SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
SPECIAL MEETING MINUTES

Remote (via Zoom)

March 17, 2021
5:00 P.M.
Meeting # 873

Personnel Commission Members	Arrived
Lori Rhoades, Chairperson	5:00 P.M.
Sandy Handin, Vice Chairperson	5:00 P.M.
Kathleen Hobiger, Member	5:00 P.M.

Staff Members	
Sophia Crocker, Director, Classified Personnel Services	5:00 P.M.
Sallie Kleingarn, Senior Administrative Assistant	5:00 P.M.

The meeting was called to order at 5:00 P.M. by Lori Rhoades, Chairperson. **Call to Order**

The flag salute was led by Ms. Rhoades. **Flag Salute**

Agenda

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the agenda, as presented. Vote 3-0; Aye- Rhoades, Handin, Hobiger; No-None; Abstained-None; Absent-None. Motion #21.0317.1

Commission Comments

There were no commission comments.

Public Comments

There were no public comments.

General Items

Applicant Appeal from Rejection

An applicant for Counseling and Guidance Technician presented her appeal from rejection. Discussion ensued among the Commissioners.
On a motion by Ms. Hobiger, seconded by Ms. Handin and carried, the Personnel Commission sustained the applicant rejection for Counseling and Guidance Technician. Motion #21.0317.2

Vote 3-0: Aye- Rhoades, Handin, Hobiger; No-None; Abstained-None; Absent-None

Reestablishment of a Classification

Ms. Crocker presented the basis for reestablishing the abolished classification of Payroll Assistant. The hiring department requested the classification be reestablished in order to establish a new position within the classification. Discussion ensued among the Commissioners and Ms. Crocker. Ms. Rhoades requested the job description be presented with the Payroll Specialist job description for comparison of essential functions. Commissioners discussed the reasoning behind the request and tabled the item until the next meeting. There was no motion. Motion #21.0317.3

Vote 0-0: Aye-None; No-None; Abstained-None; Absent-None

Extension of Limited Term Assignments

Ms. Crocker presented the basis for the request to authorize extensions to limited term assignments for up to one year from the date of establishment for positions assigned to perform duties related to the emergency resulting from the COVID-19 pandemic, in accordance with Education Code 45286. Discussion ensued among the Commissioners and Ms. Crocker.
On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the extension of limited term assignment for up to one year, through the end of the current fiscal year, in accordance with Education Code 45286. Motion #21.0317.4

Vote 3-0: Aye- Rhoades, Handin, Hobiger; No-None; Abstained-None; Absent-None

Future Consideration

Items for future consideration include: Ms. Crocker's annual performance evaluation; tabled Payroll Assistant reestablishment; adding an additional Classified Personnel staff member

Adjournment

Motion #21.0317.5

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 5:54 P.M. Vote 3-0: Aye- Rhoades, Handin, Hobiger; No-None; Abstained-None; Absent-None

L Rhoades

Lori Rhoades, Chairperson

Sandy Handin, Vice Chairperson

Kathleen Hobiger

Kathleen Hobiger, Member