SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MINUTES

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

April 13, 2016
6:00 P.M.
Meeting # 805

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

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

Call to Order

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

Flag Salute

The flag salute was led by Ms. Simmons.

Agenda
Motion #16.0413.1

On a motion by Ms. Hobiger, seconded by Ms. Simmons and carried (2-0), the Personnel Commission approved the Agenda, as amended.
Vote: Aye-Hobiger, Simmons; No-None; Absent-Rhoades; Abstained-None.

Consent Agenda
Motion #16.0413.2

On a motion by Ms. Hobiger, seconded by Ms. Simmons and carried (2-0), the Personnel Commission approved the Consent Agenda, as presented.
Vote: Aye-Hobiger, Simmons; No-None; Absent-Rhoades; Abstained-None.

Minutes
Postponed

Approval of the Minutes of the Regular Meeting of March 9, 2016, was postponed until the May 11, 2016 meeting.

Commission Comments

There were no Commission Comments

Public Comments

There were no Public Comments.

Hearings

There were no Hearings.

PERSONNEL ITEMS

Director's Report

Dr. Spencer reported on (1) 2016 summer school timelines. The deadline for applications was April 10; however, "hard copy" late applications will continue to be accepted and are available in the Classified Personnel office. Notice of Hire will be sent May 13, with notice of actual assignment being sent June 3. There will be a mandatory inservice for instructional staff on Friday, July 1. Students will report on July 5. Summer school will end on July 29. (2) 2016-2017 work-year calendars are being finalized. (3) Reasonable Assurance will be sent out in late April/early May. (4) School will re-open August 17, and there will be a mandatory inservice for instructional and other staff on August 16.

GENERAL ITEMS

On a motion by Ms. Hobiger, seconded by Ms. Simmons and carried (2-0), the Personnel Commission approved scheduling a Public Hearing for the 2016-2017 Personnel Commission Budget to be held in conjunction with the Regular Meeting of the Personnel Commission on May 11, 2016, as amended.
Vote: Aye-Hobiger, Simmons; No-None; Absent-Rhoades; Abstained-None.

First Reading
2016-2017
Preliminary Budget
Motion #16.0413.3

On a motion by Ms. Hobiger, seconded by Ms. Simmons and carried (2-0), the Personnel Commission approved a Resolution honoring Classified School Employee Week, May 15-21, 2016, as amended.
Vote: Aye-Hobiger, Simmons; No-None; Absent-Rhoades; Abstained-None.

Resolution
Classified School
Employees Week
Motion #16.0413.4

Dr. Spencer reported on the status of the 2015-2016 Commission Budget.

2015-2016
Budget Status

Future Commission meeting dates were announced.

INFORMATION

Job opportunities were announced for: Adult Education Instructional Assistant-Business & Computer Technology; Braille Transcriber; Cafeteria Assistant; Construction Manager/Project Coordinator; Custodian I; Health Services Assistant; Instructional Support Specialist-Intensive Behavior Intervention; Job Developer; Maintenance Technician; School Office Manager.

Items for consideration at a future meeting include performance evaluation, Director of Classified Personnel Services.

FUTURE CONSIDERATION

On a motion by Ms. Hobiger seconded by Ms. Simmons and carried, the Personnel Commission adjourned the meeting at 6:26 P.M., by a vote of 2-0.
Vote: Aye-Hobiger, Simmons; No-None; Absent-Rhoades; Abstained-none.

ADJOURNMENT
Motion # 16.0413.5

Sherida Simmons, Chairperson

Kathleen Hobiger, Vice-Chairperson

Absent
Lori Rhoades, Member