, gender identity, genetic information, marital status, medical condition, mental disability, military and veteran status, national origin, physical disability, pregnancy, childbirth, breastfeeding or related medical conditions, race, religious creed, sex, or sexual orientation of any person. Bilingual candidates are encouraged to apply.

EXAMINATION AND CERTIFICATION:

The examination consists of an evaluation of the application for education and experience that pertains to job related and essential qualifications. The top candidates will be invited to continue the exam process. **The District will determine the top candidates based solely on the information submitted with the application. Incomplete applications will not be accepted.** Those top candidates who need to meet the requirement for a qualifying Competency Test will be invited to the exam which tests competencies in English/Language Arts, Mathematics, and the Ability to Assist in Instruction. **Candidates who submit proof, with the application, of a valid California teaching credential, passing the CBEST or holding an AA/AS degree or higher will not take the written exam. Credential certificates without a credential issuance date will not be accepted in lieu of printout showing date credential was issued.** Successful promotional candidates will have ¼ point for each year of service up to a maximum of 5 points added to the final score.

APPLICATION/EXAMINATION DATES & CERTIFICATION:

- a. Closing date for filing applications:
- b. Date of Competency Test:
- c. Certification shall be according to Merit System §1507.

**Tuesday, January 18, 2022 11:45 PM
Tuesday, January 25, 2022 (during the day)**

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS

The following employment information is a summary and is not intended to be all-inclusive. For specific details, see the Agreement between Chico Unified School District and the Chico Chapter #110, CSEA.

- 1. **Vacation Credit**--shall be accrued 1 day/month for 0-4 full years of service. Beyond 4 years refer to agreement. Each employee who is in a paid status less than 1/2 of the workdays in any month shall accrue 1/2 of a full month's vacation credit. Each employee in a paid status for 1/2 or more of the workdays in any month shall accrue a full month's vacation credit.
- 2. **Holidays**--Employees in a paid status the day before or after the holiday are entitled to holiday pay.
- 3. **Health and Welfare Benefits**-- Full-time employees of the District receive up to \$1,170/month to be applied towards a health plan for themselves and dependents. Part-time employees are eligible with the cost pro-rated based upon hours worked. The District pays the full cost of a dental and a vision plan for employees (and dependents) that work 6 hours or more per day. Any employee working less than 6 hours may elect dental and/or vision coverage at his/her cost. A term life insurance plan is also provided by the District to full-time employees and is available for part-time employees. Part-time employees may have these costs pro-rated based upon hours worked. Dependents may be covered with term insurance at employee expense. Income protection insurance is paid by the District for all employees.
- 4. **Sick Leave**--One day of sick leave is earned for each month worked, with unlimited accumulation.
- 5. **Probationary Period**--All employees must serve a probationary period of six months in any classification for which they are hired, or which they transfer or promote into.
- 6. **Retirement**--All employees assigned 4 or more hours/day must join Public Employees' Retirement System (PERS).
- 7. **Social Security**--All classified employees are covered by Social Security and must contribute to the Social Security system.
- 8. **Credit Unions**--There are credit unions available for membership by all classified employees.

For further information, contact: CUSD, 1163 E. 7th St., Chico, CA 95928--(530) 891-3000. TTY (530) 895-4030

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER


JOB LINE 530-891-3000

**CHICO UNIFIED SCHOOL DISTRICT
JOB ANNOUNCEMENT FOR
OPEN & PROMOTIONAL COMPETITIVE EXAMINATION**

**Preschool Assistant
Starting Salary: \$17.41/Hour
+ longevity steps**

Salary Placement -- **Employment is at the first step for new employees.** Progression to the second step takes 6 months and further progressions are yearly through Step 5. There are additional steps for longevity. The Human Resources Office determines promotional employees step placement.

GENERAL INFORMATION & INSTRUCTIONS:

- A. Apply on-line at www.edjoin.org; or pick up a job announcement and instructions on how to apply on-line in the lobby of CUSD Administration Building, 1163 E. 7th Street, Chico CA.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. If claiming disability Veterans' credit, applicant must include evidence of current receipt of disability benefit by the closing date for filing applications.
-  D. **KEEP THE JOB ANNOUNCEMENT! If you have not received e-mailed notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000 x20104.**
- E. Complete all parts of the application. The completed application and any requested attachments must be received by 4:30 p.m. on the closing date. Late applications are not accepted.

THE POSITION:

The District anticipates openings and is establishing an eligible list for Preschool Assistant. The eligible list resulting from this recruitment will be used to fill openings in this classification for up to 6 months. Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: 12 semester or 18 quarter units of Early Childhood Education or Child Development, possess and maintain Pediatric 1st Aid/CPR is required. Proof of immunizations for Measles/Mumps/Rubella (MMR) and Tetanus/Diphtheria/Pertussis (Tdap) is a required condition of employment for this classification. Copies of unofficial transcripts and current 1st Aid/CPR certificates must be submitted with application. Online 1st Aid/CPR certificates will not be accepted. Incomplete applications will not be accepted. All persons interested and who meet job related and essential qualifications are encouraged to apply. CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to race/color, religious creed, national origin/ancestry, age, mental or physical disability, sex, sexual orientation, gender identity, veteran status, marital status, or medical condition. Bilingual candidates are encouraged to apply.

EXAMINATION AND CERTIFICATION:

The examination consists of an evaluation of the application for education and experience that pertains to job related and essential qualifications. The top candidates will be invited to continue the exam process. **The District will determine the top candidates based solely on the information submitted with the application. Incomplete applications will not be accepted.** Those top candidates who meet the requirements will be invited to an oral exam (personal interview), weighted 100%, which evaluates the knowledge and experience needed to perform the typical duties of the position. Successful promotional candidates will have ¼ point for each year of service up to a maximum of 5 points added to the final score.

APPLICATION/EXAMINATION DATES & CERTIFICATION:

- a. Closing date for filing applications:
- b. Date of Oral Exam (personal interview):
- c. Certification shall be according to Merit System §1507.

**Monday, January 24, 2022, 11:45 PM
Monday, January 31, 2022 (during the day)**

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS

The following employment information is a summary and is not intended to be all-inclusive. For specific details, see the Agreement between Chico Unified School District and the Chico Chapter #110, CSEA.

