

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – SPECIAL MEETING
MINUTES

The Board Room
101 W. Cochran Street
Simi Valley, CA 93065

July 10, 2019
6:00 P.M.
Meeting # 849

Personnel Commission Members

Sherida Simmons, Chairperson
Kathleen Hobiger, Vice Chairperson
Lori Rhoades, Member

Arrived

6:00 P.M.
6:00 P.M.
6:00 P.M.

Staff Members

Sophia Crocker, Director, Classified Personnel Services
Sallie Kleingarn, Senior Administrative Assistant

6:00 P.M.
6:00 P.M.

The meeting was called to order at 6:00 P.M. by Sherida Simmons, Chairperson.

Call to Order

The flag salute was led by Ms. Simmons.

Flag Salute

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

Agenda
Motion #20.0710.1

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

Consent Agenda
Motion #20.0710.2

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Commission approved the Minutes of the Regular Meeting of June 19, 2019. Vote 3-0: Aye – Hobiger, Simmons, Rhoades; No-None; Abstained-None; Absent-None.

Minutes
Motion #20.0710.3

There were no Commission Comments.

Commission Comments

There were no public comments.

Public Comments

There were no public hearings.

Hearings

Personnel Items

Ms. Crocker presented the status of position classification studies. Four have been completed and two are nearing completion. Elementary and Secondary Campus Supervisors are now in our Frontline sub finder system which is anticipated to reduce the amount of time staff spends assisting the sites with obtaining substitute coverage. Ms. Yerushalmi is at full recruitment capacity with 14 recruitments in process and 8 pending. She has trained Ms. Priyatmo on test proctoring so that she can assist in the examination process. Ms. Crocker stated she will be on vacation July 15-26 and the Commission may contact Ms. Kleingarn during her absence. Ms. Yerushalmi will be on vacation July 29-August 9 and Ms. Crocker will cover recruitments during this time to prevent delays.

Director's Report

General Items

Ms. Crocker reported on the status of the current 2018-2019 Commission budget.

2018-2019
Budget Status

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved a classification specification revision and title change from Publications Coordinator to Marketing and Communications Coordinator. Vote 3-0; Aye-Simmons, Hobiger, Rhoades; No-None; Abstained-None; Absent-None.

Revision &
Title Change
Publications
Coordinator
Motion #20.0710.4

Ms. Crocker presented a Revision of Personnel Commission Rule 3.30 RECLASSIFICATION (First reading). This revision will model CSPCA and follows Ed. Code requirements. Second reading to be presented for action at next meeting.

Information

Future Commission meeting dates were announced.

Meeting Dates

Job opportunities were announced for: Administrative Services Assistant I; Adult Education Instructional Assistant, Business & Computer Technology; Adult Education Instructional Assistant, Welding; Director, Child Nutrition; Groundskeeper I; Instructional Support Specialist, Intensive Behavior Intervention; Paraeducator-Spanish; Paraeducator I, Special Education; Translator/Interpreter.

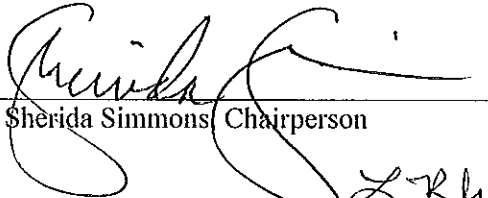
Job Opportunities

There were no items for future consideration.

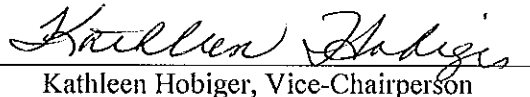
**Future
Consideration**

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 6:21 P.M. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None.

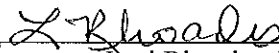
Adjournment
Motion #20.0710.5



Sherida Simmons, Chairperson



Kathleen Hobiger, Vice-Chairperson



Lori Rhoades, Member