PLEASE POST

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION AGENDA

Board Room
101 W. Cochran Street
Simi Valley, CA

April 9, 2025
5:00 P.M.
Meeting # 932

Personnel Commission Members

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

Staff Members

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

CALL TO ORDER

FLAG SALUTE

APPROVAL OF AGENDA/CONSENT AGENDA

- Agenda
- Consent Agenda

APPROVAL OF MINUTES – Regular Meeting March 12, 2025 – *Action*

COMMENT, PRESENTATIONS AND HEARINGS

- Commission Comments
- Public Comments (Regarding items not on the agenda)

PERSONNEL ITEMS

- Personnel Director's Report – *Information; Discussion*
- Resolution in Honor of Classified School Employees Week, May 18-24, 2025 – *Action*
- Service Awards - *Information*

GENERAL ITEMS

- 2024-2025 Budget Status – *Information; Discussion*
- 2025-2026 Personnel Commission Budget – First Reading – *Information; Discussion*
- Scheduling of the 2025-2026 Personnel Commission Budget Public Hearing – *Discussion; Action*
- Revision of Classification of Maintenance Manager – *Discussion; Action*
- Adoption of Classification of Bus Driver Trainee – *Discussion; Action*
- Adoption of Classification of Data Systems Analyst – *Discussion; Action*

INFORMATION

- Calendar of Personnel Commission Meetings – *Information*
- Job Opportunities – *Information*

ITEMS FOR FUTURE CONSIDERATION

ADJOURNMENT

Ginan Henson, Director of Classified Personnel Services

Dated: April 4, 2025

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SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

March 12, 2025
5:00 P.M.
Meeting # 931

Personnel Commission Members	Arrived
Sandy Handin, Chairperson	5:00 P.M.
Kathleen Hobiger, Vice Chairperson	5:00 P.M.
Lori Rhoades, 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 Sandy Handin, Chairperson. **Call to Order**

The flag salute was led by Ms. Handin. **Flag Salute**

Agenda

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Agenda, as presented. Motion #25.03.12.1
Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None.

Consent Agenda

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Consent Agenda, as presented. Motion #25.03.12.2
Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None.

Minutes

On a motion by Ms. Hobiger, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of February 12, 2025, as presented. Motion #25.03.12.3
Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None.

Commission Comments

Ms. Hobiger inquired regarding budget.

Public Comments

CSEA Chapter 310 President discussed current challenges.

Personnel Items

Director's Report

Ms. Henson presented the new HR Technician in Classified Personnel department and discussed recent layoffs, partnership with Student Safety and Transit department regarding a current recruitment, upcoming career fairs, and CalPERS retired annuitant status.

General Items

2024-2025 Budget Status

The 2024-2025 Budget Status was reviewed and discussed.

Information

Future Commission meeting dates were announced: Meeting Dates
April 9, 2025…… May 21, 2025 ….. June 11, 2025..... 5:00 p.m. Board Room

Administrative Assistant; Cafeteria Services Specialist; Cosmetology School Assistant; Delegated Behind the Wheel Trainer; Technical Support Specialist II. Job Opportunities

Future Consideration

Adding CSEA Comments as an agenda item.

Adjournment

On a motion by Ms. Rhoades, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 5:54 P.M. Motion #25.03.12.4
Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None

Sandy Handin, Chairperson

Kathleen Hobiger, Vice Chairperson

Lori Rhoades, Member