

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: January 15, 2020
Time: 5:00 p.m.
Location: District Office
15600 Concord Circle
Morgan Hill, CA 95037

I. OPEN SESSION

Meeting Called to Order:

Pledge of Allegiance

Roll Call: Tara Bevington _____
Steve Klem _____
Pam Torrasi _____

II. ADOPT AGENDA

Motion By: Ayes:
Second By: Noes:

III. APPROVE MINUTES OF November 20, 2019 meeting

Motion By: Ayes:
Second By: Noes:

IV. INTRODUCTIONS/PRESENTATIONS/RECOGNITION/ANNOUNCEMENTS

This is an opportunity for Personnel Commission members and staff to introduce staff members or others and to recognize accomplishments of staff members and departments.

V. ITEMS FOR PUBLIC COMMENT AND COMMUNICATION

This opportunity for members of the public to communicate with the Commission on any item not scheduled for action.

A. MHCEA update

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

Stonehouse

Motion By: Ayes:

Second By: Noes:

B. Appoint Chairperson

Stonehouse

Motion By: Ayes:

Second By: Noes:

VII. REPORTS/INFORMATION/DISCUSSION

This section is reserved for topics of discussion by the Commission members and staff

A. Paraprofessional Training

Myers

VIII. ITEMS FOR PERSONNEL CONSENT

These are routine items requiring little or no separate explanation. They are acted upon in a single motion.

None

IX. ADJOURN:

Motion By: Ayes:

Second By: Noes:

**MORGAN HILL UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION MEETING
November 8, 2019 – January 10, 2020**

Topic:	Hiring Report
Prepared by:	Kristin Stonehouse, Human Resources Specialist
Presented by:	Kristin Stonehouse, Human Resources Specialist
Type of Item:	Action

NEW HIRES, PROMOTIONS, INCREASE IN HOURS

New Hires:

Victoria Santiago	Bilingual Paraprofessional	San Martin Gwinn	12/28/19
Ana Sanchez	Student Nutrition Assistant	Barrett	12/05/19
Martha Vielmas	Sub Student Nutrition Assistant	Food Service	12/02/19
Jillian Sotello	Sub Student Nutrition Assistant	Food Service	12/01/19
Nathan Fisher	Sub Student Nutrition Assistant	Food Service	12/01/19

Promotions:

None

Increase in Hours:

Patricia Dawson	Paraprofessional	Central	From 5 hours to 6 hours	11/21/19
Judy Bamforth	Paraprofessional	Britton	From 5 hours to 6 hours	11/01/19

SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

Substitutes:

Jasmeet Kaur	Paraprofessional	Martin Murphy	08/26/19	12/01/19
Yvette Revelez	Paraprofessional	Britton	8/15/19	12/20/19
Rochelle Casarez	Paraprofessional	Britton	8/15/19	11/11/19
Mary Anne Panganiban	Yard Duty	Paradise Valley	09/04/19	06/05/20
Kerri Quezada	Yard Duty	Los Paseos	08/15/19	06/05/20
Carla Rutter	Yard Duty	Los Paseos	08/30/19	06/05/20
Elizabeth Roberts	Yard Duty	Los Paseos	09/03/19	06/05/20
Rosalba Villalobos	Custodian	various	09/03/19	06/05/20
David Vazquez	Custodian	various	09/11/19	12/20/19
Amany Ayoub	Yard Duty	Jackson	09/16/19	06/05/20
Rebecca Betances	Yard Duty	Los Paseos	09/04/19	06/05/20
Michelle Carrillo Farias	Yard Duty	Los Paseos	09/09/19	06/05/20
Ernestina Barrior Jimenez	Custodian	various	09/16/19	06/05/20
Maria Drinkhouse	Yard Duty	Los Paseos	09/03/19	06/05/20
Luis Lopez	Paraprofessional	Martin Murphy	10/14/19	01/31/20

Cappy Myers	Yard Duty	Jackson	11/20/19	06/05/20
Martha Vielmas	Student Nutrition Asst	Live Oak	12/02/19	06/05/20

Limited Term Assignment:

Sarah Malette	Paraprofessional, MTSS	El Toro	01/06/20	06/05/20
---------------	------------------------	---------	----------	----------

Working Out of Class:

Prashan Welipitiya	Executive Secretary	Ed Services	07/01/19	12/31/19
--------------------	---------------------	-------------	----------	----------

TRANSFERS

None

RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE

Jillian Armenta	Student Nutrition Assistant	Food Service	Resigned	10/25/19
Veronica Sanchez	Bilingual Paraprofessional	San Martin Gwinn	Resigned	11/15/19
Benjamin Corpuz	Bus Driver	Transportation	Resigned	11/15/19
Ofelia Ramirez	Yard Duty	San Martin Gwinn	Resigned	11/15/19
Rajinder Kaur	Yard Duty	Los Paseos	Resigned	11/22/19
Maria Morales	Student Supervisor	Sobrato	Released	11/15/19
Wesley Stinson	Lead Custodian	Nordstrom	Retired	12/27/19
Mary Lee	Student Nutrition Assistant	Barrett	Retired	12/20/19
Karla Dominguez Vega	Executive Secretary	District Office	Released	01/02/20

Leave of Absence

* signifies that leave time is being used intermittently

Kirsten Perez	Asst Superintendent Business Svcs	District Office	09/24/19	01/06/20
Karla Dominguez-Vega	Executive Secretary	District Office	07/01/19	01/01/20
Jazmine Hernandez	Executive Assistant, MHELA	Human Resources	12/16/19	03/31/20
Keala Stibbard	Bus Driver	Transportation	10/14/19	11/18/19

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
Custodian Foreperson	12/06/19
Staff Secretary Bilingual	01/05/20

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Student Support Specialist	12/05/19	23	12
Custodian Foreperson	12/11/19	5	5

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
Administrative Secretary II	12/02/19
Lead Custodian, Nordstrom	12/03/19
Bilingual Paraprofessional, Walsh	12/06/19
Student Support Specialist	12/10/19
Community Liaison, Jackson	12/11/19
Lead Custodian, Los Paseos	12/13/19
Community Liaison, Britton	12/17/19
Bilingual Paraprofessional, SMG	12/18/19
Yard Duty , Walsh	01/07/20
Custodian Foreperson, Sobrato	01/10/20

POSTING FOR TRANSFER

CLASSIFICATION	DATE OPEN
Student Nutrition Assistant	11/19/19
Lead Custodian	11/19/19
Student Supervisor	12/11/19
Paraprofessional	12/18/19
Custodian	12/18/19

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

Date: November 20, 2019
Time: 5:00 p.m.
Location: District Office
15600 Concord Circle
Morgan Hill, CA 95037

I. OPEN SESSION

Meeting Called to Order: 5:00 pm

Pledge of Allegiance

Roll Call: Tara Bevington present
Steve Klem present
Pam Torrissi absent

II. ADOPT AGENDA

Motion By: T. Bevington Ayes: 2
Second By: S. Klem Noes: 0

III. APPROVE MINUTES OF October 16, 2019 meeting

Motion By: T. Bevington Ayes: 2
Second By: S. Klem Noes: 0

IV. INTRODUCTIONS/PRESENTATIONS/RECOGNITION/ANNOUNCEMENTS

This is an opportunity for Personnel Commission members and staff to introduce staff members or others and to recognize accomplishments of staff members and departments.

A. Board Appointed Commissioner

V. ITEMS FOR PUBLIC COMMENT AND COMMUNICATION

This opportunity for members of the public to communicate with the Commission on any item not scheduled for action.

A. MHCEA update

None

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

Stonehouse

Motion By: T. Bevington Ayes: 2

Second By: S. Klem Noes: 0

Commission requests to include "current vacancies" on the Hiring Report.

B. Annual Report

Stonehouse

Motion By: T. Bevington Ayes: 2

Second By: S. Klem Noes: 0

Approved with correction of # of Resignations

VII. REPORTS/INFORMATION/DISCUSSION

This section is reserved for topics of discussion by the Commission members and staff

A. Review job classification/job families and salary alignment chart

Myers

B. Discuss CSEA compensation salary survey results and
MHUSD relative ranking

Myers

VIII. ITEMS FOR PERSONNEL CONSENT

These are routine items requiring little or no separate explanation. They are acted upon in a single motion.

None

IX. ADJOURN: 5:49 pm

Motion By: T. Bevington Ayes: 2

Second By: S. Klem Noes: 0