PLEASE POST

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION AGENDA

Board Room
101 W. Cochran Street
Simi Valley, CA

July 12, 2023
5:00 P.M.
Meeting # 910

Personnel Commission Members

Kathleen Hobiger, Chairperson
Lori Rhoades, Vice Chairperson
Sandy Handin, Member

Staff Members

Ginan Henson, Director of Classified Personnel Services
Irma Flynn, Senior Administrative Assistant

CALL TO ORDER

FLAG SALUTE

APPROVAL OF AGENDA/CONSENT AGENDA

- Agenda
- Consent Agenda

APPROVAL OF MINUTES – Regular Meeting June 14, 2023 – *Action*

COMMENT, PRESENTATIONS AND HEARINGS

- Commission Comments
- Public Comments (Regarding items not on the agenda)

PERSONNEL ITEMS

- Personnel Director's Report – *Information; Discussion*

GENERAL ITEMS

- 2022-2023 Budget Status – *Information; Discussion*
- Revision of Personnel Commission Rules Article 5 Section 5.10- First Reading – *Discussion*
- CA Assembly Bill AB 1699 – *Discussion*

CLOSED SESSION

• In accordance with provisions in Gov. Code Sec 54957; Public Employment Matters – Performance Evaluation, Director of Classified Personnel Services

RETURN TO OPEN SESSION

INFORMATION

- Calendar of Personnel Commission Meetings – *Information*
- Job Opportunities – *Information*

ITEMS FOR FUTURE CONSIDERATION

ADJOURNMENT

Ginan Henson, Director of Classified Personnel Services

Dated : July 7, 2023

Pursuant to Government Code Section 54957.5, any document, that is public record, and relates to an open session agenda item of a regular meeting of the PC, is available for public review at the Educational Service Center, Classified Personnel Services, 101 W. Cochran Street, Simi Valley, CA 93065.

Simi Valley Unified School District accommodates individuals with disabilities. Forty-eight (48) hours advance notice is required to meet special needs for public meetings. Upon written request, materials in alternative formats will be provided for individuals with disabilities. Please contact Classified Personnel Services, 805.306.4500, ext. 4062.

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

Board Room
101 W. Cochran St.
Simi Valley, CA 93065

June 14, 2023
5:00 P.M.
Meeting # 909

Personnel Commission Members	Arrived
Kathleen Hobiger, Chairperson	5:00 P.M.
Lori Rhoades, Vice Chairperson	5:00 P.M.
Sandy Handin, Member	5:00 P.M.

Staff Members	
Ginan Henson, Director, Classified Personnel Services	5:00 P.M
Irma Flynn, Senior Administrative Assistant	5:00 P.M

The meeting was called to order at 5:00 P.M. by Kathleen Hobiger, Chairperson. **Call to Order**

The flag salute was led by Ms. Hobiger. **Flag Salute**

Agenda

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Agenda, as presented. Motion #23.0614.1
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

Consent Agenda

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Consent Agenda, as presented. Motion #23.0614.2
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

Minutes

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of May 3, 2023, as presented. Motion #23.0614.3
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Special Meeting of May 24, 2023, as amended. Motion #23.0614.4
Vote 3-0; Aye- Handin Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

Commission Comments

Ms. Rhoades discussed SVUSD website being under construction. Ms. Hobiger noted the passing of Joanne Lewinski, former Campus Supervisor and Paraeducator I, Special Education, and John Murphy, former Campus Supervisor.

Public Comments

Kim Holden expressed her views on the testing programs for classified jobs.

Personnel Items

Director's Report

Ms. Henson reported that ESY (Extended School Year) starts on 6/20/2023 for students and the staff will have orientation on 6/16/2023. ESY will end on 7/18/2023. She thanked Ellie, Becky and Irma for recruitment, assignments and sending information to payroll. Classified Personnel is waiting for information for signing up for the Job Fair at the Mall, as well as Street Fair, etc. Ms. Henson notified that the department is in the initial phase of gathering data on the clerical

family. Some of Ms.Henson's recent meetings included Paraeducator I, Special Education meeting with the Assistant Superintendent of SSS to discuss issues, training, and career pathways in Special Education, and meeting with Payroll Department since Chris Regan was resigning from her Payroll Supervisor position at the end of the month. Some of the issues discussed were Frontline and flawless transition.