1. *Vacation Credit*--shall be accrued 1 day/month for 0-4 full years of service. Beyond 4 years refer to agreement. Each employee who is in a paid status less than 1/2 of the workdays in any month shall accrue 1/2 of a full month's vacation credit. Each employee in a paid status for 1/2 or more of the workdays in any month shall accrue a full month's vacation credit.
2. *Holidays*--Employees in a paid status the day before or after the holiday are entitled to holiday pay.
3. *Health and Welfare Benefits*-- Full-time employees of the District receive up to \$1,170/month to be applied towards a health plan for themselves and dependents. Part-time employees are eligible with the cost pro-rated based upon hours worked. The District pays the full cost of a dental and a vision plan for employees (and dependents) that work 6 hours or more per day. Any employee working less than 6 hours may elect dental and/or vision coverage at his/her cost. A term life insurance plan is also provided by the District to full-time employees and is available for part-time employees. Part-time employees may have these costs pro-rated based upon hours worked. Dependents may be covered with term insurance at employee expense. Income protection insurance is paid by the District for all employees.
4. *Sick Leave*--One day of sick leave is earned for each month worked, with unlimited accumulation.
5. *Probationary Period*--All employees must serve a probationary period of six months in any classification for which they are hired, or which they transfer or promote into.
6. *Retirement*--All employees assigned 4 or more hours/day must join Public Employees' Retirement System (PERS).
7. *Social Security*--All classified employees are covered by Social Security and must contribute to the Social Security system.
8. *Credit Unions*--There are credit unions available for membership by all classified employees.
9. For further information, contact: CUSD, 1163 E. 7th St., Chico, CA 95928--(530) 891-3000. TTY (530) 895-4030

**CHICO UNIFIED SCHOOL DISTRICT
JOB ANNOUNCEMENT FOR
OPEN & PROMOTIONAL COMPETITIVE EXAMINATION**

SCHOOL BUS DRIVER, TYPE 2

Starting Salary: \$19.69/Hour
+ longevity steps

Salary Placement – **Employment is at the first step for new employees.** Progression to the second step takes 6 months and further progressions are yearly through Step 5. There are additional steps for longevity. The Human Resources Office determines promotional employees step placement.

GENERAL INFORMATION & INSTRUCTIONS:

- A. Apply on-line at www.edjoin.org; or pick up a job announcement and instructions on how to apply on-line in the lobby of CUSD Administration Building, 1163 E. 7th Street, Chico, CA.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. Those claiming disability Veterans' credit must include evidence of current receipt of disability benefit by the closing date for filing applications.
- D. **KEEP THE JOB ANNOUNCEMENT! If you have not received e-mailed notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000 x20104.**
- E. Complete all parts of the application. The completed application and any requested attachments must be received by the closing date. Late applications are not accepted.

THE POSITION

The District is establishing an eligible list for School Bus Driver, Type 2. The eligible list resulting from this recruitment will be used to fill openings in this classification for up to 6 months. *Substitutes to work on an on-call, as needed basis for regular employees will be selected from the established eligible list.* Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be: **two years of experience in the operation of a motor vehicle, equivalent to the completion of the twelfth grade. Possession of a current, valid commercial driver's license with passenger and school bus endorsements is required. Must meet/maintain the requirements for a valid California School Bus Driver's Certificate for Type 2 buses with first aid training and DMV Medical Examiner's Certificate and be at least 25 years of age. Possession of a current, valid Type 1 California School Bus Driver's Certificate, with acceptable restrictions and first aid training by the end of the 5th month of the probationary period is required. Photocopy of a current 10-year DMV printout obtained within the last month, and copies of the required licenses and certificates must be submitted with the application. Online DMV printouts will not be accepted.** All persons interested and who meet job related and essential qualifications are encouraged to apply. CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to race/color, religious creed, national origin/ancestry, age, mental or physical disability, sex, sexual orientation, gender identity, veteran status, marital status, or medical condition. Bilingual candidates are encouraged to apply.

EXAMINATION AND CERTIFICATION

The examination consists of an evaluation of the application for education and experience that pertains to job related and essential qualifications. The top 6-8 candidates will be invited to continue the exam process. **The District will determine the top candidates based solely on the information submitted with the application.** Those top candidates will be invited to a Performance/Oral Exam (interview), weighted 50/50%, which evaluates the knowledge and experience needed to perform the typical duties of the position. Successful promotional candidates will have ¼ point for each year of service up to a maximum of 5 points added to the final score.

APPLICATION/EXAMINATION DATES & CERTIFICATION

- A. Closing date for filing applications:
- B. Date of Performance/Oral Exam (personal interview):
- C. Certification shall be according to Merit System §1507.

**Open Until Filled
To Be Determined (during the day)**

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS

The following employment information is a summary and is not intended to be all-inclusive. For specific details, see the Agreement between Chico Unified School District and the Chico Chapter #110, CSEA.

1. **Vacation Credit**—shall be accrued 1 day/month for 0-4 full years of service. Beyond 4 years refer to agreement. Each employee who is in a paid status less than 1/2 of the workdays in any month shall accrue 1/2 of a full month's vacation credit. Each employee in a paid status for 1/2 or more of the workdays in any month shall accrue a full month's vacation credit.
2. **Holidays**—Employees in a paid status the day before or after the holiday are entitled to holiday pay.
3. **Health and Welfare Benefits**— Full-time employees of the District receive up to \$1,057/month to be applied towards a health plan for themselves and dependents. Part-time employees are eligible with the cost pro-rated based upon hours worked. The District pays the full cost of a dental and a vision plan for employees (and dependents) that work 6 hours or more per day. Any employee working less than 6 hours may elect dental and/or vision coverage at his/her cost. A term life insurance plan is also provided by the District to full-time employees and is available for part-time employees. Part-time employees may have these costs pro-rated based upon hours worked. Dependents may be covered with term insurance at employee expense. Income protection insurance is paid by the District for all employees.
4. **Sick Leave**—One day of sick leave is earned for each month worked, with unlimited accumulation.
5. **Probationary Period**—All employees must serve a probationary period of six months in any classification for which they are hired, or which they transfer or promote into.
6. **Retirement**—All employees assigned 4 or more hours/day must join Public Employees' Retirement System (PERS).
7. **Social Security**—All classified employees are covered by Social Security and must contribute to the Social Security system.
8. **Credit Unions**—There are credit unions available for membership by all classified employees.
9. For further information contact: CUSD, 1163 E. 7th St., Chico, CA 95928—(530) 891-3000. TTY (530) 895-4030

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

JOB LINE 530-891-3000

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES
1163 E. Seventh Street
Chico, CA 95928-5999
(530) 891-3000

