SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MINUTES

Floyd Binns Room
875 E. Cochran Street
Simi Valley, CA 93065

June 14, 2017
6:00 P.M.
Meeting # 822

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

Staff Members	
Matt Spencer, Director, Classified Personnel Services	6:00 P.M.
Karen Burnside, Senior Administrative Assistant, Confidential	6:00 P.M.

The meeting was called to order at 6:00 P.M. by Kathleen Hobiger, Chairperson. **Call to Order**

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

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved the agenda, as amended. Vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None. **Agenda** Motion #17.614.1

On a motion by Ms. Rhoades, seconded by Ms. Simmons and carried, the Personnel Commission approved the consent agenda, as presented. Vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None. **Consent Agenda** Motion #17.614.2

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of May 10 2017, as presented, and approved the Minutes of the Special Meeting of May 17, 2017, as presented. Vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None. **Minutes** Motion #17.614.3

The Commission thanked Dr. Spencer for his service to the Personnel Commission and the District and wished him well in his retirement. The Commission also welcomed guest Sophia Crocker to the meeting. Commission Comments

There were no public comments. Public Comments

There were no public hearings. Hearings

Personnel Items

Dr. Spencer reported that (1) He received the Ventura County Office of Education approval of the adopted Personnel Commission budget for the year 2017-2018. A copy of the approved budget was forwarded to the Superintendent. (2) Plans for summer school are essentially complete. Kudos to Karen Burnside, Shira Yerushalmi, and Lisa Lopez for their work in the staffing of the classified positions needed for this year's summer school. (3) The District has entered into an agreement to purchase a new building to serve as our district offices. The property, located at 101 W. Cochran Street, is approximately twice the size of our existing district office, and the property will consolidate most of the district's operations under one roof. It is anticipated that the move will take place in November, 2017. Director's Report

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved extending the Paraeducator-Spanish eligibility list from July 23, 2017 to October 23, 2017.

Paraeducator Spanish - Extend Eligibility List Motion # 17.614.4

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved the job description for a new classification of Paraeducator, Deaf or Hard of Hearing.

Paraeducator, Deaf or Hard of Hearing Motion # 17.614.5

General Items

Dr. Spencer reported on the status of the 2016-2017 Commission Budget.

2016-2017 Budget Status

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved the classification studies contract with Educational Management Solutions (EMS). Vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

EMS Contract Class Studies Motion #17.614.6

The Personnel Commission went into Closed Session at 6:22 P.M., in accordance with provisions in Government Code Section 54957, Public Employment Matters: Apointment; Employment – Director of Classified Personnel Services.

Closed Session

The Personnel Commission returned to Open Session at 6:31 P.M. During closed session, the Commission authorized the issuance of a contract agreement to Sophia Crocker as the Director, Classified Personnel Services for the Simi Valley Unified School District.

Return to Open Session

Information

Future Commission meeting dates were announced. By consensus, the Personnel Commission canceled the regular meeting scheduled for July 12, 2017.

Meeting Dates

Job opportunities were announced for Construction Manager/Project Coordinator.

Job Opportunities

There were no items for consideration at a future meeting.

Future Consideration

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 6:33 P.M., by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

Adjournment Motion #17.614.7

Kathleen Hobiger, Chairperson

Lori Rhoades, Vice-Chairperson

Sherida Simmons, Member