Closed Session

The Commission met in Closed Session at 5:47 p.m., in accordance with provisions in Government Code Section 54957, Public Employment Matters- Performance Evaluation, Director of Classified Personnel Services

The Commission returned to Open Session at 7:26 p.m.
Public Employment Matters: Public Employment Matters- Performance Evaluation, Director of Classified Personnel Services. No action was taken in Closed Session.

General Items

2022-2023 Budget Status

The 2022-2023 Budget was reviewed and discussed.

Updating Merit Rules

Merit Rules changes were discussed.

Information

Meeting Dates

Future Commission meeting dates were announced:
July 12, 2023……..August 23, 2023 ..……...September 13, 2023..... 5:00 p.m. Board Room

Job Opportunities

Job Opportunities were announced for: Cafeteria Services Specialist, Maintenance Technician, Payroll Supervisor, School Services Assistant II.

Future Consideration

Including Merit Rules updates monthly in Agenda section, information for who receives what in agendas, Closed Session for the next 2 meetings.

Adjournment

Motion #23.06.14.5

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 7:30 P.M.
Vote 3-0; Aye- Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent-None.

Kathleen Hobiger, Chairperson

Lori Rhoades, Vice Chairperson

Sandy Handin, Member

ARTICLE 5
EMPLOYMENT LISTS

5.10 ELIGIBILITY LISTS

5.10.1 Establishment and Life of Eligibility Lists (Ed Code 45300)

A. After completion of the examination process, ~~Names~~ names of successful competitors shall be arranged on a list in order of examination score, plus additional points where applicable. The completed list constitutes an eligibility list for that class.

B. An eligibility list shall be in effect for a period of one year, unless exhausted, and may be extended by the Commission for a maximum of two additional years.

~~B~~C. Eligibility lists may be established by the Commission for a period of six months so long as the six month duration of the list is noted in the announcement for the examination.

5.10.2 Termination of Eligibility Lists (Ed Code 45300)

A. An eligibility list is automatically terminated one year from the date of its approval unless extended by the Commission prior to its expiration. ~~An eligibility list may be extended for a maximum of two additional years.~~

B. If an eligibility list has been authorized for a six month period, it is automatically terminated six months from the date of its approval unless extended by the Commission prior to its expiration.

C. An eligibility list is automatically terminated when no eligibles remain on the list.

D. An eligibility list may be terminated by the Commission when no eligible is available for appointment to a specific permanent position in a class or where there are fewer than three ranks of eligibles remaining on the list.

E. An eligibility list is automatically terminated when, in the second year of its existence, a new list for the class is established.

5.10.3 Reemployment Lists (Ed Code 45298) (Ed Code 45308)

There shall be established for each class a reemployment list which shall take precedence over all other employment lists in appointment. This list shall contain the names of all regular classified employees who have been laid off or demoted or who have accepted a reduction in assigned hours because of lack of work or lack of funds, or who have

exhausted all leave privileges after illness or injury. Employees who acquire leaves of absence for military reasons in any civilian war effort or war industry shall take precedence by having their names placed over other names on the reemployment list in any given class.

5.10.4 ~~Consolidation~~ Merging of Eligibility Lists (Ed Code 45291) (Ed Code 45300)

A. When fewer than three (3) ranks of available eligibles remain on an eligibility list, a new examination may be conducted.

~~A~~B. If a new examination for a class is given during the first year of the life of an existing list, in order for the lists to be merged, the examination shall be sufficiently similar to the previous examination to ~~insure~~ ensure the comparability of the scores of eligibles. The new list shall then be merged with the existing list with the eligibles ranked in the order of examination score, plus additional points where applicable. Promotional lists shall be merged only with promotional lists, except that, where "dual certification" applies, open and promotional lists shall be merged for certification.

