

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: February 16, 2022
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: Tara Bevington (Chair)

Victor Loesche

OPEN

II. INTERVIEW OF NEW COMMISSIONER

III. Approve appointment of Kevin Pfeil to open Personnel Commission Seat

Motion by: Ayes:

Second by: Noes

IV. ADOPT AGENDA

Motion by: Ayes:

Second by: Noes:

V. APPROVE MINUTES of January 19, 2021

Motion by: Ayes:

Second by: Noes:

VI. 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.

Commissioner candidate information

VII. 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

VIII. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

Eldredge

Motion by:

Ayes:

Second by:

Noes:

IX. REPORTS/INFORMATION/DISCUSSION

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

None

X. ITEMS FOR PERSONNEL CONSENT

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

None

XI. ADJOURN:

Motion by:

Ayes:

Second by:

Noes:

MORGAN HILL UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING

January 7, 2022 – February 11, 2022

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:

Pasqual Rojas	School Van Driver	Transportation	01/26/22
Tiffany Miller	Paraprofessional	El Toro	01/31/22
Brooke Moreno	School Linked Services Coordinator	District Office	02/01/22
Kevin DeWett	Paraprofessional	Ann Sobrato	02/14/22

Promotions:

None

Increase in Hours:

None

SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

Substitutes:

Alma Sandoval	School Office Assistant	Live Oak	01/18/22	06/03/22
Emily Valella	School Office Assistant	Ann Sobrato	01/27/22	02/11/22
Paul Maack	Academic Tutor	Jackson	01/31/22	06/03/22
Brianna Valdez	School Office Assistant	Ann Sobrato	02/2/2022	06/03/22

Limited Term Assignment:

Aseel Matti	School Office Assistant/Health Asst	Paradise Valley	02/02/22	06/03/22
Nora Ureno Gonzalez	School Office Assistant/Health Asst	Barrett	02/02/22	06/03/22
Jean Din	School Office Assistant/Health Asst	Barrett	02/07/22	06/03/22
Andrea Reynolds	School Office Assistant/Health Asst	Los Paseos	01/12/22	06/03/22

Karin Ramirez	School Office Assistant/Health Asst	Nordstrom	02/02/22	06/03/22
Emily Segovia	School Office Assistant/Health Asst	Britton	02/02/22	06/03/22
John Pederson	School Office Assistant/Health Asst	Sobrato	02/02/22	06/03/22
Joseph Block	Custodian	Nordstrom	02/3/2022	06/03/22

Working Out of Class:

Sandra Madrigal	Registrar I	Martin Murphy	02/14/22	03/04/22
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Transfers

None

RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE

Ronald Reynolds	Food Service Assistant	Sobrato	Retired	01/31/22
Mai Do	Paraprofessional	Live Oak	Resigned	01/21/22
Margaret Samarron	Student Nutrition Assistant	Central High	Resigned	01/28/22
David DuMond	Paraprofessional	PA Walsh	Terminated	01/27/22
Joana Esparza	Paraprofessional	Nordstrom	Resigned	02/04/22
Anna Yee	Accounting Specialist	District Office	Resigned	02/25/22

Leave of Absence

* signifies that leave time is being used intermittently

Margarita Avina	Student Support Specialist	Migrant Dept.	12/02/21	04/04/22
Julia Kolb	Paraprofessional	San Martin Gwinn	10/27/21	01/03/22
Susan Saba	Administrative Assistant I	Nordstrom	10/15/21	01/03/22
Lori Method *	Paraprofessional MTSS	El Toro	01/03/22	05/31/22
Alicia Rivas	Health Assistant	Britton	11/29/21	12/06/21
Trinidad Segura	Groundskeeper	Grounds	11/18/21	03/01/22
Diane Ponce	Yard Duty	Jackson	12/13/21	05/13/22
Felicia Britton	Career/Job Training Coordinator	District Office	01/20/22	02/04/22
Leonor Perez Mendoza	Yard Duty	San Martin Gwinn	01/03/22	01/17/22
Patricia Dawson	Paraprofessional	Central	01/13/22	01/24/22
Malinda Gomez	Paraprofessional	Barrett	12/10/21	01/31/22
Julia Sibley	Registrar I	Martin Murphy	01/14/22	03/07/22
Vanessa Contreras	School Office Assistant	Jackson	03/14/22	8/12/22

POSTING FOR TRANSFER

CLASSIFICATION	DEADLINE
Student Supervisor	01/31/22
Student Nutrition Assistant	02/07/22

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
School Bus Driver	Continuous
Mechanic	Continuous
Paraprofessional	Continuous
Student Supervisor	02/11/22
Student Nutrition Assistant	02/11/22
Accounting Specialist	02/15/22
Lead Farmer	02/17/22
School Office Assistant	02/21/22

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Student Support Specialist	01/10/22	16	10
School Office Assistant	02/03/22	30	15
Paraprofessional	02/04/22	13	11

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
Student Linked Services Coordinator	01/25/22
Bus Driver	02/14/22
Student Support Specialist	02/15/22
Mechanic	02/15/22

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

Date: January 19, 2022
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I. OPEN SESSION

Meeting Called to Order: 5:03pm

Pledge of Allegiance

Roll Call: Tara Bevington (Chair)

Victor Loesche

OPEN

II. ADOPT AGENDA

Motion by: V. Loesche Ayes: 2

Second by: T. Bevington Noes: 0

III. APPROVE MINUTES of November 17, 2021

Motion by: V. Loesche Ayes: 2

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.

Michael Jochner, Director of Student Nutrition and Records Retention – presentation on Lead Farmer position

Michael explained what the freight farm is, how it works and what the Lead Farmer position means to the freight farm

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 – Corey Moralez is the new President however Danielle Nunes will support

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

- A. Approve Range 48 for Lead Farmer position Myers
Motion by: V. Loesche Ayes: 2
Second by: T. Bevington Noes: 0

- B. Hiring Report Eldredge
Motion by: T. Bevington Ayes: 2
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. Staffing updates Myers
Fawn discussed the increase of 2 extra sub staff members for the School Office Assistant/Health Assistant to help with the COVID testing and school front office needs.

- B. Discuss Personnel Commission Appointed position which is open Myers
For the open seat if you have a candidate send the information to Vahlya, she will send email invite to next meeting.

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: 6:09pm
Motion by: V. Loesche Ayes: 2
Second by: T. Bevington Noes: 0