

**Covina-Valley Unified School District
Personnel Commission
Regular Meeting**

Agenda

Hanes Professional Development Center
220 W. Puente St.
Covina, CA 91723
4:45 p.m.

October 8, 2024

The Personnel Commission welcomes residents of the community to attend its meetings. Members of the public have the opportunity to address the Personnel Commission at each meeting. Five minutes may be allotted to each speaker and a maximum of 20 minutes to each subject. If you wish to address the Personnel Commission, please complete the "Request to Speak" card and hand it to the clerk prior to the start of the meeting.

The Personnel Commission does not censor public comment, which may include criticisms about a specific employee, nor does the Commission require that such discussion not take place in public. The Commission encourages members of the community to make their public comments in a courteous and respectful manner so as to facilitate the resolution of disputes involving matters under the Commission's jurisdiction.

Reasonable Accommodations for Individuals with a Disability

Any individual with a disability who requires reasonable accommodation to participate in a Personnel Commission meeting may request assistance by contacting the office of the Director, Personnel Services, 519 E. Badillo St., Covina, California 91723; (626) 974-7000; Fax (626) 974-7073.

Meeting called to order by the presiding officer _____ at _____ p.m.

Flag Salute

Roll Call:

Judith C. North, President

Elizabeth Reyes-Aceytuno, Vice President

David Bonilla, Member

Michele Doll, Assistant Superintendent, Personnel Services

Brock Jacobsen, Director, Personnel Services

I - Preliminary

1. **Adoption of Agenda.** Recommendation is made that the agenda be adopted as submitted. **Action**

Motion by _____, Seconded by _____, Vote _____

2. **Approval of Minutes.** Minutes of the regular meeting of September 10, 2024, are submitted for approval. **Action**

Motion by _____, Seconded by _____, Vote _____

II - Public Comments

At this time members of the public may address the Personnel Commission. State law prohibits the Commission from acting on any issue not included on the agenda. Due to time limits imposed for public comment, the Commissioners do not answer questions or respond to statements made during the public comment.

3. **Public Comments on Non-Agenda Items.** Any person wishing to speak to any items **not** on the agenda will be granted up to five minutes to address the Commission regarding that item. **Info**

4. **Public Comments on Agenda Items.** Any person wishing to speak to any item **on** the agenda will be granted up to five minutes to address the Commission regarding that item. **Info**

III - Director/Commission Member Comments

5. **Director's Report.** At this time, the Director may address activities, correspondence, or operations; and may acknowledge or recognize specific programs, activities, or personnel. **Info**

6. **Commission Members' Comments.** At this time, Commission Members may address activities, correspondence, or operations; and may acknowledge or recognize specific programs, activities, or personnel. **Info**

IV - Action Item

7. **Public Hearing on Qualifications for the District-Appointed Personnel Commissioner Sonia Fransquillo, under Education Code 45246 (f).** The District intends to appoint Mrs. Fransquillo to the Personnel Commission as the District-Appointed commissioner. This information has been distributed and posted, and any person who wishes to state his or her views will have an opportunity to do so at this time. (Ref A.) **Action**

Motion by _____, Seocded by _____, Vote _____

8. **District-Appointed Personnel Appointment.** Recommendation is made that Sonia **Action**
Frasquillo will be the District-Appointed Personnel Commissioner for a three-year term
commencing on December 1, 2024, and concluding on November 30, 2027. (Ref. B)

Motion by _____, Secoinded by _____, Vote _____

V – Closed Session

9. **Public Employee Discipline/Dismissal/Release (Gov. Code 54957)** **Discussion**

VI - Adjournment

10. **Adjournment.** _____ p.m. **Action**

Motion by _____, Secoinded by _____, Vote _____

Public Hearing

Personnel Commission Appointment

The District recommends that Sonia Fransquillo be appointed to the Personnel Commission as the District Appointee for a three-year term ending November 30, 2027.

Mrs. Frasquillo served on the Covina-Valley Unified School District Board of Education from 2015 to 2020 and has actively participated in community affairs for many years. She earned an Associate of Arts in Business from Citrus College in Azusa, California. Throughout her involvement with Covina-Valley Unified, she has held leadership roles in the Parent Teacher Association at Cypress Elementary School, including President, Program Coordinator, and Treasurer, while contributing to various educational committees and advisory boards.

Notice that the Personnel Commission intends to appoint Mrs. Frasquillo to the Personnel Commission has been distributed and posted, and any person who wishes to state his or her views will have an opportunity to do so at this time.

District Personnel Commissioner Intended Appointee

Recommendation is made that Mrs. Sonia Frasquillo be the District-Appointed Personnel Commissioner for a three-year term commencing on December 1, 2024, and concluding on November 30, 2027.

(Ref. B)