

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, April 22, 2024

	Purpose	Page(s)
CALL TO ORDER		
WELCOME TO VISITORS		
CONSIDERATION OF MINUTES		
1. Consider approval of the minutes of the regular meeting of March 18, 2024.	Action	24-240
BUSINESS		
2. Director's Report	Information	
3. Consider job announcement(s) for: Administrative Specialist, Financial Specialist, IA-Bilingual (Spanish), Preschool Assistant, and Sr Office Assistant.	Action	24-241 – 24-245
4. Consider eligible list(s) for: Administrative Specialist, Financial Specialist, IA-Bilingual (Spanish), Office Assistant Elementary Attendance, Roving Cafeteria Assistant Cook Manager, School Bus Driver, School Office Manager, Sr Office Assistant, and Stock Clerk.	Action	24-246 – 24-254
5. Consider seniority list(s) for: Cafeteria Cook Manager 1, IA-Computers, Instructional Paraprofessional, Sr Office Assistant, Transportation Coordinator, and Parent Classroom Aide @ Little Chico Creek.	Action	24-255 – 24-263
6. Consider revised job description(s) for: IA-Alternative Education, IA-Bilingual, IA-Computers, IA-Elementary Guidance, IA-Multicultural, IA-Read Right, IA-Vocational Education, Impacted Language Liaison – Hmong and/or Lao, Information Systems Analyst, Instructional Paraprofessional, IPS-General, IPS-Hearing Impaired/Deaf, IPS-Visually Impaired, and Preschool Assistant.	Action	Electronic Attachment
7. Consider revised Merit System Rule(s): Rule 1 – Definitions, Rule 2 – Commission Organization and Procedure, Rule 3 – Classified Service,	Action	Electronic Attachment

Rule 4 – Job Descriptions, Rule 5 – Classification/Reclassification and Impact and Effects of Classification/Reclassification, Rule 6 – Wage and Salary Provisions, Rule 7 – Application for Employment, Rule 8 – Examinations, Rule 9 – Eligibility and Employment Lists, and Rule 10 – Certification and Appointment.		
8. Review the proposed 2024/25 Tentative Personnel Commission Budget.	Discussion	24-264
<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, May 20, 2024.	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 March 18, 2024

Regular Meeting

The Chico Unified School District Personnel Commission met in regular session at the administration building on March 18, 2024. The following were present:

Commission Members:

Gloria Bevers, Chairperson
Beverly Patrick, Vice Chairperson
Scott Jones, Member

Staff Members:

David Koll, Executive Director-Human Resources
Mike Allen, Executive Director-Human Resources
Christina Macaluso, Classified Human Resources Assistant

Others:

Visitors

Gloria Bevers, Chairperson, called the meeting to order at 4:04 pm.	Call to Order
There were no visitors in attendance.	
The minutes of the February 26, 2024 regular meeting were considered and approved. (MSC) Patrick/Jones	Minutes Approved
David Koll and Mike Allen, Executive Director-Human Resources, reported: <ul style="list-style-type: none"> On March 13, 2024, 12 positions were brought to the Board of Education for elimination, 6 were held by current employees. The Board approved 4 positions for elimination. As a result, Classified Service Layoffs were conducted by March 15, 2024 for those 4 employees in the classification of IA-Computers. Mr. Koll continues to work on updating requested job reviews and Merit Rules. Mr. Allen spoke on the potential for layoffs next year and the need to plan ahead and eliminate positions through attrition. Mr. Allen reported that he will begin Merit Academy training this week. 	Director's Report
Job Announcement(s) for Office Assistant Elementary Attendance and School Office Manager were considered and approved. (MSC) Patrick/Jones	Job Announcements Approved
Eligible List(s) for IP-Intensive Behavior Interventionist and School Bus Driver were considered and approved. (MSC) Patrick/Jones	Eligible Lists Approved
Seniority List(s) for Director-Maintenance/Operations/Transportation, Financial Specialist, IA-Bilingual (Spanish), Instructional Paraprofessional, Licensed Nurse, Maintenance & Operations Coordinator, Preschool Assistant, School Office Manager, and Sr Equipment Mechanic were considered and approved. (MSC) Patrick/Jones	Seniority Lists Approved
Revised Job Descriptions for Electronics Technician, Elementary Counseling Assistant, Facilities Use Coordinator, Facilities/Finance Coordinator, Facilities/Planning Construction Supervisor, Financial Specialist, Fiscal Services Manager, Grounds Prep Helper, Grounds Worker, and Health Assistant were considered and approved. (MSC) Patrick/Jones	Revised Job Descriptions Approved
The updated Nutrition Services Department re-organization was considered and approved. (MSC) Patrick/Jones	NS Re-Organization Approved
The date of the next Personnel Commission meeting is scheduled for April 22, 2024.	Next Meeting
There were no suggestions or comments.	Suggestions and Comments

