

MEETING AGENDA OF THE PERSONNEL COMMISSION of
CHICO UNIFIED SCHOOL DISTRICT

The Personnel Commission meets on 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, September 28, 2026

	Purpose	Page(s)
CALL TO ORDER		
WELCOME TO VISITORS		
CONSIDERATION OF MINUTES		
1. Consider approval of the minutes of the regular meeting of August 24, 2026.	Action	26-296 – 26-297
BUSINESS		
2. Director's Report	Information	
3. Consider job announcement(s) for: Cafeteria Cook Manager 1, IA-Bilingual (Spanish), IP-Driver, Office Assistant Elementary Attendance, and Passenger Van Driver.	Action	26-298 – 26-302
4. Consider eligibility list(s) for: Cafeteria Satellite Manager, Custodian, Elementary Counseling Assistant, and Instructional Paraprofessional.	Action	26-303 – 26-308
5. Consider seniority list(s) for: Campus Supervisor, Custodian, Elementary Counseling Assistant, IA-Bilingual (Spanish), Instructional Paraprofessional, IP-Extensive Needs, Intensive Behavior Interventionist, Library Media Assistant, Maintenance Worker, Office Assistant Elementary Attendance, Preschool Assistant, School Bus Driver-Type 2, School Bus Driver/Utility Worker, Sr Equipment Mechanic, and Parent Classroom Aide @ Marigold, Shasta, and Sierra View.	Action	26-309 – 26-329
6. Consider revised job description for: Instructional Paraprofessional.	Action	26-330 – 26-332
7. Consider revised job description for: IP-Intensive Behavior Interventionist.	Action	26-333 – 26-335
8. Consider revised job description for: Director-Facilities and Construction.	Action	26-336 – 26-338
9. Announce date of regular meeting, October 26, 2026.	Announcement	

10. 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 with a 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. 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 3 rd 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	
11. Adjourn to Closed Session.	Closed Session	
12. Consider the evaluation of the Executive Director-Classified Human Resources.	Information	
13. Reconvene to Open Session.	Open Session	
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](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 x 20132 at least 24 hours in advance of the meeting. (Government Code §54954.2 (a) 1.)

PERSONNEL COMMISSION

Minutes for August 24, 2026

Regular Meeting

The Chico Unified School District Personnel Commission met in regular session at the administration building on August 24, 2026. The following were present:

Commission Members:

Gloria Bevers, Chairperson
Absent Scott Jones, Vice Chairperson
Susie Cox, Member

Staff Members:

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
The minutes of the June 22, 2026 regular meeting were considered and approved. (MSC) Cox/Bevers	Minutes Approved
Mike Allen, Executive Director-Human Resources, reported: - Mr. Allen reviewed the number of recruitments open, eligibility lists created, interviews scheduled or conducted, new hires processed, retirees, resignations, and position requests to be filled. - The Classified HR department led multiple trainings prior to school starting, including: The Management Team Training Day led by Mike Allen and Christina Macaluso, 45 were in attendance; Keith Hawkins Motivational Speaker, approximately 80 people were in attendance; the Annual Classified Training Day for select staff, 495 employees were invited to attend; and Rachel Shaw HR Consulting training day for Supervisors.	Director's Report
Job Announcement(s) for Cafeteria Satellite Manager, Custodian, Elementary Counseling Assistant, Instructional Paraprofessional (Closed July 6), Instructional Paraprofessional (Closed August 6), and Roving Cafeteria Assistant Cook Manager were considered and approved. (MSC) Cox/Bevers	Job Announcements Approved
Eligibility List(s) for Cafeteria Satellite Manager, Campus Supervisor, Instructional Assistant-Bilingual, Instructional Paraprofessional, IP-Driver (June 24), IP-Driver (July 15), IP-Extensive Needs, Intensive Behavior Interventionist (July 6), Intensive Behavior Interventionist (August 5), Library Media Assistant, Maintenance Worker, Office Assistant, Roving Cafeteria Assistant Cook Manager, and Targeted Case Manager-Bilingual (Spanish) were considered and approved. (MSC) Cox/Bevers	Eligible Lists Approved
Seniority List(s) for Cafeteria Assistant, Cafeteria Satellite Manager, Custodian, Director – Info Technology, Elementary Counseling	Seniority Lists Approved

Assistant, Financial Specialist, Health Assistant, IA-Bilingual, IA-Computers, Instructional Paraprofessional, IP-Driver, IP-Extensive Needs, Intensive Behavior Interventionist, Office Assistant, Passenger Van Driver, Preschool Assistant, Registrar, School Bus Driver-Type 2, School Bus Driver/Utility Worker, School Office Manager, Sr Custodian, Sr Office Assistant, Targeted Case Manager-Bilingual (Hmong), Targeted Case Manager-Bilingual (Spanish), Transportation Special Ed Aide, and Parent Classroom Aide @ Marigold and Shasta were considered and approved. (MSC) Cox/Bever	
The date of the next Personnel Commission meeting is scheduled for September 28, 2026.	Next Meeting
There were no suggestions or comments.	Suggestions and Comments
The meeting adjourned to Closed Session to consider the evaluation of the Executive Director-Human Resources at 4:19 pm.	Closed Session
The meeting reconvened to Open Session at 4:51 pm. There were no comments to report.	Open Session
The meeting was adjourned at 4:52 pm.	Adjournment

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

CAFETERIA COOK MANAGER 1
Salary Range: \$22.77/hour - \$35.32/hour
Starting Salary: \$22.77/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 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 20185.**
- E. Complete all parts of the application. Any requested attachments must be received by 11:59 PM on the closing date.

THE POSITION – The District is establishing an eligible list for CAFETERIA COOK MANAGER 1. 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. **Three years of responsible food service experience including some supervisory experience, and equivalent to the completion of the twelfth grade supplemented by specialized training or course work in food preparation, food service management, child nutrition or a related field is required.** Qualifying candidates will be invited to the exam process. 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 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 with 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%. 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.

Friday, September 18, 2026 11:59 PM
Wednesday, September 30, 2026 (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 \$1,453/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 towards 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 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 & PRESS 5-6

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

INSTRUCTIONAL ASSISTANT–BILINGUAL (SPANISH/ENGLISH)
Salary Range: \$21.13–\$32.81/Hour
Starting Salary: \$21.13/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 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 20152.**
- 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: **Thursday September 24th, 2026 at 12:00 PM**
- b. Date of Competency Test: **Thursday, October 1st, 2026 (during the day)**
- c. Date of Oral/Performance Exam (interview): **Monday, October 12th, 2026 (during the day)**
- d. Certification shall be according to Merit System §1507.

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 \$1,453/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

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

JOB LINE 530-891-3000

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

INSTRUCTIONAL PARAPROFESSIONAL-DRIVER
Salary Range: \$20.25 – \$31.42/Hour
Starting Salary: \$22.33/Hour

Salary Placement – **Employment is at the third step for new employees.** 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 20152.**
- 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 Instructional Paraprofessional-Driver. 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: **Some experience working in an organized education or childcare setting; Two (2) years of experience in the operation of a motor vehicle and a continuous good driving record; Experience driving a van is highly desirable; Must be at least 25 years of age.** 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 completion of 48+ college units will not take the written exam.** 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.

September 8th, 2026 at 12:00 PM

September 17th, 2026 at 1:30 PM

JOB DESCRIPTION INFORMATION (see reverse side)

EMPLOYMENT INFORMATION FOR BARGAINING UNIT CLASSIFICATIONS

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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 \$1,453/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.

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

OFFICE ASSISTANT ELEMENTARY ATTENDANCE
Starting Salary: \$20.12/Hour
Salary Range: \$20.12 – \$31.22/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 20185.**
- E. Complete all parts of the application. Any requested attachments must be received by 11:59 PM on the closing date. **Late applications are not accepted.**

THE POSITION

The District is establishing an eligible list for **OFFICE ASSISTANT ELEMENTARY ATTENDANCE**. Positions usually work part time, 4 – 6 hours per day, 197 days per year. 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: **One year of general clerical experience, equivalent to the completion of the twelfth grade and ability to type or operate a keyboard at a level proficient for successful job performance.** The District will determine the top candidates based solely on the information submitted on the application. 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 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 candidates who pass the written exam 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.

