

COVINA-VALLEY UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION  
Minutes - Regular Meeting  
July 8, 2025

The meeting was called to order by the presiding officer, Mrs. Reyes-Aceytuno, at 4:45 p.m.

Members present: Elizabeth Reyes-Aceytuno, President  
David Bonilla, Vice President  
Sonia Frasquillo, Member

Others present: Michele Doll, Assistant Superintendent, Personnel Services

**Adoption of Agenda**

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

**Approval of Minutes**

Motion by Mr. Bonilla, seconded by Mrs. Frasquillo and unanimously carried, that the minutes for the regular meeting of June 10, 2025, be approved.

**Director's Report**

Dr. Doll introduced Dr. Jonathan Blackmore, Acting Superintendent, to the Personnel Commission.

He provided updates on June personnel changes, noting seventeen resignations/retirements and four new hires.

It was requested that Information Item 9 and Action Item 10—regarding the waiver of existing instructional aide requirements in favor of a district-administered proficiency exam—be tabled until further notice.

Dr. Doll also shared that the timeline for the joint appointee position is included in the current agenda for commissioner review.

**Commission Members' Comments**

Mrs. Frasquillo congratulated Dr. Blackmore on his recent appointment.

Mr. Bonilla echoed Mrs. Frasquillo's congratulations and thanked Dr. Eminhizer for her many years of service.

Mrs. Reyes-Aceytuno welcomed Dr. Blackmore and acknowledged the challenges of stepping into a new role.

**Update on Joint Appointee to the Personnel Commission**

At the Personnel Commission meeting on August 12, 2025, the District Appointee and CSEA Appointee will interview candidates for the position of Joint Appointee. Each candidate will have 20 minutes in open session to respond to pre-determined questions. Applicants will be asked to wait outside the meeting room and not be present during the remaining applicants' interviews. Deliberations will take place in open session, with a decision to be made at the meeting or tabled to the September session.

**Memorandum of Understanding (MOU) between Covina-Valley Unified School District and the California and the California School Employees Association (CSEA) and its Chapter 49 for the position of Instructional Aide Classroom - Bilingual.**

Information was provided related to the Memorandum of Understanding between the District and CSEA about the position of Instructional Aide - Classroom - Bilingual.

**Memorandum of Understanding (MOU) between Covina-Valley Unified School District and the California and the California School Employees Association (CSEA) and its Chapter 49 for the waiver of existing instructional aide requirements in favor of a district-admitted proficiency exam.**

It was requested that discussion on the Memorandum of Understanding regarding the waiver of existing instructional aide requirements be tabled until further notice. The motion was made by Mr. Bonilla, seconded by Mrs. Reyes-Aceytuno, and unanimously carried.

**New Job Description**

Motion by Mr. Bonilla, seconded by Mrs. Frasquillo, and unanimously carried, that the position of Instructional Aide Classroom - Bilingual, be approved as presented.

**Instructional Aide 48 Unit Requirement**

It was requested that action on the waiver of existing instructional aide requirements be tabled until further notice. The motion was made by Mr. Bonilla, seconded by Mrs. Reyes-Aceytuno, and unanimously carried.

**Meeting Dates for the 2025-2026 School Year**

Motion by Mrs. Frasquillo, seconded by Mr. Bonilla, and unanimously carried, that the meeting dates for the 2025-2026 school year be approved as presented.

**Adjournment**

Motion by Mrs. Frasquillo, seconded by Mr. Bonilla, and unanimously carried to adjourn the meeting at 4:58 p.m.

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President

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Vice President