

MORGAN HILL UNIFIED SCHOOL DISTRICT

Personnel Commission

AGENDA

Date: May 17, 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: Victor Loesche (Chair)
Kevin Pfeil
Don Moody

II. ADOPT AGENDA

Motion by: Ayes:
Second by: Noes:

III. APPROVE MINUTES of April 19, 2023

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

A. Retirement Celebration

K. Stonehouse

B. Staffing Updates

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

April 24, 2023 – May 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:

Beam, Danielle	Paraprofessional	Central	05/01/23
Sanchez, Angel	Bus Driver	Transportation	05/22/23
Sandoval, Alma	Community Liaison	Britton FACE Center	05/08/23

Promotions:

Munoz, Karla	Administrative Office Support	District Office	05/01/23
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Increase in Hours:

None

SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

Substitutes:

Agbalog, Genevieve	Student Supervisor	Sobrato	04/27/23	05/01/23
Calderon, Ricardo	Custodian	District Office	04/24/23	06/09/23
Raudes, Serenity	Student Supervisor	Sobrato	04/24/23	06/09/23
Mapp, Guadalupe	Van Driver	Transportation	03/17/23	06/09/23
Vargas, Oralia	Custodian	District Office	04/25/23	06/09/23
Villarreal, Jasmine	Student Supervisor	Live Oak	04/24/23	06/09/23

Limited Term Assignment:

None

Working Out of Class:

Contreras, Vanessa	School Office Asst to Administrative Asst II	Jackson	04/24/23	06/09/23
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Transfers:

None

RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE

Alesandro, Pedro	Sr. Maintenance Technician	District Office	Retried	05/31/23
Denicore, MaryJane	Paraprofessional	Britton	Resigned	05/05/23
Furtado, Noel	Bus Driver	Transportation	Resigned	04/14/23
Gomez, Juan Luis	Mechanic	Transportation	Resigned	04/14/23
Lepik, Julia	Administrative Office Support	District Office	Resigned	04/27/23
Mota-Gallegos, Lucy	Student Supervisor	Britton	Resigned	04/17/23
Paulson, Catherine	Paraprofessional	Paradise Valley	Resigned	06/09/23

Leave of Absence:

* signifies that leave time is being used intermittently

Bueno, Kaitlyn	Paraprofessional	Jackson	03/17/23	08/10/23
Clampett, Danielle	Administrative Assistant II	Jackson	05/03/23	06/12/23

POSTING FOR TRANSFER:

CLASSIFICATION	DEADLINE
Student Supervisor	04/24/23
Administrative Office Support	04/24/23
Registrar I	04/25/23
Health Assistant	05/17/23

POSTING FOR NOTICE OF EXAMINATION

CLASSIFICATION	DEADLINE
School Bus Driver	Continuous
Mechanic	Continuous
Paraprofessional	Continuous
Student Supervisor	Continuous
Accounting Specialist	04/01/23
Groundskeeper	Continuous
Licensed Vocational Nurse	05/16/23

EXAMINATIONS

CLASSIFICATION	DATE OF TEST	NUMBER OF ELIGIBLES	NUMBER OF RANKS
Student Supervisor	04/12/23	9	6
Administrative Office Support	04/18/23	14	11
Community Liaison	04/18/23	5	4
College Career Media Technician	04/26/23	8	5
Accounting Specialist	05/04/23	7	5
Paraprofessional	05/10/23	19	11

INTERVIEWS

CLASSIFICATION	DATE OF INTERVIEW
Community Liaison	04/27/23
Bus Driver	05/02/23
Administrative Office Support	05/10/23

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
MINUTES

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Time: 5:00 p.m.
Location: MHUSD – Board Room
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Morgan Hill, CA 95037

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I. OPEN SESSION

Meeting Called to Order:

Pledge of Allegiance

Roll Call: Victor Loesche (Chair) - Present
Kevin Pfeil - Absent
Don Moody - Present

II. ADOPT AGENDA

Motion by: D. Moody Ayes: 2
Second by: V. Loesche Noes: 0

III. APPROVE MINUTES of March 15, 2023

Motion by: D. Moody Ayes: 2
Second by: V. Loesche 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 – Not Present

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

V. Eldredge

Motion by: D. Moody Ayes: 2
Second by: V. Loesche Noes: 0

VII. REPORTS/INFORMATION/DISCUSSION

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

A. HR Staffing

K. Stonehouse

Interim Assistant Superintendents: Cari Vaeth and Roger Gallizzi
Interim Director – Kristin Stonehouse
The Human Resources Department is adding an Administrative Office Support position.

VIII. ITEMS FOR PERSONNEL CONSENT

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

A. 2023-2024 Personnel Commission Calendar

V. Eldredge

Motion by: D. Moody Ayes: 2
Second by: V. Loesche Noes: 0

B. 2023-2024 Personnel Commission Budget

V. Eldredge

Motion by: D. Moody Ayes: 2
Second by: V. Loesche Noes: 0

IX. ADJOURN: 5:40 PM

Motion by: D. Moody Ayes: 2
Second by: V. Loesche Noes: 0