Tuesday, September 8, 2026, 12:00 PM
Tuesday, September 15, 2026 (during the day)
Thursday, September 24, 2026 (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 \$1,453/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.

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

PASSENGER VAN DRIVER
Starting Salary: \$21.69/Hour
Salary Range: \$21.69–\$29.04/Hour

Salary Placement – **Employment is at the fourth step for new employees.** 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. 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 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 20185.**
- E. Complete all parts of the application. The completed application and any requested attachments must be received by 11:59 PM on the closing date. Late applications are not accepted.

THE POSITION

The District is establishing an eligible list for Passenger Van Driver. The eligible list resulting from this recruitment will be used to fill openings in this classification for up to 6 months. A typical way to obtain the knowledge, skills and abilities would be: **Two years of experience in the operation of a motor vehicle and a continuous good driving record. Experience driving a van is highly desirable. Must be at least 25 years of age. Applicants must possess an appropriate, valid California Class C driver's license and current First Aid and CPR Certificates or, meet/maintain the requirements for a valid California School Bus Driver's Certificate with first aid training and DMV Medical Examiner's Certificate.** 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 will be invited to an Oral Exam (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: **Monday, September 7, 2026 @ 11:59 PM**
- B. Date of Oral Exam (personal interview): **TBD (during the day)**
- C. Certification shall be according to Merit System §1507.

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 \$1,453/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 East Seventh Street | Chico, CA 95928 – (530) 891-3000 x 20240

Eligible List For: Cafeteria Satellite

Effective: July 13, 2026 – January 13, 2026

August 25, 2026 – February 25, 2027

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1-TIE		X	Bakke	Brandon
1-TIE		X	Meredith	Alaynah
2		X	Dennis	Matthew
3		X	Villett	Shalla
4-TIE		X	Parkinson	Cheryl
4-TIE		X	Navarro	Evelyn
5		X	Smith	Dylin
6		X	Harris	Jaramiah
7		X	Belcher	Stephanie
8		X	Sann	Chamroeun
9-TIE		X	Brown	Jeremie
9-TIE		X	Love	Robert



Mike Allen, 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: **March 13, 2026 – September 13th, 2026**
August 19th 2026 – February 19th, 2027

Rank	Prom	Open	Last Name	First Name
1		X	Vargas	Joel
2		X	Guzman	Miriam
3		X	Millican	Joshua
4		X	DuVal	Wyatt
5-Tie	X		Rodriguez	Christopher
5-Tie		X	Wilson	Erik
6-Tie		X	Kidd	Hunter
6-Tie		X	Connolly	Sharron
7		X	Nunez	Victor
8		X	Powell	Carl
9		X	Cockrum	Keira
10-Tie		X	Aparicio	Allan
10-Tie		X	Huerto	Vianey
11-Tie		X	Belcher	Stephanie
11-Tie		X	Clark	Josh
12		X	Rodrigues	Tylor
13		X	Horne	Daniel
14		X	Boulom	Souvanny
15		X	Miranda-Rivas	Annie



Mike Allen, Executive Director

Eligible List:

(530) 891-3000

Elementary Counseling Assistant

Effective: May 18, 2026 – November 18, 2026

August 19, 2026 – February 19, 2027

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1-TIE		X	Wrangham	Shelby
1-TIE		X	Gallegos	Krystall
2		X	Bingham	Hanna
3		X	Davis	Mahraya
4-TIE		X	Meek	Grace
4-TIE		X	Tofft	Jennifer
5-TIE		X	Castanon-Herbert	Brittney
5-TIE		X	Hanna	Jennifer
5-TIE		X	McKenna	Lesley
6-TIE		X	Barraza	Addie
6-TIE	X		Hidalgo	Elias
7		X	Hogue	Riley
8		X	Rothenberger	Vehlilah
9-TIE		X	Rice	Emily
9-TIE		X	Bruno	Delaney
9-TIE		X	Russell	Danielle
9-TIE		X	Cosentino	Diamond
10		X	Cantu-Maher	Haley
11-TIE		X	Vang	Kia
11-TIE		X	Castrejon	Rocio
12-TIE		X	Ericson	Rachael
12-TIE		X	Ellenson	Meli
13-TIE		X	Bleck	April
13-TIE		X	White	Nova
13-TIE		X	Brittle	Emily
14-TIE		X	Solano	Josue

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
14-TIE		X	Stuart	Jayden
14-TIE		X	Gamino	Isla
14-TIE		X	Pendleton	Rachael
15		X	Gibson	Donovan
16		X	Martinez	Michelle
17		X	Corniciuc	Lex
18		X	Corona	Cintia


Mike Allen, 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

Effective: August 18th, 2026 – February 18th, 2026

July 13th, 2026 – January 13th, 2027

May 29th, 2026 - November 29th, 2026

Rank	Prom	Open	Last Name	First Name
1		X	Holt-Vanasek	Stormi
2	X		Dufault	Katie
3-Tie		X	Barragan	Valerie
3-Tie		X	Canup	Alexis
3-Tie		X	Dahl	Ashley
3-Tie		X	Huber	Brooke
3-Tie		X	Manning	Audrey
3-Tie		X	Nunez	Annmarie
3-Tie		X	Pendleton	Rachael
3-Tie		X	Price	Chelsie
3-Tie		X	Rizzuto	Bailey
3-Tie		X	Singleton	James
3-Tie		X	Teboul	Nathan
3-Tie		X	Williams	Madison
3-Tie		X	Wolff	Katie
3-Tie		X	Wright	Jeffery
4		X	Lemus	Cierralyn
5-Tie		X	Cisneros-Meza	Melissa
5-Tie		X	McCaig	Sabrina
6-Tie		X	Arnett Omondi	Emma
6-Tie		X	Ellenson	Silas
6-Tie		X	Harris	Jeramiah
6-Tie		X	Montano	Kianna
6-Tie		X	Murphy	Charley
6-Tie		X	Roberson	Lori
6-Tie		X	Sayres	Amelia
6-Tie		X	Odekirk	Tyler
6-Tie		X	Borrego	Rebekah
6-Tie		X	Hancock	Ryan
6-Tie		X	Nelson	Nyah
6-Tie		X	Vargas	Elizabeth

6-Tie		X	Vojnovic	Jakob
6-Tie		X	Borrego	Rebekah
6-Tie		X	Chambers	Kelsey
6-Tie		X	Jones	Nic
6-Tie		X	Newby	Sierra
7	X		Mordwinow	Whitney
8		X	Lopez	Lucia
9-Tie	X		Thacker	Kelli
9-Tie		X	Atkinson	Cathy
9-Tie		X	McEvoy	Emily
10-Tie		X	Mead	Olivia
10-Tie		X	Aza-Hurtado	Joselyn
11		X	Campbell	Laurie
12		X	Bone	Aliza
13		X	Chavez-Alaniz	Lizzet
14		X	Kight	Heather
15-Tie		X	Kennedy	Jaidyn
15-Tie		X	Mincher	Suzzie
15-Tie		X	Thorne	Lacy
16		X	Grayson	Teala

Mike Allen, Executive Director

SENIORITY LIST - Campus Supervisor

September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	10/7/1999	Coogan	Matthew
2	11/17/2003	O'Brien	Casey
3	8/17/2004	Runnells	Marina
4	10/4/2007	Collado	Josh
5	1/13/2009	Nelson	Jay
6	8/19/2013	LaMusga	Elizabeth
7	4/24/2017	LeDuc	Michael
8	8/21/2017	Ravetz	Ariel
9	5/23/2019	Forayter	John
10	8/15/2019	Leer	Wendi
11	9/6/2019	Gomez	Angelica
12	8/16/2021	Ramirez	Paula
13	10/18/2021	Haddid	Nancy
14	1/3/2022	Kimbler	Valerie
15	1/28/2022	Connaughton	Anna
16	8/16/2022	Martinez	Savannah
17	11/2/2022	Varicelli	Anthony
18	11/29/2022	Hurd	Shannon
19	1/18/2023	Shonk	Amy
20	3/28/2023	Rodriguez Rangel	Fernando
21	7/1/2023	Delgado	Kristina
22	8/18/2025	Chew	Kyle
23	11/12/2025	Garcia	Timothy
24	1/8/2026	Renteria Graciano	Constantino
25	4/1/2026	Smith	Serina
26	8/12/2026	Calderon	Roman
27	8/24/2026	Pocock	Elizabeth
28	9/8/2026	Gallegos-Ambris	Anthony
29	9/14/2026	Sabral	Tiffany