Eligible List: Cafeteria Assistant

Effective: January 18, 2022 - July 18, 2022

Effective: November 3, 2021 - May 3, 2022

Effective: September 17, 2021 - March 17, 2022

Rank	Prom Open	Last Name	First Name
1	X	Guerrero	Shannan
2	X	Bergue	Jessica
3	X	Elizondo	Nick
4	X	Slocomb	Rachel
5	X	Sherman	Carol
6	X	Hwede	Sowsan
7	X	Suazo	Angel
8 TIE	X	Koinzan	Orion
8 TIE	X	DeBono	Lucia
8 TIE	X	Flores	Delora
9 TIE	X	Thor	Rosalie
9 TIE	X	Kazee	Madison
10	X	Lucero	Tami
11	X	Goff	Audra



David Koll, Executive Director

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES
1163 E. 7th Street
Chico, CA 95928-5999
(530) 891-3000

Eligible List: Campus Supervisor

Effective September 24, 2021 - March 24, 2022

Effective: January 13, 2022 - July 13, 2022

Rank	Prom	Open	Last	First
1		X	Connaughton	Anna
2		X	Hurd	Shannon
3		X	Johnson	Maria
4		X	Delgado	Kristina
5		X	Guardado	Sonia
6		X	Dorn	Shawna
7 TIE		X	Picard	Jacob
7 TIE		X	Page	Tiffany
7 TIE		X	Bless	Andreas
8		X	Voth	Austin
9 TIE		X	Archuleta	Colleen
9 TIE		X	Martinez	Savannah
9 TIE		X	Hall	Michele
9 TIE		X	Hernandez	Fidella
10		X	Knapp	Brian



David Koll, Executive Director

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES
1163 E. Seventh Street
Chico, CA 95928-5999
(530) 891-3000

Eligible List: Custodian

Effective: **October 19, 2021 – April 19, 2022**
December 20, 2021 – June 20, 2022

Rank	Prom	Open	Last Name	First Name
1 TIE	X		Gardner	Randal
1 TIE	X		Hagman	Bryce
1 TIE	X		Knapp	Sevena
1 TIE	X		McDaniel	Dominic
1 TIE	X		Suazo	Angel
2 TIE	X		Alexander	Jonathan
2 TIE	X		Delgado	Kristina
2 TIE	X		Hernandez	Hilda
2 TIE	X		Kirk	Isaiah
2 TIE	X		Rifesi	Gavin
2 TIE	X		Sanders	Steve
3 TIE	X		Keene	Patrick
3 TIE	X		Mendez	Tony
3 TIE	X		Straker	Colleen



David Koll, Executive Director

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES
1163 E. Seventh Street
Chico, CA 95928-5999
(530) 891-3000

Eligible List For: Instructional Assistant – Computers

Effective: **November 8, 2021 - May 8, 2022**
 January 18, 2022 – July 18, 2022

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1		X	Lee	Cedric
2		X	Eller	Frank
3		X	Woodruff	Jason
4 TIE		X	Hardesty	Nathaniel
4 TIE		X	Spears	Michael



David Koll, Executive Director

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES
1163 E. Seventh Street
Chico, CA 95928-5999
(530)891-3000

Eligible List For: Instructional Paraprofessional – Intensive Behavior Interventionist

Effective: ***December 10, 2021 – June 10, 2022***
 September 29, 2021 – March 29, 2022

Rank	Prom	Open	Last Name	First Name
1 TIE	X		Kemper	Nancy
1 TIE		X	Caraway	CrystalMay
2	X		Olson	Janet
3		X	Patton	Chloe
4	X		Morrissey	Matthew
5		X	Hendrickson	Julie
6 TIE	X		Jaramillo	Timothy
6 TIE	X		Tindall	Tina
6 TIE		X	Smith	Ashley
7		X	Skrien	Emily
8 TIE	X		Starkey	Jennifer
8 TIE		X	Vojnovic	Elizabeth
9		X	Lamas	Raphael



David Koll, Executive Director

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES
1163 E. Seventh St.
Chico, CA 95928
(530) 891-3000

Eligible List For: Instructional Paraprofessional

Effective: **October 22, 2021 - April 22, 2022**
December 20, 2021 – July 20, 2021
January 7, 2022 – July 7, 2022

Rank	Prom	Open	Last Name	First Name
1 TIE		X	Frederickson	Tiffany
1 TIE		X	Jugan	Stephen
1 TIE		X	Lawrence	Bailey
1 TIE		X	Granados	Crystal
1 TIE		X	Greenwood	Quinn
1 TIE		X	Hildebrandt	Darlene
1 TIE		X	Taylor	Dusty
2		X	Silveira	Ashley
3		X	Luther	Diana
4 TIE		X	Ochoa	Amber
4 TIE		X	Phizackerley	Lisa
4 TIE		X	Topete	Elsa
4 TIE		X	Vojnovic	Elizabeth
4 TIE		X	Alexander	Catherine
4 TIE		X	Baugh	Justin
4 TIE		X	Moore	Natasha
4 TIE		X	Orr	Natalie
5		X	Ranstead-Ramsey	Abbey
6 TIE		X	Furst	Amanda
6 TIE		X	Lucero	Tami
6 TIE		X	Vojnovic	Jakob
6 TIE		X	Phillips	Walter
7		X	Benitez	Samantha
8		X	Torres	Kristyn
9		X	Schlager	Jayne
10		X	Barrett	Carole
11		X	Gutierrez	Sabrina
12		X	Thorne	Lacy



David Koll, Executive Director

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES
1163 E. 7th Street
Chico, CA 95928-5999
(530) 891-3000

Eligible List: Registrar

Effective: January 7, 2022 - July 7, 2022

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
<i>1</i>	<i>X</i>		<i>Facca</i>	<i>Christina</i>
<i>2</i>	<i>X</i>		<i>Ferris</i>	<i>Mary</i>
<i>3</i>	<i>X</i>		<i>Serl</i>	<i>Kelley</i>
<i>4</i>		<i>X</i>	<i>Redkey</i>	<i>Malia</i>
<i>5</i>		<i>X</i>	<i>Schott</i>	<i>Madlynne</i>
<i>6</i>		<i>X</i>	<i>Cruz</i>	<i>Hannah</i>
<i>7 TIE</i>	<i>X</i>		<i>LaMusga</i>	<i>Elizabeth</i>
<i>7 TIE</i>		<i>X</i>	<i>Lico</i>	<i>Kristy</i>
<i>8</i>		<i>X</i>	<i>Ghidossi</i>	<i>Amber</i>
<i>9</i>	<i>X</i>		<i>Allen</i>	<i>Phuong</i>



