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

Minutes of the Regular Meeting Of December 15, 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 (Via Teleconference)
Ms. Sarah Kelman, Member (In-Person)

STAFF PRESENT

Sylvia Niknami, Director, Human Resources
Stephanie McKinney, Administrative Secretary, Human Resources
Martha Roberts, Personnel Specialist

ORGANIZATION OF THE PERSONNEL COMMISSION - ITEM 2

Ms. Sarah Kelman nominated Tommy Reminiskey to be the Chairperson and Dr. Alexis Norman seconded the motion; the motion passed unanimously. Ms. Sarah Kelman nominated Dr. Alexis Norman as Vice-Chairperson and Tommy Reminiskey seconded the motion; the motion passed unanimously.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 19, 2025 – ITEM 3

The Personnel Commission reviewed the minutes.

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

APPROVAL OF THE CLASSIFIED PERSONNEL REPORT – ITEM 4

The Personnel Commission reviewed the report.

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

APPROVAL/RATIFICATION OF RECRUITMENTS – ITEM 5

The Personnel Commission reviewed the recruitment bulletin.

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

RATIFICATION/CERTIFICATION OF ELIGIBILITY LISTS – ITEM 6

The Personnel Commission reviewed the eligibility lists.

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

PUBLIC COMMENTS - ITEM 7

There were no public comments made.

DIRECTOR'S REPORT - ITEM 8

Ms. Sylvia Niknami reported that during the final week of December, the department operated with a skeleton crew due to staff illnesses. Despite these challenges, the team continued working on HR 2.0 and Vidcruiter while maintaining day-to-day operations. She also noted that school sites were excited and that there were many festivities taking place. She thanked her team for their hard work and dedication and extended holiday well wishes to everyone.

REAPPOINTMENT OF CSEA - PERSONNEL COMMISSIONER SARAH KELMAN - ITEM 9

The Commission and Human Resources Team formally congratulated Sarah Kelman on her reappointment as the CSEA-appointed Personnel Commissioner. This was an information item only, as the reappointment had been approved by the Governing Board in November. Ms. Sylvia Niknami and Tommy Reminiskey expressed enthusiasm regarding the reappointment.

CONSIDER APPROVAL OF PROPOSED 2026 PERSONNEL COMMISSION MEETING CALENDAR - ITEM 10

The Personnel Commission reviewed the 2026 Personnel Commission Meeting Calendar.

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

2024 - 2025 ANNUAL REPORT - ITEM 11

The 2024–2025 Annual Report was presented to the Personnel Commission as an information item. Ms. Sylvia Niknami explained that the report was structured to mirror the format used in prior years. She noted that some data from previous years appeared inconsistent and that there was limited documentation on how the data had been gathered. Moving forward, Human Resources aims to ensure greater consistency and clarity in data collection and reporting.

Ms. Niknami shared that the information for the current report was compiled using EdJoin data and included metrics related to new hires, promotions, reclassifications, transfers, resignations, and service retirements. She highlighted the strong number of employee promotions reflected in the report and noted that the Annual Report will be presented to the Governing Board.

Mr. Tommy Reminiskey thanked the Human Resources Department for its work on the report, stating that it serves as a meaningful summary of the department's efforts and the many employees it supports.

ACTIVE RECRUITMENT LIST - ITEM 12
The Personnel Commission reviewed the active recruitment list.

No action was taken on this information item.

ADMINISTRATION AND POLICY - ITEM 13
The Personnel Commission reviewed the current budget printout.

No action was taken on this information item.

OTHER BUSINESS - ITEM 14
No other business was discussed.

ADJOURNMENT OF REGULAR MEETING
The regular meeting was adjourned to closed session at 4:39 p.m.

RECESS TO CLOSED SESSION
No reportable action was taken during the closed session; closed session was adjourned at 4:48 p.m.

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