

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: March 16, 2022
Time: 5:00 p.m.
Location: MHUSD – Board Room
15600 Concord Circle
Morgan Hill, CA 95037

Due to lack of quorum, the March Personnel Commission Meeting has been Cancelled

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, cards will be available at the meeting. Cards must be turned in 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
Kevin Pfeil

II. ADOPT AGENDA

Motion by: Ayes:
Second by: Noes:

III. APPROVE MINUTES of February 16, 2022 and Special Meeting, February 23, 2022

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.

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

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. 2020-2021 Annual Report

Eldredge

VIII. ITEMS FOR PERSONNEL CONSENT

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

IX. ADJOURN:

Motion by:

Ayes:

Second by:

Noes:

MORGAN HILL UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING

February 16, 2022 – March 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:

Tiffany Miller	Yard Duty	El Toro	02/28/22
Maxim Banuelos	Lead Farmer	Sobrato	03/02/22
Esperanza Cid	Student Support Specialist	District Office	03/14/22
Jerald Rojas	Mechanic	Transportation	03/15/22
Joanne Pambid	Paraprofessional	Nordstrom	03/10/22
Tanisha Imai	Paraprofessional	Central	03/10/22

Promotions:

Tracey James	Accounting Specialist	District Office	03/10/22
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Increase in Hours:

None

SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

Substitutes:

Joseph Block	Custodian	Nordstrom	2/3/2022	6/3/2022
Jannet Villarreal-De Niz	Student Support Specialist	District Office	2/23/2022	6/3/2022
Monica Romero	Migrant Recruiter	District Office	02/23/22	06/03/22
Veronica Del Toro	School Van Driver	Transportation	03/01/22	06/03/22

Limited Term Assignment:

Aseel Matti	School Office Assistant/Health Asst	Paradise Valley	02/02/22	06/03/22
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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
Kari 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
Frances Daley	School Office Assistant/Health Asst	San Martin Gwinn	03/14/22	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

Anna Yee	Accounting Specialist	District Office	Resigned	02/25/22
Alba Garay	Administrative Assistant II	Britton	Resigned	3/7/2022
Pascual Rojas	School Van Driver	Transportation	Released	02/28/22
Michelle Carrillo	Yard Duty	El Toro	Resigned	11/18/21
Amy Esquivel	Construction Project Manager	District Wide	Resigned	03/31/22
Catharina Van Steenpaal	Paraprofessional	Barrett	Resigned	03/04/22

Leave of Absence

* signifies that leave time is being used intermittently

Margarita Avina	Student Support Specialist	Migrant Dept.	12/02/21	04/04/22
Lori Method *	Paraprofessional MTSS	El Toro	01/03/22	05/31/22
Trinidad Segura	Groundskeeper	Grounds	11/18/21	03/01/22
Diane Ponce	Yard Duty	Jackson	12/13/21	05/13/22
Julia Sibley	Registrar I	Martin Murphy	01/14/22	03/07/22
Vanessa Contreras	School Office Assistant	Jackson	03/14/22	08/12/22
Andrea Lara Galvan	Migrant Recruiter	District Office	02/10/22	02/28/22
Kim Sullivan	MTSS Paraprofessional	Paradise Valley	02/14/22	02/28/22
Luanne Hook	Health Assistant	Martin Murphy	02/14/22	02/22/22
Isaiah Covita	Groundskeeper	Grounds	03/10/22	03/25/22
Danielle Nunes	Accounting Specialist	District Office	02/14/22	03/15/22

POSTING FOR TRANSFER

CLASSIFICATION	DEADLINE
Paraprofessional	03/07/22

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
School Bus Driver	Continuous
Mechanic	Continuous
Paraprofessional	Continuous

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Lead Farmer	02/23/22	2	2
Paraprofessional	02/18/22	16	12
Accounting Specialist	02/24/22	2	2
Student Nutrition Assistant	03/02/22	7	6
Student Supervisor	03/03/22	4	3

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
Administrative Office Support	02/28/22
Lead Farmer	02/28/22
Paraprofessional	03/01/22
Mechanic	02/18/22
Administrative Assistant II	03/03/22
School Office Assistant	03/15/22

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

Date: February 16, 2022
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: 5:15pm

Pledge of Allegiance

Roll Call: Tara Bevington (Chair)

Victor Loesche

OPEN

II. INTERVIEW OF NEW COMMISSIONER – *Tabled to March meeting or elect to have special meeting*

III. Approve appointment of Kevin Pfeil to open Personnel Commission Seat – *Moved to special meeting*

Motion by: Ayes:

Second by: Noes

IV. ADOPT AGENDA

Motion by: T. Bevington Ayes: 2

Second by: V. Loesche Noes: 0

V. APPROVE MINUTES of January 19, 2021

Motion by: V. Loesche Ayes: 2

Second by: T. Bevington Noes: 0

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 – Candidate not present

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 – Noreen Miles introduced herself, she is the new Treasurer for MHCEA

Melissa Pompa accompanied Noreen, she is the new site rep @ Jackson.

VIII. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

Eldredge

Motion by: T. Bevington Ayes: 2

Second by: V. Loesche Noes: 0

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: 5:29 pm

Motion by: T. Bevington Ayes: 2

Second by: V. Loesche Noes: 0