~~B~~C. When lists are ~~consolidated~~ merged under this rule, the earlier list shall be terminated one year after its establishment, plus the length of an extension, if any, and ~~those eligibles' names~~ the names of those eligibles shall be removed from the ~~consolidated~~ merged list.

5.10.5 Eligibility After Appointment (Ed Code 45272) (Ed Code 45286) (Ed Code 45300)

An eligibility list shall be used for full-time, part-time, regular, and limited-term assignments in the class. An eligible who accepts limited-term employment shall continue to be eligible for regular appointment.

5.10.6 Removal of Names from Eligibility Lists

A. The name of an eligible may be removed from an eligibility list by action of the Commission or Personnel Director, subject to appeal to the Commission for any of the following reasons:

1. A written request by the eligible for removal.

2. Failure to respond within ~~seven~~ five working days to an inquiry regarding availability for employment.

3. Any of the causes listed in Rule 4.10.~~3~~4.

4. Termination of employment when on a promotional list.

5. Three waivers of certification during the life of the eligibility list, except that waivers relating to part-time or limited-term appointments shall not be counted for the purpose of this sub-rule.

6. Failure to ~~respond~~ report for ~~an~~ scheduled interview after certification.

7. Declining ~~a position at an interview~~ an employment offer or withdrawing from consideration after having been properly certified as eligible and available for the appointment.

~~B. The name of an eligible may be removed from an eligibility list by the Personnel Director, subject to appeal to the Commission for reinstatement on the list under Rule 4.10.4 for any of the following reasons:~~

~~1. Three waivers of certification during the life of the eligibility list, except that waivers relating to part-time or limited-term appointments shall not be counted for the purpose of this sub-rule.~~

~~2. Refusing an employment offer after having been properly certified as eligible for appointment.~~

B. The procedures set forth in Rule 4.10.5 apply for notification and appeal from removal from an eligibility list

EDUCATION CODE - EDC

TITLE 2. ELEMENTARY AND SECONDARY EDUCATION [33000 - 65001] *(Title 2 enacted by Stats. 1976, Ch. 1010.)*

DIVISION 3. LOCAL ADMINISTRATION [35000 - 45500] *(Division 3 enacted by Stats. 1976, Ch. 1010.)*

PART 25. EMPLOYEES [44000 - 45500] *(Part 25 enacted by Stats. 1976, Ch. 1010.)*

CHAPTER 5. Classified Employees [45100 - 45500] *(Chapter 5 enacted by Stats. 1976, Ch. 1010.)*

ARTICLE 6. Merit System [45240 - 45320] *(Article 6 enacted by Stats. 1976, Ch. 1010.)*

45272. (a) All vacancies in the classified service shall be filled pursuant to this article and the rules of the commission, from applicants on eligibility lists which, wherever practicable, as determined by the commission, shall be made up from promotional examinations, or appointments may be made by means of transfer, demotion, reinstatement, and reemployment in accordance with the rules of the commission. All applicants for promotional examinations shall have the required amount of service in classes designated by the commission or meet the minimum qualifications of education, training, experience, and length of service, which shall be determined by the commission to be appropriate for the class for which they have applied. Any promotional applicant who has served the required amount of time in a designated class or who meets the minimum qualifications for admission to a promotional examination shall be admitted to the examination. The commission shall place applicants on the eligibility lists in the order of their relative merit as determined by competitive examinations. The final scores of candidates shall be rounded to the nearest whole percent for all eligibles. All eligibles with the same percentage score will be considered as having the same rank. Appointments shall be made from the eligibles having the first three ranks on the list who are ready and willing to accept the position.

(b) Upon the request of a majority of the members of the governing board of a district, the commission may exempt one or more executive secretarial positions from the requirements of this section. Exemptions authorized under this subdivision shall be limited to executive secretarial positions reporting directly to members of the governing board, the district superintendent, or not more than four principal deputies of the district superintendent, or all of these positions.

