PERSONNEL COMMISSION
HACIENDA LA PUENTE
UNIFIED SCHOOL DISTRICT

Personnel Commission Meeting Agenda
December 3, 2019
AGENDA
REGULAR MEETING
December 3, 2019
4:30 P.M. in the Board Room

Meeting called to order by ______________ at _______ p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Henry Gonzales, Chair
Sandra Hernandez, Vice Chair
Israel Cobos, Personnel Director
Khrynton Samreth, Personnel Analyst
Michelle Quiroz, Personnel Assistant

I. GENERAL FUNCTIONS

<table>
<thead>
<tr>
<th>REFERENCE</th>
<th>ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Approve the agenda as submitted or amended.</td>
<td>Moved by ______ Seconded ______ Vote ______</td>
</tr>
</tbody>
</table>


   Election of the Chair
   Moved by ______ Seconded ______ Vote ______

   Election of the Vice Chair
   Moved by ______ Seconded ______ Vote ______

4. Approve minutes of the regular meeting of November 5, 2019.

5. Director’s Report

   No Action Required
6. Communications
   a. CSEA
   b. SEIU
   c. Administration
   d. Audience members who filed a request to speak

II. SELECTION PROCESS

<table>
<thead>
<tr>
<th>Reference</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Receive Test Plan information</td>
<td>4. No Action Required</td>
</tr>
<tr>
<td>3. Approve ratification of the following Eligibility list(s):</td>
<td>Sep. Doc. Moved by B. Seconded Vote</td>
</tr>
<tr>
<td>Bus Attendant – List #1301/0919</td>
<td></td>
</tr>
<tr>
<td>Bus Driver – List #1302/1118</td>
<td></td>
</tr>
<tr>
<td>Computer Trainer/Help Desk Operator – List #0414/0919</td>
<td></td>
</tr>
<tr>
<td>Metal Worker – List #0634/0919</td>
<td></td>
</tr>
<tr>
<td>Office Assistant – List #0344/0819</td>
<td></td>
</tr>
<tr>
<td>4. Ratify removal of the following eligible(s) in accordance with the Personnel Commission Rule 6.1.11:</td>
<td>Sep. Doc. Moved by C. Seconded Vote</td>
</tr>
<tr>
<td>Accounting Technician, List #0116/0219 Eligible(s) #27962676</td>
<td></td>
</tr>
<tr>
<td>Attendance Clerk, List #0310/1218 Merged Eligible(s) #38910483</td>
<td></td>
</tr>
<tr>
<td>Child Development Technician, List #0206/0819 Merged Eligible(s) #23825262, #25408333</td>
<td></td>
</tr>
<tr>
<td>Custodian I, List #0806/0719 Merged Eligible(s) #41444045, #41386671</td>
<td></td>
</tr>
<tr>
<td>Instructional Aide I – Special Education, List #0260/0519 Eligible(s) #39951919, #28852630, #13478799, #32086155</td>
<td></td>
</tr>
<tr>
<td>Instructional Aide II – Special Education, List #0262/0619 Eligible(s) #37612640, #31372144, #26135563</td>
<td></td>
</tr>
<tr>
<td>Media Center Aide, List #0704/0818 Merged Eligible(s) #37809147, #18989730</td>
<td></td>
</tr>
<tr>
<td>School Office Manager I, List #0340/0519 Eligible(s) #14950187</td>
<td></td>
</tr>
<tr>
<td>Site Supervision Aide, List #0270/1218 Eligible(s) #28328475, #22590862, #37170310</td>
<td></td>
</tr>
<tr>
<td>Technology Service Technician, List #0416/0219 Eligible(s) #37612640, #31372144, #26135563</td>
<td></td>
</tr>
<tr>
<td>5. Notification of removal of the following eligible(s) in accordance with the Personnel Commission Rule 4.2.1:</td>
<td>Sep. Doc. Moved by D. Seconded Vote</td>
</tr>
<tr>
<td>Custodian I, List #0806/0719 Merged Eligible(s) #20802997, #30784402</td>
<td></td>
</tr>
</tbody>
</table>
6. Receive the following lateral transfer candidate(s) Sep. Doc. Moved by E. Moved by
Custodian II to Grounds Worker I Seconded Vote

III. CLASSIFICATION AND SALARY

1. None

IV. RULES AND REGULATIONS

1. None

V. CHARGES AND HEARINGS

1. None

VI. OTHER

REFERENCE ACTION

Annual Report. Seconded Vote

2. Unfinished Business No Action Required

3. Commissioner’s Comments No Action Required

4. Adjourn to Closed Session Government Code 54957: No Action Required
   Public Employee Performance Evaluation
   Title: Personnel Director

   Adjourned to Closed Session _____ p.m.
   Reconvened to regular meeting _____ p.m.

