

COVINA-VALLEY UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION  
Minutes - Regular Meeting  
July 9, 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

Others present: Michele Doll, Assistant Superintendent, Personnel Services

**Adoption of Agenda**

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

**Approval of Minutes**

Motion by Mrs. Reyes-Aceytuno seconded by Ms. North and unanimously carried, that the minutes for the regular meeting of June 11, 2024, be approved.

**Public Comments on Agenda Items**

CSEA raised concerns about Action Item 9, suggesting that Personnel Commission meetings should be held at the same location as Board of Education meetings.

CSEA also questioned the purpose of approving the Eligibility List for classified management under Action Item 8.

**Director's Report**

Dr. Doll provided updates on recruitment and staffing.

On Tuesday, August 13, 2024, the Personnel Department will host an orientation for classified and certificated employees from 8:30 a.m. to 12 p.m.

The District advertised the District Appointee position for the Personnel Commission, and one applicant applied. If selected, the candidate will be presented to the Board of Education for approval, with a Public Hearing scheduled for November.

**Commission Members' Comments**

Mrs. Reyes-Aceytuno asked about the bylaws for the Personnel Commission and requested they be brought back for adoption consideration.

Mrs. North expressed concerns about the upcoming election of officers and emphasized the importance of maintaining the rotation process in the future.

**Extension of job postings**

Motion by Mrs. Reyes-Aceytuno, seconded by Ms. North, and unanimously carried that the recruitment and job postings for the below positions, be extended and remain ongoing through the 2024-2025 is approved.

- Food Service Worker I
- Instructional Aide 1:1 Assistant
- Instructional Aide - Behavior
- Instructional Aide - Classroom
- Instructional Aide - Early Childhood
- Instructional Aide - Specialized Programs

**Approval of Eligibility List**

Motion by Mrs. Reyes-Aceytuno, seconded by Ms. North, and unanimously carried that the eligibility list for the position of Technology Support Systems Manager is approved.

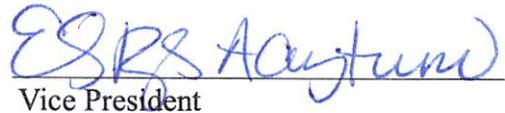
**2024-2025 Personnel Commission Meeting Location**

Motion by Mrs. Reyes-Aceytuno, seconded by Ms. North, but not carried, that the 2024-2025 Personnel Commission Meeting location be rejected.

**Adjournment**

Motion by Mrs. Reyes-Aceytuno seconded by Ms. North and unanimously carried to adjourn the meeting at 5:07 p.m.

  
President

  
Vice President