

**CHICO UNIFIED SCHOOL DISTRICT**  
**Personnel Commission**

**ADMINISTRATION OFFICES**  
**1163 East 7<sup>th</sup> 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 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, December 15, 2025**

	Purpose	Page(s)
CALL TO ORDER		
WELCOME TO VISITORS		
CONSIDERATION OF MINUTES		
1. Consider approval of the minutes of the regular meeting of November 17, 2025.	Action	25-398
BUSINESS		
2. Director's Report	Information	
3. Consider job announcement(s) for: Administrative Specialist, Intensive Behavior Interventionist, Passenger Van Driver, and School Bus Driver-Type 2.	Action	25-399 – 25-402
4. Consider eligibility list(s) for: Cafeteria Satellite Manager and Transportation Special Education Aide.	Action	25-403 – 25-404
5. Consider seniority list(s) for: Cafeteria Satellite Manager, Campus Supervisor, Custodian, Instructional Paraprofessional, Maintenance Worker, and Roving Cafeteria Assistant Cook Manager.	Action	25-405 – 25-413
6. Consider the new job description for: School Bus Driver Non-Public School.	Action	25-414 – 25-415
7. Consider the amendment to the fifty-sixth Personnel Commission Annual Report.	Action	Exhibit A
8. Consider the reinstatement request for Kasey Martin, to Elementary Counseling Assistant.	Action	
9. Consider the re-appointment of Scott Jones as the "neutral" Personnel Commissioner for another three-year term.	Action	
10. Election of the Personnel Commission Chairperson for 2026.	Action	
11. Election of the Personnel Commission Vice Chairperson for 2026.	Action	
12. Announce date of regular meeting, January 26, 2026.	Announcement	

13. 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 <sup>rd</sup> 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	
14. Adjourn to Closed Session.	Closed Session	
15. Consider the evaluation of the Executive Director-Classified Human Resources.	Information	
16. 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 7<sup>th</sup> 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-<br/>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 November 17, 2025

Regular Meeting

The Chico Unified School District Personnel Commission met in regular session at the administration building on November 17, 2025. The following were present:

<u>Commission Members:</u>	Gloria Bevers, Chairperson Scott Jones, Vice Chairperson Susie Cox, Member
<u>Staff Members:</u>	Mike Allen, Executive Director-Human Resources Christina Macaluso, Classified Human Resources Assistant
<u>Others:</u>	Visitors


Gloria Bevers, Chairperson, called the meeting to order at 4:05 pm.	Call to Order
Superintendent, Greg Blake, was in attendance but left the meeting at 4:11 pm.	
The minutes of the October 27, 2025 regular meeting were considered and approved. (MSC) Jones/Cox	Minutes Approved
Mike Allen, Executive Director-Human Resources, reported: <ul style="list-style-type: none"> <li>The Classified Human Resources office remains busy with continuing to fill positions while cross-training staff in the department.</li> <li>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.</li> </ul>	Director's Report
Job Announcement(s) for Cafeteria Satellite Manager, Instructional Paraprofessional, Instructional Paraprofessional-Driver, and Transportation Special Education Aide were considered and approved. (MSC) Jones/Cox	Job Announcements Approved
Eligibility List(s) for Custodian, Maintenance Worker, Maintenance & Operations Supervisor, and Roving Cafeteria Assistant Cook Manager were considered and approved. (MSC) Jones/Cox	Eligible Lists Approved
Seniority List(s) for Cafeteria Assistant, Delivery Worker, Instructional Paraprofessional, Instructional Paraprofessional-Extensive Needs, Library Media Assistant, Passenger Van Driver, Preschool Assistant, Registrar, Sr Grounds Worker, Sr Library Media Assistant, Stock Clerk, and Transportation Manager were considered and approved. (MSC) Jones/Cox	Seniority Lists Approved
The CUMA 2025-26 CUMA salary schedule was considered and approved. (MSC) Jones/Cox	Salary Schedule Approved
The 2024-25 Personnel Commission Fifty-Sixth Annual Report was considered and approved.	Annual Report Approved
The date of the next Personnel Commission meeting is scheduled for December 15, 2025.	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 4:23 pm.	Closed Session
The meeting reconvened to Open Session at 4:50 pm. There were no comments to report.	Open Session
The meeting was adjourned at 4:51 pm.	Adjournment

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

**ADMINISTRATIVE SPECIALIST  
Salary Range: \$22.66/Hour - \$35.14/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](http://www.edjoin.org) or pick up a job announcement and instructions on how to apply on-line in the lobby of CUSD Administration Building, 1163 E. 7th Street, Chico, CA.
- B. **Read the job announcement prior to completing the application form.**
- C. To claim Veterans' credit on open entry-level exams, you must submit a copy of your DD214. Those claiming disability Veterans' credit must include evidence of current receipt of disability benefit by the closing date for filing applications.
-  D. **KEEP THE JOB ANNOUNCEMENT! If you have not received notification for any part of the exam by the day prior to the date announced, call the Classified Human Resources Office at (530) 891-3000, extension 20120.**
- 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 position currently open is within the NUTRITIONAL SERVICES DEPARTMENT. 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 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%. 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: **January 5, 2026, 12:00 PM**
- b. Date of written exam: **Monday, January 12, 2026 (during the day)**
- c. Date of oral exam (personal interview): **Monday, January 19, 2026 (during the day)**
- d. Certification shall be according to Merit System §1507.
- e. Selection interviews will be scheduled as needed following the exam process.