SENIORITY LIST - Custodian

September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME				
1	7/28/1997	Hungate	Howard	27	11/23/2022	Wilson	Starr
2	2/17/2006	Johnston	Joseph	28	2/21/2023	Rodriguez	Rocio
3	2/21/2006	Thao	Toua	29	5/1/2023	Roberts	Frank
4	11/9/2006	Yang	Houa	30	5/1/2023	Villa	Manuel
5	8/21/2012	Hammon	Keli	31	5/1/2023	Nakamoto	Joshua
6	3/9/2015	Hitson	Denise	32	5/18/2023	Baisley	Adam
7	7/6/2015	Nemat-Nasser	David	33	8/10/2023	Brewer	Kimberly
8	7/6/2015	Stoklasa	Anthony	34	8/21/2023	Decker	Tamala
9	7/11/2016	Adams	Daniel	35	9/19/2023	Zepeda	Roberto
10	3/6/2017	Robinson	Austin	36	11/20/2023	Jaime	Francisco
11	9/24/2018	Zavala	Yolanda	37	8/13/2024	Moeller	Christopher
12	5/18/2020	Carroll	Katherine	38	8/26/2024	Taylor	Ryan
13	1/19/2021	Jones	Jason	39	5/1/2025	Redmond	Hallie
14	1/19/2021	Asosi	Mareko	40	5/29/2025	Sierra Aguilar	Eliasib
15	1/19/2021	Villa	Sonia	41	5/29/2025	Dobkins	Ryan
16	6/7/2021	Tourville	Tiffany	42	12/1/2025	Moua	Aliya
17	6/21/2021	Cisneros	Norma	43	12/1/2025	Vazquez	Maria
18	10/27/2021	Aaron	Alzea	44	12/1/2025	Lee	Yee
19	10/27/2021	Pimentel	Sain	45	1/14/2026	Swick	Heather
20	10/28/2021	Greife	Joshua	46	1/22/2026	Haskell	Adam
21	2/10/2022	Figuro de	Hilda	47	1/27/2026	Daleal	Ajairus
22	2/10/2022	Gardner	Randal	48	4/7/2026	Esparza	Araceli
23	4/8/2022	Sanders	Steven	49	4/7/2026	Griffis	Jason
24	6/28/2022	Godinez	Fidelina	50	7/16/2026	Guzman	Miriam
25	7/18/2022	Santoyo	Maria	51	8/12/2026	Rangel	Reyes
26	8/30/2022	Yang	Chao	52	9/10/2026	Millican	Joshua
				53	9/17/2026	Boulom	Savanny



SENIORITY LIST - Elementary Counseling Assistant
September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	8/29/2016	Aicega	Dianna
2	4/15/2019	Fabian	Ryan
3	1/24/2023	Martin	Kasey
4	5/5/2023	Sautner	Sarah
5	11/27/2023	McLean	Claire
6	8/26/2024	Mendoza	Yadira
7	8/25/2025	Sheridan	Sagan
8	8/25/2025	Howell	Sabrina
9	8/25/2025	Perez-Miranda	Nayeli
10	10/14/2025	Corona	Hailey
11	8/24/2026	Katz	Samuel
12	9/23/2026	McKenna	Lesley



SENIORITY LIST - IA-Bilingual (Spanish)

September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

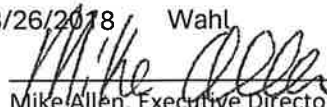
RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	8/13/2008	Wong Espinal	Marlia
2	11/10/2014	Zavala	Maribel
3	1/20/2015	Chavez Cortes	Angelica
4	2/11/2015	Alexander	Maria
5	5/18/2015	Avalos Huerta	Mayra
6	8/18/2016	Martinez	Irma
7	5/18/2017	Zavala	Brenda
8	10/26/2020	Diaz	Patricia
9	9/20/2021	Alonso	Gisela
10	2/27/2023	Herrera-Hernandez	Jennifer
11	5/1/2023	Hernandez	Norma
12	8/24/2023	Espinoza	Angela
13	8/16/2024	Salas	Luna
14	8/16/2024	Corona-Perez	Gabriela
15	8/16/2024	Brown	Adriann
16	8/27/2024	Colin	Jennifer
17	10/28/2024	Cuadros-Gonzalez	Elena
18	8/18/2025	Roldan-Mojica	Sandra
19	8/18/2025	Mello	Dulce
20	8/18/2025	Ramos Garcia	Eduardo
21	4/27/2026	Leon-Barron	Stephanie
22	8/12/2026	Torres-Avila	Laura



SENIORITY LIST - Instructional Paraprofessional
September 28, 2026 - 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	8/18/2014	Corcoran	Carla
2	7/1/2002	Baker	Stacey	41	8/18/2014	Main	Kimberly
3	7/1/2002	Langseth	Christine	42	10/15/2014	Nielsen	Terra
4	7/1/2002	Parker	Martin	43	10/24/2014	LeDuc	Michael
5	7/1/2002	Palmer	Barbara	44	11/3/2014	Grebmeier	Wendy
6	7/1/2002	Gore-Zabala	Christine	45	1/5/2015	Farwell	Austin
7	8/22/2002	Bodney	Teresa	46	1/5/2015	Smith	Kristen
8	8/1/2003	Scovel	Jeanne	47	1/5/2015	Lucio	Patricia
9	8/19/2003	Ravetz	Angela	48	2/2/2015	Johnson	Sonja
10	8/3/2004	Payne	Kristan	49	3/31/2015	Jack	Diana
11	8/30/2004	Clement	Nicole	50	8/17/2015	Graves	Patrice
12	3/1/2005	Watts	Christina	51	8/17/2015	Connaughton	Anna
13	3/15/2005	Olson	Janet	52	8/18/2015	Gibson	Sarah
14	4/11/2005	Scholar	Michele	53	9/8/2015	Stratton	Marin
15	8/16/2005	Feingold	Rod	54	10/5/2015	Carrillo	Saleena
16	10/25/2005	Tracy	Jeffrey	55	1/4/2016	Mecham	Christy
17	11/5/2005	English	Tammie	56	1/4/2016	Lessenger	Ova
18	3/13/2006	Reise	Marcy	57	1/4/2016	Mueller	Melissa
19	8/15/2006	Dorghalli	Aftonia	58	1/26/2016	Ward	Kristin
20	1/18/2007	Chmelynski	Tiffany	59	2/29/2016	Waslewski	Abigail
21	4/10/2007	Bhojak	Deborah	60	5/18/2016	Gonsalves	Maria
22	5/8/2007	Kingori	Miriam	61	8/18/2016	Smith	Teresa
23	6/19/2007	Robinson	Mitchell	62	8/18/2016	Mino	Mary
24	5/27/2008	Nelson	Lindsey	63	8/18/2016	Pisani	Debra
25	8/30/2010	Hashemi	Sarah	64	8/18/2016	Brewer	Lisa
26	10/18/2010	Buenrostro	Deborah	65	8/31/2016	Avalos Huerta	Mayra
27	4/12/2011	Ryan	Patrick	66	9/6/2016	Alexander Graf	Kimberly
28	8/20/2012	Hull	Saythong	67	9/6/2016	Langston	Dennel
29	12/11/2012	Smithson	Birgitta	68	9/15/2016	Cummings	John
30	2/4/2013	Ludlow	Debra	69	12/19/2016	France	Brandy
31	4/22/2013	Woodbury	Jeanne	70	12/21/2016	Bellante	Lynne
32	4/30/2013	Ukei	Hiroko	71	1/9/2017	Miller	Stephanie
33	9/18/2013	Ravetz	Ariel	72	1/23/2017	Fashing	Kari
34	10/21/2013	Rikkelman	Jessica	73	3/6/2017	Lawrence	Malika
35	12/3/2013	Kavanagh	Colleen	74	3/20/2017	Ensign	Melonie
36	2/19/2014	Nelson	Jay	75	3/20/2017	Hurd	Amanda
37	2/28/2014	Rice-Capucion	Yvette	76	8/21/2017	Graubart	Tracy
38	3/13/2014	Meier	Wendy	77	8/21/2017	Peterson Pierce	Hannah
39	8/18/2014	Jackson	Rebecca	78	10/2/2017	Meza	Maja
				79	10/2/2017	Lyons	Sharon
				80	12/6/2017	Bernson	Michelle
				81	1/9/2018	Taylor	Michelle
				82	1/18/2018	Boyd	Donna
				83	3/26/2018	Wahl	Sheila


