

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: August 17, 2022
Time: 5:00 p.m.
Location: MHUSD – Board Room
15600 Concord Circle
Morgan Hill, CA 95037

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 June 15, 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

K. 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

F. Myers

B. Change to Commissioners pay schedule

K. Stonehouse

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

June 13, 2022 – August 12, 2022

Topic:	Hiring Report
Prepared by:	Kristin Stonehouse, Human Resources Supervisor
Presented by:	Kristin Stonehouse, Human Resources Supervisor
Type of Item:	Action

NEW HIRES, PROMOTIONS, INCREASE IN HOURS

New Hires:

Frances Daley	School office Assistant-Wellness Center	Britton	07/29/22
Patricia Barraza	Paraprofessional	Barrett	08/11/22
Karin Valdez	Paraprofessional	Paradise Valley	08/11/22
Maryann Obina	Health Assistant	El Toro	08/11/22
Kellie Ayala	College, Career, and Media Technician	Paradise Valley	08/11/22
Melanie Hawk	College, Career, and Media Technician	Los Paseos	08/11/22
Cristina Pintos	Paraprofessional - MTSS	Jackson	08/11/22
Eman Alshantanofy	Student Supervisor	Los Paseos	08/11/22
Joe Stoykovich	Sr Maintenance Technician	District Office	07/01/22
Carter Doyle	Occupational Therapist	District Wide	07/01/22
Carter Doyle	Occupational Therapist	Special Education	07/01/22
Julia Lepik	Accounting Specialist	District Office	07/05/22
Juan Gomez	Mechanic	Transportation	07/20/22
Myrna Appleby	HR Specialist	District Office	07/25/22
Claudia Estrada	Executive Assistant Confidential	District Office	07/25/22
Susana Sotelo	Registrar I	Jackson	07/26/22
Nydia Kacer	School Office Assistant	PA Walsh	08/08/22
Amanda Bergado	College, Career, and Media Technician	Jackson	08/11/22
Amanda Vandecoevering	College, Career, and Media Technician	El Toro	08/11/22
Noemi Gallardo	Paraprofessional	San Martin Gwinn	08/11/22
Tracy Gigliello	College, Career, and Media Technician	San Martin Gwinn	08/11/22
Maryann Lima	Health Assistant	San Martin Gwinn	08/11/22
Suzie Sellers	Paraprofessional	Sobrato	08/11/22
Diane Ponce	Student Supervisor	Jackson	08/11/22

Jessica Harris	College, Career, and Media Technician	Nordstrom	08/11/22
Diamond Ruvalcaba	School Office Assistant	Live Oak-WC	08/11/22
Sylvia Alvernaz	Community Liaison	Jackson	09/05/22

Promotions:

Haydee Coreas	Groundskeeper	District Wide	07/01/22
Ruben Rodriguez	Supervisor of Facilities	Facilities	07/18/22
Karla Munoz	Registrar I	San Martin Gwinn	07/26/22
Danielle Clampett	Administrative Assistant II	Jackson	07/29/22
Kim Dehn	School Office Assistant	Live Oak	08/08/22
Valerie Carr	College, Career, and Media Technician	PA Walsh	08/11/22
Christina Tapia	Paraprofessional	El Toro	08/11/22
Tobreth Hansen	College, Career, and Media Technician	Britton	08/11/22
Emily Segovia	Paraprofessional	San Martin Gwinn	08/11/22
Araceli Navarro	Student Supervisor	PA Walsh	08/11/22
Alissa Ellsworth	Student Supervisor	Barrett	08/11/22
George Peregoy	Student Supervisor	Nordstrom	08/11/22
Carolyn Elias	Student Supervisor	Los Paseos	08/11/22
Serena Carrillo	Student Supervisor	Barrett	08/11/22
Olivia Venneman	Student Supervisor	El Toro	08/11/22
Monica Davis	Student Supervisor	Nordstrom	08/11/22
Michelle Silva	Student Supervisor	Los Paseos	08/11/22
Mary Anne Panganiban	Student Supervisor	Paradise Valley	08/11/22
Juana Rodriguez	Student Supervisor	Barrett	08/11/22
Jill Jones	Student Supervisor	Paradise Valley	08/11/22
Luanna Ponce Ide	Student Supervisor	Jackson	08/11/22
Ana Lozano	Student Supervisor	San Martin Gwinn	08/11/22
Lourdes Garcia Hernandez	Student Supervisor	PA Walsh	08/11/22
Tiffany Miller	Student Supervisor	Paradise Valley	08/11/22
Kari Ramirez	Student Supervisor	Nordstrom	08/11/22
Carla Rutter	Paraprofessional	Los Paseos	08/11/22

Increase in Hours:

Kammie Wright	Student Supervisor	Central	From 6 to 7 hours	07/01/22
Tara Gilford	School office Assistant	El Toro	From 5 to 6 hours	07/01/22
Karla Munoz	School Office Assistant	Barrett	From 5 to 6 hours	07/01/22
Tammy Keck	Student Supervisor	Martin Murphy	From 6 to 7 hours	07/01/22
Jennifer Uithoven	School office Assistant	Community Adult School	From 4 to 8 hours	07/01/22
Eileen Montoya	Student Supervisor	Britton	From 6 to 7 hours	07/01/22
Stephen Ferrand	Student Supervisor	Britton	From 6 to 7 hours	07/01/22

SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS**Substitutes:**

Frank Pusich	Administrative Assistant II	Martin Murphy	08/01/22	11/30/22
Sara Olivas	Custodian	Nordstrom	05/17/22	06/30/22
Meredith Coreas	Custodian	PA Walsh	05/17/22	06/30/22
Frances Daley	DO Assistant	District Office	06/15/22	08/01/22
Fiona Sage	DO Assistant	District Office	06/11/22	07/01/22
Chelsea Villasnor	DO Assistant	District Office	07/18/22	08/16/22
Heather Sullivan	Bus Driver	Transportation	08/16/22	06/09/22
Michelle Carrillo	Paraprofessional	El Toro	08/16/22	11/30/22
Jacob Lemoff	Student Supervisor	Sobrato	08/16/22	10/30/22
Benjamin Hagiperos	Student Supervisor	Sobrato	08/16/22	10/30/22
Cynthia Zahedianfad	Administrative Assistant II	Martin Murphy	08/08/22	11/30/22
Rony Barrera Donis	Custodian	various	08/11/22	06/30/23
Jose Cabatingan	Bus Driver	Transportation	08/11/22	11/30/22
Taryn Anastasia	Paraprofessional	El Toro	08/11/22	11/30/22
Victoria Carrillo	Student Supervisor	Barrett	08/11/22	11/30/22
Eduardo Lopez	Custodian	Various	08/11/22	06/30/23
Fabiola Mateo Rivera	Bus Driver	Various	08/11/22	11/30/22
Kristen Andry	School Office Assistant	Martin Murphy	08/11/22	11/30/22
Almas Sandoval	Registrar I	Martin Murphy	08/11/22	11/30/22
Kristine Huerta	Student Support Specialist	District Office	08/12/22	11/30/22
Laurel Thompson	Paraprofessional, MTSS	Barrett	08/12/22	11/30/22

Maria Aldona	Student Nutrition Assistant	Food Service	08/12/22	11/30/22
Teresa Marie Viscarra	Paraprofessional	Central	08/12/22	11/30/22

Limited Term Assignment:

None

Working Out of Class:

None

Transfers:

Estela Serrano-Villarreal	School Office Assistant	Martin Murphy to Live Oak		08/16/22
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RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE

Millicent Rhetta	Paraprofessional	Britton	Retired	06/03/22
Rosemary Esparza	School Office Assistant	PA Walsh	Resigned	06/03/22
Anthony Chavez	Yard Duty	El Toro	Resigned	06/03/22
Jose Rodriguez	Paraprofessional	Central	Resigned	06/03/22
Allison Willett	Paraprofessional	Nordstrom	Resigned	06/03/22
Sarah Bahnsen	Paraprofessional	Britton	Resigned	06/03/22
Trinidad Segura	Groundskeeper	Grounds	Released	06/21/22
Prashan Welipitiya	Data Systems Analyst	District Office	Resigned	06/30/22
Vida Wedding	Administrative Assistant II	Jackson	Resigned	07/15/22
Patricia Campbell	Executive Assistant, Confidential	Educational Services	Retired	07/31/22
Rosana Almeida,	Dispatcher	Transportation	Resigned	08/01/22
Paola Jimenez,	Student Support Specialist	Britton	Resigned	08/02/22
Francisco Alvarez,	Groundskeeper	Grounds	Retired	08/30/22

Leave of Absence

* signifies that leave time is being used intermittently

Kirsten Perez	Deputy Superintendent	District Office	01/10/22	07/01/22
Lisa Lee	Director of Business Services	District Office	06/14/22	08/08/22
Julia Sibley	Registrar I	Martin Murphy	07/26/22	10/18/22
Patricia Valenti	HR Specialist	District Office	07/13/22	07/26/22
Vanessa Contreras	School Office Assistant	Jackson	03/14/22	08/08/22
Pedro Lozada	Custodian	Live Oak	06/06/22	08/01/22

POSTING FOR TRANSFER

CLASSIFICATION	DEADLINE
None	

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
School Bus Driver	Continuous
Mechanic	Continuous
Paraprofessional	Continuous
Delivery Driver	06/21/22
Student Supervisor	06/21/22
Health Assistant	06/21/22 08/04/22
Human Resources Specialist	07/08/22 07/23/22
School Van Driver	07/22/22
ASB Bookkeeper	07/22/22
IT Specialist I	08/03/22
Student Support Specialist	08/03/22
College, Career Media Technician	08/04/22
Student Nutrition Assistant	08/04/22
Student Supervisor	08/04/22
Sr. Maintenance Technician	08/04/22
Custodian	08/04/22
Accounting Specialist	08/04/22
Administrative Assistant II	08/04/22
School Office Assistant	08/04/22
Community Liaison	08/05/22

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Registrar I	06/14/22 06/15/22	22	12
College Career Media Technician	06/15/22	5	5
Student Supervisor	07/18/22	9	9
Accounting Specialist	07/18/22	2	2
School Office Assistant	07/19/22	10	8
Delivery Driver	07/21/22	2	2
Custodian	07/25/22	2	2

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
School Office Asst, Live Oak Wellness Cntr	06/22/22
Paraprofessional	06/29/22
Registrar I	07/11/22
College Career Media Technician	07/11/22
Health Assistant	07/11/22
HR Specialist	07/11/22
School Office Assistant	07/13/22
Administrative Assistant II	07/14/22
Registrar I	07/18/22
School Office Assistant, LO	07/26/22
School Office Assistant, PV	07/26/22
Accounting Specialist	07/29/22
Dispatcher	08/10/22

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

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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 May 18, 2022

Motion by: V. Loesche Ayes: 3

Second by: K. Pfeil Noes: 0

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Eldredge

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

VII. REPORTS/INFORMATION/DISCUSSION

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A. Yard Duty positions will be reclassified to Student Supervisor positions

Myers

Fawn Myers explained the rationale and process of reclassifying Yard Duty positions to Student Supervisor.

VIII. ITEMS FOR PERSONNEL CONSENT

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None

IX. ADJOURN:

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