

Panama-Buena Vista Union School District

KATIE RUSSELL, Ed.D.
District Superintendent

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BOARD OF TRUSTEES
Bryan Easter
Linda Garcia
Tiffany King
Paula Van Auken
Keith C. Wolaridge

DATE: February 24, 2025

TO: P-BVUSD Cafeteria General Helpers

FROM: Melissa Brown, Director of Human Resources

CC: Ben Boesch, Principal, Van Horn Elementary
Nicole Miller, Director of Talent Management (Classified)
Kristi McKnight, Director of Nutrition Services
Selena Garza, CSEA Chapter President

RE: Transfer

The following positions are officially open for the 2024-25 School Year:

Van Horn Elementary

5 Hours

Cafe Gen Helper

Current Cafeteria General Helpers 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. March 3, 2025.**