

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: January 17, 2024
Time: 5:00 p.m.
Location: MHUSD – Round Room
15600 Concord Circle
Morgan Hill, CA 95037

To make a public comment, cards will be available at the meeting. Cards must be turned in prior to the start of the meeting. Your name will be called at the appropriate time and you will have THREE minutes to speak.

I. OPEN SESSION

Meeting Called to Order:

Pledge of Allegiance

Roll Call: Victor Loesche (Chair)

Kevin Pfiel

Don Moody

II. ADOPT AGENDA

Motion by: Ayes:3

Second by: Noes:

III. APPROVE MINUTES of November 15, 2023 – **Next Meeting**

Motion by: Ayes:

Second by: Noes:

IV. INTRODUCTIONS/PRESENTATIONS/RECOGNITION/ANNOUNCEMENTS

This is an opportunity for Personnel Commission members and staff to introduce staff members or others and to recognize the accomplishments of staff members and departments.

- **Thank Victor by Pat took picture**
- **Trustee ~~Jerri~~ Thank Victor on behalf of board**
Terri

V. ITEMS FOR PUBLIC COMMENT AND COMMUNICATION

This is an opportunity for members of the public to communicate with the Commission on any item not scheduled for action.

A. MHCEA update

- **Elections for site rep, elected 5 for vacant sites.**
- **Cheryl was covering**
- **Election was a tie**
- **SMG no rep no one applied**
- **Taxes 1099 prep new treasurer not familiar with**
- **Scholarships coming up**
- **Training with IBB held at central High but training ever**
- **Most important thing learned was not us against them**
- **Come in as a team and work together.**

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

Pat Sanchez

Motion by: Ayes:3
Second by: Noes:

- **PBIS was at El Toro for farming lettuce**

B. Reclassification of some staff from Admin Office Support to Administrative Specialists

Motion by: Ayes:3
Second by: Noes:

- **Cheryl and pat working on 2 Employees in the district MHECA & agree to merit on update retro to July 1 work they so jump pay scale**
- **Pat explain to Kevin what is done by PC & HR Commission**
- **Kevin asking “ should it only be an HR item? “**
- **Agree w/ union PC ratifies only**
- **Trustee asked did we compare to other sites?**
- **Cheryl – Looked at both descriptions they were doing 99% of task**
- **Pat informed PC not correct but for duties 1 position only.**

VII. REPORTS/INFORMATION/DISCUSSION

This section is reserved for topics of discussion by the Commission members and staff

A. Chairperson discussion

- **Clarified Process for new PC by Pat**
- **SCCOE has more extensive merit than MHECA**
- **Pat shared Merit system**

B. Personnel Commission Terms

C. Update to Family and Community Engagement Lead - Location: FACE Center

- **Still needs to do hiring process**
- **Position reported for face center**

D. Human Resource Supervisor change to Human Resource Coordinator

- **HR SUP – not enough applicants need to modify the position**
- **HR Coordinator sup plus sup credential**
- **PC training in Monterey**
- **Main role PC interaction**

VIII. ITEMS FOR PERSONNEL CONSENT

These are routine items requiring little or no separate explanation. They are acted upon in a single motion.

- **Ok to ask questions**
- **All in this together for purpose of the students.**
- **District is not our enemy the year we are committed as a team.**
- **Moody asked about MHECA**
- **Who Negotiation team**
- **Clerical , Para, Grounds, custodial, Nutrition**
- **Terms – 2 years (Pres, VP, Treasurer, Secretary + 18 site reps)**
- **Cheryl explained MHECA rep duties**
- **Cheryl has goal to train reps**
- **Available 24/7 to all EE**
- **Is there logical Progression**
- **VP no desire to be President**
- **Pres min 40 hrs a week**

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