

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: May 18, 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, 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 April 20, 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

None

VIII. ITEMS FOR PERSONNEL CONSENT

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

A. Adopt 2022-2023 Personnel Commission Budget

Motion by: Ayes:
Second by: Noes:

B. Adopt 2022-2023 Personnel Commission Calendar

Motion by: Ayes:
Second by: Noes:

IX. ADJOURN:

Motion by: Ayes:
Second by: Noes:

MORGAN HILL UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING

April 20, 2022 – May 13, 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:

Cecilio Longoria	Custodian Lead	Jackson	04/25/22
Eileen Montoya	Student Supervisor	Britton	04/21/22
Jannet Villarreal-De Niz	Administrative Office Support-Bilingual	District Office	05/03/22
Jaqueline Lopez	Student Nutrition Assistant	Food Service	05/09/22
Veronica Talavera	School Office Assistant - Wellness Center	Britton	05/23/22
Serena Carrillo	Yard Duty	Barrett	05/09/22
Leanne Ridgers	Supervisor of Transportation - MHELA	Transportation	05/16/22
Carter Doyle	Occupational Therapist - MHELA	Special Education	07/01/22

Promotions:

Increase in Hours:

Allison Willett	Paraprofessional	Nordstrom	05/12/22
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SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

Substitutes:

Karen Murillo	Paraprofessional	Barrett	05/01/22	06/03/22
Martha Guevara	Tutor	SMG	05/01/22	06/03/22
David Foss	School Office Assistant	Sobrato	04/25/22	06/03/22
Eberardo Guzman	Sub Custodian	various	05/11/22	06/30/22
Brenda Syslo	Yard Duty	Paradise Valley	05/12/22	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	04/03/22
Kari Ramirez	School Office Assistant/Health Asst	Nordstrom	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
Alexis Cuevas	Student Nutrition Assistant	Sobrato	05/09/22	06/03/22

Working Out of Class:**Transfers:****RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE**

Marco Martinez Diaz	Bus Driver	Transportation	Resigned	04/21/22
Elvia Gonzalez	Student Nutrition Assistant	Sobrato	Resigned	05/03/22
Eulalie Deganus La - Anyane	Paraprofessional	San Martin Gwinn	Retired	05/10/22
Sandra Madrigal	Community Liaison	Martin Murphy	Resigned	05/13/22
Debra Woodland	Paraprofessional	Los Paseos	Retired	06/03/22
Leonor Perez Mendoza	Yard Duty	San Martin Gwinn	Resigned	05/09/22
Noelle McGowan	Paraprofessional	Martin Murphy	Resigned	06/03/22
Jazmine Hernandez	Executive Assistant Confidential	District Wide	Resigned	05/06/22
Nydia Kacer	School Office Assistant	Live Oak	Resigned	05/13/22

Leave of Absence

* signifies that leave time is being used intermittently

Lori Method *	Paraprofessional MTSS	El Toro	01/03/22	05/31/22
Trinidad Segura	Groundskeeper	Grounds	04/18/22	06/05/22
Diane Ponce	Yard Duty	Jackson	12/13/21	05/13/22
Vanessa Contreras	School Office Assistant	Jackson	03/14/22	08/12/22
Kenneth Pourroy	Delivery Driver	Food Service	04/04/22	05/30/22
Alicia Rivas	Health Assistant	Britton	05/02/22	05/09/22
Antonio Maquinalez	Custodian Lead	Paradise Valley	05/06/22	05/23/22

POSTING FOR TRANSFER

CLASSIFICATION	DEADLINE
School Office Assistant	04/09/22
Student Support Specialist	05/16/22
Community Liaison	05/20/22

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
School Bus Driver	Continuous
Mechanic	Continuous
Paraprofessional	Continuous
Migrant Recruiter	05/07/22
Executive Assistant, Confidential	05/09/22
Dispatcher	05/14/22
Student Supervisor	05/14/22