Mike Allen, Executive Director-Human Resources

84	3/26/2018	Batman	Gerilynn	132	4/19/2022	Anrig	Doug
85	4/23/2018	Gordon-Cassidy	Ruth	133	8/15/2022	Fredrickson	Tiffany
86	5/8/2018	Watts	Kari	134	8/15/2022	Starks	Corrina
87	5/15/2018	Stewart	Lauren	135	8/15/2022	Hejl	Rebecca
88	8/22/2018	Bettencourt	Meagan	136	8/15/2022	Leaf	Karen
89	3/25/2019	Varicelli	Anthony	137	8/15/2022	Fowler	Rebecca
90	7/18/2019	Gelles	Naomi	138	8/15/2022	Renwick	Michalyn
91	8/15/2019	Simpkins	Abbe	139	8/15/2022	Starr-Flanagan	Jamie
92	8/15/2019	Smith	Erin	140	8/23/2022	Bonnenfant	Jordan
93	8/15/2019	Huber	Stefanie	141	8/29/2022	Johnsen Rouse	Erin
94	10/9/2019	Lattin	Jenny	142	8/30/2022	Fields	Elijah
95	10/9/2019	Arends	Yuki	143	9/13/2022	Hawkins	Abigail
96	10/29/2019	Rodrigues	Jennifer	144	9/19/2022	Rodriguez Nungaray	Esthefany
97	12/2/2019	Brewster	Amy	145	9/20/2022	Hernandez	Nina
98	3/9/2020	Baker	Kelly	146	9/21/2022	Dotson	Sierra
99	3/9/2020	Gomez	Angelica	147	9/29/2022	Hall	Ryan
100	3/23/2020	Dugan	Jacqueline	148	9/29/2022	Robertson	Natalie
101	3/23/2020	O'Kelley	Danielle	149	10/3/2022	Sands	Jeremiah
102	3/23/2020	Cortez	Savanna	150	10/13/2022	Brighter	Lokelani
103	3/23/2020	Pastor	Kristi	151	10/14/2022	Barron	Patricia
104	10/12/2020	Ferris	Tamra	152	10/19/2022	Allemandi-Schultz	Lynn
105	1/11/2021	Mendoza	Rebecca	153	12/1/2022	Robins	Sarah
106	4/12/2021	Campos	Tara	154	2/16/2023	Sheridan	Justyne
107	4/12/2021	Martin	Desiree	155	3/6/2023	Colvin Sebring	Emma
108	4/19/2021	Alonzo-Perez	Maria	156	3/8/2023	Buccola	Anthony
109	8/16/2021	Silva	Amanda	157	4/18/2023	Underwood	Kailey
110	8/16/2021	Norris	Suzanne	158	5/22/2023	Miller	Marysa
111	8/16/2021	Burson	Adam	159	8/21/2023	Payne	Brittany
112	8/30/2021	Murphy	Julia	160	8/21/2023	Wesley	Joseph
113	9/24/2021	Silva	Charles	161	8/21/2023	Moncrief	Danielle
114	10/4/2021	Frazier	Sherrie	162	8/21/2023	Love	Michelle
115	10/14/2021	Estrada	Marcus	163	8/21/2023	Bardo	Zandra
116	12/7/2021	Luther	Diana	164	8/21/2023	Fitzgerald	Jocelyn
117	1/3/2022	Fox	April	165	8/21/2023	Honea	Melanie
118	1/3/2022	Villa	Lourdes	166	8/21/2023	Rodriguez Galvan	Sheyla
119	1/3/2022	Wilcox	Bradley	167	9/13/2023	Jones	Kyle
120	1/3/2022	Van Laan	Sandra	168	9/18/2023	Baugh	Leslie
121	1/3/2022	Barry	Keelin	169	9/18/2023	Jordan	Christine
122	1/3/2022	Ochoa	Amber	170	9/18/2023	Cadena	Kimberly
123	1/3/2022	Chrisenson	Kelli	171	9/25/2023	Lovell	Cassidy
124	1/26/2022	Greenwood	Quinn	172	10/3/2023	Argenal	Hailey
125	2/10/2022	Alexander	Catherine	173	10/3/2023	King	Marijke
126	2/11/2022	Hildebrandt	Darlene	174	10/3/2023	Keene	Robert
127	2/15/2022	Gutierrez	Sabrina	175	10/3/2023	Banegas	Kassarah
128	2/28/2022	Granados	Crystal	176	10/9/2023	Fay	Susan
129	3/3/2022	Finley	Kassandra	177	10/9/2023	Marshall	Emily
130	3/21/2022	Davis	Kelley	178	10/18/2023	Hill	Krista
131	4/13/2022	Bechtold	Terra	179	10/23/2023	Gutierrez-James	Teresa

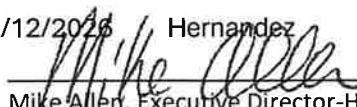
Instructional Paraprofessional, 9/28/2026

Mike Allen, Executive Director-Human Resources

180	10/23/2023	Londry	Leah	217	10/7/2024	Hiller	Kenneth
181	10/23/2023	Avila	Sabrina	218	10/7/2024	Gilbert	Marie
182	10/23/2023	Taylor-Vazquez	Marta	219	10/21/2024	Saise	Melissa
183	10/30/2023	MacGibbon	Emily	220	11/12/2024	Centeno	Sonia
184	11/7/2023	Rice	Melanie	221	11/13/2024	Wilson	Maggie
185	11/13/2023	Shelton	Jason	222	11/28/2024	Raya	Evelyn
186	11/29/2023	Partida	Karen	223	12/9/2024	Duda	Heather
187	12/7/2023	Reribi	Halima	224	12/9/2024	Graves	Melexcia
188	1/8/2024	Lorenzo	Sherrie	225	12/9/2024	Lynch	Haley
189	1/22/2024	Jones	Gabriella	226	1/7/2025	Yasin	Lamees
190	1/24/2024	Britt	Summer	227	1/27/2025	Miller	Heather
191	1/31/2024	Rye	Sydney	228	1/27/2025	Del Bosco	Anna
192	2/5/2024	Schlager	Jayme	229	2/10/2025	Vallerga	Debra
193	2/5/2024	Brooks	Hilary	230	2/10/2025	Guild	Katherine
194	2/5/2024	Dilts	Ayrian	231	2/18/2025	Brogdon	Patricia
195	2/20/2024	Hurst	Khalid	232	2/18/2025	Boykin	Savannah
196	2/20/2024	Brannen	Kiana	233	2/20/2025	Brighter	Renee
197	2/20/2024	Abouzeid	Isabella	234	3/10/2025	Contreras	Jackeline
198	4/10/2024	Favela	Monica	235	3/10/2025	Herrera	Victoria
199	4/22/2024	Contreras	Rosenda	236	3/10/2025	Kaufmann	Sienna
200	4/23/2024	Heryford	Carley	237	3/24/2025	Walker	Latoya
201	5/6/2024	Davidson-Mays	Ymonne'	238	3/25/2025	Simmons	Georgia
202	8/16/2024	Gill	Reina	239	3/26/2025	Granados	Danielle
203	8/16/2024	Torres	Arlene	240	3/26/2025	Walsemann	Erin
204	8/16/2024	Del Cid	Janeth	241	3/26/2025	Galloway	Patricia
205	8/16/2024	Kerr	Rebekah	242	3/28/2025	Long	Shanon
206	8/16/2024	Campos	Liliana	243	3/31/2025	Fortune	Stephenie
207	8/16/2024	Spini	Gina	244	3/31/2025	Atkins	Melissa
208	8/16/2024	Perondi	Angela	245	4/10/2025	Wells	Amanda
209	8/16/2024	Nash	Amber	246	4/14/2025	Sprague	Randi
210	8/16/2024	Rushton	Judith	247	4/23/2025	Hoffman	Thomas
211	8/16/2024	Zamora-Enriquez	Gloria	248	4/28/2025	Prather	Elsie
212	8/16/2024	Lomeli	Cristian	249	5/27/2025	Person	Erica
213	8/19/2024	Jackson-Hill	Endiyalynn	250	8/18/2025	Katz	Andrea
214	8/19/2024	Surita	Tangi	251	8/18/2025	Hernandez	Angelica
215	8/19/2024	Tindill	Taryn	252	8/18/2025	Guidi	Angela
216	8/26/2024	Santo	Crystal				