**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**

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

**INSTRUCTIONAL PARAPROFESSIONAL-INTENSIVE BEHAVIOR INTERVENTIONIST**

**Starting Salary: \$22.66/Hour**  
**Salary Range: \$22.66 – \$35.14/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](http://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 20120.**
- 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-Intensive Behavior Interventionist. 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 in an organized education or childcare setting and equivalent to the completion of the twelfth grade. Experience implementing intensive behavioral intervention programs for students with complex and/or severe behavioral problems preferred. Must attend all future required trainings including but not limited to trainings to provide advanced intervention strategies. Current valid driver's license required, certification by the Crisis Prevention Institute (CPI) in non-violent crisis interventions must be obtained within 3 months of employment.** All persons interested and who meet job related and essential qualifications are encouraged to apply. CUSD is an affirmative action employer and will not discriminate against employees or discriminate in employment of classified personnel with regard to age, ancestry, color, gender, gender expression, gender identity, genetic information, marital status, medical condition, mental disability, military and veteran status, national origin, physical disability, pregnancy, childbirth, breastfeeding or related medical conditions, race, religious creed, sex, or sexual orientation of any person. Bilingual candidates are encouraged to apply.

**EXAMINATION AND CERTIFICATION:**

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

**APPLICATION/EXAMINATION DATES & CERTIFICATION:**

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

**Monday, December 1, 2025, 12:00 PM**  
**Monday, December 8, 2025 (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.

**AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

**JOB LINE – (530) 891-3000**

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

**PASSENGER VAN DRIVER**  
**Starting Salary: \$20.57/Hour**  
Salary Range: \$20.57–\$27.54/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](http://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 20120.**
- 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 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:
- B. Date of Oral Exam (personal interview):
- C. Certification shall be according to Merit System §1507.

**Wednesday, December 3, 2025, 12:00 PM**  
**Wednesday, December 10, 2025 (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 East Seventh Street | Chico, CA 95928 – (530) 891-3000 x 20240

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

**SCHOOL BUS DRIVER – Type 2**  
**Starting Salary: \$22.66/Hour**  
Salary Range: \$22.66 – \$35.14/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. 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 20120.**
- 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 School Bus Driver, Type 1 and Type 2. 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, equivalent to the completion of the twelfth grade, and possession of a current, valid commercial driver's license with passenger and school bus endorsements is required. Must meet and maintain the requirements for a valid California School Bus Driver's Certificate with acceptable restrictions, with First Aid training and DMV Medical Examiner's Certificate and be at least 25 years of age. Acceptable restrictions are "automatic transmission only" and "first aid test waived, must comply with 12522(c) of the Vehicle Code". Copy of a current DMV printout obtained within the last month, and copies of the required licenses and certificates must be submitted with the application.** 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 a Oral/Performance Exam (interview), weighted 50/50%, which evaluates the knowledge and experience needed to perform the typical duties of the position. Successful promotional candidates will have ¼ point for each year of service up to a maximum of 5 points added to the final score.

**APPLICATION/EXAMINATION DATES & CERTIFICATION**

- A. Closing date for filing applications:
- B. Date of Oral/Performance 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 East Seventh Street, Chico, CA 95928 – (530) 891-3000. TTY (530) 895-4030

**AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

25-402

**JOB LINE 530-891-3000**

***Eligible List For: Cafeteria Satellite Manager***

*Effective: December 4, 2025 - June 4, 2026*

<i>Rank</i>	<i>Prom</i>	<i>Open</i>	<i>Last Name</i>	<i>First Name</i>
1		X	Hunt	Laurel
2		X	Meredith	Alaynah
3		X	Mcleod	Kenneth
4		X	Pratt	Christopher



---

***Mike Allen, Executive Director***

**CHICO UNIFIED SCHOOL DISTRICT**  
**Personnel Commission**

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

***Eligible List For: Transportation Special Education Aide***

***Effective: December 2<sup>nd</sup>, 2025 – June 2<sup>nd</sup>, 2026***

<b><i>Rank</i></b>	<b><i>Prom</i></b>	<b><i>Open</i></b>	<b><i>Last Name</i></b>	<b><i>First Name</i></b>
1		X	Galloway	Tehya



Mike Allen, Executive Director



Date

SENIORITY LIST - Cafeteria Satellite Manager  
December 15, 2025 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	2/20/2002	Cooke	Jodie
2	12/18/2004	Jones	Polly
3	1/22/2018	Cheney	Karen
4	8/15/2018	Picard	Venus
5	4/1/2019	McDougal	Jessica
6	3/9/2022	John	Jacob
7	11/28/2022	Haynes	Angie
8	8/14/2023	Sanchez Moreno	Blanca
9	8/14/2023	McCaffrey	Alexander
10	8/12/2024	Keith	Debbie
11	6/9/2025	Pano Luviano	Itzel
12	10/9/2025	Escobar-Santiago	Angelica
13	11/14/2025	Cisneros Mancilla	Saira



SENIORITY LIST - Campus Supervisor  
 December 15, 2025 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME				
1	10/7/1999	Coogan	Matthew	27	8/18/2025	Cutler	Robin
2	12/20/2001	Apalit, Jr	V. James	28	8/18/2025	Chew	Kyle
3	11/17/2003	O'Brien	Casey	29	8/28/2025	Gutierrez	Sabrina
4	8/17/2004	Runnells	Marina	30	11/12/2025	Garcia	Timothy
5	10/4/2007	Collado	Josh				
6	1/13/2009	Nelson	Jay				
7	8/19/2013	Lamusga	Elizabeth				
8	4/24/2017	LeDuc	Michael				
9	8/21/2017	Ravetz	Ariel				
10	5/23/2019	Forayter	John				
11	8/15/2019	Leer	Wendi				
12	9/6/2019	Gomez	Angelica				
13	8/16/2021	Ramirez	Paula				
14	10/18/2021	Haddid	Nancy				
15	1/3/2022	Kimbler	Valerie				
16	1/28/2022	Connaughton	Anna				
17	2/14/2022	Hernandez	Fidella				
18	4/27/2022	Dorn	Shawna				
19	8/16/2022	Martinez	Savannah				
20	11/2/2022	Varicelli	Anthony				
21	11/29/2022	Hurd	Shannon				
22	1/18/2023	Shonk	Amy				
23	3/28/2023	Rodriguez	Fernando				
24	7/1/2023	Delgado	Kristina				
25	2/3/2025	Schultz	Christianne				
26	8/18/2025	Ricci	Julie				

