

COVINA-VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
Minutes - Regular Meeting
August 12, 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
Brock Jacobsen, Director, Personnel Services

Special Guest: Paul McGlocklin, Partner, Atkinson, Andelson, Loya, Rudd and Romo

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 July 8, 2025, be approved.

Director's Report

Dr. Jacobsen reported that there were no new hires in July; however, there were three resignations, two retirements, and one passing of a current employee. Several openings remain, and recruitment efforts are ongoing.

He was pleased to share that the Personnel Department recently oriented 130 substitute teachers and approximately 70 classified substitutes. On August 12, 2025, the District welcomed 41 newly hired certificated employees and 36 newly hired classified employees as part of the New Employee Orientation.

Dr. Jacobsen also reminded commissioners of the District Convocation on August 15, 2025, at South Hills High School and extended an invitation for all employees and commissioners to attend.

Commission Members' Comments

Mrs. Frasquillo congratulated all new employees and expressed her appreciation for the New Employee Orientation event, which she attended. She also extended her condolences to the family of the employee who passed.

Mrs. Reyes-Aceytuno welcomed students back for the new school year, expressing excitement for the year ahead, and shared that she is looking forward to attending Convocation.

Mr. Bonilla commended the positive energy throughout the District, congratulated Dr. Blackmore on the start of a new school year, and seconded the condolences expressed by Mrs. Frasquillo to the family of the employee who passed.

Change of location - March 10, 2026, Personnel Commission Meeting

Information was provided regarding the relocation of the March 10, 2026, Personnel Commission meeting, which will now be held at the District Office.

Presentation from District Legal Counsel regarding Personnel Commission Selection

Mr. McGlocklin, the District's appointed legal counsel, provided a brief overview of the selection process for filling the Joint-Appointee position on the Personnel Commission, which becomes vacant as of November 30, 2025.

He explained that each applicant would be allotted twenty minutes for their interview, with the same eight questions asked of each candidate. Applicants would be asked to step out of the meeting room until their turn.

Numbers were drawn to determine the order of interviews:

1. Jonathan Espinoza
2. Nicolas Sanchez
3. David Bonilla

Joint Appointee to the Personnel Commission - Interviews

Effective December 1, 2025, the term of Commissioner Bonilla, the current Joint-Appointee to the Personnel Commission, will expire.

It was requested that Mr. Bonilla, the incumbent Joint-Appointed Personnel Commissioner and current applicant for the position, sit in the audience until all interviews were concluded.

Interviews for the position of Joint-Appointed Personnel Commissioner were conducted from 5:05 p.m. to 5:42 p.m.

A motion was made by Mrs. Reyes-Aceytuno, seconded by Mrs. Frasquillo, to take a five-minute recess. The motion was unanimously carried.

Recess began at 5:43 p.m. and the session reconvened at 5:48 p.m.

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.

It was requested that further discussion and deliberation regarding the selection of the Joint-Appointed Personnel Commissioner be tabled until the September Personnel Commission meeting.

A motion was made by Mrs. Reyes-Aceytuno, seconded by Mrs. Frasquillo, and the motion carried unanimously.

Adjournment

Motion by Mrs. Frasquillo, seconded by Mr. Bonilla, and unanimously carried to adjourn the meeting at 6:16 p.m.

President

Vice President