

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: September 15, 2021
Time: 5:00 p.m.
Location: MHUSD – Board Room
15600 Concord Circle
Morgan Hill, CA 95037

These meetings will no longer be taking place via Zoom. The meetings will return to in person and will again meet in the Board Room of the District Office. Address is above.

To make a public comment, you can continue to use the [MHUSD Personnel Commission Speaker Request](#) form prior to the start of the meeting. Your name will be called at the appropriate time and you will have THREE minutes to speak.

I. OPEN SESSION

Meeting Called to Order:

Pledge of Allegiance

Roll Call: Pam Torrisi (Chair)
Tara Bevington
Victor Loesche

II. ADOPT AGENDA

Motion by: Ayes:
Second by: Noes:

III. APPROVE MINUTES of August 18, 2021 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.

None

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

A. COVID related staffing updates

Myers

B. Commissioner Seat Expiring

Stonehouse

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
August 16, 2021 – September 10, 2021**

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:

Susan Parr	Sub Human Resources Specialist	District Office	09/07/21
Sandra Guichard	DO Assistant	Transportation	09/02/21

Promotions:

None

Change in Status:

None

Increase in Hours:

None

SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

Substitutes:

Vanessa Contreras	School Office Assistant	Jackson	8/27/21	9/30/21
Jayson Jacobo	Custodian	various	07/01/21	6/30/22
Jorge Dominguez	Custodian	various	07/01/21	6/30/22
Andrea Saenz	Custodian	various	07/01/21	6/30/22
Tracey James	DO Assistant	Facilities	08/10/21	09/30/21
Christina Tapia	Paraprofessional	El Toro	08/12/21	09/30/21
Nathan Morales	Custodian	various	07/01/21	06/30/22
Alicia Morales Prado	Paraprofessional	PA Walsh	08/12/21	09/30/21
Rosemary Threadgill	Student Nutrition Assistant	various	08/12/21	09/30/21
Christina Souza	Student Nutrition Assistant	various	08/12/21	09/30/21
Tobreth Hansen	Student Nutrition Assistant	various	08/12/21	09/30/21
Raul Suarez	Bus Driver	Transportation	08/12/21	06/30/22

Limited Term Assignment:

Susan Parr	Sub Human Resources Specialist	District Office	09/07/21	12/31/21
Kristin Stonehouse	COVID Designee, MHELA	District Office	09/01/21	12/31/21

Working Out of Class:

None

Transfers

None

RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE

Elodia Benitez	Student Supervisor	Martin Murphy	Resigned	08/11/21
Tina Latimore	Student Nutrition Assistant	PA Walsh	Deceased	08/11/21
Antonia Saenz Duran	School Office Assistant	Martin Murphy	Resigned	08/20/21
Michael Vazquez	Sr. Maintenance Technician	District Office	Resigned	08/27/21
Karen Kreiss	Student Supervisor	Britton	Deceased	08/28/21
Patricia Claros	Bilingual Paraprofessional	PA Walsh	Resigned	09/07/21
Karen Perez - MHELA	ADA Admin Reader	Sobrato	Resigned	09/09/21
Heidi Sanchez	Yard Duty	Barrett	Resigned	09/10/21
Cheryl Valcarcel	Registrar II	Britton	Resigned	09/27/21

Leave of Absence

* signifies that leave time is being used intermittently

Kirsten Perez	Chief Deputy Superintendent	District Office	06/08/21	09/20/21
Isaiah Covita	Groundskeeper	Grounds	07/01/21	08/16/21
Josephine Lam-Vo	Accounting Specialist	District Office	07/19/21	09/07/21
Patty Claros	Paraprofessional Bilingual	PA Walsh	08/10/21	09/07/21
Lisa Oliver	Paraprofessional	Barrett	08/10/21	09/07/21
Tiffany Miller	Yard Duty	Paradise Valley	08/12/21	09/30/21
Daniel Villa	IT Specialist I	District Office	08/10/21	09/30/21
Alex Villa	IT Specialist I	District Office	08/10/21	09/30/21
Patty Medrano	Student Support Specialist	District Office	08/02/31	10/01/21
Tina Latimore	Student Nutrition Assistant	Food Service	08/09/21	08/12/21
Terri Copeland	Student Nutrition Assistant	Food Service	08/09/21	09/30/21

POSTING FOR TRANSFER

CLASSIFICATION	DEADLINE
None	

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
Limited Term Custodian	08/22/21
Limited Term Student Supervisor	08/22/21
Paraprofessional	09/06/21
Registrar II	09/15/21
Registrar I	09/15/21
Health Assistant on Special Assignment	09/26/21
Mechanic	10/22/21
Bus Driver	10/22/21
Bus Driver Delegate Behind the Wheel	12/21/21

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Paraprofessional	08/26/21	8	3
School Office Assistant	08/26/21	20	12
Migrant Recruiter	08/27/21	3	2

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
School Office Assistant, Wellness Centers	08/31/21
Migrant Recruiter	08/31/21
Mechanic Lead	09/01/21
Paraprofessional	09/07/21

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

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I. OPEN SESSION

Meeting Called to Order: 5:10 PM

Pledge of Allegiance

Roll Call: Pam Torrisi (Chair) - PRESENT
Tara Bevington - PRESENT
Victor Loesche - PRESENT

II. ADOPT AGENDA

Motion by: T. Bevington Ayes: 3
Second by: V. Loesche Noes: 0

III. APPROVE MINUTES of June 16, 2021 meeting

Motion by: T. Bevington Ayes: 3
Second by: V. Loesche 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. New Superintendent – hit the ground running. Great to be here. Thanked Commissioners for important role and their unique lens for equitability and fairness.

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 – excited about health and wellness centers. It's good to see mental health has moved to the forefront in our focus. Glad they are there for both children and the community. Plug for employment at MHUSD. Need people to staff our important initiatives and programs.

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report
Stonehouse

Motion by: T. Bevington

Ayes: 3

Second by: V. Loesche

Noes: 0

VII. REPORTS/INFORMATION/DISCUSSION

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

A. Reopening of school

Myers

The district is in the process of enrollment verification or warm body count. This year it is taking a little longer because the state has given an Independent Study option - AB 130. 169 families have chosen Independent Study which is an online curriculum. Weekly check in with a teacher. Sites were tasked with calling all students who have not attended thus far and verifying if they want to remain enrolled. A lot of classified staff are digging in and helping to verify and provide support.

A fiscal update of COVID funds was explained to the commission. Governor came out with vaccine verifications for school employees.

Commission discussed COVID protocols and updates on numbers of first week of school.

Tara Bevington– what happens to those kids who are out on quarantine?

Fawn Myers – we will be talking about what to do when they are out. Many discussions will happen in the near future taking into account of what’s best for students as well as what is realistic for teachers.

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: 6:10 PM

Motion by: T. Bevington

Ayes: 3

Second by: V. Loesche

Noes: 0