

MORGAN HILL UNIFIED SCHOOL DISTRICT

Personnel Commission

AGENDA

Date: February 15, 2023
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: Don Moody
Victor Loesche
Kevin Pfeil

II. ADOPT AGENDA

Motion by: Ayes:
Second by: Noes:

III. APPROVE MINUTES of January 18, 2023 and Special Meeting of November 30, 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.

A. Introduce Personnel Commissioner appointed by the Board of Education

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:

B. Choose 2023 Chairperson to the Personnel Commission

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

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

January 19, 2023 – February 10, 2023

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:

Tracey Morris	College, Career, and Media Technician	Barrett	01/23/23
Julia Lepik	Administrative Office Support	District Office	02/01/23
Lucy Moto-Gallegos	Student Supervisor	Britton	02/01/23
Xinhue Meagher	Student Support Specialist	District Office	02/13/23
Giana Thomas	Administrative Office Support	District Office	02/13/23
Myrna Appleby	Community Liaison	Live Oak	02/27/23

Promotions:

Nolan Balaam	Student Support Specialist Lead	District Office	02/01/23
Veronica Polonco Barrera	Student Support Specialist	Sobrato	02/13/23
Phyllis Brule	HR Specialist	District Office	02/01/23

Increase in Hours:

NONE

SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

Substitutes:

Martin Saenz Jr	Custodian	Paradise Valley	01/19/23	06/09/23
Cole Clayton	Student Supervisor	Sobrato	01/23/23	06/09/23
Marianne Citti	High Dosage Reading Tutor	Jackson	01/26/23	06/09/23
Shaleen Briscoe	High Dosage Reading Tutor	Jackson	01/27/23	06/09/23

Shogofa Rezvani	Student Supervisor	Los Paseos	01/27/23	06/09/23
Stephen Romeyn	Freight Farmer	Live Oak	02/01/23	06/09/23
Chelsea Waznis	Paraprofessional	San Martin Gwinn	01/30/23	06/09/23
Richard Hubenthal	High Dosage Reading Tutor	Los Paseos	02/01/23	06/09/23
Jennifer Beaumont	Paraprofessional	Nordstrom	02/13/23	06/09/23
Angel Serrano	Student Supervisor	Live Oak	02/13/23	06/09/23
Christina Costa	Paraprofessional	Paradise Valley	02/13/23	06/09/23

Limited Term Assignment:

None

Working Out of Class:

Beth Newquist	Administrative Assistant I	Nordstrom	01/23/23	05/01/23
Kari Ramirez	School Office Assistant	Nordstrom	01/23/23	05/01/23

Transfers:

Jasveen Saini	Paraprofessional	From Paradise Valley to Jackson	02/27/23
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RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE

Julia Hodge	Registrar I	Martin Murphy	Released	12/16/22
Marshini Mehesh Rao	Registrar I	Sobrato	Released	01/13/23
Myrna Appleby	HR Specialist	District Office	Resigned	01/20/23

Leave of Absence:

* signifies that leave time is being used intermittently

Sandy Tollison	Student Nutrition Assistant	Live Oak	09/12/22	02/08/23
Jasveen Saini	Paraprofessional	Paradise Valley	12/05/22	02/20/23
Tammy Keck	Student Supervisor	Martin Murphy	12/01/22	02/27/23
Christina Garcia	MTSS Paraprofessional	Nordstrom	01/09/23	06/09/23
Tina Baleria	Paraprofessional	Barrett	02/21/23	04/10/23
Isabel Flores Rodriguez	Paraprofessional	San Martin Gwinn	01/30/23	02/06/23
Diana Aguilera	Bus Driver	Transportation	12/05/22	02/08/23
Susan Saba	Administrative Assistant I	Nordstrom	01/23/23	05/01/23

POSTING FOR TRANSFER:

None

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
School Bus Driver	Continuous
Mechanic	Continuous
Paraprofessional	Continuous
Student Supervisor	Continuous
Community Liaison	01/19/23
Registrar II	01/20/23

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Mechanic	01/20/23	0	0
Administrative Office Support	01/20/23	7	6
Community Liaison	01/20/23	6	4
DO Assistant	01/27/23	12	8
Accounting Specialist	01/27/23	10	7
Dispatcher	02/03/23	5	5

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
Student Support Specialist	01/23/23
Student Support Specialist Lead	01/24/23
Administrative Office Support	01/26/23
Community Liaison	02/01/23
DO Assistant	02/09/23

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

Date: January 18, 2023
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: 5:03pm

Pledge of Allegiance

Roll Call: Tara Bevington (Chair) - Present

Victor Loesche -Present

Kevin Pfeil - Present

II. ADOPT AGENDA

Motion by: T. Bevington Ayes: 3

Second by: K. Pfeil Noes: 0

III. APPROVE MINUTES of November 16, 2022 and Special Meeting of November 30, 2022

Motion by: K. Pfeil Ayes: 2

Second by: T. Bevington Noes: 0

Tabled approval of Special Meeting Minutes to next meeting

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.

Adam Escoto introduced Terri Knudsen the new Board Representative

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 VanDeventer gave the update

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

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

V. Eldredge

VII. REPORTS/INFORMATION/DISCUSSION

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

A. Chairperson discussion

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: 5:30pm

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

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

Date: November 30, 2022
Time: 5:00 p.m.
Location: MHUSD – Board Room
15600 Concord Circle
Morgan Hill, CA 95037

***** SPECIAL MEETING*****

I. OPEN SESSION

Meeting Called to Order: 5:18pm

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. 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

IV. 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.

NONE

V. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Approve the 2021-2022 Annual Report

V. Eldredge

Motion by: V. Loesche Ayes: 3

Second by: K. Pfeil Noes: 0

VI. ADJOURN: 5:34pm

Motion by: V. Loesche Ayes: 3

Second by: K. Pfeil Noes: 0