

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: November 17, 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 October 20, 2021 and Special Meeting on October 26, 2021

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

Eldredge/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. Staffing updates

Myers

B. Choose New Chairperson

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
October 16, 2021 – November 12, 2021**

Topic:	Hiring Report
Prepared by:	Vahlya Eldredge, Human Resources Specialist
Presented by:	Vahlya Eldredge, Human Resources Specialist
Type of Item:	Action

NEW HIRES, PROMOTIONS, INCREASE IN HOURS

New Hires:

Nicole Cabrerros	Sub Yard Duty	Barrett	10/18/21
Karla Negrete	Sub Yard Duty	Walsh	10/07/21
Kristen Wingenbach	Sub Yard Duty	Nordstrom	10/22/21
Melanie Rodriguez	Sub Student Nutrition Assistant	Food Service	10/04/21
Luann Hook	Health Assistant	Martin Murphy	11/8/2021
Isabel Flores Rodriguez	Sub Paraprofessional	San Martin/Gwinn	11/08/21
Ernestina Barrios	Sub Custodian	San Martin/Gwinn	11/12/21
Nydia Kacer	School Office Assistant	Live Oak	11/08/21
Maria De La Cruz	Registrar 1	Britton	11/09/21

Promotions:

None

Increase in Hours:

SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

Substitutes:

Esther Jimenez	Sub Health Assistant	PA Walsh	10/11/21	10/15/21
Luann Hook	Sub Health Assistant	Los Paseos	10/18/21	11/05/21
Alicia Morales Prado	Paraprofessional	PA Walsh	8/12/2021	11/28/21
Tracey James	DO Assistant	Facilities	8/10/2021	12/31/21
Piper Dietz	Sub Paraprofessional	Britton	10/04/21	12/31/21

Katie Paulson	Sub Paraprofessional	Paradise Valley	10/04/21	12/31/21
Yolanda Barba-Saavedra	Sub Student Nutrition Assistant	Food Service	10/04/21	12/31/21
Maryann Obina	Sub Health Assistant	El Toro	10/11/21	12/31/21
John Pederson	Sub Health Assistant	Sobrato	10/11/21	12/31/21
Jestina Medina	Sub Paraprofessional	Martin Murphy	10/11/21	12/31/21
Stephen Ferrand	Sub Student Supervisor	Britton	10/11/21	12/31/21
Ann Bueno	Sub Health Assistant	Jackson	10/18/21	12/31/21
Paul Adams	Sub Student Supervisor	Martin Murphy	10/18/21	12/31/21
Sarah Brown	Sub Paraprofessional	San Martin/Gwinn	09/01/21	12/31/21
Maria Jaime	Sub Student Nutrition Assistant	Food Service	09/01/21	12/31/21
Alexis Diaz Erasco	Sub Yard Duty	Barrett	10/11/21	06/03/22
Nicole Cabrerros	Sub Yard Duty	Barrett	10/18/21	06/03/22
Karla Negrete	Sub Yard Duty	PA Walsh	10/07/21	06/03/22
Kristen Wingenbach	Sub Yard Duty	Nordstrom	10/22/21	06/03/22
Melanie Rodriguez	Sub Student Nutrition Asst	Food Service	10/04/21	06/03/22
Isabel Flores Rodriguez	Sub Paraprofessional	San Martin/Gwinn	11/08/21	06/03/22
Ernestina Barrios	Sub Custodian	San Martin/Gwinn	11/12/21	06/03/22
Jayson Jacobo	Custodian	various	7/1/2021	06/30/22
Jorge Dominguez	Custodian	various	7/1/2021	06/30/22
Nathan Morales	Custodian	various	7/1/2021	06/30/22
Raul Suarez	Bus Driver	Transportation	8/12/2021	06/30/22
Raul Suarez	Bus Driver	Transportation	08/12/21	06/30/22
Jaymie Fuentes	Sub Yard Duty	Paradise Valley	09/01/21	06/30/22
Maria Ortega	Sub Yard Duty	Paradise Valley	09/01/21	06/30/22
Lorena Ortiz	Sub Yard Duty	Paradise Valley	09/01/21	06/30/22
Amanda Pors	Sub Yard Duty	Nordstrom	09/01/21	06/30/22
Cinty Stoner	Sub Yard Duty	Paradise Valley	09/01/21	06/30/22
James Underhill	Sub Yard Duty	El Toro	09/06/21	06/30/22
Jorge Chaves	Sub Custodian	various	10/11/21	06/30/22
Valentine Olarte	Sub Custodian	various	10/11/21	06/30/22
Leandro Rangel	Sub Custodian	various	10/11/21	06/30/22