SENIORITY LIST - Custodian  
 December 15, 2025 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME				
1	7/28/1997	Hungate	Howard	27	8/30/2022	Yang	Chao
2	2/17/2006	Johnston	Joseph	28	11/23/2022	Wilson	Starr
3	2/21/2006	Thao	Toua	29	2/21/2023	Rodriguez	Rocio
4	11/9/2006	Yang	Houa	30	5/1/2023	Roberts	Frank
5	8/21/2012	Hammon	Keli	31	5/1/2023	Villa	Manuel
6	3/9/2015	Hitson	Denise	32	5/1/2023	Nakamoto	Joshua
7	7/6/2015	Nemat-Nasser	David	33	5/18/2023	Baisley	Adam
8	7/6/2015	Stoklasa	Anthony	34	8/10/2023	Brewer	Kimberly
9	7/11/2016	Adams	Daniel	35	8/21/2023	Decker	Tamala
10	3/6/2017	Robinson	Austin	36	9/19/2023	Zepeda	Roberto
11	9/24/2018	Zavala	Yolanda	37	10/9/2023	Matthews	Amber
12	5/18/2020	Carroll	Katherine	38	11/20/2023	Jaime	Francisco
13	1/19/2021	Jones	Jason	39	8/13/2024	Moeller	Christopher
14	1/19/2021	Asosi	Mareko	40	8/26/2024	Taylor	Ryan
15	1/19/2021	Villa	Sonia	41	8/29/2024	Miranda	Refugio
16	1/21/2021	Lee	Lee	42	9/18/2024	Valencia Mendoza	Ana
17	6/7/2021	Tourville	Tiffany	43	5/29/2025	Sierra Aguilar	Eliasib
18	6/21/2021	Cisneros	Norma	44	5/29/2025	Dobkins	Ryan
19	10/27/2021	Aaron	Alzea				
20	10/27/2021	Pimentel	Sain				
21	10/28/2021	Greife	Joshua				
22	2/10/2022	Figuero de Hernandez	Hilda				
23	2/10/2022	Gardner	Randal				
24	4/8/2022	Sanders	Steven				
25	6/28/2022	Godinez	Fidelina				
26	7/18/2022	Santoyo	Maria				

SENIORITY LIST - Instructional Paraprofessional  
December 15, 2025 - ANY TIED DATES ARE BROKEN BY LOTTERY


Chico Unified School District  
1163 East 7<sup>th</sup> Street  
Chico, CA 95928

Rank	Seniority Date within Class	Last	First	Rank	Seniority Date within Class	Last	First
1	11/2/2000	Jones	Brett	40	10/8/2013	Owen	Mary
2	7/1/2002	Baker	Stacey	41	10/21/2013	Rikkelman	Jessica
3	7/1/2002	Langseth	Christine	42	12/3/2013	Kavanagh	Colleen
4	7/1/2002	Parker	Martin	43	2/19/2014	Nelson	Jay
5	7/1/2002	Palmer	Barbara	44	2/28/2014	Rice-Capucion	Yvette
6	7/1/2002	Gore-Zabala	Christine	45	3/13/2014	Meier	Wendy
7	8/22/2002	Bodney	Teresa	46	8/18/2014	Jackson	Rebecca
8	8/1/2003	Scovel	Jeanne	47	8/18/2014	Corcoran	Carla
9	8/19/2003	Marschall	Kim	48	8/18/2014	Main	Kimberly
10	8/19/2003	Ravetz	Angela	49	10/15/2014	Nielsen	Terra
11	8/3/2004	Payne	Kristan	50	10/24/2014	LeDuc	Michael
12	8/30/2004	Clement	Nicole	51	11/3/2014	Grebmeier	Wendy
13	3/1/2005	Watts	Christina	52	1/5/2015	Farwell	Austin
14	3/15/2005	Olson	Janet	53	1/5/2015	Smith	Kristen
15	4/11/2005	Scholar	Michele	54	1/5/2015	Lucio	Patricia
16	8/16/2005	Feingold	Rod	55	2/2/2015	Johnson	Sonja
17	10/25/2005	Tracy	Jeffrey	56	3/31/2015	Jack	Diana
18	11/5/2005	English	Tammie	57	8/17/2015	Graves	Patrice
19	2/28/2006	Jolliff	Crystal	58	8/17/2015	Connaughton	Anna
20	3/13/2006	Reise	Marcy	59	8/18/2015	Gibson	Sarah
21	8/15/2006	Dorghalli	Aftonia	60	9/8/2015	Stratton	Marin
22	1/18/2007	Chmelynski	Tiffany	61	10/5/2015	Carrillo	Saleena
23	4/10/2007	Bhojak	Deborah	62	1/4/2016	Mecham	Christy
24	5/8/2007	Kingori	Miriam	63	1/4/2016	Lessenger	Ova
25	6/19/2007	Robinson	Mitchell	64	1/4/2016	Mueller	Melissa
26	5/27/2008	Nelson	Lindsey	65	1/5/2016	Amaro	Patricia
27	7/23/2009	Ricci	Julie	66	1/26/2016	Ward	Kristin
28	8/30/2010	Hashemi	Sarah	67	2/29/2016	Waslewski	Abigail
29	10/18/2010	Buenrostro	Deborah	68	5/18/2016	Gonsalves	Maria
30	10/25/2010	Schill	Angelina	69	8/18/2016	Smith	Teresa
31	4/12/2011	Ryan	Patrick	70	8/18/2016	Mino	Mary
32	4/10/2012	Wootten	Rebekah	71	8/18/2016	Pisani	Debra
33	7/1/2012	Weber	Lisa	72	8/18/2016	Brewer	Lisa
34	8/20/2012	Hull	Saythong	73	8/31/2016	Avalos Huerta	Mayra
35	12/11/2012	Smithson	Birgitta	74	9/1/2016	Morton	Denise
36	2/4/2013	Ludlow	Debra	75	9/6/2016	Alexander Graf	Kimberly
37	4/22/2013	Woodbury	Jeanne	76	9/6/2016	Langston	Dennel
38	4/30/2013	Ukei	Hiroko	77	9/15/2016	Cummings	John
39	9/18/2013	Ravetz	Ariel	78	12/19/2016	France	Brandy
				79	12/21/2016	Bellante	Lynne
				80	1/9/2017	Miller	Stephanie
				81	1/23/2017	Fashing	Kari
				82	3/6/2017	Lawrence	Malika
				83	3/20/2017	Ensign	Melonie