253	8/18/2025	Slater	Angela	300	1/20/2026	Sherrell	Alexis
254	8/18/2025	Montenegro	Allie	301	1/26/2026	Chapel	Roby
255	8/18/2025	Marchan	Jose	302	1/26/2026	Canfield	Kelcey
256	8/18/2025	Sayavong-Vann	Sahtiah	303	2/2/2026	Williams	Terry
257	8/18/2025	Baxter	Samantha	304	2/3/2026	Clark	Jesse
258	8/18/2025	Saber	Karima	305	2/11/2026	Pinales	Bonita
259	8/18/2025	Dempsey	Nicole	306	3/2/2026	Sarin	Heather
260	8/18/2025	Jahromi	Hannah	307	3/2/2026	Drummond	Kiley
261	8/18/2025	Ghidossi	Amber	308	3/5/2026	Anderson	Lily
262	8/18/2025	Ferrel	Isabell	309	3/9/2026	Jordan	Laura
263	8/18/2025	Thorne	Lacy	310	3/23/2026	Schultz	Olive
264	8/18/2025	Francis	Stephanie	311	3/25/2026	Sheppard	Latasha
265	8/18/2025	Smith	Serina	312	3/30/2026	Battaglia	Ava
266	8/18/2025	Rollins	Makayla	313	3/30/2026	Seipel	April
267	8/18/2025	Gallaher	Cooper	314	3/30/2026	Marubashi	Breana
268	8/18/2025	Phillips	Ariel	315	3/30/2026	Griffin	Tara
269	8/18/2025	Horton	Randi	316	3/30/2026	Rosales	Edson
270	8/18/2025	Tovar-Tapiero	Ana	317	3/31/2026	Irwin	Margie
271	8/18/2025	Branch	Broderick	318	4/1/2026	Carlos-Silva	Melissa
272	8/18/2025	Boone	Makayla	319	4/7/2026	Myvett III	Reisden
273	8/18/2025	Sullivan	Jillian	320	4/13/2026	Reyes-Muñoz	Ariana
274	8/25/2025	Vanderbilt	Chantal	321	4/29/2026	Dudman	Kenneth
275	9/25/2025	Burke	Leslie	322	5/8/2026	Leach	Ashlee
276	9/29/2025	Renteria-Graciano	Constantino	323	5/8/2026	Van Gooden	Rosalind
277	9/30/2025	Merrill	Jessica	324	5/11/2026	Shippen	William
278	10/1/2025	Vina	Angelina	325	5/11/2026	Reed	Leah
279	10/13/2025	Molchen	Joshua	326	5/12/2026	Padilla	Joseph
280	10/17/2025	Brown	Jordan	327	5/26/2026	Pappani McDermott	Kai
281	10/17/2025	Peterson	Molly	328	6/1/2026	Chavez	Ashley
282	10/17/2025	Varicelli	Kayla	329	7/1/2026	Ghiorso	Adam
283	10/20/2025	Wilson	Alethea	330	7/1/2026	Jones	Kyle
284	10/27/2025	Avalos	Isabella	331	8/12/2026	Wells	Jordan
285	10/27/2025	Chacon	Adalia	332	8/12/2026	Johnson	Sa'drea
286	10/30/2025	Eldridge	Brittany	333	8/12/2026	Chaffey	Stacy
287	11/3/2025	Gerfen	Madison	334	8/12/2026	Johnson	Erin
288	11/7/2025	Moran	Ashely	335	8/12/2026	Holderman	Quinn
289	11/17/2025	Lefevvers	Eric	336	8/12/2026	Martinez Garcia	Evelyn
290	11/17/2025	Macias	Leticia	337	8/12/2026	Collins	Alma
291	11/17/2025	Koskey	Faith	338	8/12/2026	Dizon	Nikki
292	11/18/2025	Auvinen	Matt	339	8/12/2026	Morris	Jennifer
293	12/1/2025	Holt	Dora	340	8/12/2026	Anderson	Catrina
294	12/11/2025	Valdez	Brandy	341	8/12/2026	Bray	Melissa
295	12/15/2025	Rangel	Joel	342	8/12/2026	Brown-Kinell	Lauren
296	1/5/2026	Bucholz	Kai	343	8/12/2026	Black	Steven
297	1/13/2026	Thomas	Joshua	344	8/12/2026	Molesworth	Ruby
298	1/13/2026	Layton	Scott	345	8/12/2026	O'Brien	Jeffrey
299	1/14/2026	Ward	Charis	346	8/12/2026	Hernandez	Angelita


Mike Allen, Executive Director-Human Resources

347	8/12/2026	Hopson	Cahden
348	8/12/2026	Young	Kristina
349	8/12/2026	Plymesser	Christopher
350	8/12/2026	Gallegos-Ambris	Anthony
351	8/12/2026	Brown	Christina
352	8/12/2026	Contreras Arellano	Elisa
353	8/12/2026	Plumer	Ruthann
354	8/12/2026	Kennedy	Aaron
355	8/12/2026	Rash	Tranise
356	8/12/2026	Ferrero	Rebecca
357	8/12/2026	Van Gilder	Katie
358	8/12/2026	Pantoja	Veronica
359	8/12/2026	Lent	Liana
360	8/12/2026	Dorn	Shawna
361	8/17/2026	Griffin	Teeona
362	8/27/2026	Alford	Kierra
363	9/8/2026	Vojnovic	Jaye
364	9/10/2026	Kennedy	Jaidyn
365	9/14/2026	Jones	Nic
366	9/21/2026	Cisneros-Meza	Melissa
367	9/21/2026	Dufault	Katie
368	9/21/2026	Mordwinow	Whitney
369	9/28/2026	Roberson	Lori



SENIORITY LIST - IP-Extensive Needs

September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	8/16/2024	Maganda	Ana
2	8/16/2024	Hansen	Sarah
3	8/16/2024	Jordan	Laura
4	8/16/2024	Lacy Sr.	Dirk
5	8/16/2024	Phizackerley	Lisa
6	8/16/2024	Story	Glenn
7	10/21/2024	Bettencourt	Kiara
8	11/5/2024	Knauth	Mackenzie
9	11/8/2024	West	Jeffrey
10	12/4/2024	Whitlock	Meghan
11	8/18/2025	Carey	Lucas
12	8/18/2025	Kane	Megan
13	8/18/2025	Dessert	Brittany
14	8/18/2025	Pavich	Adriana
15	10/1/2025	Canfield	Kelcey
16	10/27/2025	Gibbs	Mai
17	10/27/2025	Bertotti	Devyn
18	11/12/2025	Phillips	Derek
19	3/25/2026	Espinoza	Marissa
20	8/12/2026	Gamont	Alayna
21	8/12/2026	Crizon	Levi
22	8/12/2026	Riggs	Anaya
23	8/12/2026	Nelson	Nyah



