



OCEAN VIEW SCHOOL DISTRICT



# PERSONNEL COMMISSION AGENDA

Thursday, February 10, 2022

**REGULAR MEETING**

**4:30 p.m.**

**Board Room, Building A**

*Classified Employees*  
in **PARTNERSHIP** with **EDUCATION**  
**Personnel Commission**  
1966 – 2022

**PERSONNEL COMMISSION:**

Bob Ewing, Chair  
Lance Bidnick, Vice-Chair  
Daniel P. Gooch, Member

**A G E N D A**  
**PERSONNEL COMMISSION**  
**OCEAN VIEW**  
**SCHOOL DISTRICT**

**REGULAR MEETING**  
**THURSDAY, FEBRUARY 10, 2022**  
**4:30 p.m.**  
**BOARD ROOM, BUILDING A**

1. **CALL TO ORDER** TIME: \_\_\_\_\_ p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **PUBLIC COMMENTS:** Personnel Commission meetings will be held in-person and are open to the public. Public comments must be made in-person in order to be heard by the Personnel Commission.

The Personnel Commission welcomes comments or concerns on any item within the jurisdiction of the Personnel Commission. If you wish to address an item on the agenda, please indicate when, at this point, or at the time the agenda item is discussed.

Please note that masks are required to be worn inside the Board Room.

5. **APPROVAL OF MINUTES:** The Personnel Commission will receive the minutes of the January 13, 2022, Regular Personnel Commission meeting for approval.

**ACTION**  
**Pages 1-3**  
Moved: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

**COMMISSION BUSINESS**

6. **CONSENT CALENDAR:** The Personnel Commission will receive the following items on the Consent Calendar:

**ACTION**  
**Page 4**  
Moved: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

**A. JOB DESCRIPTION REVIEWS/REVISIONS:**

There are no job description reviews or revisions requiring approval at this time.

**B. RECRUITMENT AND TESTING:**

**ELIGIBILITY LIST(S):** The Personnel Commission will receive the Director's recommendation to certify the following eligibility lists.  
*(Eligibility lists provided to Commissioners only.)*

- 2021-50 School Office Clerk
- 2021-51 Payroll Technician
- 2021-52 Noon Duty Supervisor
- 2021-53 Instructional Assistant – ABA
- 2021-54 Instructional Assistant – Special Education
- 2021-55 Instructional Assistant – Severely Disabled



**OCEAN VIEW SCHOOL DISTRICT**  
**Regular Personnel Commission Meeting Minutes**  
**January 13, 2022**  
**4:30 p.m.**

- CALL TO ORDER** Commissioner Ewing called the January 13, 2022, Regular Personnel Commission Meeting to order at 4:31 p.m.
- PLEDGE OF ALLEGIANCE** Commissioner Gooch led the pledge of allegiance.
- ROLL CALL** All Personnel Commissioners were present.
- STAFF MEMBERS PRESENT** Michelle Vellanoweth, Director of Classified Personnel; Michelle Eifert, Personnel Assistant.
- PUBLIC COMMENTS** There were no comments from the public at this time.
- APPROVAL OF MINUTES** Motion by Commissioner Gooch to approve the minutes of the December 9, 2021, Regular Personnel Commission meeting.
- Seconded by Commissioner Bidnick, and carried with a 3:0 vote.
- CONSENT CALENDAR** The following job description reviews/revisions were received on the Consent Calendar:
- A. Job Description Reviews/Revisions:
- There were no job description reviews or revisions submitted for approval.
- The following recruitment and testing – eligibility lists were received on the Consent Calendar:
- B. Recruitment and Testing – Eligibility Lists:
- 2021-44 Noon Duty Supervisor
  - 2021-45 Senior Account Clerk
  - 2021-46 Payroll Technician
  - 2021-47 Instructional Assistant
  - 2021-48 Instructional Assistant – ABA
  - 2021-49 Instructional Assistant – Severely Disabled
- Motion by Commissioner Bidnick to approve the Consent Calendar.
- Seconded by Commissioner Gooch, and carried with a 3:0 vote.
- CLASSIFIED PERSONNEL ACTIVITY LISTS** The Personnel Commission received for information only, the Classified Personnel Activity List that was presented for approval at the Board of Trustees meeting of December 14, 2021.
- CLASSIFIED PERSONNEL RECRUITMENT LIST** The Personnel Commission received for information only, the Classified Personnel Recruitment List that contains information and status of classified recruitments.

