SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MINUTES

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

December 12, 2018
6:00 P.M.
Meeting # 841

Personnel Commission Members	Arrived
Lori Rhoades, Chairperson	6:06 P.M.
Sherida Simmons, Vice Chairperson	6:00 P.M.
Kathleen Hobiger, Member	6:00 P.M.

Staff Members	
Sophia Crocker, Director, Classified Personnel Services	6:00 P.M.
Karen Burnside, Senior Administrative Assistant	6:00 P.M.

The meeting was called to order at 6:04 P.M. by Sherida Simmons, Vice Chairperson. **Call to Order**

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

On a motion by Ms. Hobiger seconded by Ms. Simmons 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 #18.1212.1

On a motion by Ms. Hobiger, seconded by Ms. Simmons 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 #18.1212.2

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Commission approved the Minutes of the Regular Meeting of November 14, 2018.
Vote 3-0: Aye – Hobiger, Rhoades, Simmons; No-None; Abstained-None. **Minutes** Motion #18.1212.3

The Commission welcomed back Sophia Crocker. Commission Comments

Jim Jarrard, CSEA President, addressed the Commission regarding concerns about the salary for the new Campus Supervisor Classification. Public Comments

There were no public hearings. Hearings

Personnel Items

Ms. Crocker (1) thanked the Classified Personnel team for their work during her leave; (2) reported that CSEA nominee, Lori Rhoades, was approved by the Governing Board for the three-year term commencing December 1, 2018; (3) reported that the Board has a new member, Kareem Jubran; and (4) gave an update on the recruitment status for Campus Supervisor. Director's Report

General Items

Ms. Crocker reported on the status of the Personnel Commission budget. 2018-2019 Budget Status

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved a revision to the minimum qualifications of the new Campus Supervisor job description, as amended. Vote 3-0: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.	Revision Campus Supervisor Motion #18.1212.4
On a motion by Ms. Hobiger, seconded by Ms. Simmons and carried, the Personnel Commission approved the reallocation of salary for Cafeteria Assistant from Range 30 to Range 34 ($12.04/hr.) effective January 1, 2019. Vote 2-1: Aye-Hobiger, Simmons; Abstained-Rhoades; No-None; Absent-None.	Salary Reallocation Cafeteria Assistant Motion # 18.1212.5
On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Calendar of Meetings for 2019-2020, as presented. Vote 3-0: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.	Meeting Calendar 2019-2020 Motion #18.1212.6
On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission elected Sherida Simmons as Chairperson for a one-year term commencing at the first meeting to be held in January, 2019. Vote 3-0: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.	Election of Officers Chairperson Motion #18.1212.7
On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission elected Kathleen Hobiger as Vice Chairperson for a one-year term commencing at the first meeting to be held in January, 2019. Vote 3-0: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.	Election of Officers Vice Chairperson Motion #18.1212.8
	Information
Future Commission meeting dates were announced.	Meeting Dates
Job opportunities were announced for: Campus Supervisor; Instructional Support Specialist-Intensive Behavior Intervention; Paraeducator II-Special Education; School Services Assistant I.	Job Opportunities
Items for consideration at a future meeting include CSPCA 2019 Conference; and performance evaluation – Director of Classified Personnel.	**Future Consideration**
On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 6:43 P.M. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None.	**Adjournment** Motion #18.1212.9

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Lori Rhoades, Chairperson Sherida Simmons, Vice-Chairperson

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Kathleen Hobiger, Member