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SENIORITY LIST - Intensive Behavior Interventionist
September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	4/29/2022	Willman	Richard
2	8/15/2022	Wright	Cathryn
3	11/14/2022	Allen	Phuong
4	1/23/2023	Sayre	Maria
5	2/2/2023	Ortiz	Tiahna
6	3/20/2023	Belson	Eyan
7	10/9/2023	Labrado	Melissa
8	10/10/2023	Silva	Charles
9	11/13/2023	Frank	Eric
10	4/24/2024	Cifuentes	Rafael
11	4/24/2024	Burwell	Benjamin
12	4/26/2024	Belser	Peyton
13	8/14/2024	Sanchez	Ashley
14	10/21/2024	O'Kelley	Maryann
15	8/14/2025	Seig	April
16	8/14/2025	Gonzalez	Anthony
17	10/6/2025	Gess	Wade
18	4/15/2026	Baser	Alyssa
19	8/10/2026	Blackshire	Iyanah
20	8/10/2026	Taresh	Veronica
21	8/10/2026	Roseberry	Richard
22	8/10/2026	Jolliff	Crystal
23	9/8/2026	Doherty	Brigitta
24	9/21/2026	Pacheco	Vanessa



SENIORITY LIST - Library Media Assistant

September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	9/22/2011	Quan-Bell	Jane
2	11/14/2014	Rice-Capucion	Yvette
3	3/12/2015	Bertoni	Stephanie
4	8/23/2022	McClelland	Shanna
5	1/9/2023	Lefebvre	Gina
6	8/16/2024	LeHecka	Nella
7	8/5/2025	Waslewski	Abigail
8	8/5/2025	Haltom	Amanda
9	8/25/2025	Simicsak	Tabitha
10	10/27/2025	Weston	Christine
11	11/10/2025	Van Gooden	Rosalind
12	8/3/2026	Johnson	Erin

SENIORITY LIST - Maintenance Worker

September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	9/24/2010	Hoyt	Jerry
2	5/1/2019	Lourence	William
3	12/21/2021	Puente	Juan
4	12/21/2021	Below	Dennis
5	7/1/2022	Campos	Marcos
6	4/13/2023	Voyles	Billie
7	5/6/2023	Nelson	Eric
8	11/7/2025	Buitron	Benjamin
9	11/7/2025	Dana	Anthony
10	9/2/2026	Lena Castillo	Luis



Mike Allen, Executive Director-Human Resources

SENIORITY LIST - Office Assistant Elementary Attendance
September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	9/4/2012	Smith	Erin
2	11/10/2020	Harrison	Josephine
3	5/16/2022	Sands	Noreen
4	8/1/2022	Moulton	Emily
5	1/9/2023	Cardenas	Monica
6	8/8/2023	Mercer	Bethany
7	10/14/2024	Deen	Elizabeth
8	5/2/2025	Brown	Sarah
9	2/19/2026	Starkey	Jennifer



SENIORITY LIST - Preschool Assistant

September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	5/31/2022	Lopez	Arely
2	6/17/2024	Munoz-Raya	Vanessa
3	7/23/2024	Magdaleno Puga	Isis
4	9/3/2024	Smith	Samantha
5	11/27/2024	Xiong	Yer
6	11/27/2024	Shorook	Meena
7	1/27/2025	Dillanes	Ashley
8	2/11/2025	Hill	Sara
9	4/9/2025	Wagner	Emily
10	9/18/2025	Fournier	Kerri
11	9/22/2025	Ford	Shera
12	9/29/2025	Torres	Jacqueline
13	10/6/2025	Williams	Shannon
14	8/10/2026	Miller	Kamil
15	8/11/2026	Cisneros	Saira
16	9/28/2026	Bugayong	Marissa



Mike Allen, Executive Director-Human Resources

SENIORITY LIST - School Bus Driver-Type 2
September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	12/11/2013	Robinson	Elizabeth
2	3/13/2014	Hoyt	Cheryl
3	4/30/2018	Stump, Jr	Norman
4	9/16/2019	Sabral	Tiffany
5	11/8/2021	Gildberg	Nancy
6	11/8/2021	Richardson	Rachel
7	8/22/2022	Cheung	Stephen
8	9/30/2022	Rodriguez	Rita
9	12/1/2022	Allison	Lew
10	12/16/2022	Nichols	Christopher
11	2/13/2025	Vollrath	Gloria
12	8/18/2025	Nasca	Laura
13	1/28/2026	Foutz	Gregory
14	8/12/2026	Gross	Matt



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SENIORITY LIST - School Bus Driver/Utility Worker
September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	9/8/2026	Wyllie	Douglas



SENIORITY LIST - Sr Equipment Mechanic
September 28, 2026 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	1/3/2022	Galloway	Daniel
2	9/24/2025	Fialon	Eric



Mike Allen, Executive Director-Human Resources

SENIORITY LIST - Parent Classroom Aide, Marigold
September 28, 2026 – ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	1/31/2022	Price	Chelsie
2	8/15/2022	Barnett	Savannah
3	9/3/2024	Plummer	Shelby
4	9/18/2025	Cox	Stephanie
5	8/25/2026	Gonzalez	Daniela


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SENIORITY LIST - Parent Classroom Aide, Shasta
September 28, 2026 – ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	9/1/2026	Siemens	Amanda



Mike Allen, Executive Director-Human Resources

SENIORITY LIST - Parent Classroom Aide, Sierra View
September 28, 2026 – ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	10/1/2025	Raftery	Danica
2	8/13/2026	Baxter	Samantha



Mike Allen, Executive Director-Human Resources

**Chico Unified School District
Instructional Paraprofessional**

DEFINITION - Under general supervision, to perform a variety of instructional support duties involved in providing instructional assistance to individuals or small groups of students in various special education programs and to perform a variety of clerical duties as assigned.

CAREER HIERARCHY WITHIN SPECIAL EDUCATION

1. **Behavior Specialist** is the senior-most classified hourly position within special education and works directly with management staff. The Behavior Specialist provides support, training, consultation and assessment to staff in support of students with significant behavioral challenges in CUSD.
2. **Instructional Paraprofessional – Intensive Behavior Interventionist (IBI)** is the second most senior position and works directly, training and coordinating, with Behavior Management Assistants and provides training to Instructional Paraprofessionals. The IP-IBI provides support and assistance to the classroom teacher and Instructional Paraprofessionals in the development and implementation of intensive behavioral supports to students with behavioral issues including implementation of comprehensive positive behavioral support plans, effective behavior management strategies, and data collection.
3. **Instructional Paraprofessional – Extensive Needs (IP-EN)** works directly with Instructional Paraprofessionals and Education Specialists in providing instructional and behavioral interventions for supporting students with extensive needs. Support could include academic, communicative, behavioral and/or medical strategies.
4. **Instructional Paraprofessional (IP)** works within all areas of special education supporting teachers and all levels of the special needs population. They perform a variety of instructional support duties involved in providing instructional assistance to individuals or small groups of students in various special education programs and to perform a variety of clerical duties as assigned.

SUPERVISION EXERCISED - Exercises no supervision.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

- Assist certificated teaching staff with the development and preparation of instructional materials for students.
- Assist certificated teaching staff with the presentation of learning materials and instructional exercises for students; assist teaching staff in the conduct of lessons and other classroom activities; prepare for and assist with various classroom projects.
- Assist students with academic and social skills and the achievement of goals; reinforce instruction to individuals or small groups in a variety of subjects; develop creative methods and techniques for working with students within the suggested framework of the teacher; review plans with the teacher to ensure correct teaching techniques are being utilized for each student.
- At the direction of the teacher, assist in evaluating student progress in a wide variety of skills; assist in administering placement, vocational and competency tests; correct papers; report progress regarding student performance and behavior to the teacher.
- Monitor and assist students during classroom, outdoor, or community activities and assure the continuance of classroom activities and discipline when the teacher is absent from the room.
- May work with orthopedically or physically handicapped students, including taking care of individual physical health care needs.
- Learn student specific specialized health care procedures. May perform specialized health care procedures as needed; including, but not limited to:
 - o Gastrostomy tube feeding (tube to syringe method).
 - o Gastrostomy tube feeding (slow drip method).
 - o Measure and administer medications via oral, rectal, and gastrostomy tube routes.
 - o Suctioning (oro-nasal).
 - o Nebulizer (breathing treatments).
- Assist and train students in the maintenance of personal needs including eating, personal hygiene and dressing appropriately.
- Assist students with basic physical movement; work with students on the prone board and in the swimming pool; work with students to develop motor coordination.
- Provide physical assistance to students who cannot care for themselves, including feeding, diapering, turning and physical movement.
- Assist and train students in proper toileting, including wiping, changing diapers, and changing soiled clothing.