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

**ADMINISTRATIVE SPECIALIST
Starting Salary: \$22.36/Hour
Salary Range: \$22.36–\$34.67/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.
- 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 20104.
- E. Complete all parts of the application. Any requested attachments must be received by 12:00 PM on the closing date. Late applications are not accepted.

THE POSITION – The District is establishing an eligible list for **ADMINISTRATIVE 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 to meet the minimum requirements would be: **Two years of responsible secretarial and clerical support experience that included decision making responsibilities and exercising of independent judgment, and equivalent to the completion of the twelfth grade supplemented by specialized training in office practices or a related field. Ability to type or operate a keyboard at a level proficient for successful job performance required. Experience in a school district is desirable. A resume and cover letter 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. Top qualifying candidates will be invited to the oral exam. The District will determine the top candidates based solely on the information submitted on the application. 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 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 consist of an oral exam (personal interview) which tests the knowledge and experience needed to perform the typical duties, weighted at 100%. 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:
- 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, April 2, 2024, 12:00 PM
Tuesday, April 9, 2024 (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 \$1,360/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 \$113 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

3/19/2024

24-241

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

FINANCIAL SPECIALIST
Starting Salary: \$24.63/Hour-\$38.20/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 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, extension 20120.**
- 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 FINANCIAL 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 to meet the minimum requirements would be:* Two years of experience in payroll operations, preferably in a public sector environment; two years of increasingly responsible experience in the maintenance of financial or statistical records, preferably including some experience in the specific area of assignment; equivalent to the completion of the twelfth grade supplemented by specialized training or course work in accounting, financial record keeping, or a related field; AA/AS degree or higher with focus in accounting; additional appropriate college level coursework; ability to operate 10-key by touch and ability to type or operate a keyboard at a level proficient for successful job performance. All persons interested in this position and who meet job related and essential qualifications are encouraged to apply. Top qualifying candidates will be invited to the written exam. The District will determine the top candidates based solely on the information submitted on the application. 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 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 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%. Successful promotional candidates will have 1/4 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.

Monday, April 1, 2024, 12:00 p.m.
Tuesday, April 9, 2024 (during the day)
Monday, April 15, 2024 (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.

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

INSTRUCTIONAL ASSISTANT – BILINGUAL (SPANISH/ENGLISH)
Salary Range: \$21.81 – \$30.69/Hour
Starting Salary: \$21.81/hour

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 online at www.edjoin.org.
- 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 12:00 PM on the closing date. Late applications are not accepted.

THE POSITION

The District is establishing an eligible list for INSTRUCTIONAL ASSISTANT – BILINGUAL. 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, March 27, 2024, 12:00 PM
Thursday, April 4, 2024 (during the day)
Wednesday, April 10, 2024 (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 \$1,360/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**

**Preschool Assistant
Starting Salary: \$19.77/Hour
Salary Range: \$19.77 - \$30.69/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.
- 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 12:00 PM 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.

**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 \$1,360/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 AND PROMOTIONAL COMPETITIVE EXAMINATION

SENIOR OFFICE ASSISTANT
Starting Salary: \$19.77/Hour
Salary Range: \$19.77-\$30.69/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.
- 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 20104.**
- E. Complete all parts of the application. Any requested attachments must be received by 12:00 PM on the closing date. **Late applications are not accepted.**

THE POSITION

The District is establishing an eligible list for SENIOR OFFICE ASSISTANT. 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: **Three (3) years of responsible clerical experience including experience in the maintenance of complex records, and equivalent to the completion of the twelfth grade supplemented by specialized coursework in office practices or a related field. Ability to type or operate a keyboard at a level sufficient for successful job performance required. Ability to take and transcribe dictation at a speed necessary for successful job performance may be required for some positions.** 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.

EXAMINATION AND CERTIFICATION

The examination consists of an evaluation of the application for education and experience 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 an Oral Exam (personal interview) which tests the knowledge and experience needed to perform the typical duties, weighted 100%. The top-scoring 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 Oral Exam (personal interview):
- c. Certification shall be according to Merit System §1507.
- d. Selection interviews will be scheduled as needed following the exam process.