**MINUTES OF THE JANUARY 13, 2022, PERSONNEL COMMISSION MEETING – PAGE 2**

**SECOND PUBLIC COMMENTS**

Phi Tran, CSEA Liaison to the Personnel Commission, mentioned the COVID cases and new variants affecting everybody. Classified staff is doing everything they can to manage with the limited resources available and they are to be commended. At the last PAL meeting, some solutions were brought up that will be implemented to ease some of the burden of reporting the positive and close contact cases. Mr. Tran reminded classified staff that CSEA stands with them, supports them, and advocates for them. He stated that CSEA really appreciates the changes that have been made to the Personnel Commission meeting agenda. The recruitment information item will go a long way to help answer many questions and bring transparency to the work of the Personnel Commission. He informed the Commissioners that Erica Williams has moved up north and is no longer with CSEA. She was the local labor relations representative. CSEA is seeking a new labor representative. In the interim, Amy Gonzalez, will be supporting Ocean View School District. At the state level, the new CSEA.com website has finally been launched. It is very easy to navigate and has received positive feedback. The Communications Committee has decided upon a theme, which cannot be shared at this time, but Mr. Tran is very excited about it.

Dr. Hansen, Superintendent, wished everyone a happy new year. She wanted to take this opportunity to share how things are going in light of the COVID surge the district has been experiencing. First she commended the OVSD staff, from classified to administrators to teachers, everyone is stepping up. There are no words to describe the emotional exhaustion that this is taking on everyone. Dr. Hansen visits schools regularly and noticed two classified employees who hold teaching credentials teaching in classrooms. One of them speaks Spanish and was substitute teaching in the Dual Language Immersion class. That was amazing. Maintenance and Facilities crews were helping with test distribution. A School Office Manager went out to help with noon duty supervision. Employees are doing double duty and helping out and Dr. Hansen does not want this to go unrecognized. It is very much appreciated and together we will get through this because it is known that keeping schools open is the best for our student's academic, emotional, and social health. She herself even substituted in a seventh grade social studies class. Middle school holds a special place in her heart since at one time she was a middle school principal.

**COMMISSIONER REPORTS**

Commissioner Gooch had nothing to report. Commissioner Bidnick also had nothing to report. Commissioner Ewing announced the next meeting of the Personnel Commission is scheduled for February 10, 2022. Commissioner Ewing also thanked Dr. Hansen for stepping into a classroom and teaching. He expressed appreciation to Keith Farrow and Reagan Headrick for all they are doing along with the certificated and classified staff. He mentioned he is at College View in the mornings and as he watches staff come in, he does not notice any unhappy faces, and this is because of all the collaborative effort everyone puts forth.

**DIRECTOR AND STAFF REPORTS**

Director Vellanoweth congratulated Diana Flores, Personnel Technician, for passing her probationary period. She stated that we are excited about the updates to our meeting agendas, which will help increase communication and transparency with eligibility list details, as well as the recruitment updates. She mentioned that a monthly meeting with the Fiscal department and the Personnel Commission department took place to talk about procedures, items related to Payroll and Accounting, and Personnel's role in the roll out of the pay increase that was approved by the Board. The COVID variant is hitting everyone hard right now. Tests were distributed last week and again today. She thanked everyone for stepping in and helping out wherever needed.