NEXT REGULAR MEETING

Date: Tuesday, February 4, 2020
Time: 4:30 p.m.
Location: Board Room, District Office
ADJOURNMENT: ____________ p.m.

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Commission office, 15959 E. Gale Avenue, City of Industry, CA 91716.

Persons requiring accommodation in order to view the agenda or participate in the meeting, may make the request for accommodation to the Assistant Superintendent, Business Services at 555-423-7986 at least 24 hours in advance of the meeting. (Government Code 54954.2 (a) 1.)
Reference Item:

1
COMMISSIONERS’ CODE OF CONDUCT

Whereas, the Personnel Commission shall base all actions and decisions on merit, fairness and efficiency regardless of outside influence, and

Whereas, Commissioners shall publicly champion and vocally encourage others to embrace the principles of merit in all decisions and actions related to Human Resources Management, and

Whereas, Commissioners shall act and vote independently and objectively regardless of their source of appointment, and

Whereas, although Commissioners should routinely meet with the Board of Education, and employee representatives to discuss general Human Resources concerns, Commissioners shall direct individuals who privately contact them about specific Commission issues to the Personnel Director, and then the full Commission, and

Whereas, the Commission is to provide counsel and direction to their Director at the policy level rather than become involved in the day-to-day operations of the staff, and

Whereas, Commissioners understand and recognize that the power and decision-making authority over the Personnel Commission and its staff or over actions that impact the Classified Service lies only with the full Commission and not with an individual opinion or one Commissioner, and

Whereas, Commission members are expected to attend and participate in all Commission meetings and become fully informed of the issues being considered at those meetings, and

Whereas, Commission members who receive expressions of concern regarding issues that impact the Classified Service should share that information with the entire Commission, and

Whereas, Commission members should avail themselves of opportunities to inform and educate themselves about current Human Resources practices and employment law by individual study and/or through participation in programs providing related information, and

Whereas, the Commission shall encourage regular and impartial performance evaluations of all Classified employees, and

Whereas, the Commission shall encourage training programs for all Classified employees, and

Whereas, the Commission shall ensure a continuous review of positions in the Classified Service and recognize that classification descriptions are based on assigned duties not attributes of individual incumbents, and

Whereas, Commissioners shall not publicly engage in personal attacks on Commission staff or attempt to discipline any employee other than the Director of their staff, and

Whereas, Commission members shall recognize that the Chair of the Commission is the official voice of the Personnel Commission and that members have the responsibility when meeting privately with others to differentiate their views from those of the Commission as a whole, and

Whereas, Commissioners shall respect the confidentiality of all privileged information, including that discussed in closed session, and

Whereas, Commissioners shall comply with the accepted Rules of Order and the Brown Act in the conduct of their meetings, and shall enforce the accepted Rules of Order for attendees at their meetings, and

Whereas, Commissioners shall support and ensure that all candidates for classified employment are provided with equal employment opportunity and that selection procedures are based on merit and fitness, and

Whereas, the Commission shall recognize the value of diversity in the workplace and encourage recruitment outreach to members of underrepresented groups, and

Whereas, the Commission shall adjudicate disciplinary and examination appeals on the basis of relevant substantial evidence and not on personal, prejudicial, or extraneous information, feelings, or beliefs, and

Whereas, the Commission shall abide by related provisions of the California State Education Code and federal, state and local legislation and regulations;

Therefore, be it resolved that I, COMMISSIONERS NAME, Personnel Commissioner, agree to and support this Code of Conduct.

______________________________  ______________________________
Signature                       Date

December 3, 2019
Reference Item:

2
PERSONNEL COMMISSION
HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF

November 5, 2019

PRELIMINARY SECTION

CALL TO ORDER
The meeting of the Personnel Commission of the Hacienda La Puente Unified School District was called to order by Ms. Jeanne Gooch, Chair, at 4:30 p.m., in the Board Room, 15959 East Gale Avenue, City of Industry, California.

