

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: October 19, 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 September 21, 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

V. 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.

NONE

IX. ADJOURN:

Motion by:

Ayes:

Second by:

Noes:

MORGAN HILL UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING

September 16, 2022 – October 14, 2022

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

NEW HIRES, PROMOTIONS, INCREASE IN HOURS

New Hires:

Trinidad Segura	Groundskeeper	Maintenance	09/19/22
Andrea Canales-Montoya	Student Supervisor	San Martin Gwinn	10/03/22
Gitzelle Villa	Administrative Office Support Bilingual	District Office	09/29/22
Victoria Carrillo	Student Supervisor	Barrett	10/05/22
James Underhill	Student Supervisor	El Toro	10/06/22
Angelica Lopez Garcia	Paraprofessional	Jackson	10/17/22
Adriana Sosa	Student Supervisor	El Toro	10/17/22
Alyssa Salgado	School Office Assistant	Paradise Valley	10/24/22
Jason Jacobo	Custodian	Live Oak	10/17/22
Sara Martinez	School Office Assistant, Migrant Dept.	District Office	10/24/22

Promotions:

Jordan Dare	IT Specialist II	District Office	10/17/22
Sara Martinez	Migrant Recruiter	District Office	10/24/22

Increase in Hours:

None

SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

Substitutes:

Nicole Somrak	High Dosage Reading Tutor	Los Paseos	09/19/22	12/31/22
Nada Daneshvar	Administrative Assistant II	Central	09/19/22	12/31/22

Brenda Trejo Solano	High Dosage Reading Tutor	Los Paseos	09/26/22	12/31/22
Melina Escoto Cuevas	High Dosage Reading Tutor	San Martin Gwinn	09/26/22	12/31/22
Bryanna Gilges	Paraprofessional	El Toro	10/03/22	12/31/22
Maria Soto	Student Nutrition Assistant	Live Oak	10/03/22	12/31/22
Carla White	Sub Van Driver	Transportation	09/01/22	12/31/22
Owen Stewart	Student Supervisor	Barrett	09/01/22	12/31/22
Monica Dhamija	Student Supervisor	Los Paseos	09/01/22	12/31/22
Tiffany Williams	Student Supervisor	Los Paseos	09/01/22	12/31/22
Niloofar Vahabzdeh	Student Supervisor	Paradise Valley	09/01/22	12/31/22
Alejandra Luis	Student Supervisor	Sobrato	09/19/22	10/03/22
Valeria Payan Aviles	Student Nutrition Assistant	Live Oak	09/19/22	12/31/22
Patricia Santana	Custodian	District Office	10/17/22	12/31/22
Maria Meza Valdez	Paraprofessional	Britton	10/17/22	12/31/22
Graciela Ramirez Gallegos	Paraprofessional	Live Oak	10/17/22	12/31/22
Lorraine Meza	Health Assistant	Martin Murphy	10/17/22	12/31/22
Veronica Bettinelli	High Dosage Reading Tutor	Los Paseos	10/17/22	12/31/22
Tracy Cowell	Student Supervisor	Live Oak	10/17/22	12/31/22

Limited Term Assignment:

None

Working Out of Class:

None

Transfers:

None

RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE

Jaqueline Lopez	Student Nutrition Assistant	Sobrato	Resigned	09/30/22
Gloria Ramirez	School Office Assistant	San Martin Gwinn	Released	09/07/22
Maribel Zamora	Student Nutrition Assistant	Live Oak	Resigned	09/28/22
Adrian Hayes	Student Supervisor	Live Oak	Resigned	09/29/22
Sudha Devireddy	Data Systems Analyst	District Office	Resigned	10/14/22

Leave of Absence

* signifies that leave time is being used intermittently

Julia Hodge	Registrar I	Martin Murphy	07/26/22	11/30/22
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POSTING FOR TRANSFER

CLASSIFICATION	DEADLINE
Community Liaison	10/21/22

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
School Bus Driver	Continuous
Mechanic	Continuous
Paraprofessional	Continuous
Student Supervisor	Continuous
Administrative Assistant III	10/15/22
Data Systems Analyst	10/07/22
Student Support Specialist	09/29/22

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Paraprofessional	09/28/22	10	9
Student Supervisor	09/09/22	11	5
Student Support Specialist	09/28/22	13	12
Health Assistant	09/28/22	4	4
Administrative Assistant II	09/28/22	9	7
ASB Bookkeeper	10/03/22	3	3
Data Systems Analyst	10/06/22	7	6

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
Administrative Office Support Bilingual	09/23/22
Paraprofessional	09/30/22
Registrar II	10/04/22
School Office Assistant	10/05/22
Information Technology Specialist II	10/10/22
Bus Driver	10/11/22
School Office Assistant	10/14/22
ASB Bookkeeper	10/14/22

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

Date: September 21, 2022
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15600 Concord Circle
Morgan Hill, CA 95037

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I. OPEN SESSION

Meeting Called to Order: 5:01pm

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 August 17, 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 – Cheryl Van Deventer and Kim Dehn present and gave the MHCEA update.

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

V. Eldredge

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

B. Approve job description for Supervisor of Student Services and Enrollment

J. Swift

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

Recess requested. Adjourned at 5:23pm

Meeting called back to order at 5:26pm

C. Approve rate of pay for Supervisor of Student Services and Enrollment

S. Stonehouse

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

D. Approve job description for Data Systems Analyst

S. Stonehouse

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

Annual report will be coming

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: 5:35pm

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