**MINUTES OF THE JANUARY 13, 2022, PERSONNEL COMMISSION MEETING – PAGE 3**

**DIRECTOR AND  
STAFF REPORTS  
(CONTINUED)**

Earlier in the week there was a Joint Communication Meeting with OVSD and CSEA. There was discussions about COVID-19 updates and issues, classified recruitment processes, reviewing current vacancies, identifying challenges with recruiting applicants, and discussing strategies to increase efficiency and transparency. Director Vellanoweth looks forward to continued collaboration moving forward to help make sure district and student needs are met with the hiring of highly qualified candidates in an expeditious manner.

**ADJOURNMENT**

Commissioner Ewing asked for a motion to adjourn.

Motion by Commissioner Gooch to adjourn the meeting.

Motion was seconded by Commissioner Bidnick and carried with a 3:0 vote at 4:50 p.m.

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Michelle Vellanoweth, Director, Classified Personnel  
Secretary to the Personnel Commission

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Date

OCEAN VIEW SCHOOL DISTRICT  
PERSONNEL COMMISSION

# Memo

**TO:** Personnel Commissioners

**FROM:** Personnel Commission Staff

**DATE:** February 10, 2022

**SUBJECT:** Agenda Item No. 6B.: ELIGIBILITY LIST(S)

## Background Information

The following eligibility list(s) are forwarded for approval. These lists are confidential within the meaning of Education Code Section 45274 and Government Code Section 6254(g) along with other examination records and data. *(Eligibility Lists to Commissioners only).*

List No.	Classification	No. of Applicants	No. of Ranks	No. of New/Merged Eligibles	List Type
2021-50	School Office Clerk	13	5	6	Open & Promotional
2021-51	Payroll Technician	5	2	2	Open, Merge, & Promotional
2021-52	Noon Duty Supervisor	1	1	2	Open, Merge, & Promotional
2021-53	Instructional Assistant – ABA	4	3	3	Open, Merge, & Promotional
2021-54	Instructional Assistant – Special Education	2	1	1	Open & Promotional
2021-55	Instructional Assistant – Severely Disabled	2	1	1	Open & Promotional

## Recommendation

The Director of Classified Personnel recommends the Personnel Commission approve the following Classified Personnel Eligibility Lists: 2021-50 through 2021-55.

OCEAN VIEW SCHOOL DISTRICT  
**PERSONNEL COMMISSION**

# Memo

**TO:** Personnel Commissioners

**FROM:** Personnel Commission Staff

**DATE:** February 10, 2022

**SUBJECT: Agenda Item No. 7: CLASSIFIED PERSONNEL ACTIVITY LIST(S)**

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## **Background Information**

At the Ocean View School District, Regular Board Meeting(s) of:

- January 11, 2022 (Exhibit A)
- January 25, 2022 (Exhibit B)

The Board of Trustees received the above Classified Personnel Activity List(s) for approval.

These lists are provided for the Personnel Commissioners to review classified employee activity recently processed by Classified Personnel staff.

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## **Recommendation**

The Director of Classified Personnel recommends that the Personnel Commission receive the Classified Personnel Activity List(s) of January 11, 2022, and January 25, 2022.



OCEAN VIEW SCHOOL DISTRICT  
Huntington Beach, California  
Classified Personnel  
January 11, 2022