MEMBERS PRESENT
Ms. Jeanne Gooch, Chair
Mr. Henry Gonzales, Vice Chair
Ms. Sandra Hernandez, Member

STAFF MEMBERS PRESENT
Mr. Israel Cobos, Personnel Director
Mr. Khrynston Samreth, Personnel Analyst
Ms. Michelle Quiroz, Personnel Assistant

OTHERS PRESENT
See Visitor’s Register

I. GENERAL FUNCTIONS

AGENDA APPROVED AS SUBMITTED
419. Vote 2-0 Mr. Gonzales-Yes Ms. Hernandez-Yes

Mr. Henry Gonzales, Vice Chair, moved to approve the agenda as submitted.

APPROVED MINUTES AS SUBMITTED
420. Vote 2-0 Ms. Gooch-Yes Mr. Gonzales-Yes

Mr. Gonzales moved to approve the minutes of the regular meeting of October 1, 2019.

421. Vote 2-0 Mr. Gonzales-Yes Ms. Hernandez-Yes

Mr. Gonzales moved to approve the minutes of the special meeting of October 17, 2019.

DIRECTOR’S REPORT
422. Mr. Cobos welcomed everyone to the meeting.

423. Mr. Cobos provided recruitment updates on completed eligibility lists, along with current and upcoming recruitments.

424. Mr. Cobos shared that the department hosted CalPERS individual sessions on October 22, allowing interested employees to meet with a CalPERS representative for personalized information and advice.

425. Mr. Cobos noted that the department would be offering two sessions of a “brown bag” workshop on November 19, which will provide tips for completing classified employment applications correctly.
426. Mr. Cobos indicated that staff has been busy attending several job fairs recently, including those at Mt. SAC and Biola University.

427. Mr. Cobos shared that the East San Gabriel America’s Job Center, which is organized and run by Goodwill Industries, hosted a recruitment for three classifications, advertising our openings and making a computer lab available to applicants at Willow Campus. The department will continue to collaborate with them, and will be attending their job fair tomorrow.

428. Mr. Cobos stated that staff also attended the Hacienda La Puente Adult Education Business Careers Advisory meeting on October 24th, which we attend twice a year.

429. Mr. Cobos remarked that staff had participated in the District Open House on October 5th, which provided an opportunity to speak to community members and answer questions about current job openings and how to apply.

430. Mr. Cobos mentioned the new report included with his Director’s Report, the Active Eligibility Lists Report, which lists the establishment and expiration date of all current active eligibility lists. He will continue to include this as a part of future Director’s Reports, and it will be shared in the department’s monthly newsletter.

431. Mr. Cobos wished everyone a happy Thanksgiving.

COMMUNICATIONS

432. None.

II. SELECTION PROCESS

RECEIVED TEST PLAN

433. Received Test Plan. No Action Required.

RECEIVED PROVISIONAL ASSIGNMENT AND WORKING OUT OF CLASS REPORT

434. Received Provisional Assignment and Working Out of Class report. No Action Required.

RATIFIED ELIGIBILITY LISTS

435. Vote 2-0 Mr. Gonzales-Yes Ms. Hernandez-Yes

Approve ratification of the following Eligibility list(s):

Cafeteria Manager III – List #0510/0819
Cafeteria Worker I – List #0506/1018
Cafeteria Worker II – List #0508/0819 Merged
Campus Security Officer – List #1102/0919 Merged
Child Development Technician – List #0206/0819 Merged
School Office Manager I – List #0340/0519
Sign Language Interpreter – Adult School – List #0218/0919
RATIFIED REMOVAL OF ELIGIBLES

436. Vote 2-0  Mr. Gonzales-Yes  Ms. Hernandez-Yes

Approved ratification of the following Eligible(s) for removal in accordance with Personnel Commission Rule 6.1.11:

Attendance Clerk, List #0310/1218
   Eligible(s) #34758637
Bus Attendant, List #1301/1118
   Eligible(s) #29396524
Bus Driver, List #1302/1118 Merged
   Eligible(s) #21847612, #22973222
Cafeteria Worker I, List #0506/1018
   Eligible(s) #21109374
Child Development Technician, List #0206/0819 Merged
   Eligible(s) #26824535, #14715175, #19365855
Family Services Specialist, List #0216/0119
   Eligible(s) #27489673
Grounds Worker II, List #0818/0719
   Eligible(s) #41189911
Instructional Aide I – Special Education, List #0260/0519
   Eligible(s) #36880396, #39534004
Instructional Aide II – Special Education, List #0262/0619
   Eligible(s) #32909320, #35882612, #41262039
Media Center Aide, List #0704/0818 Merged
   Eligible(s) #3773472, #37748397
Office Assistant, List #0344/0718
   Eligible(s) #30505220
Senior Office Assistant, List #0346/0818
   Eligible(s) 20863193
Technology Service Technician, List #0416/0219
   Eligible(s) #863897