Wednesday, April 3, 2024, 12:00 PM
Wednesday, April 10, 2024 (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 \$1,360/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 \$113 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.

Eligible List: Administrative Specialist

Effective: April 10, 2024 – October 10, 2024

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1		X	Rivera	Jamie
2		X	Damuth	Dylan
3 - TIE		X	Scholl	Luke
3 - TIE X			Cobery	Audrey
3 - TIE		X	Hunter	Mary
3 - TIE		X	Kiracofe	Ashley
4		X	Medearis	Monica
5 - TIE		X	Jones	Ruth
5 - TIE		X	Barker	Rebecca
5 - TIE X			Jack	Diana
5 - TIE		X	Gulcu	Adam
6 - TIE		X	Heryford	Carley
6 - TIE		X	Hammond	Marla
6 - TIE		X	Armijo	Sherri
7		X	Stiliha	Arica
8 - TIE		X	Edwards	Patricia
8 - TIE		X	Young	Kristina
8 - TIE		X	Scanlon	Melissa
9 - TIE		X	Vega	Patricia
9 - TIE		X	Stier	Justin
10		X	Barboza	Christopher


Mike Allen, Executive Director

PERSONNEL COMMISSION**Chico Unified School District*****Eligible List: Financial Specialist******Effective: April 16, 2024 - October 16, 2024*****ADMINISTRATION OFFICES****1163 E. Seventh Street****Chico CA 95928-5999****(530) 891-3000**

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1		X	Melvin	Penny
2 - TI		X	Kiracofe	Ashley
2 - TI		X	Abney	Saturn
2 - TI			Gomez	Eric
3 - TI		X	Gregg	Robert
3 - TI		X	Ferguson	Jim
4 - TI		X	Schwartz	Karen
4 - TI		X	Delgado	Sergio
5 - TI		X	Gulcu	Adam
5 - TI		X	Madsen	Travis
5 - TI		X	Damuth	Dylan
6		X	Vega	Patricia
7		X	Carrier	Michelle
8		X	Corona	Gabriela
9		X	Yang	Jasmine

***Mike Allen, Executive Director***

Eligible List For: Instructional Assistant – Bilingual

Effective: April 12, 2024 – October 12, 2024
December 14, 2023 – June 14, 2024
October 24, 2023 – April 24, 2024

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1		X	Mendoza-Iquera	Sergio
2		X	Brown	Adriann
3		X	Torres	Arlene
4		X	Garibay Alvarado	Erika
5 - TIE		X	Villa	Jesus
5 - TIE		X	Amajoyi	April
5 - TIE		X	Henriquez	William
6		X	Heredia	Larissa
7		X	Corona	Gabriela


Mike Allen, Executive Director

CHICO UNIFIED SCHOOL DISTRICT
Personnel Commission

ADMINISTRATION OFFICES
Personnel Commission
1163 East Seventh Street
Chico, CA 95928
(530) 891-3000

Eligible List For: Office Assistant Elementary Attendance

Effective: March 18, 2024 – September 18, 2024

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1		X	Lindeman	Allison
2 - TIE		X	Stiliha	Arica
2 - TIE	X		LaMusga	Elizabeth
3 - TIE		X	Rash	Charis
3 - TIE		X	Lehecka	Nella
4 - TIE	X		Colwell	Kristian
4 - TIE		X	Gastelo	Allison
4 - TIE		X	Hunter	Mary
5 - TIE		X	Scholl	Luke
5 - TIE		X	Romero	Amaya
6		X	Avery	Julie
7 - TIE		X	Hanani	Matiullah
7 - TIE		X	Barker	Rebecca
8 - TIE		X	Harris	Jacqueline
8 - TIE		X	Ghidossi	Amber
9 - TIE		X	Miller	Lori
10		X	Tyson	Elizabeth
11		X	Merrill	Anessa
12 - TIE		X	Thompson	Christine
12 - TIE		X	Murillo Ramirez	Eleiny


Mike Allen, Executive Director

Eligible List: Roving Cafeteria Assistant Cook Manager

Effective: **April 5, 2024 – October 5, 2024**
 February 9, 2024 – August 9, 2024
 January 16, 2024 – July 16, 2024

Rank	Prom	Open	Last Name	First Name
1		X	Brungardt	Carrie
2		X	Tortorich	Samantha
3		X	Damuth	Dylan
4 – TIE		X	Cameron	Cierra
4 – TIE		X	Shinn	Eryn
5		X	Keith	Debbie
6 – TIE		X	Dixon	Sheena
6 – TIE		X	Jester	Rachel