- Provide physical lifting when performing duties such as changing diapers, posturing students and dealing with discipline problems in the classroom.
- Under the direction of the classroom teacher, teach and assist students in behavior management by establishing a positive rapport with students to help build self-esteem and interpersonal skills through one-to-one and/or small group interaction.
- Perform a variety of clerical duties, including recording information, compiling and maintaining records and files, preparing reports, operating standard office machines and assembling packets and materials for students.
- Provide support to the teacher by setting up work areas, displays, bulletin boards, and exhibits, operating audiovisual equipment and educational training equipment, distributing and collecting papers and supplies; assist in maintaining a neat, orderly and attractive learning environment.
- Communicate all matters of importance to teachers and specialists; communicate important information to parents when so directed by the teacher.
- Assist teaching staff in assessing programs and materials to meet the needs of the students; collect, assemble and distribute learning materials, supplies, equipment and other resource materials; order instructional material and aids when necessary.
- Attend and participate in staff and parent meetings and in-service activities as assigned; attend workshops, conferences and classes to increase professional knowledge.
- Under the direction of the teacher or site administrator, intervene and support students with behavior management.
- Perform other related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

- Reading, language development, and mathematics equivalent to high school competencies;
- Basic subjects taught in schools;
- English usage, spelling, grammar and punctuation;
- Basic clerical procedures;
- Simple record keeping procedures;
- General needs, learning styles and behavior of students;
- General methods of education and tutoring;
- Basic child development theory and principles;
- Basic techniques to motivate students and manage student behavior;
- Safe work practices.

Skill to:

- Operate equipment used as educational aids;
- Operate modern office equipment;
- Interact effectively and sensitively with individuals from diverse backgrounds;
- Read, write and understand the English language;
- Communicate clearly and concisely, both orally and in writing.

Ability to:

- Learn the procedures and functions necessary to perform assigned duties;
- Learn instructional terminology, program philosophies, concepts, materials, methods and procedures;
- Learn child guidance principles and practices;
- Effectively direct the work of individual students and groups of students;
- Recognize potential of students and encourage their participation in educational programs and activities;
- Assist with the instructional and related activities of the assigned learning environment;
- Support the assigned teacher's style of classroom management;
- Supervise and discipline students according to approved policies and procedures;
- Perform clerical duties, including filing and duplicating;
- Maintain accurate records;
- Maintain confidentiality of student and school information;
- Demonstrate an understanding, patient and receptive attitude toward students;
- Understand and follow oral and written instructions;
- Establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work.

EXPERIENCE, EDUCATION, AND TRAINING GUIDELINES

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:

Experience:

- Some experience working in an organized education or childcare setting.

Education:

- Equivalent to the completion of the twelfth grade, and
- Two (2) years of college (48 units), or
- Associate's degree or higher, or
- Pass the District Competency Test for Instructional Assistants/Paraprofessionals.

Training:

- Supplemental specialized training in child development, education or a related field is desirable.

SPECIAL REQUIREMENTS

- Must pass the competency exam of the classification as designated by the Classified Human Resources Department.

License and Certificate Requirement:

- May require current First Aid and CPR certification.

PHYSICAL DEMANDS

Essential duties require the following physical skills and work environment:

- Please refer to the **Job Analysis**.

PC – May 2017, April 2024, September 2026.

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CHICO UNIFIED SCHOOL DISTRICT
INSTRUCTIONAL PARAPROFESSIONAL - INTENSIVE BEHAVIOR INTERVENTIONIST

DEFINITION

Under the direction of assigned supervisor and in accordance with the Individualized Education Program (IEP), provide support and assistance to the classroom teacher in the development and implementation of intensive behavioral supports to students with behavioral issues including implementation of comprehensive positive behavioral support plans, effective behavior management strategies, and data collection. Participate in the implementation of individualized treatment plans to meet the behavioral social-emotional needs of identified students. This position is itinerant in nature and all IBI's will be at multiple sites depending on student and District needs.

CAREER HIERARCHY WITHIN SPECIAL EDUCATION

1. Behavior Specialist is the senior-most classified hourly position within special education and works directly with management staff. The Behavior Specialist provides support, training, consultation and assessment to staff in support of students with significant behavioral challenges in CUSD.
2. Instructional Paraprofessional – Intensive Behavior Interventionist (IBI) is the second most senior position and works directly, training and coordinating, with Behavior Management Assistants and provides training to Instructional Paraprofessionals. The IP-IBI provides support and assistance to the classroom teacher and Instructional Paraprofessionals in the development and implementation of intensive behavioral supports to students with behavioral issues including implementation of comprehensive positive behavioral support plans, effective behavior management strategies, and data collection.
3. Instructional Paraprofessional – Extensive Needs (IP-EN) works directly with Instructional Paraprofessionals and Education Specialists in providing instructional and behavioral interventions for supporting students with extensive needs. Support could include academic, communicative, behavioral and/or medical strategies.
4. Instructional Paraprofessional (IP) works within all areas of special education supporting teachers and all levels of the special needs population. They perform a variety of instructional support duties involved in providing instructional assistance to individuals or small groups of students in various special education programs and to perform a variety of clerical duties as assigned.

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SUPERVISION EXERCISED - Exercises no supervision.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

- Assist therapists, specialists, and teachers to implement behavioral strategies and program modifications in accordance with a student's Individualized Education Program (IEP).
- Employ approved and appropriate techniques for responding to students whose behavior may become injurious to themselves or others; reinforce behavior modification techniques as directed by a supervisor, teacher, and/or specialist.
- Assist in the preparation and/or development and delivery of age/grade-level appropriate instructional accommodations, modifications and exercises to support behavior intervention ensuring subject matter relatability.
- Provide feedback or data to therapists, specialists, and teachers about student performance, progress and behavior.
- Participate in developing data collection systems and monitor data collection to ensure the success of behavior plans.
- Document student academic and social-emotional performance as related to behavior progress.
- Collect relevant data as directed and maintain a variety of records or files.
- Assist in student behavior assessments as appropriate.
- Participate in IEP meetings as appropriate.
- Support students through transition into new education settings.
- Ability to work at multiple sites and perform department business utilizing personal transportation.
- Successfully complete District mandated training as assigned.
- Perform other related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

- Basic concepts of child growth and development, and developmental behavior characteristics, particularly pertaining to pupils with special learning needs;
- Autism Spectrum Disorder, Down Syndrome, Emotional Disturbance, and other developmental disabilities; principles of applied behavior analysis and instructional methodologies;
- Behavior management strategies and techniques relating to pupils experiencing behavioral difficulties;
- Positive behavioral interventions and applied behavior analysis. Familiarity with core subjects taught in K-12 school districts;

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- basic instructional strategies and techniques; general understanding of student learning styles or modalities;
- Appropriate English usage, punctuation, spelling, and grammar;
- Basic arithmetical concepts;
- Routine record storage, retrieval, and management procedures;
- Safe work practices.

Skill to:

- Operate equipment used as educational aids;
- Operate modern office equipment;
- Interact effectively and sensitively with individuals from diverse backgrounds;
- Read, write and understand the English language;
- Communicate clearly and concisely, both orally and in writing;
- Safely operate a motor vehicle.

Ability to:

- Maintain confidentiality;
- Work with students having special needs and/or aggressive behaviors;
- Lift non-ambulatory students, lift and move equipment, and assist/control/restrain students with special needs, including toileting and health;
- Exercise extreme levels of patience in stressful situations and with students who act out verbally or physically;
- Appropriately manage student behavior and guide students toward acceptable social behaviors;
- Implement positive behavior support plans and model appropriate behavioral interventions;
- Work collaboratively with others and participate in staff meetings, Professional Learning Communities, or in-service meetings as directed;
- Collect and analyze data;
- Communicate effectively in oral and written form;
- Perform routine clerical tasks and operate a variety of educational and office-related machines and equipment;
- Learn to utilize a variety of appropriate instructional materials and procedures in the enhancement of a training/educational environment;
- Understand and follow oral and written instructions;
- Establish and maintain cooperative working relationships with children and adults;
- Follow accepted principles, practices, rules, and regulations for feeding, toileting, lifting, and caring for special education students;
- Successfully complete District-identified behavioral intervention trainings;
- Successfully complete introductory "Nurtured Heart" program training.