III. CLASSIFICATION AND SALARY

437. None.

IV. RULES AND REGULATIONS

438. None.

V. CHARGES AND HEARINGS

439. None.
VI. OTHER

UNFINISHED BUSINESS

440. None.

COMMISSIONERS’ COMMENTS

441. Ms. Hernandez welcomed everyone, and thanked Personnel Commission staff for their assistance with preparing for today’s meeting. She wished everyone a happy Thanksgiving.

442. Mr. Gonzales wished everyone a happy Thanksgiving.

443. Ms. Gooch wished everyone a happy Thanksgiving.

CLOSED SESSION

444. Adjourned to closed session: 4:40 p.m.
Reconvened to regular meeting: 5:09 p.m.

NEXT REGULAR MEETING

445. The next regular meeting is scheduled for

**Tuesday, February 4, at 4:30 p.m.**

Meeting adjourned at 5:10 p.m.

Submitted by

Israel Cobos
Personnel Director

Approved by Chair

__________________________

Date
Reference Item:

3
Completed Recruitments with Date List Established
- Bus Attendant (Open and Promotional) – 11/7
- Bus Driver (Open and Promotional) – Continuous – 11/21
- Computer Trainer/Help Desk Operator (Open and Promotional) – 11/25
- Metal Worker (Open and Promotional) – 11/18
- Office Assistant (Open and Promotional) – 11/12

Current Recruitments with Last Day To File
- Bus Driver (Open and Promotional) – Continuous
- Cafeteria Manager I (Open and Promotional with Promotional Taking Precedence) – 11/5
- Child Development Technician (Open and Promotional) – 1/6
- Family Services Specialist (Open and Promotional) – 12/2
- Grounds Worker I (Open and Promotional) – 11/4
- Instructional Aide – Classroom (Open and Promotional) – 11/5
- Instructional Aide – Classroom Bilingual (Open and Promotional) – 11/5
- Instructional Aide II – Special Education, Hearing Impaired (Open and Promotional) – 10/31
- Secretary II (Promotional Only) – 11/4
- Speech Language Pathology Assistant – 1/6

Upcoming Recruitments
- Cafeteria Worker I
- Instructional Aide II – Special Education
- Instructional Materials Attendant
- Registrar
- School Office Manager II
- Site Supervision Aide

Training
- Staff attended the Personnel Testing Council – SC Annual Conference – 11/15
- Personnel Commission offered 2 workshops on how to successfully complete an employment application – 11/19

Job Fairs
- America’s Job Center, Willow Campus – 11/6
- The Chicago School – 11/8

Classification and Salary
- Instructional Support Study
  - Pending Site Visitations