Limited Term Assignment:

Kristin Stonehouse	COVID Designee, MHELA	District Office	09/01/21	12/31/21
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Working Out of Class:

None

Transfers

None

RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE

Shellie De Jesus	Health Assistant	El Toro	Released	10/15/21
Nicole Chaisson	Human Resources Specialist	District Office	Resigned	11/04/21
Adriana Contreras	Paraprofessional	Martin Murphy	Resigned	10/29/21
Henry Plaza	Groundskeeper	Grounds	Resigned	11/01/21

Leave of Absence

* signifies that leave time is being used intermittently

Yvette Revelez	Paraprofessional	Britton	8/18/21	10/18/21
Henry Arias	Custodian	Martin Murphy	8/27/21	10/20/21
Eunice Collins	Health Assistant	SMG	8/30/21	11/29/21
Margarita Avina	Student Support Specialist	Migrant Dept	9/22/21	12/2/21
Julia Kolb	Paraprofessional	SMG	10/27/21	1/3/22

POSTING FOR TRANSFER

CLASSIFICATION	DEADLINE
Human Resources Specialist	11/01/21
Administrative Assistant 1	11/12/21

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
Lead Custodian	11/14/21
School Bus Driver	Continuous
Mechanic	Continuous
Administrative Assistant 1	11/18/21
School Linked Services Coordinator	11/23/21
Student Support Specialist	11/24/21

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Human Resource Specialist	10/29/21	19	9

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
Paraprofessional Transfer	10/20/21
Health Assistant	10/28/21
Human Resource Specialist	11/2/21
Registrar 1	10/27/21
Paraprofessional Bilingual	11/8/21
Mechanic	10/21/21

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

Date: October 20, 2021
Time: 5:00 p.m.
Location: MHUSD – Board Room
15600 Concord Circle
Morgan Hill, CA 95037

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I. OPEN SESSION

Meeting Called to Order: 5:07 PM

Pledge of Allegiance

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

II. ADOPT AGENDA

Motion by: V. Loesche	Ayes: 2
Second by: P. Torrisi	Noes: 0

III. APPROVE MINUTES of September 15, 2021 meeting

Motion by: V. Loesche	Ayes: 2
Second by: P. Torrisi	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.

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 - None

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

B. Hiring Report

Stonehouse

Motion by: V. Loesche

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. Staffing updates

Stonehouse

K. Stonehouse gave updates on hiring fair, extra classified support staff for front offices, the need to schedule a special meeting to extend eligibility lists.

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: 5:28 PM

Motion by: V. Loesche

Ayes: 2

Second by: P. Torrasi

Noes: 0

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
Minutes

Date: October 27, 2021
Time: 5:00 p.m.
Location: District Office
15600 Concord Circle
Morgan Hill, CA 95037

****** SPECIAL MEETING ******

I. OPEN SESSION

Special Meeting Called to Order: 5:01pm

Pledge of Allegiance

Roll Call:	Pam Torrasi	<u>Present</u>
	Tara Bevington	<u>Present</u>
	Victor Loesche	<u>Present</u>

II. ADOPT AGENDA

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

III. 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

IV. 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.

None

V. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

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|----|---|------------|
| A. | Extension of Eligibility List for Human Resources Specialist | Stonehouse |
| | Motion By: V. Loesche Ayes: 3 | |
| | Second By: T. Bevington Noes: 0 | |
| B. | Extension of Eligibility List for Health Assistant | Stonehouse |
| | Motion By: V. Loesche Ayes: 3 | |
| | Second By: T. Bevington Noes: 0 | |
| C. | Extension of Eligibility List for Paraprofessional, Bilingual | Stonehouse |
| | Motion By: V. Loesche Ayes: 3 | |
| | Second By: T. Bevington Noes: 0 | |

VI. REPORTS/INFORMATION/DISCUSSION

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

None

VII. ITEMS FOR PERSONNEL CONSENT

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

None

VIII. ADJOURN: 5:10pm

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