  
Mike Allen, Executive Director-Human Resources

84	3/20/2017	Hurd	Amanda	132	1/3/2022	Wilcox	Bradley
85	8/21/2017	Graubart	Tracy	133	1/3/2022	Ventura	Nichole
86	8/21/2017	Peterson Pierce	Hannah	134	1/3/2022	Van Laan	Sandra
87	10/2/2017	Meza	Maja	135	1/3/2022	Barry	Keelin
88	10/2/2017	Lyons	Sharon	136	1/3/2022	Ochoa	Amber
89	12/6/2017	Bernson	Michelle	137	1/3/2022	Chrisenson	Kelli
90	1/9/2018	Taylor	Michelle	138	1/26/2022	Greenwood	Quinn
91	3/26/2018	Wahl	Sheila	139	2/10/2022	Alexander	Catherine
92	3/26/2018	Batman	Gerilynn	140	2/11/2022	Hildebrandt	Darlene
93	4/23/2018	Gordon-Cassidy	Ruth	141	2/15/2022	Gutierrez	Sabrina
94	5/8/2018	Watts	Kari	142	2/28/2022	Granados	Crystal
95	5/15/2018	Stewart	Lauren	143	3/3/2022	Finley	Kassandra
96	8/22/2018	Bettencourt	Meagan	144	3/21/2022	Davis	Kelley
97	1/8/2019	Emmons	Karen	145	4/13/2022	Bechtold	Terra
98	3/25/2019	Varicelli	Anthony	146	4/19/2022	Anrig	Doug
99	3/25/2019	Spini	Allison	147	8/15/2022	Fredrickson	Tiffany
100	7/18/2019	Gelles	Naomi	148	8/15/2022	Starks	Corrina
101	8/15/2019	Simpkins	Abbe	149	8/15/2022	Hammond	Joel
102	8/15/2019	Smith	Erin	150	8/15/2022	Hejl	Rebecca
103	8/15/2019	Huber	Stefanie	151	8/15/2022	Leaf	Karen
104	10/9/2019	Lattin	Jenny	152	8/15/2022	Fowler	Rebecca
105	10/9/2019	Arends	Yuki	153	8/15/2022	Renwick	Michalyn
106	10/29/2019	Rodrigues	Jennifer	154	8/15/2022	Starr-Flanagan	Jamie
107	12/2/2019	Brewster	Amy	155	8/23/2022	Bonnenfant	Jordan
108	2/28/2020	Masuda	Arielle	156	8/29/2022	Johnsen Rouse	Erin
109	3/9/2020	Baker	Kelly	157	8/30/2022	Fields	Elijah
110	3/9/2020	Gomez	Angelica	158	9/13/2022	Hawkins	Abigail
111	3/23/2020	Dugan	Jacqueline	159	9/19/2022	Rodriguez Nungaray	Esthefany
112	3/23/2020	McKeon	Kelly	160	9/20/2022	Hernandez	Nina
113	3/23/2020	O'Kelley	Danielle	161	9/21/2022	Dotson	Sierra
114	3/23/2020	Cortez	Savanna	162	9/29/2022	Hall	Ryan
115	3/23/2020	Pastor	Kristi	163	9/29/2022	Robertson	Natalie
116	10/12/2020	Ferris	Tamra	164	10/3/2022	Sands	Jeremiah
117	1/11/2021	Mendoza	Rebecca	165	10/13/2022	Brighter	Lokelani
118	4/6/2021	Nielsen	Abigail	166	10/14/2022	Barron	Patricia
119	4/12/2021	Campos	Tara	167	10/19/2022	Allemandi-Schultz	Lynn
120	4/12/2021	Martin	Desiree	168	12/1/2022	Robins	Sarah
121	4/19/2021	Alonzo-Perez	Maria	169	1/9/2023	Hart	Quinn
122	8/16/2021	Silva	Amanda	170	2/9/2023	Wideman	Celeste
123	8/16/2021	Norris	Suzanne	171	2/16/2023	Sheridan	Justyne
124	8/16/2021	Burson	Adam	172	3/6/2023	Colvin Sebring	Emma
125	8/30/2021	Murphy	Julia	173	3/8/2023	Buccola	Anthony
126	9/24/2021	Silva	Charles	174	4/17/2023	Smith	Makayla
127	10/4/2021	Frazier	Sherrie	175	4/18/2023	Underwood	Kailey
128	10/14/2021	Estrada	Marcus	176	5/22/2023	Miller	Marysa
129	12/7/2021	Luther	Diana	177	8/21/2023	Combs	Allie
130	1/3/2022	Fox	April	178	8/21/2023	Payne	Brittany
131	1/3/2022	Villa	Lourdes	179	8/21/2023	Wesley	Joseph