Mike Allen, Executive Director

Eligible List For: School Bus Driver

Effective: March 28, 2024 - September 28, 2024
March 8, 2024 - September 8, 2024

Rank	Prom	Open	Last Name	First Name
1			Larsen	Isak
2			Jensen	Jill


Mike Allen,
Executive Director

Eligible List: School Office Manager

Effective: **March 26, 2024 – September 26, 2024**
January 17, 2024 – July 17, 2024

Rank	Prom	Open	Last Name	First Name
1 – TIE	X		Flint	Patricia
1 – TIE	X		Serl	Kelley
2 – TIE	X		Wisdom	Angela
2 – TIE	X		LaMusga	Elizabeth
3 – TIE		X	Ferguson	Stacy
3 – TIE		X	Stiliha	Arica
4		X	Ghidossi	Amber
5		X	Rueda	LaDonna
6		X	Patton	Elliott
7 – TIE		X	Deen	Melissa
7 – TIE		X	Romero	Amaya
8 – TIE		X	Miller	Lori
8 – TIE		X	Stier	Justin
9		X	Thompson	Lauren


Mike Allen, Executive Director

Eligible List: Senior Office Assistant

Effective: April 11, 2024 - October 11, 2024

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1		X	Meadows	Angela
2		X	Bonillas	Denise
3 - TIE	X		Billingsley	Lisa
3 - TIE		X	Contestable	Paija
4 - TIE	X		Sands	Noreen
4 - TIE		X	Stiliha	Arica
4 - TIE	X		Deen	Elizabeth
5	X		Fuston	Jessica
6	X		LaMusga	Elizabeth
7		X	Ferreira	Tabitha
8 - TIE		X	Edwards	Patricia
8 - TIE		X	Easterbrook	Janice
9		X	Young	Kristina
10 - TIE	X		Gutierrez	Chondra
10 - TIE		X	Stinson	Ricci
10 - TIE		X	Moran	Ashley
11 - TIE		X	Paxton	Liana
11 - TIE		X	Kiracofe	Ashley
11 - TIE		X	Briggs	Jacqueline
12 - TIE		X	Ghidossi	Amber
12 - TIE		X	Scholl	Luke



Mike Allen, Executive Director

Eligible List:
Stock Clerk

Effective: March 25, 2024 - September 25, 2024

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1		X	Wilson	Erik
2		X	Keith	Debbie
3		X	Davis	Aaron
4		X	Chaparro	Jeffrey
5		X	Conway	Steven
6 - TIE		X	Daggett	Vicki
6 - TIE		X	Gaebe	Loren
7		X	Mandville	Meghan
8		X	Hernandez	Matthew
9		X	Bivens	Rashad
10		X	Gonzalez	Maria



Mike Allen, Executive Director

SENIORITY LIST - Cafeteria Cook Manager 1
April 22, 2024 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	8/23/2019	Urrutia	Jeovonna
2	8/12/2022	Corriea	Kathleen
3	11/27/2023	Jarjour	Ragheda
4	2/5/2024	Porter	Laura

SENIORITY LIST - IA-Computers

April 22, 2024 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	11/26/2001	Evans	Amy
2	5/3/2017	Clark	Sean
3	1/18/2018	Costello	Melissa
4	8/16/2018	Clark	Darren
5	11/16/2020	Boyer	Benjamin
6	2/14/2022	Lee	Cedric
7	8/15/2022	Kirk	Kelly
8	8/29/2022	Anderson	Catrina