**Approve Employment**  
**In accordance with Merit System Testing Procedures:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SITE</u></b>	<b><u>SALARY</u></b>	<b><u>RANGE/ STEP</u></b>	<b><u>EFFECTIVE DATE</u></b>
Aguilar, Nhlce	Child Care Attendant	Hope View	\$15,020 hourly	18.1	12/14/21
Arizmendi, Ricardo	Bus Driver/Utility Worker	Transportation	\$21,223 hourly	32.1	11/16/21
Flores Delgado, Jesus	Instructional Assistant	Star View	\$16,172 hourly	21.1	11/29/21
Galvan, Diana	Noon Duty Supervisor	Hope View	\$14,00 hourly		12/07/21
Hidalgo, Gina	Instructional Assistant	Hope View	\$16,172 hourly	21.1	12/07/21
Le, Scott	Maintenance Worker	Facilities	\$3,653.00 monthly	33.1	12/08/21
Marshall, Jennifer	Instructional Assistant – ABA	Hope View	\$18,303 hourly	26.1	11/29/21
Morales, Melanie	School Office Manager	Village View	\$3,938.00 monthly	36.1	12/02/21
Ocampo, Ruth	Early Learning Instructional Assistant	College View Preschool	\$16,578 hourly	22.1	01/03/22
Quinones, Andrew	Custodian	Vista View	\$19,237 hourly	28.1	01/03/21
Soyangco, Raissa	Senior Account Clerk	Oak View Preschool	\$3,843.00 monthly	35.1	12/14/21
Tepesano, Alyssa	Child Care Attendant	Hope View	\$15,020 hourly	18.1	11/29/21
Williams, Kristi	Child Care Attendant	Hope View	\$15,020 hourly	18.1	11/29/21
Wu, Lei	School Health Technician	Westmont	\$18,303 hourly	26.1	11/16/21*

\*corrected

**Approve Promotion**  
**In accordance with Merit System Testing Procedures:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SITE</u></b>	<b><u>SALARY</u></b>	<b><u>RANGE/ STEP</u></b>	<b><u>EFFECTIVE DATE</u></b>
Knox, Brandi	School Office Manager	Vista View	\$4,261.11 monthly	36.2	11/30/21
Magallanes, Vianey	ALC Attendant	Mesa View	\$15,388 hourly	19.1	01/03/22
VanHoepen, Jessica	Instructional Assistant – ABA	Vista View	\$21,223 hourly	26.4	01/03/22

**Approve Reinstatement**  
**In accordance with Merit System Rule 8.4.1:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SITE</u></b>	<b><u>SALARY</u></b>	<b><u>RANGE/ STEP</u></b>	<b><u>EFFECTIVE DATE</u></b>
Bavouset, Monica	Instructional Assistant	Village View	\$19,708 hourly	21.5	11/29/21
Hernandez, Cynthia	Early Learning Instructional Assistant	Oak View Preschool	\$20,193 hourly	22.5	01/03/22
Krattiger, Kristine	Instructional Assistant – ABA	Hope View	\$18,303 hourly	26.1	12/01/21

OCEAN VIEW SCHOOL DISTRICT  
Huntington Beach, California  
Classified Personnel  
January 11, 2022

**Approve Substitute Employment**  
**In accordance with Merit System Testing Procedures:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>STATUS</u></b>	<b><u>SALARY</u></b>	<b><u>RANGE/ STEP</u></b>	<b><u>EFFECTIVE DATE</u></b>
Angelus, Christi	School Library Specialist	Substitute	\$18,759 hourly	27.1	12/02/21
Arciga, Gabriel	Maintenance Grounds Helper	Substitute	\$19,237 hourly	28.1	11/29/21
Gutierrez, Karen	Translator/Interpreter	Substitute	\$21,749 hourly	33.1	11/04/21
Keel, Kirsten	Instructional Assistant	Substitute	\$16,172 hourly	21.1	11/29/21
Keel, Kirsten	Instructional Assistant – Special Education	Substitute	\$16,578 hourly	22.1	11/29/21
Keel, Kirsten	School Library Specialist	Substitute	\$18,759 hourly	27.1	11/29/21
Laham, Rika	Noon Duty Supervisor	Substitute	\$14.00 hourly		12/01/21

**Approve Separation - Resignation**  
**In accordance with Merit System Rules 8.1 to 8.6:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SITE</u></b>	<b><u>BEGINNING DATE</u></b>	<b><u>EFFECTIVE DATE</u></b>
Nelson, Theresa	Bus Driver/Utility Worker	Transportation	04/08/16	12/31/21
Nesheiwat, Asmahan	Instructional Assistant – Severely Disabled	Lake View	12/06/19	08/12/21
RezK, Mariam	Instructional Assistant – Severely Disabled	Spring View	02/16/21	12/03/21
Tadrous, Rania	Instructional Assistant – Severely Disabled	Village View	02/08/18	12/31/21

