SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

Board Room
101 W. Cochran St.
Simi Valley, CA 93065

December 18, 2024
5:00 P.M.
Meeting # 928

Personnel Commission Members	Arrived
Lori Rhoades, Chairperson	5:00 P.M.
Sandy Handin, Vice Chairperson	5:00 P.M.
Kathleen Hobiger, Member	5:00 P.M.

Staff Members	
Ginan Henson, Director, Classified Personnel Services	5:00 P.M
Irma Flynn, Senior Administrative Assistant	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**

Agenda
On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Agenda, as presented. Motion #24.12.18.1
Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None.

Consent Agenda
On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Consent Agenda, as presented. Motion #24.12.18.2
Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None.

Minutes
On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Minutes of the Regular Meeting of November 13, 2024, as presented. Motion #24.12.18.3
Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None.

Ms. Hobiger mentioned the passing of one of the custodians at Santa Susana High School. She also inquired about the status of the vacancy in the Classified Personnel Department. Commission Comments

Ms. Johnson mentioned We Tip system and how it works in regards to reporting etc. Ms. Ellis answered questions raised by the Personnel Commission. Public Comments

Personnel Items
Ms. Henson discussed current testing program being used by Classified Personnel Department versus other options that are being considered, the current status and trends in hiring, both permanent and substitute classified employees, recent team building event between Classified and Certificated Personnel Departments, and utilization of Informed K-12 and recent form success. Director's Report

Service awards recipients were mentioned. Service Awards

General Items

The 2024-2025 Budget Status was reviewed and discussed.

2024-2025 Budget Status

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission elected Ms. Handin as Chairperson of the Personnel Commission for a one-year term, to commence at the first meeting held in January 2025.
Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Annual Election of Officers – Chairperson
Motion #24.12.18.4

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission elected Ms. Hobiger as Vice Chairperson of the Personnel Commission for a one-year term, to commence at the first meeting held in January 2025.
Vote 3-0; Aye- Handin,Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.

Annual Election of Officers – Chairperson
Motion #24.12.18.5

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Revision of Classification HR Technician, as presented.
Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None.

Revision of Classification HR Technician
Motion #24.12.18.6

Revision of Personnel Commission Rules Article I and VI - First Reading was discussed.

Revision of Personnel Commission Rules Article I and VI - First Reading

Information

Future Commission meeting dates were announced:
January 15, 2025..... February 12, 2025 ..... March 12, 2025..... 5:00 p.m. Board Room

Meeting Dates

Adult Education Instructioual Assistant, ESL.

Job Opportunities

Future Consideration

Updating Merit Rules and 2025 CSPCA Annual Conference.

Adjournment

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 6:10 P.M.
Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None

Motion #24.12.18.7

L Rhoades
Lori Rhoades, Chairperson

Sandy Handin, Vice Chairperson

Kathleen Hobiger, Member