Mike Allen, Executive Director-Human Resources

SENIORITY LIST - Instructional Paraprofessional
April 22, 2024 - 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	7/23/2009	Ricci	Julie
2	6/20/2002	Seig	April	41	8/30/2010	Hashemi	Sarah
3	7/1/2002	Manicci	Kelly	42	10/1/2010	Oldfield	Brian
4	7/1/2002	Baker	Stacey	43	10/18/2010	Buenrostro	Deborah
5	7/1/2002	Scovel	Jeanne	44	10/21/2010	Stewart	Sharon
6	7/1/2002	Langseth	Christine	45	10/25/2010	Schill	Angelina
7	7/1/2002	Parker	Martin	46	4/12/2011	Ryan	Patrick
8	7/1/2002	Palmer	Barbara	47	8/23/2011	Alba	Cesar
9	7/1/2002	Matlin	Dana	48	4/10/2012	Wootten	Rebekah
10	7/1/2002	Bock	Bida	49	7/1/2012	Weber	Lisa
11	7/1/2002	Gore-Zabala	Christine	50	8/20/2012	Hull	Saythong
12	8/8/2002	Carter	Julie	51	12/11/2012	Smithson	Birgitta
13	8/22/2002	Bodney	Teresa	52	2/4/2013	Ludlow	Debra
14	8/19/2003	Marschall	Kim	53	4/22/2013	Woodbury	Jeanne
15	8/19/2003	Ravetz	Angela	54	4/30/2013	Ukei	Hiroko
16	4/20/2004	Shapiro	Joanna	55	9/3/2013	Miller	Suzanne
17	8/3/2004	Payne	Kristan	56	9/18/2013	Ravetz	Ariel
18	8/30/2004	Clement	Nicole	57	10/7/2013	Williams	Janice
19	10/29/2004	Shippen	Mary	58	10/8/2013	Owen	Mary
20	1/11/2005	O'Kelley	Maryann	59	10/21/2013	Rikkelman	Jessica
21	3/1/2005	Watts	Christina	60	12/3/2013	Kavanagh	Colleen
22	3/7/2005	Plumer	Rugh	61	2/19/2014	Nelson	Jay
23	3/15/2005	Olson	Janet	62	2/28/2014	Rice-Capucion	Yvette
24	4/11/2005	Scholar	Michele	63	3/13/2014	Meier	Wendy
25	8/16/2005	Feingold	Rod	64	8/18/2014	Jackson	Rebecca
26	10/25/2005	Tracy	Jeffrey	65	8/18/2014	Corcoran	Carla
27	11/5/2005	English	Tammie	66	8/18/2014	Main	Kimberly
28	1/19/2006	Greif	Deann	67	8/18/2014	Blee	Ellen
29	2/28/2006	Joliff	Crystal	68	10/15/2014	Nielsen	Terra
30	3/13/2006	Reise	Marcy	69	10/24/2014	LeDuc	Michael
31	4/18/2006	Young	Yolanda	70	11/3/2014	Grebmeier	Wendy
32	8/15/2006	Dorghalli	Aftonia	71	1/5/2015	Farwell	Austin
33	8/15/2006	Vestnys	Mary	72	1/5/2015	Smith	Kristen
34	1/18/2007	Chmelynski	Tiffany	73	1/5/2015	Lucio	Patricia
35	4/10/2007	Bhojak	Deborah	74	2/2/2015	Johnson	Sonja
36	5/8/2007	Kingori	Miriam	75	2/19/2015	Smallhouse	Caius
37	6/19/2007	Robinson	Mitchell	76	3/31/2015	Jack	Diana
38	5/27/2008	Nelson	Lindsey	77	8/17/2015	Graves	Patrice
39	10/25/2008	Kelly	Mary	78	8/17/2015	Connaughton	Anna
				79	8/18/2015	Gibson	Sarah
				80	9/8/2015	Stratton	Marin
				81	10/5/2015	Carrillo	Saleena
				82	1/4/2016	Mecham	Christy
				83	1/4/2016	Lessenger	Ova


