

**TO:** Donald Evans, Ed.D., Superintendent  
**FROM:** Delia Ruiz, Assistant Superintendent, Human Resources  
**DATE:** April 6, 2016  
**SUBJECT:** APPROVAL OF HUMAN RESOURCES REPORT  
 FOR CLASSIFIED EMPLOYEES  
 The following is submitted for approval.

<b>CLASSIFIED EMPLOYEES</b>						
<b>Name</b>	<b>Classification (Limited Term, Provisional, Temporary, Probationary, or Permanent)</b>	<b>Position</b>	<b>FTE</b>	<b>Location</b>	<b>Date (From)</b>	<b>Date (To)</b>
<b><u>SEPARATIONS</u></b>						
Coleman, Lolita	Permanent	Administrative Assistant	1.00	Risk Management	03/08/16	
Edwards, Merlin	Permanent	Student Welfare and Attendance Specialist	1.00	Student Services	03/16/16	
Featherston, Alicia	Permanent	Instructional Assistant, Special Ed. Attendant	0.80	Emerson	03/11/16	
Ferguson, Marie	Permanent	School Secretary I	1.00	LeConte	03/29/16	
Johnson-Banks, Annette	Permanent	Transportation Scheduler Router	1.00	Transportation	03/11/16	
Morris, Devyn	Probationary	Senior Personnel Assistant	1.00	Human Resources	02/26/16	
Niehus, Carol	Permanent	School Secretary I	1.00	John Muir	03/16/16	
Scheuer, Mary Ann	Permanent	Library Media Technician, Elementary	From: 0.80 To: 0.32	Emerson	02/16/16	
<b><u>RETIREMENT</u></b>						
Banks-Robinson, Angela	Permanent	School Bus Driver	1.00	Transportation	04/06/16 Hire Date: 03/20/06	
Coplan, Mark	Permanent	Public Information Officer	1.00	Superintendent's Office	06/29/16 Hire Date: 01/06/03	
Tadesse, Guenet	Permanent	Instructional Assistant, Special Ed. Attendant	0.80	Longfellow	06/17/16 Hire Date: 08/26/03	
Staples, Jonathan	Permanent	Maintenance Supervisor	1.00	Maintenance	4/14/16 Hire Date: 01/28/02	
<b><u>LEAVES</u></b>						
Alford-Leaks, John	Permanent	Extended Day Program Coordinator	1.00	King Middle	03/15/16	03/27/16
Carraway, Michael	Permanent	Custodian I	1.00	Jefferson	03/15/16	03/28/16
Clachar, Michelle	Permanent	Instructional Assistant, ECE	0.80	BEARS at King	03/04/16	03/31/16
Lagman, James	Permanent	Maintenance Engineer	1.00	Maintenance	03/03/16	03/18/16
Laird, Derrell	Permanent	School Bus Driver	0.87	Transportation	02/29/16	03/11/16
Manuel, Minx	Permanent	Instructional Assistant, Special Ed. Attendant	0.80	Cragmont	02/22/16	04/04/16
Montano, Maritza	Permanent	Instructional Assistant, Special Ed. Attendant	0.80	Cragmont	03/15/16	04/06/16
Scheuer, Mary Ann	Permanent	Library Media Technician, Elementary	0.32	Emerson	02/16/16	04/15/16
Stovall, Johnnie	Permanent	Extended Day Program Coordinator	1.00	Washington	03/16/16	05/01/16

Stiles, Robert	Permanent	Program Assistant	1.00	Berkeley High	04/04/16	04/04/17
Suttice, Christopher	Permanent	Instructional Technician, EDP	0.53	LEARNS at Washington	03/02/16	04/04/16
<b><u>NEW HIRES OR RE-HIRES</u></b>						
Bagley, Maria	Probationary	Budget Analyst II, Confidential	1.00	Business Services	03/16/16	*
Gaitan, Gena	Probationary	Food Services Assistant	0.40	Cragmont	03/14/16	*
Jackson, Ersetta	Probationary	Food Services Assistant	0.40	Thousand Oaks	03/08/16	*
Robles, Kimberley	Probationary	Custodian I	1.00	Berkeley High	03/01/16	*
<b><u>NEW ASSIGNMENT</u></b>						
Andrade, Milagro	Permanent	Food Services Assistant	From: 0.60 To: 0.87	Central Kitchen	03/01/16	
<b><u>LIMITED TERM/PROVISIONAL/TEMPORARY</u></b>						
Alexander, Lonna	Provisional	Instructional Technician, EDP	0.37	LEARNS at Longfellow	04/04/16	TBD
Blanco, Karime	Provisional	Secretary	1.00	Hopkins Pre School	03/07/16	TBD
Jasso, Reyna	Provisional	Instructional Technician, EDP	1.00	LEARNS at LeConte	09/02/15	06/17/16
Jones, Tara	Provisional	Program Assistant	1.00	Berkeley High	04/05/16	06/30/16
Lockett, Aisha	Provisional	Student Welfare and Attendance Specialist	1.00	Student Services	03/08/16	TBD
McWhorter, Woodrow	Provisional	Instructional Technician, EDP	0.37	LEARNS at Cragmont	01/02/16	06/17/16
Miles, Sheree	Provisional	Instructional Assistant	0.11	LeConte	03/08/16	05/05/16
Rose, Lauren	Provisional	Clerical Assistant I	0.80	Human Resources	03/02/16	TBD
Russell, Melodee	Provisional	School Services Assistant	0.40	Jefferson	03/02/16	06/17/16
Weaver, Reatha	Provisional	Instructional Assistant, Special Ed. Attendant	0.80	Arts Magnet	03/21/16	TBD
*Upon completion of six work months						
** Upon completion of twelve work months						