Active Eligibility List Report
- See next page
<table>
<thead>
<tr>
<th>Classification</th>
<th>Date Established</th>
<th>Eligibility List Expiration Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting Technician</td>
<td>4/16/2019</td>
<td>4/16/2020</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>8/28/2019</td>
<td>8/28/2020</td>
</tr>
<tr>
<td>Assessment Technician</td>
<td>8/29/2019</td>
<td>8/29/2020</td>
</tr>
<tr>
<td>Athletic P.E. Technician (Female)</td>
<td>5/16/2019</td>
<td>5/16/2020</td>
</tr>
<tr>
<td>Attendance Clerk - Merged</td>
<td>3/1/2019</td>
<td>3/1/2020</td>
</tr>
<tr>
<td>Bus Attendant</td>
<td>11/7/2019</td>
<td>11/7/2020</td>
</tr>
<tr>
<td>Bus Driver</td>
<td>11/21/2019</td>
<td>11/21/2020</td>
</tr>
<tr>
<td>Buyer</td>
<td>12/6/2018</td>
<td>12/6/2019</td>
</tr>
<tr>
<td>Cafeteria Manager III</td>
<td>10/14/2019</td>
<td>10/14/2020</td>
</tr>
<tr>
<td>Cafeteria Worker I</td>
<td>10/28/2019</td>
<td>4/28/2020</td>
</tr>
<tr>
<td>Cafeteria Worker II</td>
<td>10/21/2019</td>
<td>10/21/2020</td>
</tr>
<tr>
<td>Campus Security Officer</td>
<td>10/31/2019</td>
<td>10/31/2020</td>
</tr>
<tr>
<td>Child Development Technician - Merged</td>
<td>9/30/2019</td>
<td>7/6/2020</td>
</tr>
<tr>
<td>Custodian I - Merged</td>
<td>9/13/2019</td>
<td>3/13/2020</td>
</tr>
<tr>
<td>Custodian II - Merged</td>
<td>9/13/2019</td>
<td>3/13/2020</td>
</tr>
<tr>
<td>Director of Purchasing &amp; Warehouse</td>
<td>1/25/2019</td>
<td>1/25/2020</td>
</tr>
<tr>
<td>Glazier</td>
<td>7/31/2019</td>
<td>7/31/2020</td>
</tr>
<tr>
<td>Grounds Worker II</td>
<td>9/24/2019</td>
<td>9/24/2020</td>
</tr>
<tr>
<td>Human Resources Assistant</td>
<td>3/20/2019</td>
<td>3/20/2020</td>
</tr>
<tr>
<td>HVAC Technician</td>
<td>5/31/2019</td>
<td>5/31/2020</td>
</tr>
<tr>
<td>Instructional Aide I - Special Education</td>
<td>7/18/2020</td>
<td>1/18/2020</td>
</tr>
<tr>
<td>Instructional Aide II - Special Education</td>
<td>9/16/2019</td>
<td>3/16/2020</td>
</tr>
<tr>
<td>Instructional Aide II - Special Education (Female)</td>
<td>9/16/2019</td>
<td>3/16/2020</td>
</tr>
<tr>
<td>Instructional Aide II - Special Education (Male)</td>
<td>9/16/2019</td>
<td>3/16/2020</td>
</tr>
<tr>
<td>Lead Custodian</td>
<td>5/23/2019</td>
<td>5/23/2020</td>
</tr>
<tr>
<td>Media Center Clerk</td>
<td>9/3/2019</td>
<td>9/3/2020</td>
</tr>
<tr>
<td>Metal Worker</td>
<td>11/18/2019</td>
<td>11/18/2020</td>
</tr>
<tr>
<td>Office Assistant</td>
<td>11/12/2019</td>
<td>11/12/2020</td>
</tr>
<tr>
<td>Payroll Technician</td>
<td>7/26/2019</td>
<td>7/26/2020</td>
</tr>
<tr>
<td>Piano Accompanist</td>
<td>9/20/2019</td>
<td>9/20/2020</td>
</tr>
<tr>
<td>Police Officer - Merged</td>
<td>7/1/2019</td>
<td>7/1/2020</td>
</tr>
<tr>
<td>Rehabilitation Program Assistant - Merged</td>
<td>6/24/2019</td>
<td>6/24/2020</td>
</tr>
<tr>
<td>School Office Manager I</td>
<td>10/7/2019</td>
<td>10/7/2020</td>
</tr>
<tr>
<td>Secretary I</td>
<td>4/8/2019</td>
<td>4/8/2020</td>
</tr>
<tr>
<td>Senior Budget Technician</td>
<td>4/3/2019</td>
<td>4/3/2020</td>
</tr>
<tr>
<td>Senior Human Resources Assistant</td>
<td>3/11/2019</td>
<td>3/11/2020</td>
</tr>
<tr>
<td>Sign Language Interpreter - Adult School</td>
<td>10/29/2019</td>
<td>10/29/2020</td>
</tr>
<tr>
<td>Site Supervision Aide</td>
<td>8/5/2019</td>
<td>2/5/2020</td>
</tr>
<tr>
<td>Speech Language Pathology Assistant</td>
<td>6/19/2019</td>
<td>6/19/2020</td>
</tr>
<tr>
<td>Technology Service Technician</td>
<td>5/2/2019</td>
<td>5/2/2020</td>
</tr>
</tbody>
</table>
Reference Item:

