PLEASE POST

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION AGENDA

Board Room
101 W. Cochran Street
Simi Valley, CA

February 18, 2026
5:00 P.M.
Meeting # 945

Personnel Commission Members

Kathleen Hobiger, Chairperson
Lori Rhoades, Vice Chairperson
Sandy Handin, Member

Staff Members

Ginan Henson, Director of Classified Personnel Services
Irma Flynn, Senior Administrative Assistant

CALL TO ORDER

FLAG SALUTE

APPROVAL OF AGENDA/CONSENT AGENDA

- Agenda
- Consent Agenda

APPROVAL OF MINUTES

- Regular Meeting January 14, 2026 – Action
- Special Meeting January 30, 2026 – Action

COMMENT, PRESENTATIONS AND HEARINGS

- Commission Comments
- Public Comments (Regarding items not on the agenda)

PERSONNEL ITEMS

- Personnel Director's Report – *Information; Discussion*

GENERAL ITEMS

- 2025-2026 Budget Status – *Information; Discussion*
- 2026-2027 Calendar of Regular Meetings – *Information*
- 2026 CSPCA Conference – *Information*

INFORMATION

- Calendar of Personnel Commission Meetings – *Information*
- Job Opportunities – *Information*

ITEMS FOR FUTURE CONSIDERATION

ADJOURNMENT

Ginan Henson, Director of Classified Personnel Services

Dated: February 9, 2026

Pursuant to Government Code Section 54957.5, any document, that is public record, and relates to an open session agenda item of a regular meeting of the PC, is available for public review at the Educational Service Center, Classified Personnel Services, 101 W. Cochran Street, Simi Valley, CA 93065.

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SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

Board Room
101 W. Cochran St.
Simi Valley, CA 93065

January 14, 2026
5:00 P.M.
Meeting # 943

Personnel Commission Members	Arrived
Kathleen Hobiger, Chairperson	5:00 P.M.
Lori Rhoades, Vice Chairperson	5:00 P.M.
Sandy Handin, Member	5:00 P.M.

Staff Members	
Ginan Henson, Director, Classified Personnel Services	5:00 P.M
Irma Flynn, Senior Administrative Assistant	5:00 P.M

The meeting was called to order at 5:00 P.M. by Kathleen Hobiger, Chairperson. **Call to Order**

The flag salute was led by Ms. Hobiger. **Flag Salute**

Agenda
On a motion by Ms. Rhoades, seconded by Ms. Handin, and carried, the Personnel Commission approved the Agenda, as amended. Motion #26.0114.1
Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

Consent Agenda
On a motion by Ms. Rhoades, seconded by Ms. Handin and carried, the Personnel Commission approved the Consent Agenda, as presented. Motion #26.0114.2
Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

Minutes
On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of December 17, 2025, as presented. Motion #26.0114.3
Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

No comments. Commission Comments

No comments. Public Comments

Personnel Items
Ms. Henson discussed the current trends in resignations, retirements (increase due to early tell deadline approaching) and upcoming career fairs employees in the department will attend as well as desk studies and new job descriptions that are in the process. Ms. Henson also shared information regarding new HR laws going into effect. Director's Report

General Items
The 2025-2026 Budget Status was reviewed and discussed. 2025-2026 Budget Status

2026-2027 Calendar of Regular Meetings was reviewed. 2026-2027 Calendar of Regular Meetings

On a motion by Ms. Rhoades, seconded by Ms. Handin and carried, the Personnel Commission approved the Request to Reclassify One Community Liaison Position, as presented. Vote 3-0; Aye-Hobiger, Handin, and Rhoades; No-None; Abstained-None; Absent- None.	Request to Reclassify One Community Liaison Position Motion #26.0114.4
On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Request for Creation of Classification Specification Educational Programs Facilitator, as presented. Vote 3-0; Aye- Handin, Hobiger, and Rhoades; No-None; Abstained-None; Absent-None.	Request for Creation of Classification Specification Educational Programs Facilitator Motion #26.0114.5
The Commission met in Closed Session at 6:08 p.m., in accordance with provisions in Government Code Section 54957, Public Employment: Matters-Performance Evaluation, Director of Classified Personnel Services. The Commission returned to Open Session at 7:21 p.m., Public Employment Matters-Performance Evaluation, Director of Classified Personnel Services. New Director contract and performance evaluation were signed.	**Closed Session**
Future Commission meeting dates were announced: February 18, 2026 ….. March 18, 2025..... April 15, 2026……. 5:00 p.m. Board Room	**Information** Meeting Dates
Cafeteria Services Specialist; Lead Groundskeeper; Senior Accounting Technician.	Job Opportunities
2026 CSPCA Conference.	**Future Consideration**
On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 7:26 P.M. Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.	**Adjournment** Motion #26.0114.6

Sandy Handin, Chairperson

Kathleen Hobiger, Vice Chairperson

Lori Rhoades, Member

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – SPECIAL MEETING
MINUTES

Board Room
101 W. Cochran St.
Simi Valley, CA 93065

January 30, 2026
5:00 P.M.
Meeting # 944

Personnel Commission Members	Arrived
Kathleen Hobiger, Chairperson	5:00 P.M.
Lori Rhoades, Vice Chairperson	ABSENT
Sandy Handin, Member	5:00 P.M.

Staff Members	
Ginan Henson, Director, Classified Personnel Services	5:00 P.M
Irma Flynn, Senior Administrative Assistant	5:00 P.M.