David Koll, Executive Director

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES

1163 E. 7th Street
Chico, CA 95928-5999
(530) 891-3000

Eligible List: School Office Manager

Effective: January 3, 2022 - July 3, 2022

<i>Rank</i>	<i>Prom: Open</i>	<i>Last Name</i>	<i>First Name</i>
1	X	Serl	Kelley
2	X	Redkey	Malia
3 TIE	X	Ferris	Mary
3 TIE	X	Lopez	Danielle
3 TIE	X	Anderson	Krystin
4 TIE	X	Facca	Christina
4 TIE	X	Bolduc	Stephanie
5	X	Hardesty	Ann
6	X	Aiken	Holly
7 TIE	X	Wisdom	Angela
7 TIE	X	LaMusga	Elizabeth
8	X	Jones	Cynthia
9	X	Miley	Jessica
10	X	McCutcheon	Janice



David Koll, Executive Director

SENIORITY LIST - Cafeteria Assistant
 JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME				
1	12/6/1984	Coats	Jacqueline	27	2/19/2020	Nelson	Douglas
2	2/20/2008	Filippi	Janice	28	8/19/2021	English	Kelly
3	3/25/2008	Jarjour	Ragheda	29	10/7/2021	Goff	Audra
4	3/25/2008	Esquerra	Cynthia				
5	8/21/2008	Vender	Amy				
6	8/21/2008	Hernandez	Lucita				
7	10/27/2008	Martin	Theresa				
8	10/27/2008	Weiss	Deena				
9	3/23/2009	Valente	Linda				
10	12/8/2010	Wong	Shelley				
11	9/29/2011	Benedict	Marie				
12	1/6/2014	Dugan	Jeanne				
13	4/25/2016	John	Jacob				
14	4/25/2016	McCaffrey	Alexander				
15	4/25/2016	Rambach	Dawn				
16	4/25/2016	Sandoval	James				
17	12/11/2017	John	Christen				
18	12/20/2017	Gilbert	Marie				
19	2/4/2019	Breevaart	Josiah				
20	2/19/2019	Castaneda	Selene				
21	8/15/2019	Gaskell	Jeanette				
22	11/4/2019	Flanders	Theodothia				
23	11/11/2019	Haynes	Angie				
24	1/27/2020	Archuleta	Colleen				
25	1/27/2020	Hammon	Shawn				
26	2/2/2020	Lehecka	Nella				

David Koll, Executive Director-Human Resources

SENIORITY LIST - Elementary Counseling Assistant
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	5/8/2002	Lewis	Kelly
2	10/5/2015	Martin	Jennifer
3	8/29/2016	Carrell	Kimberley
4	8/29/2016	Eblin	Sarah
5	8/29/2016	Aicega	Dianna
6	10/29/2018	Kredo	Heather
7	4/15/2019	Fabian	Ryan
8	2/20/2020	Deen	Elizabeth
9	8/23/2021	Horgan	Erin
10	8/23/2021	Granados	Crystal
11	12/13/2021	Boyle	Emilia
12	12/13/2021	Medina	Jeannine



David Koll, Executive Director-Human Resources

SENIORITY LIST - Financial Specialist
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	10/25/2021	Choo	Misty
2	10/28/2021	Solano	Yesenia
3	12/11/2021	Bianco	Celia
4	12/11/2021	Slocomb	Jeanne



David Koll, Executive Director-Human Resources

SENIORITY LIST - Health Assistant
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	8/6/2001	Snyder	Robin
2	9/27/2011	Ritter	Brook
3	11/7/2011	Gillaspie	Lori
4	3/10/2014	Borges	Kristina
5	11/2/2015	Sullivan	Veronica
6	9/27/2016	Campbell	Kimberly
7	12/31/2016	Snow	Sandra
8	8/17/2017	Warthen	Trudella
9	8/17/2017	Decker	Adrian
10	3/6/2018	Caywood	Sarah
11	8/13/2019	Ruggle	Emily
12	2/18/2020	Miley	Jessica
13	3/6/2020	Quring	Nicole
14	12/18/2020	Driscoll	Shannon
15	4/1/2021	Fashing	Kari
16	8/12/2021	Fedeli	Dawn
17	8/16/2021	Dorn	Shawna



David Koll, Executive Director-Human Resources

SENIORITY LIST - IA-Computers
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	11/26/2001	Evans	Amy
2	9/12/2005	Frost	Catheri
3	9/1/2016	Johnson-McPherson	Monika
4	5/3/2017	Clark	Sean
5	1/8/2018	Costello	Melissa
6	8/16/2018	Clark	Darren
7	8/15/2019	Ledford	Kathry
8	9/8/2020	Edwards	Sabrina
9	11/16/2020	Boyer	Benjam
10	8/16/2021	Picard	Jacob
11	8/16/2021	Nelson	Jared
12	12/13/2021	Leer	Wendi



David Koll, Executive Director-Human Resources

SENIORITY LIST – IP-Intensive Behavior Interventionist
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	8/23/2021	Hall	Jessica
2	10/13/2021	Smith	Samantha
3	10/13/2021	Spittle	Michael
4	10/13/2021	Lee	Jong Woo
5	10/13/2021	Jaramillo	Timothy



SENIORITY LIST - Instructional Paraprofessional
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

