

SIMI VALLEY UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION  
MINUTES

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

November 14, 2018  
6:00 P.M.  
Meeting # 840

Personnel Commission Members  
Lori Rhoades, Chairperson  
Sherida Simmons, Vice Chairperson  
Kathleen Hobiger, Member

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

Staff Members  
Sophia Crocker, Director, Classified Personnel Services  
Karen Burnside, Senior Administrative Assistant

Absent  
6:00 P.M.

The meeting was called to order at 6:01 P.M. by Lori Rhoades, Chairperson.

**Call to Order**

The flag salute was led by Ms. Rhoades.

**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 #18.1114.1

On a motion by Ms. Simmons, seconded by Ms. Hobiger 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 #18.1114.2

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Commission approved the Minutes of the Regular Meeting of October 10, 2018, as presented. Vote 3-0: Aye – Hobiger, Rhoades, Simmons; No-None; Abstained-None.

**Minutes**  
Motion #18.1114.3

The Commission shared their heartfelt sympathies for everyone affected by the wild fires and the Border Line tragedy.

**Commission  
Comments**

There were no public comments.

**Public Comments**

There were no public hearings.

**Hearings**

Karen Burnside reported that (1) Staff has been extremely busy working on the elimination of the campus/playground supervisor classification. A letter will be sent to all campus/playground supervisors advising of the elimination of the classification effective December 20, and the creation of a new classification and job description for Campus Supervisor. Posting for the new classification will open on November 15, and all current campus/playground supervisors will be encouraged to apply on line for the new classification. We anticipate that job offers in the new classification will be made in January; Applicants will be offered provisional substitute assignments to start when students return on January 9. (2) Sophia Crocker is expected to return to work on December 3, 2018.

**Personnel Items**

**Staff Report**

*Personnel Commission Minutes for November 14, 2018*

**General Items**

The budget was briefly discussed. Karen Burnside stated that funds were transferred to cover two deficits.

2018-2019  
Budget Status

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Personnel Commission established a new classification and approved the job description for Campus Supervisor, as amended, at salary range 34, with step one \$12.04 per hour, to be effective January 1, 2019. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

New Classification  
& Job Description  
Campus Supervisor  
Motion #18.1114.4

**Information**

Future Commission meeting dates were announced.

Meeting Dates

Job opportunities were announced for: Construction Manager/Project Coordinator; Library Clerk; Paraeducator-Deaf or Hard of Hearing; School Office Manager I.

Job Opportunities


There were no items for consideration at a future meeting.

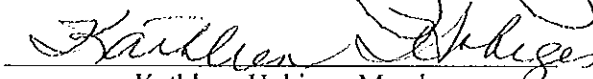
**Future  
Consideration**

On a motion by Ms. Simmons, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 7:00 P.M. Vote 3-0; Aye-Hobiger, Rhoades, Simmons; No-None: Abstained-None.

**Adjournment**  
Motion #18.1114.5

  
Lori Rhoades, Chairperson

  
Sherida Simmons, Vice-Chairperson

  
Kathleen Hobiger, Member