

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

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 Yes  
Steve Klem Yes  
Pam Torrasi Yes

II. ADOPT AGENDA

Motion By: P. Torrasi Ayes: 3  
Second By: T. Bevington Noes: 0

III. APPROVE MINUTES OF January 15, 2020 meeting

Motion By: P. Torrasi Ayes: 3  
Second By: T. Bevington 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.*

Brief update about Classified Employee of the Year process. It is annually open to parents and staff. Community selection of committee to meet and decide finalists. The district will announce the finalist nominations of classified and certificated in each category will be recognized.

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 – No members were present from MHCEA

- Personnel Commission requested schedule for MCHCEA meetings. Commission would like recognition of employee at each meeting.

- S.Klem had a questions about a Staff Secretary position. Fawn explained about the leave process and the accommodations available to employees.
- Commission asks that Kristin do a brief overview of the SPCA conference. They would love to hear about it, especially the part about the commissioners.
- Commission had questions from F. Myers about the Districts estimated enrollment.

VI. ITEMS FOR PERSONNEL ACTION

*This section lists the items for Commission action.*

A. Hiring Report

Stonehouse

Motion By: P. Torrasi           Ayes: 3  
 Second By: T. Bevington       Noes: 0

B. Appoint Chairperson

Stonehouse

Motion By: P. Torrasi           Ayes: 3  
 Second By: T. Bevington       Noes: 0

Steve Klem was voted as 2020 Chairperson

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: 5:50 PM

Motion By: P. Torrasi           Ayes: 3  
 Second By: T. Bevington       Noes: 0