

**MORGAN HILL UNIFIED SCHOOL DISTRICT**  
**Personnel Commission**  
**AGENDA**

Date: February 26, 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 January 15, 2020 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*

None

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  
January 13, 2020 – February 21, 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:**

Flora Morales-Diego	Community Liaison	Britton	01/06/20
David Vazquez	Student Support Specialist	Sobrato	01/06/20
Denise Ryans	Student Support Specialist	Britton	01/06/20
Bertalicia Castro	Bilingual Paraprofessional	San Martin Gwinn	01/06/20
Alma Torres Martinez	Bilingual Paraprofessional	PA Walsh	01/06/20
Nohami Aquino Garcia	Student Support Specialist	Live Oak	01/06/20
Emily Hilkene	Student Support Specialist	Barrett	01/06/20
Patty Medrano	Student Support Specialist	Los Paseos	01/06/20
Yvette Revelez	Paraprofessional	Britton	01/06/20
Loretta Camarillo	Paraprofessional	PA Walsh	01/06/20
Leonor Perez Mednoza	Yard Duty	San Martin Gwinn	01/21/20
Karla Domignuez Vega	Staff Secretary	Student Services	01/27/20
Mariela Barajas	Staff Secretary	Ed Services	02/03/20
Elizabeth Burke	Student Supervisor	Britton	02/03/20
Alicia Rivas	Health Assistant	Britton	02/24/20
Dario DeLaCruz	Sub Custodian	various	02/14/20

**Promotions:**

Francisco Alvarez	Sr Maintenance Technician	Facilities	01/06/20
Alba Garay	Promotion	Britton	01/06/20
Bobby Daugherty	Lead Custodian	Los Paseos	01/06/20
Kimberley Burrell	Lead Custodian	Nordstrom	01/06/20
Nydia Kacer	Community Liaison	Jackson	01/21/20
Daniel Castenada	Custodian Foreperson	Sobrato	01/21/20

**Increase in Hours:**

Adrian Hayes	Student Supervisor	Sobrato	01/06/20
Tina Baleria	Paraprofessional	Martin Murphy	01/06/20

**SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS****Substitutes:**

Mary Anne Panganiban	Sub Yard Duty	Paradise Valley	09/04/19	06/05/20
Kerri Quezada	Sub Yard Duty	Los Paseos	08/15/19	06/05/20
Carla Rutter	Sub Yard Duty	Los Paseos	08/30/19	06/05/20
Elizabeth Roberts	Sub Yard Duty	Los Paseos	09/03/19	06/05/20
Rosalba Villalobos	sub Custodian	various	09/03/19	06/05/20
Amany Ayoub	Sub Yard Duty	Jackson	09/16/19	06/05/20
Rebecca Betances	Sub Yard Duty	Los Paseos	09/04/19	06/05/20
Michelle Carrillo Farias	Sub Yard Duty	Los Paseos	09/09/19	06/05/20
Ernestina Barrior Jimenez	sub Custodian	various	09/16/19	06/05/20
Maria Drinkhouse	Sub Yard Duty	Los Paseos	09/03/19	06/05/20
Martha Vielmas	Student Nutrition Asst	Live Oak	12/02/19	06/05/20
Dario DeLaCruz	Custodian	various	02/14/20	06/05/20
Jorge Dominguez	Custodian	various	02/14/20	06/05/20

**Limited Term Assignment:**

Sarah Malette	Paraprofessional, MTSS	El Toro	01/06/20	06/05/20
Luis Lopez	Paraprofessional	Martin Murphy	01/06/20	06/05/20

