

**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.

August 12, 2025

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:

Elizabeth Reyes-Aceytuno, President _____

David Bonilla, Vice President _____

Sonia Frasier, 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 July 8, 2025, 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 – Conference Items

7. **Change of location - March 10, 2026, Personnel Commission Meeting.** Due to scheduling conflicts, the Personnel Commission meeting originally scheduled for Tuesday, March 10, 2026, at District Field, will be held at the District Office – Personnel Department. **Info**

8. **Presentation from District Legal Counsel regarding Personnel Commission Selection.** **Info** The District's appointed legal counsel, Mr. Paul McGlocklin, will provide further information regarding the selection and interview process related to the position of Joint Appointee to the Personnel Commission.

9. **Joint Appointee to the Personnel Commission - Interviews.** Effective December 1, 2025, **Info** the term of Commissioner Bonilla, the current joint appointee to the Personnel Commission, will expire. This position is appointed jointly under Education Code Section 45245. The District's appointed legal counsel, Mr. Paul McGlocklin, will provide further information regarding the process. Afterwards, Commissioners Reyes-Aceytuno and Frasquillo will deliberate in open session. While they may share their perspectives on the candidates and discuss who they believe is the most qualified, they are not expected to announce their intended appointee at that time.

Session Open _____

Session Closed _____

IV – Action Items

10. **Discussion and Deliberation on interviews of the candidates and possible announcement of the Intended Appointee to the Personnel Commission for the term expiring November 30, 2025.** Recommendation is made that Commissioners Reyes-Aceytuno and Frasquillo discuss and deliberate, in open session, whether a consensus can be reached on an intended joint appointee to the Personnel Commission. **Action**

If an agreement is reached, the selected individual will be announced as the intended joint appointee, under Education Code section 45246(b)(2).

Recommended Appointee _____

Motion by _____, Seconded by _____, Vote _____

VI – Closed Session

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

VII - Adjournment

12. **Adjournment.** _____ p.m. **Action**

Motion by _____, Seconded by _____, Vote _____