Instructional Paraprofessional, 12/15/2025

  
Mike Allen, Executive Director-Human Resources

180	8/21/2023	Moncrief	Danielle	228	8/16/2024	Campos	Liliana
181	8/21/2023	Love	Michelle	229	8/16/2024	Spini	Gina
182	8/21/2023	Bardo	Zandra	230	8/16/2024	Perondi	Angela
183	8/21/2023	Fitzgerald	Jocelyn	231	8/16/2024	Nash	Amber
184	8/21/2023	White	Andrew	232	8/16/2024	Rushton	Judith
185	8/21/2023	Honea	Melanie	233	8/16/2024	Zamora-Enriquez	Gloria
186	8/21/2023	Millard	Debbie	234	8/16/2024	Lomeli	Cristian
187	8/21/2023	Rodriguez Galvan	Sheyla	235	8/19/2024	Jackson-Hill	Endiyalynn
188	9/13/2023	Jones	Kyle	236	8/19/2024	Krzys	Jamie
189	9/18/2023	Baugh	Leslie	237	8/19/2024	Surita	Tangi
190	9/18/2023	Jordan	Christine	238	8/19/2024	Tindill	Taryn
191	9/18/2023	Cadena	Kimberly	239	8/26/2024	Santo	Crystal
192	9/25/2023	Lovell	Cassidy	240	8/26/2024	Daweed	Vargenya
193	10/3/2023	Argenal	Hailey	241	10/7/2024	Hiller	Kenneth
194	10/3/2023	King	Marijke	242	10/7/2024	Gilbert	Marie
195	10/3/2023	Keene	Robert	243	10/21/2024	Saise	Melissa
196	10/3/2023	Banegas	Kassarah	244	10/22/2024	Anderson	Charlene
197	10/9/2023	Fay	Susan	245	10/28/2024	Raya	Evelyn
198	10/9/2023	Marshall	Emily	246	11/12/2024	Centeno	Sonia
199	10/18/2023	Hill	Krista	247	11/13/2024	Wilson	Maggie
200	10/23/2023	Gutierrez-James	Teresa	248	12/9/2024	Blackshire	Iyanah
201	10/23/2023	Londry	Leah	249	12/9/2024	Ward	Brianna
202	10/23/2023	Avila	Sabrina	250	12/9/2024	Duda	Heather
203	10/23/2023	Taylor-Vazquez	Marta	251	12/9/2024	Graves	Melexcia
204	10/30/2023	MacGibbon	Emily	252	12/9/2024	Lynch	Haley
205	11/7/2023	Rice	Melanie	253	1/7/2025	Yasin	Lamees
206	11/13/2023	Shelton	Jason	254	1/16/2025	Tu'ihalangingie	Carina
207	11/13/2023	Teves	Jasmine	255	1/27/2025	Miller	Heather
208	11/29/2023	Partida	Karen	256	1/27/2025	Del Bosco	Anna
209	12/7/2023	Reribi	Halima	257	2/10/2025	Vallerga	Debra
210	1/8/2024	Lorenzo	Sherrie	258	2/10/2025	Mariscal	Laura
211	1/22/2024	Jones	Gabriella	259	2/10/2025	Guild	Katherine
212	1/24/2024	Britt	Summer	260	2/18/2025	Brogdon	Patricia
213	1/31/2024	Rye	Sydney	261	2/18/2025	Boykin	Savannah
214	2/5/2024	Schlager	Jayme	262	2/20/2025	Brighter	Renee
215	2/5/2024	Brooks	Hilary	263	3/10/2025	Contreras	Jackeline
216	2/5/2024	Dilts	Ayrian	264	3/10/2025	Herrera	Victoria
217	2/20/2024	Hurst	Khalid	265	3/10/2025	Kaufmann	Sienna
218	2/20/2024	Brannen	Kiana	266	3/24/2025	Walker	Latoya
219	2/20/2024	Abouzeid	Isabella	267	3/25/2025	Simmons	Georgia
220	4/10/2024	Favela	Monica	268	3/26/2025	Granados	Danielle
221	4/22/2024	Contreras	Rosenda	269	3/26/2025	Walsemann	Erin
222	4/23/2024	Heryford	Carley	270	3/26/2025	Galloway	Patricia
223	5/6/2024	Davidson-Mays	Ymonne'	271	3/28/2025	Long	Shanon
224	8/16/2024	Gill	Reina	272	3/31/2025	Fortune	Stephenie
225	8/16/2024	Torres	Arlene	273	3/31/2025	Atkins	Melissa
226	8/16/2024	Del Cid	Janeth	274	4/10/2025	Wells	Amanda
227	8/16/2024	Kerr	Rebekah	275	4/14/2025	Sprague	Randi

Instructional Paraprofessional, 12/15/2025

  
Mike Allen, Executive Director-Human Resources

276	4/23/2025	Hoffman	Thomas	319	8/18/2025	Branch	Broderick
277	4/28/2025	Prather	Elsie	320	8/18/2025	Salgado	Daniel
278	5/27/2025	Person	Erica	321	8/18/2025	Boone	Makayla
279	6/3/2025	Nielson	Katie	322	8/18/2025	Donez	Helena
280	8/18/2025	Genato	Stacey	323	8/18/2025	Sullivan	Jillian
281	8/18/2025	Katz	Andrea	324	8/25/2025	Vanderbilt	Chantal
282	8/18/2025	Hernandez	Angelica	325	9/25/2025	Burke	Leslie
283	8/18/2025	Guidi	Angela	326	9/29/2025	Renteria-Graciano	Constantino
284	8/18/2025	Slater	Angela	327	9/30/2025	Merrill	Jessica
285	8/18/2025	Evalú	Malu	328	10/1/2025	Vina	Angelina
286	8/18/2025	Montenegro	Allie	329	10/13/2025	Molchen	Joshua
287	8/18/2025	Marchan	Jose	330	10/17/2025	Brown	Jordan
288	8/18/2025	Sourivong	Chinaly	331	10/17/2025	Peterson	Molly
289	8/18/2025	Sayavong-Vann	Sahtiah	332	10/17/2025	Varicelli	Kayla
290	8/18/2025	Halverson	Alexa	333	10/20/2025	Wilson	Alethea
291	8/18/2025	Baxter	Samantha	334	10/21/2025	Chavez	David
292	8/18/2025	Saber	Karima	335	10/27/2025	Avalos	Isabella
293	8/18/2025	Dempsey	Nicole	336	10/27/2025	Cortez-Zamudio	Jennifer
294	8/18/2025	Jahromi	Hannah	337	10/27/2025	Buck	Bryan
295	8/18/2025	Gomez	Eric	338	10/27/2025	Chacon	Adalia
296	8/18/2025	Montenegro	Jessica	339	10/30/2025	Eldridge	Brittany
297	8/18/2025	Cunningham	Kennedy	340	11/3/2025	Lopez	Jennifer
298	8/18/2025	Borja	Breanna	341	11/3/2025	Gerfen	Madison
299	8/18/2025	Stever	Joshua	342	11/3/2025	Keables	Tyler
300	8/18/2025	Johnson	Katie	343	11/7/2025	Moran	Ashely
301	8/18/2025	Mello	Dulce	344	11/17/2025	Mast	Ashley
302	8/18/2025	Karamanos	Vasili Eftemios	345	11/17/2025	Lefevers	Eric
303	8/18/2025	Stephens	Karen	346	11/17/2025	Macias	Leticia
304	8/18/2025	Yang	Rhonda	347	11/17/2025	Koskey	Faith
305	8/18/2025	Ghidossi	Amber	348	11/18/2025	Auvinen	Matt
306	8/18/2025	Ferrel	Isabell	349	12/1/2025	Baldrige	Karen
307	8/18/2025	Thorne	Lacy				
308	8/18/2025	Francis	Stephanie				
309	8/18/2025	Smith	Serina				
310	8/18/2025	Southward	Rayna				
311	8/18/2025	Thurman	Michelle				
312	8/18/2025	Rollins	Makayla				
313	8/18/2025	Gallaher	Cooper				
314	8/18/2025	Rosenberry	Richard				
315	8/18/2025	Phillips	Ariel				
316	8/18/2025	Horton	Randi				
317	8/18/2025	Tovar-Tapiero	Ana				
318	8/18/2025	Garcia	Amanda				