OCEAN VIEW SCHOOL DISTRICT  
Huntington Beach, California  
Classified Personnel  
January 25, 2022

**Approve Employment**

**In accordance with Merit System Testing Procedures:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SITE</u></b>	<b><u>SALARY</u></b>	<b><u>RANGE/ STEP</u></b>	<b><u>EFFECTIVE DATE</u></b>
Barragan, Thamar	Noon Duty Supervisor	Star View	\$15.00 hourly		01/06/22
Barranca, Lizbeth	Noon Duty Supervisor	Vista View	\$15.00 hourly		01/03/22
Kelada, Christeen	Instructional Assistant – Severely Disabled	Village View	\$18.301 hourly	25.1	01/03/22
Meadows, Jeffrey	Custodian	Mesa View	\$20.703 hourly	28.1	01/03/22
Morgan, Tamara	Instructional Assistant – ABA	Harbour View	\$18.761 hourly	26.1	01/07/22
Payne, Leona	Noon Duty Supervisor	Mesa View	\$15.00 hourly		01/04/22

**Approve Promotion**

**In accordance with Merit System Testing Procedures:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SITE</u></b>	<b><u>SALARY</u></b>	<b><u>RANGE/ STEP</u></b>	<b><u>EFFECTIVE DATE</u></b>
Hernandez, Ariana	Early Learning Instructional Assistant	College View	\$20.703	22.4	01/05/22

**Approve Substitute Employment**

**In accordance with Merit System Testing Procedures:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>STATUS</u></b>	<b><u>SALARY</u></b>	<b><u>RANGE/ STEP</u></b>	<b><u>EFFECTIVE DATE</u></b>
Arciga, Gabriel	Groundskeeper I	Substitute	\$21.219 hourly	31.1	12/29/21
Carr, Aundrea	Instructional Assistant	Substitute	\$16.577 hourly	21.1	01/03/22
Carr, Aundrea	Instructional Assistant – Special Education	Substitute	\$16.993 hourly	22.1	01/03/22
Courrielche, Nancy	Child Care Attendant	Substitute	\$15.397 hourly	18.1	01/03/22
Cruz, Randy	Custodian	Substitute	\$19.718 hourly	28.1	12/29/21
Cruz, Randy	Delivery Worker	Substitute	\$21.219 hourly	31.1	12/29/21
Cruz, Randy	Groundskeeper I	Substitute	\$21.219 hourly	31.1	12/29/21

**Approve Separation - Resignation**

**In accordance with Merit System Rules 8.1 to 8.6:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SITE</u></b>	<b><u>BEGINNING DATE</u></b>	<b><u>EFFECTIVE DATE</u></b>
Gerges, Rania	Instructional Assistant – ABA	Vista View	11/01/21	12/10/21
Kilcullen, Donald	Instructional Assistant – English Learner	Star View	09/15/16	01/14/22
Meadows, Jeffrey	Custodian	Mesa View	01/03/22	01/06/22
Nunez, Stefanie	Early Learning Associate Educator	Westmont Preschool	06/01/11	01/13/22
Vo, Eryn	Instructional Assistant – ABA	Oak View Preschool	01/22/04	01/19/22

**OCEAN VIEW SCHOOL DISTRICT  
PERSONNEL COMMISSION**

# Memo

**TO:** Personnel Commissioners  
**FROM:** Personnel Commission Staff  
**DATE:** February 10, 2022

**SUBJECT: Agenda Item No. 8: CLASSIFIED PERSONNEL RECRUITMENT LIST**

**Background Information**

These lists are provided for the Personnel Commissioners to review the classified recruitments that are currently in progress.