Chico Unified School District
1163 East 7th Street
Chico, CA 95928

Rank	Seniority Date within Class	Last	First				
1	11/2/2000	Jones	Brett	40	11/5/2005	English	Tammie
2	1/4/2001	Elton	Diana	41	1/17/2006	Allen	Phuong
3	6/20/2002	Seig	April	42	1/19/2006	Greif	Deann
4	7/1/2002	Manicci	Kelly	43	2/28/2006	Joliff	Crystal
5	7/1/2002	Wescoatt	Sarah	44	3/13/2006	Reise	Marcy
6	7/1/2002	Baker	Stacey	45	4/18/2006	Young	Yolanda
7	7/1/2002	Scovel	Jeanne	46	4/18/2006	Fisher	Christine
8	7/1/2002	Langseth	Christine	47	8/15/2006	Dorghalli	Aftonia
9	7/1/2002	Jordan	Susan	48	8/15/2006	Vestnys	Mary
10	7/1/2002	Parker	Martin	49	9/28/2006	Smallhouse	Hannah
11	7/1/2002	Palmer	Barbara	50	10/31/2006	Olson	Kathryn
12	7/1/2002	Matlin	Dana	51	1/18/2007	Chmelynski	Tiffany
13	7/1/2002	Bock	Bida	52	1/22/2007	Stoner	Wendee
14	7/1/2002	Gore-Zabala	Christine	53	4/10/2007	Bhojak	Deborah
15	8/8/2002	Sayre	Maria	54	5/8/2007	Kingori	Miriam
16	8/8/2002	Carter	Julie	55	6/19/2007	Robinson	Mitchell
17	8/22/2002	Lewis	Christina	56	8/14/2007	Carlson	Cherie
18	8/22/2002	Rhody	Lisa	57	3/15/2008	Wycoff	Larissa
19	8/22/2002	Bodney	Teresa	58	5/27/2008	Nelson	Lindsey
20	9/5/2002	Cornell	Kelly	59	10/25/2008	Kelly	Mary
21	8/19/2003	Bentley	Moir	60	1/26/2009	Ruiz	Julie
22	8/19/2003	Marschall	Kim	61	3/23/2009	Bishop	Teresa
23	8/19/2003	Ravetz	Angela	62	7/23/2009	Ricci	Julie
24	4/20/2004	Shapiro	Joanna	63	3/8/2010	MacKell	Robin
25	8/3/2004	Kemper	Nancy	64	5/10/2010	Rippon-Watson	Kerry
26	8/3/2004	Payne	Kristan	65	8/30/2010	Hashemi	Sarah
27	8/17/2004	Morrissey	Matthew	66	10/1/2010	Oldfield	Brian
28	8/30/2004	Clement	Nicole	67	10/18/2010	Buenrostro	Deborah
29	10/29/2004	Shippen	Mary	68	10/21/2010	Stewart	Sharon
30	1/11/2005	O'Kelley	Maryann	69	10/25/2010	Schill	Angelina
31	1/13/2005	Labrado	Melissa	70	4/12/2011	Ryan	Patrick
32	1/20/2005	Penne	Danielle	71	8/23/2011	Alba	Cesar
33	3/1/2005	Watts	Christina	72	10/18/2011	Ferrone	Lee Ann
34	3/7/2005	Plumer	Rugh	73	4/10/2012	Wootten	Rebekah
35	3/15/2005	Olson	Janet	74	7/1/2012	Weber	Lisa
36	4/11/2005	Scholar	Michele	75	8/20/2012	Ghiorso	Adam
37	8/16/2005	Feingold	Rod	76	8/20/2012	Sayavong	Saythong
38	10/25/2005	Tracy	Jeffrey	77	10/22/2012	Clark	Elizabeth
39	10/31/2005	Rausch-Clark	Sheryl	78	12/11/2012	Smithson	Birgitta
				79	12/19/2012	Puser	Patricia
				80	2/4/2013	Simmons	Kristine
				81	2/4/2013	Ludlow	Debra
				82	4/22/2013	Woodbury	Jeanne
				83	4/30/2013	Ukei	Hiroko

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84	5/6/2013	Hansen	Tracy	132	5/18/2016	Gonsalves	Maria
85	9/3/2013	Miller	Suzanne	133	8/18/2016	Story	Teresa
86	9/18/2013	Ravetz	Ariel	134	8/18/2016	Mino	Mary
87	10/7/2013	Williams	Janice	135	8/18/2016	Mead	Audrey
88	10/8/2013	Owen	Mary	136	8/18/2016	Pisani	Debra
89	10/21/2013	Rikkelman	Jessica	137	8/18/2016	Brewer	Lisa
90	10/28/2013	Alexander	Ann	138	8/31/2016	Avalos Huerta	Mayra
91	11/4/2013	Willman	Richard	139	9/1/2016	Morton	Denise
92	11/5/2013	Cowan	Rebecca	140	9/6/2016	Alexander Graf	Kimberly
93	12/3/2013	Kavanagh	Colleen	141	9/6/2016	Langston	Dennel
94	2/19/2014	Nelson	Jay	142	9/15/2016	Cummings	John
95	2/28/2014	Rice-Capucion	Yvette	143	10/6/2016	Gess	Wade
96	3/13/2014	Meier	Wendy	144	12/19/2016	Burner	Elizabeth
97	8/18/2014	Jackson	Rebecca	145	12/19/2016	France	Brandy
98	8/18/2014	Corcoran	Carla	146	12/21/2016	Bellante	Lynne
99	8/18/2014	Alchin	Jessica	147	1/9/2017	Miller	Stephanie
100	8/18/2014	Main	Kimberly	148	1/23/2017	Fashing	Kari
101	8/18/2014	Blee	Ellen	149	3/6/2017	Boyer	Pamela
102	8/18/2014	Frank	Eric	150	3/6/2017	Lawrence	Malika
103	9/2/2014	Aiken	Holly	151	3/20/2017	Ensign	Melonie
104	10/15/2014	Nielsen	Terra	152	3/20/2017	Hurd	Amanda
105	10/24/2014	LeDuc	Michael	153	5/18/2017	Boyd	Donna
106	11/3/2014	Grebmeier	Wendy	154	8/21/2017	Graubart	Tracy
107	1/5/2015	Duty	Harrison	155	8/21/2017	Peterson Pierce	Hannah
108	1/5/2015	Farwell	Austin	156	8/21/2017	West	Jeffrey
109	1/5/2015	Smith	Kristen	157	9/15/2017	Alvistur	Marisa
110	1/5/2015	Lucio	Patricia	158	10/2/2017	Meza	Maja
111	2/2/2015	Johnson	Sonja	159	10/2/2017	Lyons	Sharon
112	2/19/2015	Smallhouse	Caius	160	12/6/2017	Bernson	Michelle
113	3/31/2015	Jack	Diana	161	12/6/2017	Auer	Britni
114	8/17/2015	Graves	Patrice	162	12/13/2017	Vinson	Donna
115	8/17/2015	Connaughton	Anna	163	12/18/2017	Clinton	Krystle
116	8/18/2015	Gibson	Sarah	164	1/9/2018	Taylor	Michelle
117	9/8/2015	Stratton	Marin	165	3/26/2018	Wahl	Sheila
118	10/5/2015	Delgadillo	Miguel	166	3/26/2018	Batman	Gerilynn
119	10/5/2015	Carrillo	Saleena	167	3/26/2018	Molay	Blair
120	10/26/2015	Avram	Nancy	168	4/9/2018	Jackson	Jenna
121	1/4/2016	Mecham	Christy	169	4/23/2018	Gordon-Cassidy	Ruth
122	1/4/2016	Lessenger	Ova	170	5/8/2018	Watts	Kari
123	1/4/2016	Mueller	Melissa	171	5/8/2018	Kramer-Hladik	April
124	1/5/2016	Amaro	Patricia	172	5/15/2018	Stewart	Lauren
125	1/5/2016	Howard	Jennifer	173	8/16/2018	Samson	Trinette
126	1/19/2016	Abara	Diana	174	8/22/2018	Bettencourt	Meagan
127	1/19/2016	Pittenger	Kara	175	9/4/2018	Jordan	Laura
128	1/26/2016	Ward	Kristin	176	10/25/2018	Richardson Alvarez	Beverly
129	2/29/2016	Waslewski	Abigail	177	10/29/2018	Allinger	Lindsay
130	2/29/2016	Story	Glenn	178	10/29/2018	Artiaga-Jones	Grace
131	5/16/2016	Herlihy	Tiffany	179	11/5/2018	Ford	Shera

