

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

Training Center
101 W. Cochran St.
Simi Valley, CA 93065

March 21, 2024
5:00 P.M.
Meeting # 919

Personnel Commission Members

Lori Rhoades, Chairperson
Sandy Handin, Vice Chairperson
Kathleen Hobiger, Member

Arrived

5:00 P.M.
5:00 P.M.
5:00 P.M.

Staff Members

Ginan Henson, Director, Classified Personnel Services
Irma Flynn, Senior Administrative Assistant

5:00 P.M
5:00 P.M

The meeting was called to order at 5:00 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. Handin and carried, the Personnel Commission approved the Agenda, as presented.

Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Agenda
Motion #24.03.21.1

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Consent Agenda, as presented.

Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Consent Agenda
Motion #24.03.21.2

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Minutes of the Regular Meeting of January 17, 2024, as presented.

Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Minutes
Motion #24.03.21.3

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Minutes of the Special Meeting of February 22, 2024, as presented.

Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Motion #24.03.21.4

The commissioners were thankful they attended the 2024 CSPCA Conference and found the Personnel Commission specific trainings very useful.

Commission
Comments

Ms. Tomaszewski presented her concerns.

Public Comments

Ms. Henson discussed the 2024 CSPCA Conference and upcoming trainings and job/career fairs she or staff will be attending. She mentioned that the job postings for Extended School Year have been posted and the staff have an increased level of recruitment due to upcoming retirements and resignations. Ms. Henson shared the status of lay off letters and the next steps.

Personnel Items
Director's Report

The 2023-2024 Budget was reviewed and discussed.

General Items
2023-2024 Budget
Status

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved Minimum Qualification Revision for Clerical and Secretarial Families, as presented. Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Minimum
Qualification
Revision for
Clerical and
Secretarial Families
Motion #24.03.21.5

Future Commission meeting dates were announced:

Information
Meeting Dates

April 10, 2024..... May 8, 2024 June 12, 2024..... 5:00 p.m. Board Room

Lead Custodian; Lead Student Store Assistant; Student Body Bookkeeper-High School.


Job Opportunities

Review of 2024-2025 Proposed PC Budget, renaming Lead Student Store Assistant and Student Body Bookkeeper positions.

**Future
Consideration**

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 6:12 P.M. Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Adjournment
Motion #24.03.21.6



Lori Rhoades, Chairperson



Sandy Handin, Vice Chairperson



Kathleen Hobiger, Member