SENIORITY LIST - Maintenance Worker  
December 15, 2025 - 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	12/5/2022	Gonzales	Julian
7	4/13/2023	Voyles	Billie
8	5/6/2023	Nelson	Eric
9	11/7/2025	Buitron	Benjamin
10	11/7/2025	Dana	Anthony

SENIORITY LIST - Roving Cafeteria Assistant Cook Manager  
December 15, 2025 - ANY TIED DATES ARE BROKEN BY LOTTERY

RANK	SENIORITY DATE WITHIN CLASS	LAST NAME	FIRST NAME
1	12/1/2025	Granados	Norma
2	12/1/2025	Bakke	Brandon

**CHICO UNIFIED SCHOOL DISTRICT**  
**SCHOOL BUS DRIVER NON-PUBLIC SCHOOL-TYPE 2**

**DEFINITION**

Under general supervision, to drive a school bus over designated routes for the purpose of transporting special needs students and others to and from school, program sites and on special trips.

**SUPERVISION EXERCISED** - Exercises no supervision.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

- Operate a school bus within prescribed route(s) in accordance with the time schedules; pick up and discharge students at designated stops.
- Transport students, teachers and non-students on special trips to various locations; plan necessary route(s) and stops as needed;
- Secure seat belts and wheelchair devices and operate wheelchair lifts; load and unload luggage and gear in storage areas of the bus.
- Transport special education students; escort and assist students on and off school bus and across streets when necessary.
- Prioritize vehicle safety and route adherence while simultaneously implementing established crisis and behavior management techniques to address severe student disruptions while the bus is in motion.
- Obey and follow all student transportation rules and regulations as outlined by the District, Department of Motor Vehicles and the California Highway Patrol.
- Recognize problems that may interfere with the welfare of students and implement appropriate solutions; maintain order and proper discipline of student passengers according to policy; instruct students on safety regulations and policies related to passenger conduct; ensure safety of passengers.
- Administer first aid as authorized under current standard certification as necessary.
- Evacuate the vehicle in a safe and timely manner when necessary; conduct periodic evacuation drills as required by law.
- Conduct daily safety and operations inspection of assigned vehicle; recognize malfunctions in equipment and take appropriate action; report needed mechanical repair when necessary.
- Perform routine servicing of bus, including fueling, checking oil, water and power steering fluid levels and cleaning the bus interior; repair seats using a bonding kit for minor repairs and replace seat covers as needed; clean the exterior of the bus, including steam cleaning, washing and polishing the school bus.
- Maintain records and prepare reports; maintain student lists and check bus passes.
- Respond to requests and inquiries from parents, staff, students and the general public.
- Attend and participate in staff meetings and in-service activities; attend workshops, conferences and classes to increase professional knowledge, including in the areas of safety, first aid and related matters, as well as to maintain current knowledge of the California Motor Vehicle Code and the Education Code as they apply to the operation of vehicles in the transportation of school children.
- Perform related duties and responsibilities as assigned.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

- Occupational hazards and standard safety practices necessary in the area of student transportation;
- Laws, rules and regulations pertaining to school bus operations and pupil transportation, including appropriate California State Motor Vehicle Code and the Education Code;
- First aid principles and practices;
- Basic principles and procedures of record keeping;
- Basic mathematical principles;
- Safe driving principles and practices. Safe driving principles and practices.

**Skill to:**

- Operate equipment used in school bus servicing and maintenance;
- Install and remove tire chains;
- Operate a school bus safely. Maintain safe and effective operation of the school bus during periods of high-intensity student behavior, including but not limited to, severe verbal outbursts, physical altercations, and property damage.

**Ability to:**

- Work a 12-month, 200-day work calendar;
- Maintain order and discipline on a school bus;

- Work with students of varying degrees of physical and mental abilities;
- Work with a variety of equipment, such as, but not limited to, wheelchairs, walkers, etc;
- Read and interpret a map;
- ~~Maintain simple records;~~
- Effectively work with two Transportation Special Ed Aide's on the bus;
- Work independently in the absence of supervision;
- Understand and follow oral and written directions;
- Read, interpret and follow rules, regulations, policies and procedures;
- Respond appropriately in emergency situations;
- Administer first aid and CPR;
- Work under limited supervision within a framework of well-defined policies and procedures while more than 1 hour away from the Transportation Corporation Yard every day;
- Exercise good judgment, flexibility, creativity and sensitivity in response to changing situations and needs;
- Communicate clearly and concisely, both orally and in writing;
- Establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work;
- Obtain and maintain a current, valid California School Bus Driver's Certificate for Type 1 buses with acceptable restrictions by the end of the 5<sup>th</sup> month of the probationary period.

