

Panama-Buena Vista Union School District

KATIE RUSSELL, Ed.D.
District Superintendent

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BOARD OF TRUSTEES
Bryan Easter
Linda Garcia
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Tom Webster
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DATE: September 10, 2024
TO: P-BVUSD School Aides
FROM: Melissa Brown, Director of Human Resources
CC: Amy Mensing, Principal Berkshire Elementary
Adam Straw, Principal Castle Elementary
Morgan Hicks, Principal Highgate Elementary
Alicie Stanley Principal Laurelglen Elementary
Matthew Kennedy, Principal Reagan Elementary
Nicole Miller, Director of Talent Management (Classified)
Selena Garza, CSEA Chapter President
RE: Transfer

The following position is officially open for the 2024-25 School Year:

School Aide	5 Hour	Berkshire Elementary
School Aide	5 Hour	Castle Elementary
School Aide	5 Hour	Highgate Elementary
School Aide	5 Hour	Laurelglen Elementary
School Aide	5 Hour	Reagan Elementary

Current School Aides are eligible to submit a request for transfer for this position. If you are interested in being considered for this position, please submit a **"Classified Employee Request for Voluntary Transfer."** Voluntary transfers within a classification will apply only to those employees who have attained permanent status and who work 4 (Four) or more hours daily. Please submit your request to the Human Resources Department no later than **3:00 p.m. September 17, 2024.**