SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MINUTES

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

October 14, 2015
6:00 P.M.
Meeting # 799

Personnel Commission Members	Arrived
Sherida Simmons, Chairperson	6:00 P.M.
Kathryn Musselman, Vice Chairperson	6:00 P.M.
Kathleen Hobiger, 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.

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 #15.1014.1

On a motion by Ms. Musselman, seconded by Ms. Hobiger and carried, the Personnel Commission approved the agenda, as amended (Personnel Item III.D. salary range change), by a vote of 3-0 as follows: Aye-Hobiger, Musselman, Simmons; No-None; Abstained-None, Absent-None.

Consent Agenda
Motion #15.1014.2

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

Minutes
Motion #15.1014.3

On a motion by Ms. Musselman, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Minutes of the Regular Meeting of September 9, 2015, as presented, by a vote of 3-0 as follows: Aye-Hobiger, Musselman, Simmons; No-None; Abstained-None; Absent-None.

Commission Comments

There were no Commission comments.

Public Comments

Jim Jarrard, CSEA President, introduced Lori Rhoades, the CSEA nominee to the Personnel Commission. Mr. Jarrard thanked Ms. Musselman, who will be the outgoing Commissioner, for her service to the Commission and to CSEA and stated that she will be greatly missed when her term ends in December. Ms. Rhoades addressed the Commission and guests and wished Ms. Musselman well in her retirement.

Hearings

There were no Hearings.

PERSONNEL ITEMS

Director's Report

Dr. Spencer shared that he sent his usual end-of-week communication to the Commissioners last Friday. The purpose of this report is to keep the Commissioners abreast of happenings in the office, and stated that there is nothing new to report since his communique.

On a motion by Ms. Hobiger, seconded by Ms. Musselman and carried, the Commission approved reclassification of the district office day Custodian I to Custodian II (range 77), effective October 15, 2015; by a vote of 3-0 as follows: Aye – Hobiger, Musselman, Simmons; No – None; Abstained – None; Absent – None.

Custodian I Reclassification Motion # 15.1014.4

On a motion by Ms. Musselman, seconded by Ms. Hobiger and carried, the Commission approved the title and salary range change of District Registrar at salary range 140, to Student Data Systems Specialist at a salary range of 134; by a vote of 3-0 as follows: Aye-Hobiger, Musselman, Simmons; No-None; Abstain-None; Absent-None.

Title/Salary Change Student Data Systems Spec Motion # 15.1014.5

The Commission, by a vote of 3-0 against, did not approve the recommendation to increase the salary range for Certified Educational Sign Language Interpreter from range 95 to 111 and stated that the increase should have been more in line with Conejo Valley USD; by a vote of 0-3 as follows: Aye – None; No – Hobiger, Musselman, Simmons; Abstain – None; Absent – None.

Salary Change Request Cert Sign Lang. Interpreter Not approved

On a motion by Ms. Hobiger, seconded by Ms. Muselman and carried, the Commission approved a change in salary range for Systems Engineer from range 142 145; by a vote of 3-0 as follows: Aye – Hobiger, Musselman, Simmons; No – None; Abstain – None; Absent – None.

Salary Change Systems Engineer Motion # 15.1014.6

GENERAL ITEMS

Dr. Spencer reported on the status of the 2015-2106 Commission Budget *(Informaton)*

2015-2016 Budget Status

On a motion by Ms. Hobiger, seconded by Ms. Musselman and carried, the Commission approved continue IPMA membership, by a vote of 3-0 as follows: Aye – Hobiger, Muselman, Simmons; No – None; Abstain – None; Absent - None.

IPMA membership Motion # 15.1014.7

INFORMATION

Future Commission meeting dates were announced.

Meeting Dates

Job opportunities were announced for: Account Clerk II; Accounting Technician Special Funds; Director of Purchasing Services; District Registrar; Food Services Delivery Specialist; Paraeducator; Paraeducator II Special Education; Secretary; Systems Engineer.

Job Opportunities

FUTURE CONSIDERATION

There were no items for future consideration.

ADJOURNMENT

On a motion by Ms. Musselman, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 6:46 P.M., by a vote of 3-0 as follows: Aye-Hobiger, Musselman, Simmons; Absent-none; No-none; Abstained-none. Motion # 15.1014.8

Sherida Simmons, Chairperson

Kathryn Musselman, Vice-Chairperson

Kathleen Hobiger, Member