**Working Out of Class:**

None

**TRANSFERS**

None

**RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE**

Linda Pawlak	Paraprofessional	PA Walsh	Resigned	12/20/19
Juana deMarin	Bus Driver	Transportation	Resigned	12/20/19
Irene Garza	Bus Driver	Transportation	Released	01/17/20
Steven Schrieber	Student Nutrition Assistant	Food Service	Retired	02/03/20
Bianca Corral	Yard Duty	Nordstrom	Resigned	02/10/20
Karla Dominguez Vega	Staff Secretary	Ed Services	Resigned	02/12/20
Michael Bravo	Student Nutrition Assistant	Food Service	Resigned	02/12/20
Isabel Cabatic	Administrative Secretary I	Jackson	Retired	02/14/20
Keala Stibbard	Bus Driver	Transportation	Retired	03/02/20
Victoria Brummel	School Office Assistant	Sobrato	Retired	06/12/20

**Leave of Absence**

\* signifies that leave time is being used intermittently

Jazmine Hernandez	Executive Assistant, MHELA	Human Resources	11/25/19	03/09/20
Sheri Byrum	Student Nutrition Asst	Paradise Valley	02/06/20	02/28/20

**POSTING FOR NOTICE OF EXAMINATION**

<b>CLASSIFICATION</b>	<b>DEADLINE</b>
Administrative Secretary I	02/23/20
Staff Secretary	02/23/20
Library Technician	02/23/20
Health Assistant	02/23/20
Human Resources Specialist	02/23/20
Student Supervisor	02/23/20
Paraprofessional, Bilingual	02/23/20
Groundskeeper	02/23/20
Custodian Lead	02/23/20
Sr Maintenance Technician	02/23/20
Student Nutrition Assistant	02/23/20

**EXAMINATIONS**

<b>CLASSIFICATION</b>	<b>DATE OF TEST</b>	<b>NUMBER OF ELIGIBLES</b>	<b>NUMBER OF RANKS</b>
Custodian	02/19/20	8	11
Paraprofessional	02/19/20	6	6

**INTERVIEWS**

<b>CLASSIFICATION</b>	<b>DATE OF INTERVIEW</b>
Health Assistant	01/21/20
Student Nutrition Assistant	02/04/20
Staff Secretary	02/14/20

**POSTING FOR TRANSFER**

<b>CLASSIFICATION</b>	<b>DATE OPEN</b>
None	

**MORGAN HILL UNIFIED SCHOOL DISTRICT**  
**Personnel Commission**  
**MINUTES**

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: 5:03 PM

Pledge of Allegiance

Roll Call: Tara Bevington Present  
Steve Klem Present  
Pam Torrisi Absent

II. ADOPT AGENDA

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

III. APPROVE MINUTES OF November 20, 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.*

Thank you to Tara Bevington for presenting the Personnel Commission Annual Report to the Board of Education.

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

Present: Danielle Nunes, MHCEA President and Gema Alvarez, MHCEA Treasurer.  
MHCEA Donated to several agencies during holiday season. Purchased materials for students and “feed the community” programs. Will be talking to membership to help with Bond project.

**Public Comment** – G. Alvarez: Concerned about reclassification of position from Executive Secretary to Staff Secretary. Work is still there and new adoptions coming which will impact the department. Position should not be reduced. Also spoke to concern of effect on incumbent who vacated that position.

D. Nunes – thinks the work is still there and should not be reduced to lesser classification from Executive Secretary to Staff Secretary. Want to split the job but not reduce classification.

VI. ITEMS FOR PERSONNEL ACTION

*This section lists the items for Commission action.*

C. Hiring Report

Stonehouse

Motion By: T. Bevington      Ayes: 2

Second By: S. Klem            Noes: 0

D. Appoint Chairperson

Stonehouse

Motion By:                      Ayes:

Second By:                      Noes:

- **Appointment of Chairperson Moved to next board meeting**

VII. REPORTS/INFORMATION/DISCUSSION

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

A. Paraprofessional Training

Myers

Classified Training grant in the areas of safety. We offered various trainings in 2018-19 and will now be training to Paraprofessionals to become a certified Registered Behavior Technician.

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: 5:36 PM

Motion By: T. Bevington      Ayes: 2

Second By: S. Klem            Noes: 0