Any person employed in an exempt executive secretarial position shall continue to be afforded all of the rights, benefits, and burdens of any other classified employee serving in the regular service of the district, except he or she shall not attain permanent status in an executive secretarial position. Positions of executive secretary shall be filled from an unranked list of eligible employees who have been found to be qualified for the positions as specified by the district superintendent and determined by the personnel commission. Any person whose services in an executive secretarial position are discontinued for a cause other than a cause for disciplinary action specified in this code or in a rule of the commission shall have the right to return to a position in a classification he or she previously occupied or, if that classification no longer exists, in a similar classification, as determined by the commission.

Nothing contained in this section shall authorize the selection of eligible candidates in circumvention of the affirmative action programs of any school district.

(Amended by Stats. 1995, Ch. 652, Sec. 6. Effective January 1, 1996.)

EDUCATION CODE - EDC

TITLE 2. ELEMENTARY AND SECONDARY EDUCATION [33000 - 65001] *(Title 2 enacted by Stats. 1976, Ch. 1010.)*

DIVISION 3. LOCAL ADMINISTRATION [35000 - 45500] *(Division 3 enacted by Stats. 1976, Ch. 1010.)*

PART 25. EMPLOYEES [44000 - 45500] *(Part 25 enacted by Stats. 1976, Ch. 1010.)*

CHAPTER 5. Classified Employees [45100 - 45500] *(Chapter 5 enacted by Stats. 1976, Ch. 1010.)*

ARTICLE 6. Merit System [45240 - 45320] *(Article 6 enacted by Stats. 1976, Ch. 1010.)*

45286. Whenever the appointing power shall require the appointment of a person to a position, the duration of which is not to exceed six months, or, in case of an appointment in lieu of an absent employee, is not to exceed the authorized absence of said employee, the appointing power shall submit a request in which the probable duration of the appointment is stated. Eligibles shall be certified in accordance with their position on the appropriate employment list and their willingness to accept appointment to such position as limited-term employees. Limited-term employees shall be subject to conditions affecting status and tenure during and after employment that the commission may by rule determine. Notwithstanding these limitations on the duration of these positions, the commission may, based on a declaration of an emergency by the President of the United States or the Governor, authorize an extension that may not exceed one year. The duties of the extended position must be related to the emergency.

(Amended by Stats. 2000, Ch. 1, Sec. 8. Effective February 22, 2000.)

EDUCATION CODE - EDC

TITLE 2. ELEMENTARY AND SECONDARY EDUCATION [33000 - 65001] *(Title 2 enacted by Stats. 1976, Ch. 1010.)*

DIVISION 3. LOCAL ADMINISTRATION [35000 - 45500] *(Division 3 enacted by Stats. 1976, Ch. 1010.)*

PART 25. EMPLOYEES [44000 - 45500] *(Part 25 enacted by Stats. 1976, Ch. 1010.)*

CHAPTER 5. Classified Employees [45100 - 45500] *(Chapter 5 enacted by Stats. 1976, Ch. 1010.)*

ARTICLE 6. Merit System [45240 - 45320] *(Article 6 enacted by Stats. 1976, Ch. 1010.)*

45291. Combinations of successive eligibility lists may be made during their first year. Eligibles on lists established within the first year of the life of another list may be placed in the order of their relative excellence in the examination on the like list, if lists so merged have been promulgated under conditions and techniques which are sufficiently similar to preserve their competitive character.

(Enacted by Stats. 1976, Ch. 1010.)

EDUCATION CODE - EDC

TITLE 2. ELEMENTARY AND SECONDARY EDUCATION [33000 - 65001] *(Title 2 enacted by Stats. 1976, Ch. 1010.)*

DIVISION 3. LOCAL ADMINISTRATION [35000 - 45500] *(Division 3 enacted by Stats. 1976, Ch. 1010.)*

PART 25. EMPLOYEES [44000 - 45500] *(Part 25 enacted by Stats. 1976, Ch. 1010.)*

CHAPTER 5. Classified Employees [45100 - 45500] *(Chapter 5 enacted by Stats. 1976, Ch. 1010.)*

ARTICLE 6. Merit System [45240 - 45320] *(Article 6 enacted by Stats. 1976, Ch. 1010.)*

45298. (a) A person laid off because of lack of work or lack of funds shall be eligible for reemployment for a period of 39 months as follows:

(1) The person's reemployment shall take preference over new applicants.