Instructional Paraprofessional, 1/24/2022

David Koll, Executive Director-Human Resources

180	11/5/2018	Rigby	Jamie	228	10/21/2020	Patchell	Ruby
181	1/8/2019	Emmons	Karen	229	1/11/2021	Mendoza	Rebecca
182	1/8/2019	Deome	Gale	230	1/27/2021	Lundquist-Matz	Stacey
183	1/8/2019	Contestable	Paija	231	4/6/2021	Bryant	Megan
184	1/8/2019	Mojica	Sarah	232	4/6/2021	Nielsen	Abigail
185	1/8/2019	Jones	Kyle	233	4/12/2021	Campos	Tara
186	1/8/2019	Vislosky	Matthew	234	4/12/2021	Martin	Desiree
187	3/25/2019	Varicelli	Anthony	235	4/15/2021	Casey	Bryan
188	3/25/2019	McGaugh-Wilkins	Allison	236	4/19/2021	Alonzo-Perez	Maria
189	3/25/2019	Dessert	Brittany	237	8/16/2021	Silva	Amanda
190	8/15/2019	Nash	Sheri	238	8/16/2021	Norris	Suzanne
191	8/15/2019	Lopez	Morgan	239	8/16/2021	Carnegie	Nichol
192	8/15/2019	Simpkins	Abbe	240	8/16/2021	Cortez	Victor
193	8/15/2019	Myers	Hildi	241	8/16/2021	Burson	Adam
194	8/15/2019	Smith	Erin	242	8/30/2021	Murphy	Julia
195	8/15/2019	Vlach	Monika	243	9/7/2021	Fisher	Diane
196	8/15/2019	Starkey	Jennifer	244	9/7/2021	Vang	Venasia
197	8/15/2019	Aceves Zepeda	Alma	245	9/16/2021	Nunez	Annmarie
198	8/15/2019	Howard	Beth	246	9/20/2021	Stenberg	Lisa
199	8/15/2019	Peterson	Alexandra	247	9/24/2021	Silva	Charles
200	8/15/2019	Huber	Stefanie	248	10/4/2021	Frazier	Sherrie
201	10/9/2019	Lattin	Jenny	249	10/6/2021	Miceli	Jonathan
202	10/9/2019	Arends	Yuki	250	10/6/2021	Strom	Emily
203	10/14/2019	Schaefer	Jamie	251	10/7/2021	Keller	Heather
204	10/28/2019	Diaz	Saul	252	10/22/2021	Hildebrand	Montana
205	10/29/2019	Rodrigues	Jennifer	253	10/25/2021	Herrick	Debi
206	11/12/2019	King	Kevin	254	11/15/2021	Hiller	Kenny
207	12/2/2019	Brewster	Amy	255	12/7/2021	Luther	Diana
208	2/28/2020	Masuda	Arielle	256	1/3/2022	Ventura	Nichole
209	3/2/2020	Sorenson	Chelsey	257	1/3/2022	Morris	Trinity
210	3/2/2020	Williams	Phylis	258	1/3/2022	Christenson	Kelli
211	3/4/2020	Walsh	Lisi	259	1/3/2022	Villa	Lourdes
212	3/9/2020	Baker	Kelly	260	1/3/2022	Rogoff	Julia
213	3/9/2020	Cockcroft	Jennifer	261	1/3/2022	Davis	Jordan
214	3/9/2020	Moua	Benjamin	262	1/3/2022	Fox	April
215	3/9/2020	Gomez	Angelica	263	1/3/2022	Hunt	Catherine
216	3/23/2020	Dugan	Jacqueline	264	1/3/2022	Van Laan	Sandra
217	3/23/2020	McKeon	Kelly	265	1/3/2022	Ochoa	Amber
218	3/23/2020	O'Kelley	Danielle				
219	3/23/2020	Cortez	Savanna				
220	3/23/2020	Perez	Jackeline				
221	3/23/2020	Watkins	Tammie				
222	3/23/2020	Pastor	Kristi				
223	8/17/2020	Kamph	Brent				
224	10/12/2020	Reinemer	Mary				
225	10/12/2020	Sackrider	Tamra				
226	10/12/2020	Caraway	Crystal				
227	10/19/2020	Flanagan	Ciaran				

Instructional Paraprofessional, 1/24/2022



David Koll, Executive Director-Human Resources

SENIORITY LIST - Maintenance Worker
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	4/2/2007	Hunt	Daniel
2	9/24/2010	Hoyt	Jerry
3	5/1/2019	Lourence	William
4	7/10/2019	Paddock	Scott



David Koll, Executive Director-Human Resources

SENIORITY LIST - NS Purchasing Warehouse Coordinator
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	12/27/2021	Zarate	Alejandro



David Koll, Executive Director-Human Resources

SENIORITY LIST - School Office Manager
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	8/24/2000	Mallory	Charlotte
2	7/1/2002	Strandberg	Hildi
3	10/30/2006	Carriere	Robin
4	10/22/2007	Gilbert	Becki
5	7/24/2009	McKeon	Denise
6	8/4/2011	Billingsley	Wendy
7	7/31/2013	Fields	Jennifer
8	5/12/2014	Hess	Lesley
9	7/30/2014	Henri	Susan
10	2/22/2016	Barth-Duch	Terry
11	7/31/2017	Boyd	Jennifer
12	4/9/2018	Bales	Tennille
13	4/18/2018	Steadman	Sonya
14	10/1/2018	Aiello	Michael
15	10/30/2019	Schwartz	Karen
16	10/12/2020	Gampel	Lisa
17	6/8/2021	Stewart	Kristi

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission
1163 East 7th Street
Chico, CA 95928

SENIORITY LIST - Sr Account Clerk
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	1/7/2002	Jonsson	Polly



David Koll, Executive Director-Human Resources

SENIORITY LIST - Sr Equipment Mechanic
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	9/15/2003	Stephens	James
2	3/23/2020	Straker	David
3	1/3/2022	Galloway	Daniel

SENIORITY LIST - Sr Grounds Worker
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	8/29/2006	Patterson	William
2	1/4/2008	Jones	Corey
3	9/5/2017	Carrillo	Hector
4	2/26/2018	Jones	Kevin
5	12/21/2021	McElveny	Terrance



SENIORITY LIST - SMW-Plumber
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	12/21/2021	Payano	Braulio



SENIORITY LIST - Targeted Case Manager-Bilingual (Spanish)
JANUARY 24, 2022 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	1/7/2009	Morales	Marisol
2	10/12/2009	Rodriguez-Medina	Nancy
3	8/18/2016	Baldivid	Miriam
4	8/18/2016	Mane	Zugey
5	11/13/2018	Gonzalez	Christian
6	8/17/2020	Vega	Monica
7	10/14/2020	Murguia	Monica
8	10/19/2020	Ramos	Mariela
9	12/7/2020	Rodriguez	Maite
10	9/22/2021	Vasquez	Vanessa



David Koll, Executive Director-Human Resources



Personnel Commission

Fifty-Second Annual Report

2020-2021

The Merit System

Very simply, the merit system is a method of personnel management which is designed to promote the efficiency and economy of the workforce and the good of the public by providing for the selection and retention of employees, promotional opportunities, in-service training, and other related matters, on the basis of merit, fitness and the principle of *"like pay for like work."*

► Who Started It?