EXPERIENCE, EDUCATION, AND TRAINING GUIDELINES

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:

Experience:

- Some experience working in an organized education or childcare setting. Experience implementing intensive behavioral intervention programs for students with complex and/or severe behavioral problems preferred.

Education:

- Equivalent to the completion of the twelfth (12th) grade;
- Read and write at a level necessary for successful job performance;
- AA degree or higher, 48 units of college-level credit, or Para-educator certificate preferred.

Training:

- Must attend all required trainings including, but not limited to, trainings providing advanced intervention strategies.

SPECIAL REQUIREMENTS

- Must pass the competency exam of the classification as designated by the Classified Human Resources Department.

License and Certificate Requirement:

- Possess and maintain an appropriate, valid driver's license and safe driving record;
- Successfully complete the District Competency Test for Instructional Assistants/Paraprofessionals.
- May require current First Aid and CPR certification.
- Certification by the Crisis Prevention Institute (CPI) in non-violent crisis interventions must be obtained within three (3) months of employment.

Conditions of Employment:

- Insurability by the District's liability insurance carrier;
- When driving personal vehicle, in the execution of job duties, employee must possess and maintain proof of current

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automobile insurance.

- Use of personal vehicle to travel to multiple worksites and locations, as needed.

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PHYSICAL DEMANDS

Essential duties require the following physical skills and work environment:

- Ability to exert 50-75 pounds of force to frequently lift, carry, push, pull, or otherwise move objects.
- Exposure to students who exhibit unpredictable behaviors including, but not limited to, offensive language, verbal threats, yelling, hitting, kicking, spitting, scratching, biting, and eloping.
- Ability to sit for long periods of time.
- Ability to participate in play and other physically demanding activities for extended periods.
- Ability to assist with loading/unloading of students with severe disabilities onto vans, buses, or other forms of transportation.
- Ability to perceive the nature of sound, near and far visual acuity, depth perception, providing oral information, manual dexterity to operate business-related equipment and ability to handle and work with various materials and objects.
- Please refer to the "Instructional Paraprofessional" Job Analysis for additional information.

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PC – March 2021, September 2025,

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**CHICO UNIFIED SCHOOL DISTRICT
DIRECTOR – FACILITIES AND CONSTRUCTION**

DEFINITION

Under general direction of the Assistant Superintendent-Business Services, to plan, organize, coordinate, and implement the school housing and district facility program; including the design, financing, and construction of new school buildings and district facilities and the repair, alteration, reconstruction, and relocation of existing school buildings and district facilities.

SUPERVISION EXERCISED

The Director is responsible for the direct supervision and evaluation of support staff.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

- Coordinate and supervise the construction of new schools and district facilities and the reconstruction, modernization, and relocation of existing schools and district facilities.
- Assist with the selection, coordination, monitoring, and supervision of services provided by architects, engineers, consultants, contractors, inspectors and other professional service agencies used in support of the facilities program.
- Serve as the district representative to the Office of Public-School Construction, Division of State Architect, and other state and local agencies as required for construction-related approvals and funding applications.
- Research and coordinate preparation of bids, contracts, purchase orders, and related documents. Reviews and approves progress billings, retentions, etc. prior to payments being issued.
- Recommend building programs and properties; prepare and submit applications and plans for state funds, city funds, county funds, developer fees, and other funding programs, when appropriate.
- Coordinate activities on construction projects beginning with the preliminary plans through the conclusion of the warranties.
- Monitor and expedite construction time line information including prioritizing project deadlines.
- Prepare analyzes and reports on construction problems and keeps Assistant Superintendent of Business Services and the Superintendent informed in a timely manner of construction project problems and issues.
- Initiate mediation and claims when required. Represent district in claims and mediation when initiated by other parties.
- Direct coordination of construction projects with site administrators and personnel.
- Attend and participate in Board of Education, cabinet, staff, state agency, city, county, and community meetings as required.
- Develop cost, time, and material estimates for selected projects to include fund, location, program, and object coded budgets.
- Direct the coordination and administration of "joint use" agreements between the district and other agencies as they apply to District facilities.
- Direct and administer accounting and financial reporting of all funds received from agencies, fees, sale of bonds, and local funding sources in support of the facility program.
- Make recommendations to insure project compliance with legal requirements, construction project drawings and specifications.
- Serve as the districts California Environmental Quality Act (CEQA) officer and is responsible for ensuring and maintaining district compliance to CEQA.
- Coordinate the development and update of the District Facilities Master Plan using information obtained from departments responsible for student enrollments, student yield factors, address grid systems, building and planning data, district maps, and school boundaries.
- Evaluate special facility needs related to educational programs or unusual school problems, traffic flow, future growth possibilities, and master site planning.
- Prepare and present periodic or special facility housing and financial reports to the public, funding agencies, Board of Education, superintendent's cabinet, leadership team, school sites, and community groups.
- Create, monitors and communicates internal department budget.
- Create, monitors and communicates capital funds budget.
- Act as chief school district construction inspector and supervises construction inspectors and reviews all construction

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inspection reports.

- Respond to emergency calls evenings or weekends.
- Oversee the District's Facilities Use Program and supervise Facilities Use staff.
- May be required to oversee other maintenance and operations staff.
- Perform related duties as assigned.

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JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

- Building construction and materials;
- Preparation of cost estimates and specifications;
- Methods, materials, tools, and terminology used in the building trade;
- Applicable codes, ordinances, and regulations related to California school construction;
- Knowledge of local and state agencies and the applicable regulations.

Skill to:

- Safely operate a motor vehicle.

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Ability to:

- Read and interpret specifications, architectural drawings, diagrams, and schematics;
- Prepare technical reports and specifications;
- Coordinate and inspect construction and maintenance projects;
- Analyze situations and develop appropriate recommendations for action;
- Drive a vehicle in the course of performing their duties;
- Communicate effectively in oral and written form;
- Understand and carry out oral and written directions with minimal accountability controls;
- Establish and maintain effective organizational relationships.

EXPERIENCE, EDUCATION, AND TRAINING GUIDELINES

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

- Five (5) years of professional or management level experience in facilities planning, building construction, or a related field, including supervisory and management experience.
- Five (5) years of experience in California school planning and construction is desirable.

Education:

- Equivalent to the completion of a Bachelor's degree or higher in engineering, architecture, construction management, civil or structural engineering, or a closely related field.

SPECIAL REQUIREMENTS

- Must pass the competency exam of the classification as designated by the Classified Human Resources Department.

License and Certificate Requirement:

- Possess and maintain an appropriate, valid driver's license and safe driving record.

Condition of Employment:

- Insurability by the District liability insurance carrier.
- When driving personal vehicle, in the execution of job duties, employee must possess and maintain proof of current automobile insurance.
- Use of personal vehicle to travel to multiple worksites and locations, as needed.

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PHYSICAL DEMANDS

Essential duties require the following physical skills and work environment:

- Ability to sit, walk, kneel, crouch, stoop, squat, twist and lift 50 lbs.
- Ability to stand for extended periods of time.
- Ability to hear and speak to make presentations and to exchange information in person and/or on the telephone.

- Dexterity of hands and fingers to operate equipment, a computer keyboard, and manipulate paper.
- See to read a variety of materials, to prepare documents and reports, inspect work in progress, and to supervise.
- Work at a desk, conference table, or in meetings in various configurations.
- Ability to reach overhead, above the shoulders, and horizontally.
- Work in an unfinished worksite and around obstacles and potential hazards.
- Exposure to hot, cold, wet, humid, or windy conditions caused by weather will be experienced.

PC - July 2011, February 2024, [September 2026](#)