

**TO:** Donald Evans, Ed.D., Superintendent  
**FROM:** Delia Ruiz, Assistant Superintendent, Human Resources  
**DATE:** November 18, 2015  
**SUBJECT:** APPROVAL OF HUMAN RESOURCES REPORT  
 FOR CLASSIFIED EMPLOYEES  
 The following is submitted for approval.

CLASSIFIED EMPLOYEES						
Name	Classification (Limited Term, Provisional, Temporary, Probationary, or Permanent)	Position	FTE	Location	Date (From)	Date (To)
<b><u>SEPARATION</u></b>						
Lopez, Maryann	Permanent	School Bus Driver	0.93	Transportation	06/30/16	
<b><u>RETIREMENTS</u></b>						
Fagan, William	Probationary	Maintenance Technician	1.00	Maintenance	10/28/15	
					Hire Date: 07/01/15	
Taylor, Ruby	Permanent	Clerical Specialist	1.00	Transportation	12/30/15	
					Hire Date: 06/26/89	
Thomas, Victor	Permanent	Custodian I	1.00	LeConte	12/30/15	
					Hire Date: 11/01/00	
Ward, Allen	Permanent	Custodian II	1.00	LeConte	12/30/15	
					Hire Date: 08/15/97	
<b><u>LEAVES</u></b>						
Coleman, Lolita	Permanent	Administrative Assistant	1.00	Risk Management	11/01/15	11/30/15
Cummings, Robin	Permanent	School Safety Officer	1.00	Berkeley High	09/29/15	12/31/15
Ferguson, Marie	Permanent	School Secretary I	1.00	LeConte	10/09/15	11/30/15
Lopez, Maryann	Permanent	School Bus Driver	0.93	Transportation	10/01/15	06/30/16
Robinson, Clinton	Permanent	Custodian II	1.00	Berkeley High	10/19/15	11/16/15
Robinson, Glenn	Permanent	Custodian I	1.00	King Middle	10/16/15	11/06/15
Robinson, Kayla	Permanent	Instructional Assistant, Special Ed. Attendant	0.60	King, CDC	09/22/15	11/02/15
Sharma, Sushil	Permanent	Instructional Assistant, Special Ed.	0.80	Willard	11/04/15	11/20/15
Singleton, Tiffany	Permanent	Instructional Assistant, Special Ed. Specialized Health Care	0.80	Malcolm X	10/21/15	11/01/15
Staples, Jonathan	Permanent	Maintenance Supervisor	0.75	Maintenance	10/19/15	11/19/15
Young Sr, Carlton	Permanent	Delivery Driver	1.00	Purchasing	10/27/15	11/02/15
<b><u>NEW HIRES OR RE-HIRES</u></b>						
Melas, Brisa	Probationary	Food Service Assistant	0.40	LeConte	10/19/15	*
<b><u>LIMITED TERM/PROVISIONAL</u></b>						
Gonzales, Alexis	Provisional	Instructional Assistant, Special Ed. Attendant	0.80	LeConte	10/14/15	TBD
Hicks, Erika	Provisional	Instructional Assistant, Special Ed. Attendant	0.80	Washington	10/13/15	TBD
King, Courtney	Provisional	Instructional Assistant	0.40	Jefferson	09/02/15	09/30/15
King, Courtney	Provisional	Instructional Assistant	0.60	Jefferson	10/01/15	11/30/15
King, Courtney	Provisional	Instructional Assistant	0.40	Jefferson	12/01/15	06/16/16

**CLASSIFIED EMPLOYEES**

<b>Name</b>	<b>Classification</b> <b>(Limited Term,</b>	<b>Position</b>	<b>FTE</b>	<b>Location</b>	<b>Date</b> <b>(From)</b>	<b>Date</b> <b>(To)</b>
	<b>Provisional,</b> <b>Temporary,</b> <b>Probationary, or</b>					

**LIMITED TERM/PROVISIONAL (continued)**

Lopez, Maryann	Provisional	Transportation Scheduler/ Router	1.00	Transportation	10/01/15	03/11/16
Waller, Ellaray	Provisional	Administrative Assistant	1.00	Risk Management	10/30/15	11/24/15

\*Upon completion of six work months

\*\* Upon completion of twelve work months