The merit (civil service) system is not a new system.

Early in the 1800s, the "spoils system" of patronage was well established as a method of filling government jobs. It took the tragedy of the shooting of President John Garfield by a disgruntled office worker in 1881 to focus enough attention on the practice to spark legislative reform.

Two years later, the Congress passed the Civil Service Act of 1882 (the Pendleton Act) which set up the first civil service system for federal employees to guard against patronage appointments. In the following years, state and local civil service systems flourished, but it was not until 1936 that the first merit system law for school districts was established.

It was California that became the leader in the national movement to implement the merit system in school districts when, as a result of a disgraceful patronage system in the Los Angeles Unified School District, more than 700 employees were fired on the day after a school board election in order to make room for hiring political "spoils men" for their positions. The fired employees had no appeal rights.

► Who Needs it?

With the advent of collective bargaining in the public education field, functions performed by Personnel Commissions took on added significance. The necessity for objective information, classification decisions, appeals unaltered by Board and management pressures, protection of the rights of unrepresented employees and an independent body to hear employee appeals in an impartial manner, are all

vital to the efficient and economic operations of a school district and to the benefit of the public and employees.

► Who Uses it?

There are nearly 100 merit system school districts in California that employ almost 70 percent of the total classified school employees in the state.

A merit system may be voted into a district by a vote of the classified employees following the submission of a petition requesting an election. It takes a simple majority affirmative vote and the merit system becomes effective; then begins the process of appointing a three-member Personnel Commission and the appointment of a Director of Classified Personnel. This starts the transition into developing and putting into effect the system of personnel management based on the concept of merit and fitness

► Who Administers it?

The Personnel Commission is the mainstay of the merit system. It is an independent body composed of three persons appointed for three-year staggered terms.

Personnel Commissioners are laypersons who must be known adherents of the merit principle. The Personnel Commission is responsible for maintaining a merit system for classified employees of the school district and for fostering the advancement of a career service for such employees. To execute these responsibilities, the State Education Code provides that the Personnel Commissioners shall classify positions; hear appeals of disciplinary and dismissal matters, and protests involving examinations, selection and appointment procedures; and prescribe rules related to a variety of personnel practices.

Authority for Personnel Commission functions is provided in Sections 45220 through 45320 of the State Education Code.

► What Are the "Merit" Principles?

The Merit System encompasses these basic principles and concepts:

- Hiring and promoting employees on the basis of ability, with open competition in initial employment.
- Providing for compensation.
- Retaining employees on the basis of performance. Correcting inadequate performance and separating those who inadequate performance cannot be corrected.
- Training employees as needed for high quality performance.
- Assuring fair treatment of all applicants and employees in all aspects of personnel administration without regard race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, pregnancy, childbirth, breastfeeding or related medical conditions, or military and veteran status of any person and with proper regard for their privacy and Constitutional rights as citizens.**
- Protecting employees against political coercion and prohibiting use of official positions to affect an election or nomination for office.

► What Are the Responsibilities of Personnel Commissioners?

Commissioners have threefold responsibility:

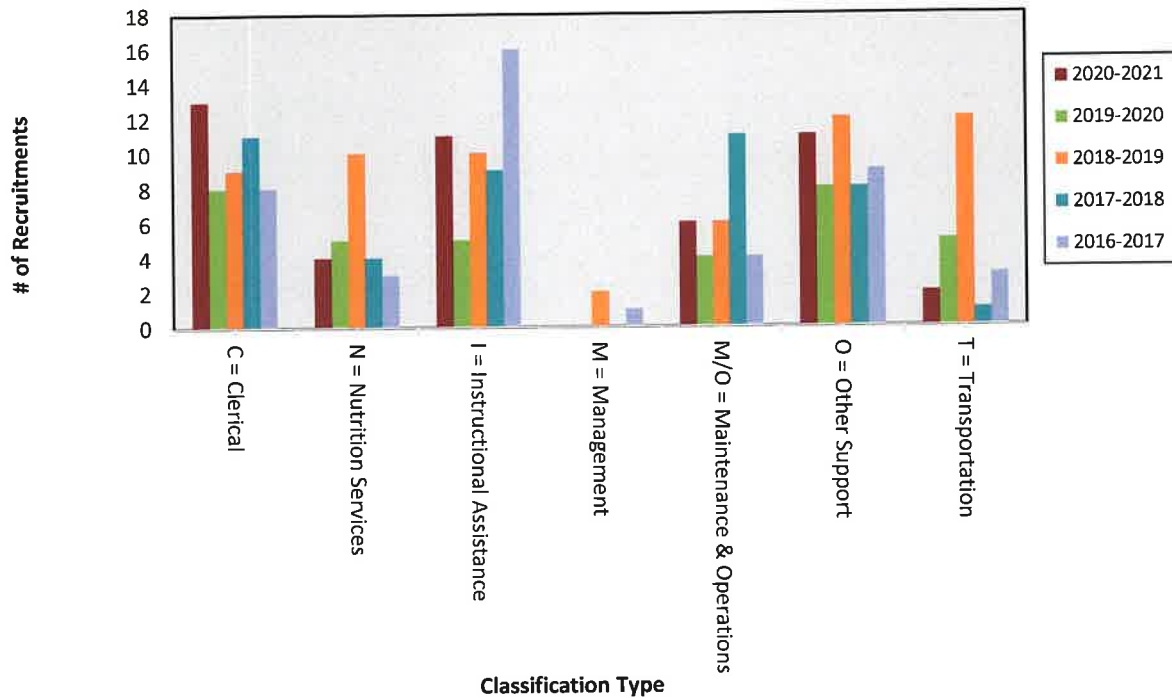
- The Personnel Commission ensures that classified employees receive fair and equitable treatment.
- Personnel Commissions represent the public's interest by providing a personnel system dedicated to the hiring and retaining of the best qualified employees.
- Personnel Commissions work in cooperation with the governing board and administrators in the quest for competent employees and good personnel administration.