The meeting was called to order at 5:00 P.M. by Kathleen Hobiger, Chairperson. **Call to Order**

The flag salute was led by Ms. Hobiger. **Flag Salute**

Agenda

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Agenda, as presented.
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent- Rhoades.
Motion #26.0130.1

New business cards are needed. Commission Comments

No comments. Public Comments

Personnel Items

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Establishment of Classification Specification of Senior Budget Analyst, as presente
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent- Rhoades.
Establishment of Classification Specification of Senior Budget Analyst
Motion #26.0130.2

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Revision of Classification Specification of Director, Information Technology, as presented.
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent- Rhoades.
Revision of Classification Specification of Director, Information Technology
Motion #26.0130.3

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission approved the Request to Designate Associate Clinician as Continuous Examination, as presented
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent- Rhoades.
Request to Designate Associate Clinician as Continuous Examination
Motion #26.0130.4

Information
Meeting Dates

Future Commission meeting dates were announced:
February 18, 2026….. March 18, 2026.....April 15, 2026….. 5:00 p.m. Board Room

Future Consideration

PC business cards, CSPCA Conference, desk audits.

Adjournment
Motion #26.0130.5

On a motion by Ms. Handin, seconded by Ms. Hobiger and carried, the Personnel Commission adjourned the meeting at 5:41 p.m.
Vote 2-0; Aye- Handin and Hobiger; No-None; Abstained-None; Absent- Rhoades.

Kathleen Hobiger, Chairperson

ABSENT
Lori Rhoades, Vice Chairperson

Sandy Handin, Member

Simi Valley Unified School District Personnel Commission

Current Classified Recruitments as of 2-11-2026

Classification Title	Number of Vacancies	Vacancy Location(s)	Open Date	Closing Date	Type of Exam	T&E Completed By	Test Date	Structured Interview Date	Eligibility List Established By	Comments
Adult Education Instructional Assistant, Machine Shop	1	SICE	Continuous	One week prior to test date	Multiple Choice Test, Structured Interview	N/A	TBD	TBD	TBD	
Adult Education Instructional Assistant, Welding	1	SICE	Continuous	One week prior to test date	Multiple Choice Test, Structured Interview	N/A	TBD	TBD	TBD	
Associate Clinician	Multiple	Student Support Services	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview/Performance Exercise	Qualifiying	N/A	Week of 3/23/26	Week of 3/30/26	
Bus Driver	1	Student Safety & Transit	Continuous	One week prior to test date	Structured Interview	N/A	N/A	TBD	TBD	
Cafeteria Assistant	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test	N/A	Bi-Weekly (approx)	N/A	Ongoing	Processing Provisional Substitutes
Certified Educational Sign Language Interpreter	1	RHS	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	
Community Liaison	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	Processing Provisional Substitutes
Custodian	2	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	Ongoing	Processing Provisional Substitutes
Director of Information Technology	1	Information Technology	2/2/2026	2/24/2026	T&E; Structured Interview	Qualifiying	N/A	Week of 3/2/26	Week of 3/9/26	
Elementary Campus Supervisor	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test	N/A	Bi-Weekly (approx)	N/A	Ongoing	Processing Provisional Substitutes
Food Services Manager I	1	Child Nutrition	2/11/2026	3/5/2026	T&E; Structured Interview	Qualifiying	N/A	Week of 3/16/26	Week of 3/23/26	
Groundskeeper	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	
Instructional Support Specialist, IBI	1	Various	Continuous	One week prior to test date	Structured Interview	N/A	TBD	TBD	Ongoing	
Machine Program Shop Assistant	1	SICE	Continuous	One week prior to test date	Structured Interview	N/A	N/A	TBD	TBD	
Paraeducator	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	Ongoing	
Paraeducator Spanish	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	Processing Provisional Substitutes
Paraeducator - Visually Impaired	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	
Paraeducator I, Special Education	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test	N/A	Monthly (approx)	N/A	Ongoing	Processing Provisional Substitutes
Paraeducator II, Special Education	1	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	Monthly (approx)	TBD	Ongoing	Processing Substitutes
Paraeducator, Deaf or Hard of Hearing	1	Student Support Services	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	Ongoing	Processing Substitutes
Passenger Vehicle Driver	1	Student Safety & Transit	Continuous	One week prior to the structured interview	Structured Interview	N/A	N/A	TBD	TBD	
School Services Assistant I	1	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	Ongoing	
School Services Assistant III	1	RHS	1/27/2026	2/18/2026	Multiple Choice Test; Structured Interview	N/A	Week of 2/27/26	Week of 3/2/26	Week of 3/9/26	
Secondary Campus Supervisor	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test, Structured Interview	N/A	Bi-Weekly (approx)	N/A	Ongoing	Processing Provisional Substitutes
Senior Budget Analyst	1	Fiscal Services	2/5/2026	2/27/2026	T&E; Structured Interview	Qualifiying	N/A	Week of 3/9/26	Week of 3/16/26	
Senior Mechanic	1	Student Safety & Transit	1/30/2026	2/23/2026	T&E; Structured Interview	Qualifiying	N/A	Week of 3/2/26	Week of 3/9/26	
Technical Support Specialist III	1	Information Technology	2/10/2026	3/4/2026	Multiple Choice Test, Structured Interview	N/A	3/9/2026	3/12/2026	Week of 3/19/26	
Welding Program Shop Assistant	1	SICE	Continuous	One week prior to test date	Structured Interview	N/A	TBD	TBD	TBD	

Upcoming Recruitments

Classification	Location
Accounting Technician, Special Funds	Student Support Services