#### **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:**

- Two (2) years of experience in the operation of a motor vehicle.
- Experience driving a school bus is highly desirable.

##### **Training:**

- The ability to read and write at a level necessary for successful job performance.
- Successful completion of classroom instruction related to skills and safety requirements for driving a school bus.
- Successful completion of instruction operating a school bus.

#### **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 commercial driver's license with a Passenger and School Bus (P&S) endorsement and safe driving record.
- Possess and maintain a current, valid California School Bus Driver's Certificate with acceptable restrictions.
- Possess and maintain a current, valid DMV Medical Examiner's Certificate.
- Obtain and maintain a current, valid California School Bus Driver's Certificate for Type 1 buses with acceptable restrictions by the end of the 5<sup>th</sup> month of the probationary period.

##### **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 automobile insurance.
- Travel to multiple worksites and locations, as needed.
- Must be at least 25 years of age.

#### **PHYSICAL DEMANDS**

- Please refer to the Job Analysis for School Bus Driver.



Personnel Commission

Fifty-Sixth Annual Report

2024-25

### **The Merit System**

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

#### **► Who Started It?**

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

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

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

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

#### **► Who Needs it?**

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

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

#### **► Who Uses it?**

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

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

#### **► Who Administers it?**

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

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

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

#### **► What Are the "Merit" Principles?**

The Merit System encompasses these basic principles and concepts:

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

#### **► What Are the Responsibilities of Personnel Commissioners?**

Commissioners have threefold responsibility:

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

## PERSONNEL COMMISSION MEMBERS

July 1, 2024 – June 30, 2025

**Gloria Bevers      Appointee of the Chico Unified School District Board of Education**

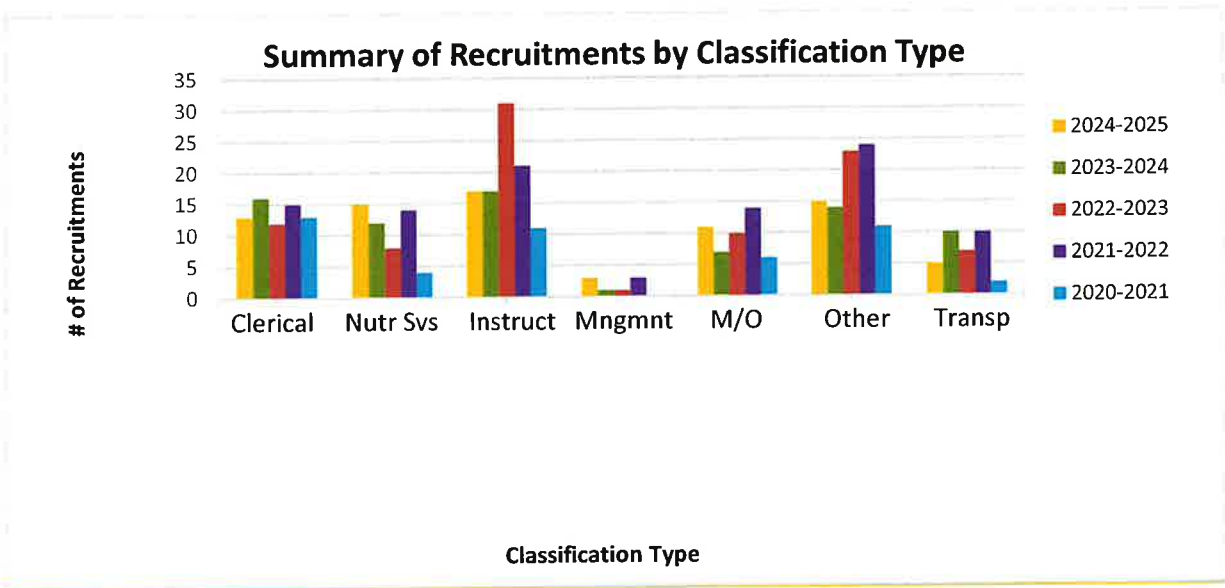
Position(s):      Chairperson  
Term:              3-year appointment  
Appointed:        December 1, 2002 (one-year term)  
Reappointed:     December 1, 2006, 12:01 pm  
Term Expires:     December 1, 2009, 12:00 noon  
Reappointed:     December 1, 2009, 12:01 pm  
Term Expires:     December 1, 2012, 12:00 noon  
Reappointed:     December 1, 2012, 12:01 pm  
Term Expires:     December 1, 2015, 12:00 noon  
Reappointed:     December 1, 2015, 12:01 pm  
Term Expires:     December 1, 2018, 12:00 noon  
Reappointed:     December 1, 2018, 12:01 pm  
Term Expires:     December 1, 2021, 12:00 noon  
Reappointed:     December 1, 2021, 12:01 pm  
Term Expires:     December 1, 2024, 12:00 noon  
Reappointed:     December 1, 2024, 12:01 pm  
Term Expires:     December 1, 2027, 12:00 noon

**Scott Jones      Appointee of the Classified School Employees Association of the Chico Unified School District**

Position(s):      Vice Chairperson  
Term:              3-year appointment  
Appointed:        December 1, 2013, 12:01 pm  
Term Expires:     December 1, 2016, 12:00 noon  
Reappointed:     December 1, 2016, 12:01 pm  
Term Expires:     December 1, 2019, 12:00 noon  
Reappointed:     December 1, 2019, 12:01 pm  
Term Expires:     December 1, 2022, 12:00 noon  
Reappointed:     December 1, 2022, 12:01 pm  
Term Expires:     December 1, 2025, 12:00 noon

**Susie Cox        Appointee of the Personnel Commissioners**

Position(s):      Member  
Term:              3-year appointment  
Appointed:        December 1, 2024, 12:01 pm (two-year term)  
Term Expires:     December 1, 2026, 12:00 noon



