

**MORGAN HILL UNIFIED SCHOOL DISTRICT**

**Personnel Commission**

**AGENDA**

Date: May 20, 2020  
Time: 5:00 p.m.  
Location: District Office via Zoom  
15600 Concord Circle  
Morgan Hill, CA 95037

Join Zoom Meeting

<https://us04web.zoom.us/j/79895084120?pwd=V1FmSkQxdmNjdDM2Znp6cVIWSUtpdz09>

Meeting ID: 798 9508 4120

Password: 030159

To make a public comment, please complete the Google Form titled MHUSD Personnel Commission Speaker Request prior to the start of the meeting: [MHUSD Personnel Commission Speaker Request](#)

**I. OPEN SESSION**

Meeting Called to Order:

Pledge of Allegiance

Roll Call: Pam Torrisi (Chair) \_\_\_\_\_  
Tara Bevington \_\_\_\_\_  
Open (MHCEA seat) \_\_\_\_\_

**II. ADOPT AGENDA**

Motion By: Ayes:  
Second By: Noes:

**III. APPROVE MINUTES OF April 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.*

**A. Staff Recognition for their hard work, commitment and dedication to students**

<a href="#">School Lunch Heroes 2020</a>	<a href="#">School Lunch Hero</a>
<a href="#">LO Green &amp; Gold Awards</a>	<a href="#">We are the El Toro Family!</a>
<a href="#">PA Walsh Gratitude</a>	<a href="#">We love you ASHS Students!</a>
<a href="#">PA Walsh - Welcome back from Spring Break</a>	<a href="#">Nordstrom – We’ll be there for you!</a>
<a href="#">HR: Teacher Appreciation</a>	<a href="#">For our JAMM Students</a>
<a href="#">Missing Murphy’s Mustangs 2.0</a>	
<a href="#">Paradise Valley Teacher video</a>	

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:

VII. REPORTS/INFORMATION/DISCUSSION

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

B. Classified Desk update

Stonehouse

VIII. ITEMS FOR PERSONNEL CONSENT

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

A. Approve Personnel Commission Budget for 2020-2021

Stonehouse

Motion By: Ayes:  
Second By: Noes:

B. Approve Personnel Commission Calendar for 2020-2021

Stonehouse

Motion By: Ayes:  
Second By: Noes:

IX. ADJOURN:

Motion By: Ayes:  
Second By: Noes:

**MORGAN HILL UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION MEETING  
April 10, 2020 – May 15, 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:**

Trinidad Segura	Groundskeeper	Grounds	04/08/20
Alex Villa	IT Specialist I	Technology	04/06/20
Rosalba Villalobos	Custodian	PA Walsh	04/22/20

**Promotions:**

None

**Increase in Hours:**

Shellie DeJesus	Student Nutrition Assistant	Food Service	05/01/20
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**SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS**

**Substitutes:**

Rosalba Villalobos	Custodian	various	09/03/19	04/21/20
Ernestina Barrior Jimenez	Custodian	various	09/16/19	06/05/20
Dario DeLaCruz	Custodian	various	02/14/20	06/05/20
Jorge Dominguez	Custodian	various	02/14/20	06/05/20
Martha Vielmas	Student Nutrition Assistant	Live Oak	12/02/19	06/05/20
Ruby Lorono	Administrative Secretary I	Jackson	04/01/20	06/16/20

**Limited Term Assignment:**

None

**Working Out of Class:**

None

**Transfers**

None

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

Raissa Cachola	Supervisor of Business Services	District Office	Resigned	05/01/20
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### Leave of Absence

\* signifies that leave time is being used intermittently

Maria Murillo	Student Nutrition Assistant	Food Service	03/17/20	05/01/20
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### POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
None	

### EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
None			

### INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
Custodian, Walsh	04/21/20

### POSTING FOR TRANSFER

CLASSIFICATION	DATE OPEN
None	



VI. ITEMS FOR PERSONNEL ACTION

*This section lists the items for Commission action.*

B. Hiring Report

Stonehouse

Motion By: T. Bevington      Ayes: 2  
Second By: P. Torrasi        Noes: 0

VII. REPORTS/INFORMATION/DISCUSSION

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

A. PC Chairperson

Stonehouse

Pam Torrasi will be the interim Chairperson for the remainder of 2020.

B. Classified Desk update

Stonehouse

Kristin gave an overview of Classified Desk duties during the office closure

C. Personnel Commission 2020-2021 Budget

Stonehouse

Discussed and went over the budget for 20-21

D. Personnel Commission 2020-2021 Calendar

Stonehouse

Discussed and looked over the calendar for 20-21

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: P. Torrasi      Ayes: 2  
Second By: T. Bevington    Noes: 0