(2) The person shall have the right to participate in promotional examinations within the district during the period of 39 months.

(3) If the person is reemployed in a new position and fails to complete the probationary period in the new position, he or she shall be returned to the reemployment list for the remainder of the 39-month period. The remaining time period shall be calculated as the time remaining in the 39-month period as of the date of reemployment.

(b) An employee who takes a voluntary demotion or a voluntary reduction in assigned time in lieu of layoff or to remain in his or her present position rather than be reclassified or reassigned, shall be granted the same rights as persons laid off and shall retain eligibility to be considered for reemployment for an additional period of up to 24 months, provided that the same tests of fitness under which the employee qualified for appointment to the class still apply. The personnel commission shall make the determination of the specific period eligibility for reemployment on a class-by-class basis.

(c) An employee who takes a voluntary demotion or a voluntary reduction in assigned time in lieu of layoff shall be, at the option of the employee, returned to a position in his or her former class or to a position with increased assigned time as vacancies become available, and without limitation of time, but if there is a valid reemployment list the employee shall be ranked on that list in accordance with his or her proper seniority.

(Amended by Stats. 2012, Ch. 586, Sec. 1. (AB 2307) Effective January 1, 2013.)

EDUCATION CODE - EDC

TITLE 2. ELEMENTARY AND SECONDARY EDUCATION [33000 - 65001] *(Title 2 enacted by Stats. 1976, Ch. 1010.)*

DIVISION 3. LOCAL ADMINISTRATION [35000 - 45500] *(Division 3 enacted by Stats. 1976, Ch. 1010.)*

PART 25. EMPLOYEES [44000 - 45500] *(Part 25 enacted by Stats. 1976, Ch. 1010.)*

CHAPTER 5. Classified Employees [45100 - 45500] *(Chapter 5 enacted by Stats. 1976, Ch. 1010.)*

ARTICLE 6. Merit System [45240 - 45320] *(Article 6 enacted by Stats. 1976, Ch. 1010.)*

45300. Eligibility lists shall be established for a period of not less than one year except that when a list is exhausted for appointments to current vacancies, through use and eligibles being unavailable, the commission may, upon the recommendation of the officer charged with certifying eligibles, and after due notice to eligibles who may have made themselves unavailable for appointment, terminate it before a year has expired.

Eligibility lists may be established for a period of six months upon the approval of the personnel commission as long as the six-months' duration of such a list is noted in the recruitment bulletin announcing the examination. If a list is exhausted for appointments to current vacancies, through use and eligibles being unavailable, the commission may, upon the recommendation of the officer charged with certifying eligibles, and after due notice to eligibles who may have made themselves unavailable for appointment, terminate it before the expiration date.

A list may be extended for an additional period of two years or less at the discretion of the commission.

(Amended by Stats. 1995, Ch. 652, Sec. 12. Effective January 1, 1996.)

EDUCATION CODE - EDC

TITLE 2. ELEMENTARY AND SECONDARY EDUCATION [33000 - 65001] *(Title 2 enacted by Stats. 1976, Ch. 1010.)*

DIVISION 3. LOCAL ADMINISTRATION [35000 - 45500] *(Division 3 enacted by Stats. 1976, Ch. 1010.)*

PART 25. EMPLOYEES [44000 - 45500] *(Part 25 enacted by Stats. 1976, Ch. 1010.)*

CHAPTER 5. Classified Employees [45100 - 45500] *(Chapter 5 enacted by Stats. 1976, Ch. 1010.)*

ARTICLE 6. Merit System [45240 - 45320] *(Article 6 enacted by Stats. 1976, Ch. 1010.)*

45308. (a) Classified employees shall be subject to layoff for lack of work or lack of funds. If a classified employee is laid off, the order of layoff within the class shall be determined by length of service. The employee who has been employed the shortest time in the class, plus higher classes, shall be laid off first. Reemployment shall be in order of seniority.