	2024-25	2023-24	2022-23	2021-22	2020-21
<b>Examinations Announced</b>					
Announcements (Recruitments)	79	77	90	101	46
Applications Received	1659	1378	1192	1100	694
Applications Approved	1237	934	927	958	646
<b>Examinations Conducted</b>					
Job Related Written Test	253	98	10	26	18
Performance/Technical Test	52	42	8	9	5
Competency Test (Instructional Positions)	42	40	16	12	8
Oral Exam	617	541	63	80	45
Total Exams Given (Test Takers)	746	707	580	680	593
Candidates Eligible	836	668	676	557	332
<b>% of Eligibles to Applicants</b>	<b>67.58</b>	<b>71.52</b>	<b>72.92</b>	<b>58.14</b>	<b>51.39</b>

	2024-25	2023-24	2022-23	2021-22	2020-21
Position Request Forms Processed	473	525	659	505	296
<b>Notices</b>					
Lateral Transfer Opportunity	68	68	88	74	51
Limited Term Opportunity	10	13	28	21	3
Provisional Opportunity	0	0	0	0	1

	2024-25	2023-24	2022-23	2021-22	2020-21
<b># of Employees</b>					
Restricted	38	47	46	56	45
Bargaining Unit	820	795	675	711	691
Confidential	6	6	6	6	8
Classified Management	20	18	21	19	19
<b>Total</b>	<b>884</b>	<b>866</b>	<b>748</b>	<b>792</b>	<b>764</b>
Substitutes	311	453	237	268	296
<b>Combined Total</b>	<b>1,195</b>	<b>1,319</b>	<b>985</b>	<b>1,060</b>	<b>1,059</b>

<b>FTE by Employee Type</b>	2024-25	2023-24	2022-23	2021-22	2020-21
Restricted	40.8	42.8	46.1	41.9	38.4
Bargaining Unit	734.6	718.4	690.8	633.0	600.9
Confidential	6.0	6.0	6.0	7.0	7.0
Management	20.0	19.0	19.0	18.0	18.0

<b>Reclassification &amp; Reallocation Studies</b>	2024-25	2023-24	2022-23	2021-22	2020-21
Total	7	9	2	2	9

- 2024-25: Sr Maintenance Worker – Carpenter, Electrician, HVAC, HVAC-Refrigeration, Locksmith, Plumber, and Sprinkler Systems
- 2023-24: Bakery Manager, Cafeteria Cook Manager 1, Cafeteria Cook Manager 2, Cafeteria Cook-Small School, Cafeteria Satellite Manager, Computer Technician, Director-Human Resources, Payroll/Benefits Technician, Sr Office Assistant, Transportation Coordinator
- 2022-23: Campus Supervisor and School Office Manager
- 2021-22: Office Assistant and Registrar
- 2020-21: Business Services Assistant, Certificated HR Assistant, Classified HR Assistant, Computer Technician-Training Specialist, Educational Services Assistant, Human Resources Coordinator, Instructional Paraprofessional, Security Systems-Locksmith, and Sr Account Clerk
- 2019-20: Administrative Specialist, IPS-Visually Impaired, Sr Library Clerk, Director-Information Technology
- 2018-19: M&O Coordinator, Transportation Driver Trainer Instructor, Network Analyst, Director-Nutrition Services
- 2017-18: None, pending the development of a list of Comparable Districts by Chico Unified School District and CSEA, Chapter #110

## Board Actions

<b>Appointments</b>	<b>2024-25</b>	<b>2023-24</b>	<b>2022-23</b>	<b>2021-22</b>	<b>2020-21</b>
Open	293	248	319	248	212
Restricted	34	55	45	78	15
Limited Term	14	29	51	58	55
Provisional/Interim	0	0	0	1	1
Promotional	39	27	25	44	10
Reclassification/Reallocation	8	20	0	14	252
Reinstatement/Reemployment	2	1	0	1	2
Voluntary Demotion	15	0	4	0	0
Leaves of Absence (unpaid)	45	31	22	63	58
<b>Total</b>	<b>450</b>	<b>411</b>	<b>466</b>	<b>507</b>	<b>605</b>

<b>Terminations</b>					
Placed on Re-employment List*	4	7	6	7	1
Resignations	90	101	84	69	66
Limited Term	21	5	22	32	58
Parent Restricted/School Aide*	22	15	14	16	22
Parent Restricted (Released)	2	3	1	1	7
Retirement	35	34	35	39	36
Death	1	2	2	0	0
Dismissals/Released during Probation*	12	13	11	9	4
<b>Total</b>	<b>187</b>	<b>180</b>	<b>175</b>	<b>173</b>	<b>194</b>
<b>Total Turn-Over Ratio</b>	<b>21.13%</b>	<b>20.79%</b>	<b>23.40%</b>	<b>25.38%</b>	<b>28.01%</b>
<b>Voluntary Turn-Over Ratio</b>	<b>12.66%</b>	<b>13.39%</b>	<b>13.10%</b>	<b>10.86%</b>	<b>12.57%</b>

## Non-Board Actions

<b>Exempt/Substitute Appointments</b>	<b>2024-25</b>	<b>2023-24</b>	<b>2022-23</b>	<b>2021-22</b>	<b>2020-21</b>
Pupil Helper-Exempt	43	44	10	13	2
Substitute	389	225	144	97	29
<b>Total</b>	<b>432</b>	<b>269</b>	<b>154</b>	<b>110</b>	<b>31</b>

<b>Exempt/Substitute Resignations</b>					
Pupil Helper-Exempt	1	26	0	28	19
Substitutes	35	36	26	38	40

<b>Exempt/Substitute Dismissals</b>					
Pupil Helper-Exempt (Released)	6	0	3	0	1
Substitutes	63	46	101	118	75
<b>Total</b>	<b>105</b>	<b>108</b>	<b>130</b>	<b>184</b>	<b>135</b>

\*Amend title from Layoff to Re-Employment List to Placed on Re-Employment List (eff 2021-22)

\*Amend title from Dismissals to Dismissals/Released during Probation (eff 2021-22)

\*School Aide resignations are included in Board Terminations (eff 2022-23)