Mike Allen, Executive Director-Human Resources

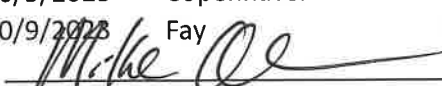
84	1/4/2016	Mueller	Melissa	132	3/25/2019	Spini	Allison
85	1/5/2016	Amaro	Patricia	133	3/25/2019	Dessert	Brittany
86	1/26/2016	Ward	Kristin	134	8/15/2019	Nash	Sheri
87	2/29/2016	Waslewski	Abigail	135	8/15/2019	Simpkins	Abbe
88	2/29/2016	Story	Glenn	136	8/15/2019	Smith	Erin
89	5/18/2016	Gonsalves	Maria	137	8/15/2019	Vlach	Monika
90	8/18/2016	Story	Teresa	138	8/15/2019	Aceves Zepeda	Alma
91	8/18/2016	Mino	Mary	139	8/15/2019	Peterson	Alexandra
92	8/18/2016	Cobery	Audrey	140	8/15/2019	Huber	Stefanie
93	8/18/2016	Pisani	Debra	141	10/9/2019	Lattin	Jenny
94	8/18/2016	Brewer	Lisa	142	10/9/2019	Arends	Yuki
95	8/31/2016	Avalos Huerta	Mayra	143	10/29/2019	Rodrigues	Jennifer
96	9/1/2016	Morton	Denise	144	11/7/2019	Dana	Jennifer
97	9/6/2016	Alexander Graf	Kimberly	145	12/2/2019	Brewster	Amy
98	9/6/2016	Langston	Dennel	146	2/28/2020	Masuda	Arielle
99	9/15/2016	Cummings	John	147	3/9/2020	Baker	Kelly
100	10/6/2016	Gess	Wade	148	3/9/2020	Cockcroft	Jennifer
101	12/19/2016	France	Brandy	149	3/9/2020	Gomez	Angelica
102	12/21/2016	Bellante	Lynne	150	3/9/2020	Moua	Benjamin
103	1/9/2017	Miller	Stephanie	151	3/23/2020	Dugan	Jacqueline
104	1/23/2017	Fashing	Kari	152	3/23/2020	McKeon	Kelly
105	3/6/2017	Boyer	Pamela	153	3/23/2020	O'Kelley	Danielle
106	3/6/2017	Lawrence	Malika	154	3/23/2020	Cortez	Savanna
107	3/20/2017	Ensign	Melonie	155	3/23/2020	Pastor	Kristi
108	3/20/2017	Hurd	Amanda	156	8/17/2020	Kamph	Brent
109	5/18/2017	Boyd	Donna	157	10/12/2020	Sackrider	Tamra
110	8/21/2017	Graubart	Tracy	158	10/12/2020	Caraway	Crystal
111	8/21/2017	Peterson Pierce	Hannah	159	1/11/2021	Mendoza	Rebecca
112	8/21/2017	West	Jeffrey	160	4/6/2021	Nielsen	Abigail
113	9/15/2017	Alvistur	Marisa	161	4/12/2021	Campos	Tara
114	10/2/2017	Meza	Maja	162	4/12/2021	Martin	Desiree
115	10/2/2017	Lyons	Sharon	163	4/15/2021	Casey	Bryan
116	12/6/2017	Bernson	Michelle	164	4/19/2021	Alonzo-Perez	Maria
117	1/9/2018	Taylor	Michelle	165	8/16/2021	Silva	Amanda
118	3/26/2018	Wahl	Sheila	166	8/16/2021	Norris	Suzanne
119	3/26/2018	Batman	Gerilynn	167	8/16/2021	Burson	Adam
120	3/26/2018	Molay	Blair	168	8/30/2021	Murphy	Julia
121	4/23/2018	Gordon-Cassidy	Ruth	169	9/7/2021	Fisher	Diane
122	5/8/2018	Watts	Kari	170	9/24/2021	Silva	Charles
123	5/15/2018	Stewart	Lauren	171	10/4/2021	Frazier	Sherrie
124	8/22/2018	Bettencourt	Meagan	172	10/14/2021	Estrada	Marcus
125	9/4/2018	Jordan	Laura	173	12/7/2021	Luther	Diana
126	10/25/2018	Richardson Alvarez	Beverly	174	1/3/2022	Fox	April
127	10/29/2018	Allinger	Lindsay	175	1/3/2022	Villa	Lourdes
128	11/5/2018	Ford	Shera	176	1/3/2022	Wilcox	Bradley
129	1/8/2019	Emmons	Karen	177	1/3/2022	Ventura	Nichole
130	1/8/2019	Vislosky	Matthew	178	1/3/2022	Van Laan	Sandra
131	3/25/2019	Varicelli	Anthony	179	1/3/2022	Barry	Keelin

