# Human Resources Division

Functional Chart
4.24.2024

**Sunita "Sunny" Cooke**
**Superintendent/President**

**Charlie Ng**
**Assistant Superintendent/VP, Human Resources**

**Danielle "Dani" Thornberry**
**Interim Executive Assistant**

VACANT
**Director, Human Resources**
- Benefits
- Compensation
- Compliance
- Employee Engagement & Retention
- Learning & Development
- Talent Acquisition
- Technology Management

VACANT
**Employee Relations Specialist**
- Employee & Labor Relations

**Arlene Hernandez**
**Payroll Manager**
- Direct Deposit
- Employment Verification
- Payroll Elections (403(b), 457(b))
- W-2s

**Justin Crast**
**Risk & Safety Manager**
- Risk Management
- Safety Programs
- Worker's Compensation