PLEASE POST

SIMI VALLEY UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION

NOTICE & AGENDA OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that a Special Meeting of the Personnel Commission will be held on:

DATE: Wednesday, July 22, 2020

TIME: 5:00 P.M.

PLACE: SVUSD Board Room, 101 W. Cochran Street, Simi Valley, CA

In accordance with orders from state and local governments, and recommendations from the CDC, a face covering is required for attendees upon entry. Face masks will be available for attendees. Individuals unable to wear a face covering due to a medical condition should contact the Classified Personnel Department at least forty-eight (48) hours in advance of the meeting.

Personnel Commission Members	Staff Members
Kathleen Hobiger, Chairperson	Sophia Crocker, Director, Classified Personnel Services
Lori Rhoades, Vice Chairperson	Sallie Kleingarn, Sr. Administrative Assistant
Sandy Handin, Member	

THE PURPOSE OF THIS SPECIAL MEETING:

OPEN SESSION

CALL TO ORDER

FLAG SALUTE

APPROVAL OF AGENDA

COMMENT, PRESENTATIONS AND HEARINGS

Commission Comments

Public Comments (Agenda Items Only)

PERSONNEL ITEMS

- Revision of Classification Specifications and Title Change - *Action*
  Accounting Job Category Classifications: Account Clerk I to Accounting Assistant I; Account Clerk II to Accounting Assistant II; Accountant; Accounting Technician, Special Funds; Attendance Accounting Coordinator; Senior Accounting Technician; Student Body Account Clerk I to Student Body Bookkeeper-Middle School; Student Body Account Clerk II to Student Body Bookkeeper-High School; Student Store Clerk I to Student Store Assistant; Student Store Clerk II to Lead Student Store Assistant
- Abolishment of Unused Classifications - *Action*
  Accountant, Special Programs; Accounting Technician; Payroll Assistant
- Establishment of a New Classification - *Action*
  Payroll Specialist, Classified Salary Schedule Range 95
- Reclassification of Positions to a New Classification - *Action*
  From: Payroll Technician, Classified Salary Schedule Range 85
  To: Payroll Specialist, Classified Salary Schedule Range 95
- Extension of an Eligibility List - *Action*
  Custodian I – expires 8/25/20; extend to 2/25/21
- Presentation and Approval of Engagement Letter from Musick, Peeler, & Garrett LLP to act as Legal Counsel to the Personnel Commission - *Action*

INFORMATION

ITEMS FOR FUTURE CONSIDERATION

ADJOURNMENT

Sophia Crocker, Director of Classified Personnel Services Dated: July 17, 2020

Pursuant to Government Code Section 54957.5, any document, that is public record, and relates to an open session agenda item of a regular meeting of the PC, is available for public review at the Educational Service Center, Classified Personnel Services, 101 W. Cochran Street, Simi Valley, CA 93065.

Simi Valley Unified School District accommodates individuals with disabilities. Forty-eight (48) hours advance notice is required to meet special needs for public meetings. Upon written request, materials in alternative formats will be provided for individuals with disabilities. Please contact Classified Personnel Services, 805.306.4500, ext. 4062.