

COVINA-VALLEY UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION  
Minutes - Regular Meeting  
March 12, 2024

Meeting was called to order by the presiding officer, Ms. North, at 4:45 p.m.

Members present: Judith North, President  
Elizabeth Reyes-Aceytuno, Vice President  
David Bonilla, Member

Others present: Rod Zerbel, Director, Personnel Services

**Adoption of Agenda**

Motion by Mrs. Reyes-Aceytuno seconded by Mr. Bonilla and unanimously carried, that the agenda be approved.

**Approval of Minutes**

Motion by Mr. Bonilla seconded by Mrs. Reyes-Aceytuno and unanimously carried, that the minutes for the regular meeting of February 13, 2024, be approved.

**Approval of Minutes**

Motion by Mr. Bonilla seconded by Mrs. Reyes-Aceytuno and unanimously carried, that the minutes for the special meeting of February 27, 2024, be approved.

**Director's Report**

Mr. Zerbel shared that recruitment is still ongoing. The Personnel Department has received 7 resignations/retirements for February, with 19 classified positions being actively flown.

At the March 22, 2024, board meeting, a Memorandum of Understanding between CSEA and the District identified instructional aides working in a TK classroom. Those aides will be reclassified to the position of Instructional Aide—Early Childhood to encompass toileting assistance in the classroom.

Mr. Zerbel reminded commissioners of the annual Classified Appreciation event at the District Field on Tuesday, May 21, 2024, from 11:30 a.m. to 2:30 p.m.

**Commission Members' Comments**

Mr. Bonilla reflected on his attendance at the CSPCA Conference and how the breakout sessions were educational.

Mrs. Reyes-Aceytuno was pleased to share her experiences at the CSPCA Conference and her ability to attend most Boot Camp sessions. She also expressed contentment in the Dual class presentations at the board of education meeting.

Mrs. North wished everyone a good Spring Break.

**Combination of Eligibility List**

Motion by Mrs. Reyes-Aceytuno, seconded by Mr. Bonilla and unanimously carried, that the eligibility list for the position of Custodian be combined with the existing recruitment listing, including prior written examination scores, is approved.

**Adjournment**

Motion by Mrs. Reyes-Aceytuno, seconded by Mr. Bonilla, and unanimously carried to adjourn the meeting at 5:03 p.m.

  
President

  
Vice President