Instructional Paraprofessional, 4/22/2024


Mike Allen, Executive Director-Human Resources

180	1/3/2022	Ochoa	Amber	228	12/1/2022	Robins	Sarah
181	1/3/2022	Chrisenson	Kelli	229	12/21/2022	Espinosa	Michael
182	1/26/2022	Greenwood	Quinn	230	1/9/2023	Hart	Quinn
183	2/10/2022	Alexander	Catherine	231	1/11/2023	Burwell	Benjamin
184	2/11/2022	Hildebrandt	Darlene	232	1/17/2023	Hoggard	Autumn
185	2/15/2022	Gutierrez	Sabrina	233	2/9/2023	Wideman	Celeste
186	2/24/2022	Thorne	Lacy	234	2/16/2023	Sheridan	Justyne
187	2/28/2022	Granados	Crystal	235	3/6/2023	Colvin Sebring	Emma
188	3/3/2022	Finley	Kassandra	236	3/8/2023	Buccola	Anthony
189	3/21/2022	Davis	Kelley	237	3/20/2023	Locker	Julia
190	3/22/2022	Phizackerly	Lisa	238	4/17/2023	Smith	Makayla
191	4/13/2022	Bechtold	Terra	239	4/17/2023	Borja Cordova	Cristina
192	4/19/2022	Anrig	Douglas	240	4/18/2023	Underwood	Kailey
193	8/15/2022	Fredrickson	Tiffany	241	4/27/2023	Cifuentes	Rafael
194	8/15/2022	Kerr	Hanna	242	5/15/2023	Alden	Mineth
195	8/15/2022	Smallhouse	Marcus	243	5/22/2023	Miller	Marysa
196	8/15/2022	Lopez	Anahi	244	8/21/2023	Payne	Brittany
197	8/15/2022	Schneider	Casey	245	8/21/2023	Hansen	Sarah
198	8/15/2022	Starks	Corrina	246	8/21/2023	Rechs	Lindsay
199	8/15/2022	Hammond	Joel	247	8/21/2023	Wesley	Joseph
200	8/15/2022	Hejl	Rebecca	248	8/21/2023	Moncrief	Danielle
201	8/15/2022	Daneau	Kristy	249	8/21/2023	Love	Michelle
202	8/15/2022	Leaf	Karen	250	8/21/2023	Lacy Sr.	Dirk
203	8/15/2022	Fowler	Rebecca	251	8/21/2023	Bardo	Zandra
204	8/15/2022	Renwick	Michalyn	252	8/21/2023	Fitzgerald	Jocelyn
205	8/15/2022	Starr-Flanagan	Jamie	253	8/21/2023	Maganda	Ana
206	8/23/2022	Bonnenfant	Jordan	254	8/21/2023	White	Andrew
207	8/29/2022	Johnsen Rouse	Erin	255	8/21/2023	Honea	Melanie
208	8/29/2022	Mincher	Suzzie	256	8/21/2023	Millard	Debbie
209	8/30/2022	Berry	Joshua	257	8/21/2023	Rodriguez Galvan	Sheyla
210	8/30/2022	Fields	Elijah	258	8/23/2023	Gutierrez	Amy
211	9/13/2022	Williams	Abigail	259	8/31/2023	Evans	Adriana
212	9/13/2022	Kleiner	Sydney	260	9/13/2023	Jones	Kyle
213	9/15/2022	Gutierrez	Chondra	261	9/15/2023	Laiton	Nancy
214	9/15/2022	Gelles	Naomi	262	9/18/2023	Costner	Shannon
215	9/19/2022	Rodriguez Nungaray	Esthefany	263	9/18/2023	Baugh	Leslie
216	9/20/2022	Hernandez	Nina	264	9/18/2023	Coppa	Jacob
217	9/21/2022	Dotson	Sierra	265	9/18/2023	Jordan	Christine
218	9/29/2022	Hall	Ryan	266	9/18/2023	Cadena	Kimberly
219	9/29/2022	Robertson	Natalie	267	9/21/2023	Naranjo-Peacock	Angela
220	10/3/2022	Sands	Jeremiah	268	9/25/2023	Lovell	Cassidy
221	10/7/2022	Riggi	Chase	269	10/3/2023	Argenal	Hailey
222	10/13/2022	Brighter	Lokelani	270	10/3/2023	King	Marijke
223	10/14/2022	Barron	Patricia	271	10/3/2023	Keene	Robert
224	10/17/2022	Morgan	Benjamin	272	10/3/2023	Banegas	Kassarah
225	10/19/2022	Allemandi-Schultz	Lynn	273	10/9/2023	Samay	Andrea
226	11/1/2022	Koehler	Renee	274	10/9/2023	Copenhagen	John
227	11/30/2022	Schmidt	Lisa	275	10/9/2023	Fay	Susan