<b>Classification</b>	<b>Number of Vacancies</b>	<b>Status</b>
ALC Attendant	2	Written Exam 2/3/2022
Bus Driver/Utility Worker	7	Reposted on Edjoin – Continuous
Central Kitchen Supervisor	1	Goal is to post by April
Child Care Attendant	8	Written Exam 2/3/2022; Reposted on Edjoin; Application Deadline 2/21/2022
Custodian	Future Vacancies	One regular new hire started 1/18/2022 at Marine View; One substitute new hire started 1/7/2022; Reposted on Edjoin; Application Deadline 2/9/2022; Written Exam 2/18/2022; Oral Panel 2/25/2022
Early Learning Associate Educator	4	Positions being reviewed by Director of Child Development Programs
Early Learning Instructional Assistant	1	Oral Exam 2/3/2022; Position being reviewed by Director of Child Development Programs
Food & Nutrition Services Operations Supervisor	1	Goal is to post by March
Groundskeeper I	1	Oral Panel 2/10/2022
Instructional Assistant	7	One new hire started 1/7/2022 at College View Preschool; Written Exam 2/3/2022
Instructional Assistant - ABA	20	Two new hires start date pending; Reposted on Edjoin; Application Deadline 2/28/2022
Instructional Assistant – Special Education	6	Reposted on Edjoin; Application Deadline 2/28/2022
Instructional Assistant – Severely Disabled	3	Reposted on Edjoin; Application Deadline 2/28/2022

## Classified Personnel Recruitment List

### Page 2

Classification	Number of Vacancies	Status
Lead Evening Custodian	2	Oral Panel 2/4/2022
Maintenance/Grounds Helper	Substitutes	Selection interview 2/3/2022
Maintenance HVAC Mechanic	2	Reposted on Edjoin and Government Jobs; Application Deadline 2/22/2022
Maintenance Plumber	1	Written Exam 2/9/2022
Noon Duty Supervisor	9	Written Exam 2/7/2022; 4 New Hires; Reposted on Edjoin; Application Deadline 2/2/2022
Payroll Technician	1	New Hire Being On-boarded
School Health Technician	Substitutes	Reposted on Edjoin - Application Deadline 2/21/2022
School Office Clerk	2	New Hires Started 1/20/2022 and 1/25/2022

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### **Recommendation**

The Director of Classified Personnel recommends that the Personnel Commission receive the Classified Personnel Recruitment List.

OCEAN VIEW SCHOOL DISTRICT  
PERSONNEL COMMISSION

## Memo

**TO:** Personnel Commissioners

**FROM:** Michelle Eifert  
Personnel Assistant

**DATE:** February 10, 2022

**SUBJECT: Agenda Item No. 9: 2022 CSPCA Merit System Training Academy**

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### Background Information

The Personnel Commission maintains an annual membership with the California School Personnel Commissioners Association (CSPCA).

The 2022 CSPCA Merit System Training Academy sessions will be held via Zoom and are scheduled for:

Saturday	March 19, 2022	9:00 am to 12:00 pm
Thursday	March 31, 2022	1:00 pm to 4:00 pm
Saturday	April 16, 2022	9:00 am to 12:00 pm
Thursday	May 5, 2022	1:00 pm to 4:00 pm
Saturday	May 21, 2022	9:00 am to 12:00 pm
Thursday	June 2, 2022	1:00 pm to 4:00 pm
Saturday	June 18, 2022	9:00 am to 12:00 pm
Thursday	June 30, 2022	1:00 pm to 4:00 pm

Diana Flores, Personnel Technician, has been recommended by the Director, Classified Personnel to attend this beneficial training.

The comprehensive curriculum will include sessions on the following areas: Merit Academy Orientation, Roles & Responsibilities: PC, Board, Director, Staff and Education Code, The Brown Act, Classification and Compensation, Certification and Selection, Collective Bargaining/Hearings and Appeals, Fair Employment/EEO.

### Financial Implications

There is a cost of \$575.00, which includes the tuition, publications, handouts, documents, and other materials. If a scholarship opportunity becomes available, the Director, Classified Personnel will submit a scholarship request on behalf of Personnel Technician, Diana Flores, to cover the cost of the training. In the event there is not a scholarship opportunity or one is not granted, it is requested that the Personnel Commission approve the cost of \$575.00, for Diana to attend.

