FULLERTON SCHOOL DISTRICT
Personnel Commission Meeting
1401 W. Valencia Drive, Fullerton, CA

Minutes of the Regular Meeting Of October 27, 2025

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Tommy Reminiskey, Chairperson, called the meeting to order at 4:31 p.m. and Sarah Kelman led the pledge of allegiance.

PERSONNEL COMMISSIONERS

Mr. Tommy Reminiskey, Chairperson (In-Person)
Dr. Alexis Norman, Vice-Chairperson (In-Person)
Ms. Sarah Kelman, Member (In-Person)

STAFF PRESENT

Sylvia Niknami, Director, Human Resources
Stephanie McKinney, Administrative Secretary, Human Resources

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 22, 2025 – ITEM 2

The Personnel Commission reviewed the minutes.

A motion for approval was made by Mr. Tommy Reminiskey and Ms. Sarah Kelman, seconded by Dr. Alexis Norman; the motion passed unanimously.

APPROVAL OF THE CLASSIFIED PERSONNEL REPORT – ITEM 3

The Personnel Commission reviewed the report.

A motion for approval was made by Mr. Tommy Reminiskey and Ms. Sarah Kelman, seconded by Dr. Alexis Norman; the motion passed unanimously.

APPROVAL/RATIFICATION OF RECRUITMENTS – ITEM 4

The Personnel Commission reviewed the recruitment bulletin.

A motion for approval was made by Mr. Tommy Reminiskey and Ms. Sarah Kelman, seconded by Dr. Alexis Norman; the motion passed unanimously.

RATIFICATION/CERTIFICATION OF ELIGIBILITY LISTS – ITEM 5

The Personnel Commission reviewed the eligibility lists.

A motion for approval was made by Mr. Tommy Reminiskey and Dr. Alexis Norman, seconded by Ms. Sarah Kelman; the motion passed unanimously.

PUBLIC COMMENTS - ITEM 6
There were no public comments made.

DIRECTOR'S REPORT - ITEM 7:
Sylvia Nikami provided an update on the recent job fair. She expressed appreciation to Tommy Reminiskey for his assistance during the event. While attendance was lower compared to previous job fairs, several strong candidates were identified. Sylvia noted that job fairs held during the summer months tend to yield higher participation and suggested exploring new venues or approaches to attract more applicants and enhance outreach efforts. Sylvia also shared that the Human Resources Department has been actively involved with the HR 2.0 implementation. Staff have been working collaboratively and maintaining a positive and calm approach despite a busy workload.

Tommy Reminiskey commented that he appreciated the effort and dedication demonstrated by staff in organizing and managing the job fair and reiterated that several good candidates were in attendance. Sylvia again thanked Tommy for his support and contributions.

CONSIDER APPROVAL OF NEW HUMAN RESOURCES COORDINATOR JOB DESCRIPTION - ITEM 8
Sylvia Niknami reported that the request for approval originated from the Executive Cabinet. She explained that Dr. Hammitt will serve as Interim, and the proposed position is part of a reorganization plan to support the transition process. The position will serve as a working out of class assignment, providing assistance in the areas of benefits, credentialing, certificated HR, and the HR 2.0 implementation process.

Sylvia noted that the position will help facilitate the transition as Dr. Hammitt assumes the role of Interim Superintendent effective January 1, 2026.

Dr. Alex Norman inquired whether this position would replace Dr. Chad's current role. Sylvia clarified that the position is intended to support the Director who will step in as Interim during this transition, not to replace Dr. Hammitt's position. The role will provide additional support on the certificated HR side and assist with continuity during leadership changes.

Sylvia emphasized that the position is temporary and will be reassessed once the permanent Superintendent appointment is finalized. At that time, the certificated HR structure will be reviewed and adjusted as needed.

Tommy Reminiskey expressed support for the plan, noting that it provides stability given the current uncertainty surrounding the Superintendent transition. He added that the Commission may need to revisit this item in the future depending on how the reorganization progresses.

Sylvia further noted that CSEA is consulted prior to bringing any new positions to the Commission and explained that the District operates with two Human Resources departments—one for classified staff and one for certificated staff.

A motion to approve the job description for the Human Resources Coordinator was made by Tommy Reminiskey and Ms. Sarah Kelman to approve the new job description on Management Salary Range M11 on the Classified Management Salary Schedule effective October 28, 2025, the motion was seconded by Dr. Alexis Norman and the motion passed unanimously.

ACTIVE RECRUITMENT LIST - ITEM 9
The Personnel Commission reviewed the active recruitment list.

No action was taken on this information item.

ADMINISTRATION AND POLICY - ITEM 10
The Personnel Commission reviewed the current budget printout.

No action was taken on this information item.

OTHER BUSINESS - ITEM 11
No other business was discussed.

ADJOURNMENT OF REGULAR MEETING
The regular meeting was adjourned to closed session at 4:43 p.m.

RECESS TO CLOSED SESSION
No reportable action was taken during the closed session; closed session was adjourned at 4:55 p.m.

Minutes Accepted By: Tommy Reminiskey, Chairperson
Recorded by: Stephanie McKinney