Instructional Paraprofessional, 4/22/2024


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276	10/9/2023	Marshall	Emily
277	10/16/2023	Ramirez-Pila	Ana
278	10/18/2023	Rodriguez	Bianca
279	10/18/2023	Hill	Krista
280	10/23/2023	Gutierrez-James	Teresa
281	10/23/2023	Londry	Leah
282	10/23/2023	Avila	Sabrina
283	10/23/2023	Taylor-Vazquez	Marta
284	10/24/2023	Gonzalez	Dylan
285	10/25/2023	Reis	Marissa
286	10/30/2023	Auvinen	Matt
287	10/30/2023	MacGibbon	Emily
288	11/3/2023	Vought	Sarah
289	11/7/2023	Rice	Melanie
290	11/13/2023	Shelton	Jason
291	11/13/2023	Teves	Jasmine
292	11/13/2023	Wilson	Maggie
293	11/27/2023	Leahy	Sarah
294	11/29/2023	Partida	Karen
295	12/7/2023	Reribi	Halima
296	12/18/2023	Scott	Tyler
297	1/8/2024	Sheppard	Latasha
298	1/8/2024	Dillanes	Ashley
299	1/8/2024	Perez	Elenie
300	1/8/2024	Lorenzo	Sherrie
301	1/8/2024	Puckett	Isabelle
302	1/8/2024	Wilson	Dejane
303	1/22/2024	Jones	Gabriella
304	1/22/2024	Abreu	Johana
305	1/22/2024	Belser	Peyton
306	1/22/2024	Manrubia	Michelle
307	1/23/2024	Gonzalez	Anthony
308	1/24/2024	Britt	Summer
309	1/31/2024	Rye	Sydney
310	2/5/2024	Schlager	Jayme
311	2/5/2024	Brooks	Hilary
312	2/5/2024	Dilts	Ayrian
313	2/12/2024	Knauth	Mackenzie
314	2/20/2024	Hurst	Khalid
315	2/22/2024	Keables	Tyler
316	2/20/2024	Brannen	Kiana
317	2/20/2024	Abouzeid	Isabella
318	2/26/2024	Gran	Sydney
319	3/4/2024	Hunt	Debra
320	3/12/2024	Cox	Hannah
321	3/26/2024	Houle	Vangie

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Mike Allen, Executive Director-Human Resources

SENIORITY LIST - Sr Office Assistant

April 22, 2024 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	12/17/2010	Flint	Patricia
2	3/4/2014	Loch	Jenny
3	12/13/2016	Novak	Deborah
4	11/6/2017	Jones	Cynthia
5	4/4/2019	Wisdom	Angela
6	8/29/2019	Matz	Elizabeth
7	2/18/2020	Leonard	Alicia
8	1/4/2021	Anderson	Krystin
9	3/26/2021	Morley	Jamie
10	3/31/2022	Driscoll	Shannon
11	8/8/2023	Rogoff	Julia
12	8/8/2023	Wycoff	Larissa
13	1/31/2024	Porras	Marcelina



Mike Allen, Executive Director-Human Resources

SENIORITY LIST - Transportation Coordinator
April 22, 2024 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	1/23/2008	Ramos	Tamera

SENIORITY LIST - Parent Classroom Aide, LCC
April 22, 2024 – ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	8/16/2021	Lopez	Morgan
2	8/16/2021	Johnson	Erin
3	8/16/2021	Geyer	Katherine
4	4/22/2021	Arreola	Jessica


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Account	Description	2024/2025 Proposed Budget	
01-0000-0-0000-7400-4300-570-6200	Unrestr, Material-Supply	\$3,000.00	Materials and Supplies
01-0000-0-0000-7400-4305-570-6200	Unrest, Copy Charges	\$1,500.00	Copy Charges
01-0000-0-0000-7400-4400-570-6200	Unrestr, NonCapEquip	\$2,000.00	Non Capital Equipment
01-0000-0-0000-7400-5200-570-6200	Unrestr, Travel-Conf	\$16,680.00	Travel and Conference
01-0000-0-0000-7400-5300-570-6200	Unrestr, Dues-Membership	\$3,800.00	Dues and Memberships
01-0000-0-0000-7400-5755-570-6200	Unrestr, InterFdNS	\$550.00	Nutrition Services--Food Budget
01-0000-0-0000-7400-5800-570-6200	Unrestr, Prof-Consult-Op	\$10,500.00	Consultations/Legal Fees
01-0000-0-0000-7400-5819-570-6200	Unrestr, Lic-Certif-Phys	\$4,000.00	Licenses and Certificates
01-0000-0-0000-7400-5970-570-6200	Unrestr, PostageCharges	\$20.00	Postage
01-0000-0-0000-7492-5852-570-6200	Unrestr, Advertising	\$500.00	Advertising
01-0000-0-0000-7492-5857-570-6200	Unrestr, AlcoholDrugTest	\$1,000.00	Pre Employment Drug/Alcohol Testing
01-0000-0-0000-7493-5857-570-6200	Unrestr, AlcoholDrugTest	\$2,500.00	Post Employment Drug/Alcohol Testing
	Total	\$46,050.00	