(b) (1) For purposes of this section, in school districts with an average daily attendance below 250,000 for service commencing or continuing after July 1, 1971, "length of service" means all hours in paid status, whether during the school year, a holiday, recess, or during any period that a school is in session or closed, but does not include any hours compensated solely on an overtime basis as provided for in Section 45128. Nothing in this section shall preclude the governing board of a school district from entering into an agreement with the exclusive representative of the classified employees that defines "length of service" to mean the hire date. For purposes of this section, in school districts with an average daily attendance of 250,000 or more, for service commencing or continuing after January 1, 1986, "length of service" shall be determined by the date of hire.

(2) If a governing board enters into an agreement with the exclusive representative of classified employees that defines "length of service" to mean the hire date, the governing board may define "length of service" to mean the hire date for a classification of employee not represented by any exclusive bargaining unit.

(c) This section does not preclude the granting of "length of service" credit for time spent on unpaid illness leave, unpaid maternity leave, unpaid family care leave, or unpaid industrial accident leave. In addition, for military leave of absence, "length of service" credit shall be granted pursuant to Section 45297. In the event an employee returns to work following any other unpaid leave of absence, no further seniority shall be accrued for the time not worked.

(d) "Hours in paid status" shall not be interpreted to mean any service performed before entering into a probationary or permanent status in the classified service of the school district except service in restricted positions as provided in this chapter.

(Amended by Stats. 2022, Ch. 920, Sec. 11. (SB 913) Effective January 1, 2023.)

Simi Valley Unified School District Personnel Commission

Current Classified Recruitments as of 7-7-2023

Classification Title	Number of Vacancies	Vacancy Locations	Open Date	Closing Date	Type of Exam	T&E Completed By	Test Date	Structured Interview Date	Eligibility List Established By	Comments
Adult Education Instructional Assistant, Machine Shop	1	SICE	Continuous	One week prior to test date	Multiple Choice Test, Structured Interview	N/A	TBD	TBD	TBD	
Adult Education Instructional Assistant, Welding	1	SICE	Continuous	One week prior to test date	Multiple Choice Test, Structured Interview	N/A	TBD	TBD	TBD	
Bus Driver	1	Student Safety & Transit	Continuous	One week prior to test date	Structured Interview	N/A	N/A	TBD	TBD	
Cafeteria Assistant	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test	N/A	Bi-Weekly (approx)	N/A	Ongoing	Processing Provisional Substitutes
Certified Educational Sign Language Interpreter	1	RHS	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	
Community Liaison	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	Processing Provisional Substitutes
Custodian	2	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	Ongoing	Processing Provisional Substitutes
Elementary Campus Supervisor	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test	N/A	Bi-Weekly (approx)	N/A	Ongoing	Processing Provisional Substitutes
Groundskeeper	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	
Instructional Support Specialist, IBI	2	Various	Continuous	One week prior to test date	Structured Interview	N/A	TBD	TBD	Ongoing	
Machine Program Shop Assistant	1	SICE	Continuous	One week prior to test date	Structured Interview	N/A	N/A	TBD	TBD	
Paraeducator	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	Ongoing	
Paraeducator Spanish	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	Processing Provisional Substitutes
Paraeducator - Visually Impaired	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	
Paraeducator I, Special Education	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test	N/A	Monthly (approx)	N/A	Ongoing	Processing Provisional Substitutes
Paraeducator II, Special Education	1	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	Monthly (approx)	TBD	Ongoing	Processing Substitutes
Paraeducator, Deaf or Hard of Hearing	1	Student Support Services	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	Ongoing	Processing Substitutes
Passenger Vehicle Driver	1	Student Safety & Transit	Continuous	One week prior to the structured	Structured Interview	N/A	N/A	TBD	TBD	
School Services Assistant I	4	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview; Online Computer Applications Test	N/A	TBD	TBD	Ongoing	
Secondary Campus Supervisor	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test	N/A	Bi-Weekly (approx)	N/A	Ongoing	Processing Provisional Substitutes
Welding Program Shop Assistant	1	SICE	Continuous	One week prior to test date	Structured Interview	N/A	TBD	TBD	TBD	

Upcoming Recruitments

Classification	Location
TBD	TBD