FULLERTON SCHOOL DISTRICT
Personnel Commission Meeting
1401 W. Valencia Drive, Fullerton, CA

Minutes of the Regular Meeting Of August 25, 2025

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Tommy Reminiskey, Chairperson, called the meeting to order at 4:31 p.m. and led the pledge of allegiance.

PERSONNEL COMMISSIONERS

Mr. Tommy Reminiskey, Chairperson
Dr. Alexis Norman, Vice-Chairperson
Ms. Sarah Kelman, Member

STAFF PRESENT

Sylvia Niknami, Director, Human Resources
Stephanie McKinney, Administrative Secretary, Human Resources

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JULY 28, 2025 – ITEM 2

The Personnel Commission reviewed the minutes.

A motion for approval was made by Mr. Tommy Reminiskey and Ms. Sarah Kelman, seconded by Dr. Alexis Norman; the motion passed unanimously.

APPROVAL OF THE CLASSIFIED PERSONNEL REPORT – ITEM 3

The Personnel Commission reviewed the report.

A motion for approval was made by Mr. Tommy Reminiskey and Dr. Alexis Norman, seconded by Ms. Sarah Kelman; the motion passed unanimously. Tommy Reminiskey commented on the length of the report and gave credit to our Classified Staff.

APPROVAL/RATIFICATION OF RECRUITMENTS – ITEM 4

The Personnel Commission reviewed the recruitment bulletin.

A motion for approval was made by Ms. Sarah Kelman, seconded by Dr. Alexis Norman; the motion passed unanimously.

RATIFICATION/CERTIFICATION OF ELIGIBILITY LISTS – ITEM 5

The Personnel Commission reviewed the eligibility lists.

A motion for approval was made by Dr. Alexis Norman, seconded by Ms. Sarah Kelman; the motion passed unanimously.

PUBLIC COMMENTS - ITEM 6

A public comment was made and read by Stephanie McKinney.

"What the reasoning is by having the Director of Bus Operations and Vehicle Maintenance report to another Director of Business Support Services. Isn't it traditional to have an Assistant Director report to a Director? The Director of Bus Operations and the Assistant Director of Transportation job descriptions are very similar."

Tommy Reminisky commented that the public comment will be addressed in agenda item #8 - Consider approval of the New Director of Bus Operations and Vehicle Maintenance job description.

DIRECTOR'S REPORT - ITEM 7:

Sylvia Niknami spoke about the progress being made with processing new hires and shared how excited the team is to welcome additional staff in support of our students. She also mentioned that a board item has been approved to move forward with VidCruiter, a platform that will help automate both oral and written exams, making the hiring process more efficient and streamlined.

CONSIDER APPROVAL OF NEW DIRECTOR OF BUS OPERATIONS AND VEHICLE MAINTENANCE JOB DESCRIPTION - ITEM 8

Sylvia Niknami requested approval of a new job description following the creation of the Director of Business Support Services position at the last meeting. As part of this change, the department structure was reviewed, and it was determined that adding additional management staff would provide stronger operational oversight. In collaboration with CSEA, it was agreed that establishing a Director role dedicated to transportation would ensure greater visibility and allow for more effective day-to-day management of operations. It was also explained that this restructure would also streamline the recruitment process. If any of these classifications become vacant in the future, the district would not need to bring the positions back to the Personnel Commission for reapproval and could move directly into recruitment. Tommy Reminisky asked if Sylvia Niknami would address the public comment. Sylvia Niknami further clarified that the scope of the new position differs from past classifications due to the current structure of the department. An Assistant Director model would not work, as there is no Director in place for transportation. Instead, the Director of Transportation had previously been focused on strategic responsibilities, which have now shifted to the Director of Business Support Services. The proposed Director of Bus Operations and Vehicle Maintenance will oversee the day-to-day operations of bus services and vehicle maintenance.

A motion to approve the new Director of Bus Operations and Vehicle Maintenance job description on the Classified Management Salary Schedule at Range M22, effective August 25, 2025, was made by Ms. Sarah Kelman and seconded by Dr. Alexis Norman. The motion passed unanimously.

ACTIVE RECRUITMENT LIST - ITEM 9

The Personnel Commission reviewed the active recruitment list.

No action was taken on this information item.

ADMINISTRATION AND POLICY - ITEM 10
The Personnel Commission reviewed the current budget printout.

No action was taken on this information item.

OTHER BUSINESS - ITEM 11
No other business was discussed.

ADJOURNMENT OF REGULAR MEETING
The regular meeting was adjourned to closed session at 4:41 p.m.

RECESS TO CLOSED SESSION
No reportable action was taken during the closed session; closed session was adjourned at 4:57 p.m.

Minutes Accepted By: Tommy Reminiskey, Chairperson
Recorded by: Stephanie McKinney