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### Recommendation

The Director, Classified Personnel recommends the Personnel Commission approve the attendance of Diana Flores, Personnel Technician for the 2022 CSPCA Merit System Training Academy, and approve the cost of \$575.00, in the event a scholarship request is not available or is not granted to Ocean View School District.

**OCEAN VIEW SCHOOL DISTRICT  
WORKSHOP/MEETING/CONFERENCE ATTENDANCE REQUEST**

**NAME OF WORKSHOP/MEETING/CONFERENCE:** 2022 CSPCA Merit System Academy

**SPONSORING ORGANIZATION:** CSPCA

**LOCATION:** Zoom **DATE(S):** 3/19,3/31,4/16,5/5,5/21,6/2,6/18,6/30 2022

**TOTAL COST PER PERSON:** (Include Registration Fee, Transportation, Lodging, Meals, etc.) \$575 Reg fee

NAME OF ATTENDEE(S)	DEPARTMENT/SCHOOL	ACCOUNT TO CHARGE
1. Diana Flores, Personnel Tech	Personnel Commission	01-443-130-74 5202
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

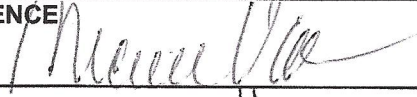
List additional attendee(s) on separate sheet and attach.


**PURPOSE OF ATTENDANCE:**  
 History of the Merit System; Roles of Board, Personnel Commission, and Director; Ed Code; Classification & Compensation; Recruitment & Selection; PC rules and policies; Brown Act; etc.

Attendance approved by Personnel Commission on 2/10/2022.

FUNDING	TOTAL COST	FUNDING SOURCE
General Fund	\$575.00	Funding Source:
Project or Restricted		Funding Source:
Other		

**AUTHORIZATION SEQUENCE**

Signature of Supervisor  Date: 2/1/22

Approval recommended by  Date: 2/2/22  
 Asst. Superintendent, Administrator

Signature of Superintendent \_\_\_\_\_ Date: \_\_\_\_\_

**DATE OF BOARD MEETING APPROVAL:** 2/22/2022



California School Personnel Commissioners Association  
Supporting Education Through Merit

Philip J. Gordillo, Executive Director

## 2022 CSPCA MERIT ACADEMY

CSPCA invites you to attend the 2022 Virtual Merit Academy; an educational program designed for new and aspiring merit system Directors, Personnel Commissioners, and other advocates interested in the workings of a merit system. The Academy will provide a comprehensive curriculum including sessions on the following areas:

- *Merit Academy Orientation*
- *Roles & Responsibilities: PC, Board, Director, Staff and Education Code*
- *The Brown Act*
- *Classification and Compensation*
- *Recruitment and Examination*
- *Certification and Selection*
- *Collective Bargaining/Hearings and Appeals*
- *Fair Employment/EEO*

### PRESENTERS

Our presenters are stellar practitioners in merit system districts including Human Resources Directors, Personnel Commissioners, attorneys, and other renowned experts in their fields.

### COSTS

The Academy costs \$575 per attendee. The registration fee includes all publications, handouts, documents and other materials for the entire Merit Academy series. All sessions are virtual using *Zoom Meeting* platform.

### 2022 CSPCA Merit Academy Training Schedule



- Saturday - March 19, 2022
- Thursday - March 31, 2022
- Saturday - April 16, 2022
- Thursday - May 5, 2022
- Saturday - May 21, 2022
- Thursday - June 2, 2022
- Saturday - June 18, 2022
- Thursday - June 30, 2022

### REGISTRATION

To register, please follow the registration link below:

<https://tinyurl.com/meritacademy>

### Mail payment to:

Philip J. Gordillo  
Executive Director, CSPCA  
4124 Wessex Drive  
San Jose, CA 95136