

MORGAN HILL UNIFIED SCHOOL DISTRICT
Personnel Commission
AGENDA

Date: May 15, 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 before 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 Pfeil
Don Moody

II. ADOPT AGENDA

Motion by: Ayes:
Second by: Noes:

III. APPROVE MINUTES of April 17, 2024

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.

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

VI. ITEMS FOR PERSONNEL ACTION

This section lists the items for Commission action.

A. Hiring Report

Pat Sánchez

Motion by: Ayes:
Second by: Noes:

B. ACTION TO APPOINT KEVIN PFEIL AS THE JOINT APPOINTEE
TO THE PERSONNEL COMMISSION FOR THE 2023-2026 TERM
(Ed. Code §45246(f))

Pat Sánchez

Motion by: Ayes:
Second by: Noes:

VII. REPORTS/INFORMATION/DISCUSSION

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

VIII. ITEMS FOR PERSONNEL CONSENT

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

IX. ADJOURN:

Motion by: Ayes:
Second by: Noes:

MORGAN HILL UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING

April 11, 2024– May 10, 2024

TOPIC:	Hiring Report
PREPARED BY:	Reina R. Gonzalez, Executive Assistant of Human Resources
PRESENTED BY:	Pat Sánchez, Asst. Superintendent of Human Resources
TYPE OF ITEM:	Action

NEW HIRE, PROMOTIONS, INCREASE IN HOURS

NEW HIRES:

Name	Position	Location	Start Date
Cowell, Tracy	Student Nutrition Ast	Live Oak	05/13/24
Batra, Anjali	Student worker (Maintenance)	CHS	04/24/24

PROMOTIONS:

None

INCREASE IN HOURS:

None

SUBSTITUTES, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS

SUBSTITUTES:

EMPLOYEE NAME	POSITION	LOCATION	DATE
Rodriguez, Joseline	SUB Para/ SUB Student Supervisor	Various	04/25/24
Perez Zaragoza, Juan Pablo	SUB Custodian / Groundskeeper	Maintenance	04/24/24

LIMITED TERM ASSIGNMENT:

None

WORKING OUT OF CLASS:

Last Name	Position	Out-of-Class Position	Start Date	End Date
Gilford, Tara	Admin Office Support	HR Specialist	8/30/23	-
Valenti, Patricia	HR Specialist	Supervisor of HR	8/19/23	-
Gonzalez, Reina	Exec. Asst of Human Resources	Supervisor of HR	2/1/24	-

TRANSFER:

EMPLOYEE	POSITION	FROM	TO
Miranda, Gilberto	Custodian	Sobrato	Live Oak

RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE

RESIGNATIONS, RETIREMENTS, SEPARATIONS:

EMPLOYEE NAME	POSITION	SITE	REASON	TERM DATE
Deleon, Deserie	Wellness Assistant	Britton Middle	Resigned	5/10/2024
Martinez, Sara T	Mirant Recruiter	FACE center	Retirement	6/30/2024

LEAVE OF ABSENCE:

EMPLOYEE NAME	POSITION	SITE	START DATE
Gonzalez, Michelle	Student Support Specialist	Sobrato	05/01/2024

POSTING FOR TRANSFER:

CLASSIFICATION	POSTED	CLOSED
Custodian (Night), Sobrato HS	4/17/2024	4/23/2024
Accounting Specialist, District Office	5/3/2024	5/10/2024

EXAMINATIONS, INTERVIEWS, JOB DESCRIPTION

POSTING FOR NOTICE OF EXAMINATION:

CLASSIFICATION	POSTED	CLOSED
Mechanic	Continuous	
Paraprofessional	Continuous	
School Bus Driver	Continuous	
School Van Driver	Continuous	
Student Nutrition Assistant	Continuous	
Licensed Vocational Nurse (LVN)	4/30/2024	5/24/2024
Lead Farmer	4/30/2024	5/31/2024

EXAMINATION:

Classification	Date of Test	People taking test	Ranked w/ Score 70+	People Eligible
Mechanic	4/26/2024	3	2	2
Delegate Behind the Wheel	4/30/2024	1	1	1
Paraprofessional	5/3/2024	3	1	1

INTERVIEWS:

Classification	Date of Interview
Custodian, Live Oak HS (Transfer)	4/18/24
Student Nutrition Assistant	5/1/24
Delegate Behind the Wheel	5/3/24
Mechanic	5/6/24

JOB DESCRIPTION UPDATE:

None