PERSONNEL COMMISSION MEMBERS

July 1, 2020 – June 30, 2021

Gloria Bevers	Appointee of the Chico Unified School District Board of Education
Position(s):	Chairperson
Term:	3-year appointment
Appointed:	December 1, 2002 (one-year term)
Reappointed:	December 1, 2006, 12:01 pm
Term Expires:	December 1, 2009, 12:00 noon
Reappointed:	December 1, 2009, 12:01 pm
Term Expires:	December 1, 2012, 12:00 noon
Reappointed:	December 1, 2012, 12:01 pm
Term Expires:	December 1, 2015, 12:00 noon
Reappointed:	December 1, 2015, 12:01 pm
Term Expires:	December 1, 2018, 12:00 noon
Reappointed:	December 1, 2018, 12:01 pm
Term Expires:	December 1, 2021, 12:00 noon
Reappointed:	December 1, 2021, 12:01 pm
Term Expires:	December 1, 2024, 12:00 noon
Beverly Patrick	Appointee of the Classified School Employees Association of the Chico Unified School District
Position(s):	Vice Chairperson
Term:	3-year appointment
Appointed:	January 22, 2018, 12:01 pm
Term Expires:	December 1, 2020, 12:00 noon
Appointed:	December 1, 2020, 12:01 pm
Term Expires:	December 1, 2023, 12:00 noon
Scott Jones	Appointee of the Personnel Commissioners
Position(s):	Member
Term:	3-year appointment
Appointed:	December 1, 2013, 12:01 pm
Term Expires:	December 1, 2016, 12:00 noon
Reappointed:	December 1, 2016, 12:01 pm
Term Expires:	December 1, 2019, 12:00 noon
Reappointed:	December 1, 2019, 12:01 pm
Term Expires:	December 1, 2022, 12:00 noon

Summary of Recruitments by Classification Type



	2020-21	2019-20	2018-19	2017-18	2016-17
Examinations Announced:					
Announcements (Recruitments)	46	35	61	45	43
Applications Received	694	747	1313	1091	1105
Applications Approved	646	678	1208	1073	1024
Examinations Conducted:					
Job Related Written Test	4	16	28	28	21
Performance/Technical Test	1	3	16	13	7
Competency Test (instructional positions)	3	5	5	9	11
Oral Exam	9	28	59	45	41
Total Exams Given (Test takers)	593	654	1144	1215	923
Candidates Eligible	332	345	547	558	435
% of Eligibles to Applicants	51.39	50.88	45.28	52.00	42.48

	2020-21	2019-20	2018-19	2017-18	2016-17
Position Request Forms Processed					
	296	354	375	402	351
Notices					
Lateral Transfer Opportunity	51	60	96	159	159
Limited Term Opportunity	3	22	27	46	30
Provisional Opportunity	1	0	0	0	0

	2020-21	2019-20	2018-19	2017-18	2016-17
# of Employees					
Exempt	n/a	n/a	37	28	36
Restricted	45	77	28	27	19
Bargaining Unit	691	699	673	680	674
Confidential	8	6	7	8	8
Classified Management	19	18	17	15	16
Total	764	800	762	758	753
Substitutes	296	361	360	322	292
Combined Total	1059	1161	1122	1080	1045
FTE by Employee Type					
Exempt	n/a	n/a	20.7	20.2	21.1
Restricted	38.4	38.1	14.2	14.3	12.8
Bargaining Unit	600.9	589.6	587.8	582.6	578.1
Confidential	7.0	7.0	7.0	8.0	9.0
Management	18.0	19.0	20.0	16.0	16.0

Reclassification & Reallocation Studies	2020-21	2019-20	2018-19	2017-18	2016-17
Total	9	4	4	0	4

- 2020-21: Business Services Assistant, Certificated HR Assistant, Classified HR Assistant, Computer Technician-Training Specialist, Educational Services Assistant, Human Resources Coordinator, Instructional Paraprofessional, Security Systems-Locksmith, and Sr Account Clerk
- 2019-20: Administrative Specialist, IPS-Visually Impaired, Sr Library Clerk, Director-Information Technology
- 2018-19: M&O Coordinator, Transportation Driver Trainer Instructor, Network Analyst, Director-Nutrition Services
- 2017-18: None, pending the development of a list of Comparable Districts by Chico Unified School District and CSEA, Chapter #110
- 2016-17: Bicultural Liaison, Director-Classified Human Resources, Sr Equipment Mechanic, Sr Maintenance Worker-Carpenter

	2020-21	2019-20	2018-19	2017-18	2016-17
Board Actions					
<i>Appointments:</i>					
Open	212	201	227	199	235
Restricted	15	59	18	21	17
Limited Term	55	43	68	35	33
Provisional/Interim	1	0	0	0	0
Promotional	10	22	17	22	16
Reclassification/Reallocation	252	13	6	0	3
Reinstatement/Reemployment	2	5	4	5	2
Voluntary Demotion	0	1	1	2	1
Leaves of Absence (unpaid)	58	81	81	56	43
Total	605	421	422	340	350
<i>Terminations:</i>					
Layoff to Re-employment List	1	6	3	3	7
Resignations	66	82	83	59	68
Limited Term	58	31	9	3	3
Parent Restricted/School Aide*	22	29	9	3	5
Parent Restricted (Released)	7	7	6	0	3
Retirement	36	37	35	19	24
Death	0	1	1	2	0
Dismissals	4	8	5	8	4
Total	194	201	151	97	114
Total Turn-Over Ratio	28.01%	26.50%	26.25%	18.87%	16.07%
Voluntary Turn-Over Ratio	12.57%	15.13%	14.30%	9.50%	10.09%
Non-Board Actions					
<i>Exempt/Substitute Appointments:</i>					
School Aide-Exempt	n/a	n/a	9	9	8
Pupil Helper-Exempt	2	26	3	7	0
Substitute	29	168	144	167	129
<i>Exempt/Substitute Resignations:</i>					
School Aide/Pupil Helper	19	10	17	10	3
Substitutes	40	31	42	34	72
<i>Exempt/Substitute Dismissals:</i>					
School Aide-Exempt	n/a	n/a	0	0	0
Pupil Helper-Exempt (Released)	1	1	32	36	4
Substitutes	75	175	41	99	102

*School Aide for fiscal year 2019/20 are counted towards Restricted

*School Aide for fiscal year 2020/21 are counted towards Restricted