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Administrative Office Support-Bilingual	04/21/22	11	9
Accounting Specialist	04/22/22	6	6
Community Liaison	05/13/22	5	3

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
Administrative Office Support-Bilingual	04/28/22
Accounting Specialist	04/28/22

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

Date: April 20, 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: 5:04pm

Pledge of Allegiance

Roll Call: Tara Bevington (Chair) - Present
Victor Loesche - Present
Kevin Pfeil - Present

II. ADOPT AGENDA

Motion by: V. Loesche Ayes: 3
Second by: K. Pfeil Noes: 0

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

Motion by: V. Loesche Ayes: 3
Second by: K. Pfeil 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 – Given by Noreen Miles Treasurer. Corey Moralez no longer President, Cheryl Van Deventer is the acting President until a special election takes place. MHCEA will be giving out 13 scholarships to high schools and college.

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

Eldredge

Motion by: V. Loesche Ayes: 3

Second by: K. Pfeil Noes: 0

VII. REPORTS/INFORMATION/DISCUSSION

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

A. Staffing Updates

Myers

B. 2020-2021 Annual Report

Eldredge

C. 2022-2023 Personnel Commission Calendar

Eldredge

D. 2022-2023 Personnel Commission Budget

Eldredge

Fawn discussed the addition of 2 Registrar positions at each K-8, the addition of Student Supervisors at Middle and High Schools to a total of 6 positions, the reinstatement of the College Career Media Technician position (formerly the Library Technician position) and the increase of hours for the Health Assistants (all will now be 6 hours), Paraprofessionals (all will be 6 hours) and Community Liaisons (will go from 6 to 7 hours). The 2020-2021 Annual Report was discussed at length. The Personnel Commission Calendar and Budget for the 2022-2023 school year was also addressed.

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: 5:50pm

Motion by: V. Loesche Ayes: 3

Second by: K. Pfeil Noes: 0



MORGAN HILL UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION

2022 - 2023 MEETING CALENDAR

Personnel Commission meetings will be held in the District Office Board Room at 5:00pm on the third Wednesday of the month unless otherwise indicated ().*

AUGUST 17, 2022

SEPTEMBER 21, 2022

OCTOBER 19, 2022

NOVEMBER 16, 2022

DECEMBER HOLIDAY BREAK – NO MEETING

JANUARY 18, 2023

FEBRUARY 15, 2023

MARCH 15, 2023

APRIL 19, 2023

MAY 17, 2023

JUNE 21, 2023

JULY SUMMER BREAK – NO MEETING

Proposed: April 20, 2022

Adopted:

PERSONNEL COMMISSION			
MORGAN HILL UNIFIED SCHOOL DISTRICT			
<i>15600 Concord Circle, Morgan Hill, CA 95037</i>			
<u>2022-2023</u>			
			2022-23
1390	DIRECTOR CLASSIFIED PERSONNEL	0.10	\$22,600
2410	HR SPECIALIST, CLASSIFIED	0.50	\$27,082
2396	COMMISSIONERS STIPEND		\$900
3000	STATUTORY BENEFITS		\$19,352
4310	SUPPLIES		\$150
5201	DIRECTORS MILEAGE		\$500
5210	MILEAGE		\$100
5220	CONFERENCES (\$500/member)		\$2,000
5300	DUES/MEMBERSHIP (CSPCA, NSPCA, CODESP, Misc)		\$3,800.00
5716	DISTRICT PRINT		\$100.00
5800	CONTRACTED SERVICES (Edjoin, Advertising)		\$1,500.00
5910	POSTAGE		\$100.00
	TOTAL:		\$78,184
APPROVED:	<i>Fawn Myers</i>		
	Asst. Superintendent Human Resources		
ADOPTED:	5/18/2022		
	Personnel Commission Meeting Date		
ADOPTED BY:	Kevin Pfeil, Personnel Commission Appointee		
	Tara Bevington, MHUSD Board Appointee (Chairperson)		
	Victor Loesche, MHCEA Appointee		