4
<table>
<thead>
<tr>
<th>Position</th>
<th>Req to test received</th>
<th>Dates</th>
<th>Field of Competition</th>
<th>Written Test &amp; E.</th>
<th>Perf. Test</th>
<th>S.T.</th>
<th>List Established</th>
<th>Bus Days From Closing</th>
<th>Asks for</th>
<th>Re-apply</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus Driver</td>
<td>10/24</td>
<td>11/09</td>
<td>Continuous</td>
<td>O&amp;P</td>
<td>n/a</td>
<td>11/07</td>
<td>11/07</td>
<td>KS</td>
<td>KS</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Cafeteria Manager I</td>
<td>09/24</td>
<td>10/10 11/05</td>
<td>15</td>
<td>OPP</td>
<td>11/22</td>
<td>12/12</td>
<td>12/12</td>
<td>JR</td>
<td>JC</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Child Development Technician</td>
<td>n/a</td>
<td>11/19 01/06</td>
<td>25</td>
<td>O&amp;P</td>
<td>n/a</td>
<td>n/a</td>
<td>TBD</td>
<td>TBD</td>
<td>JC</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Family Services Specialist</td>
<td>n/a</td>
<td>10/29 12/02</td>
<td>15</td>
<td>O&amp;P</td>
<td>n/a</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>DF</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Grounds Worker I</td>
<td>n/a</td>
<td>10/14 11/04</td>
<td>15</td>
<td>O&amp;P</td>
<td>11/14</td>
<td>n/a</td>
<td>12/04</td>
<td>JR</td>
<td>JC</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>I.A. - Classroom</td>
<td>09/24</td>
<td>10/10 11/05</td>
<td>15</td>
<td>O&amp;P</td>
<td>11/26</td>
<td>n/a</td>
<td>TBD</td>
<td>TBD</td>
<td>MQ</td>
<td>JC</td>
<td>Active</td>
</tr>
<tr>
<td>I.A. - Classroom Bilingual</td>
<td>n/a</td>
<td>10/15 11/05</td>
<td>15</td>
<td>O&amp;P</td>
<td>11/26</td>
<td>n/a</td>
<td>TBD</td>
<td>TBD</td>
<td>MQ</td>
<td>JC</td>
<td>Active</td>
</tr>
<tr>
<td>I.A. II - Special Education, Hearing Impaired</td>
<td>n/a</td>
<td>10/10 10/31</td>
<td>15</td>
<td>O&amp;P</td>
<td>12/3</td>
<td>12/3</td>
<td>12/3</td>
<td>TBD</td>
<td>TBD</td>
<td>KC</td>
<td>JK</td>
</tr>
<tr>
<td>Secretary II</td>
<td>09/18</td>
<td>10/14 11/04</td>
<td>15</td>
<td>P</td>
<td>n/a</td>
<td>11/21</td>
<td>12/10</td>
<td>DF</td>
<td>KS</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Speech-Language Pathology Asst.</td>
<td>n/a</td>
<td>11/22 01/06</td>
<td>22</td>
<td>O&amp;P</td>
<td>n/a</td>
<td>n/a</td>
<td>TBD</td>
<td>KS</td>
<td>KS</td>
<td>Active</td>
<td></td>
</tr>
<tr>
<td>Bus Attendant</td>
<td>n/a</td>
<td>09/18 10/09</td>
<td>15</td>
<td>O&amp;P</td>
<td>n/a</td>
<td>10/30</td>
<td>10/30 11/07 21</td>
<td>DF</td>
<td>JC</td>
<td>Elist</td>
<td></td>
</tr>
<tr>
<td>Bus Driver</td>
<td>10/24</td>
<td>11/09</td>
<td>Continuous</td>
<td>O&amp;P</td>
<td>n/a</td>
<td>8/15</td>
<td>8/15 11/21</td>
<td>KS</td>
<td>KS</td>
<td>Elist</td>
<td></td>
</tr>
<tr>
<td>Metal Worker</td>
<td>08/21</td>
<td>09/06 09/27</td>
<td>15</td>
<td>O&amp;P</td>
<td>10/24</td>
<td>11/7</td>
<td>11/7 11/18 35</td>
<td>JR</td>
<td>KS</td>
<td>Elist</td>
<td></td>
</tr>
<tr>
<td>Office Assistant</td>
<td>calendared</td>
<td>08/14 09/05</td>
<td>15</td>
<td>O&amp;P</td>
<td>09/23</td>
<td>Oct. 14 15 &amp;</td>
<td>11/01</td>
<td>11/12 47</td>
<td>JR</td>
<td>JC</td>
<td>Elist</td>
</tr>
</tbody>
</table>

* Merged