LOS ALAMITOS UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
10293 Bloomfield Street
Los Alamitos, California 90720
Board Room – Building E

PERSONNEL COMMISSION
MINUTES OF REGULAR MINUTES MEETING

ADOPTED
February 4, 2026

1. The meeting was called to order by David Boyer at 4:04 p.m.

2. Travis Griffith led the Pledge of Allegiance.

3.

COMMISSIONERS PRESENT	STAFF PRESENT
Travis Griffith	Evelyn Garcia
David Boyer	Mary McCulloch
Virginia Wilson	

4. Community/Staff Participation on Open Session and Non-Agenda Items-Catherine Severin shared about an article in the Orange County Register regarding Enrollment Funding vs. ADA Funding and found it interesting. Commissioner Wilson shared her knowledge and discussed the nuances of the two different funds.

5. Commissioner Comments: David Boyer shared update of officer changes for the Los Alamitos Chamber Board and that there will be an appreciation luncheon. Mr. Boyer plans to attend the March 24th CSEA member meeting.

   Travis Griffith would like to review NEO.GOV and make continued efforts to do a cost analysis before renewing subscription. He requested a presentation in the next few months on how NEO.GOV is used during a recruitment process and possibly compare to other programs that may be more efficient/cost effective.

6. Approval of the Minutes of the January 7th, 2026, Regular Meeting.
   MSC Wilson – Yes / Boyer – Yes / Griffith– Yes. Vote 3-0.

. 7. Personnel Director's Report and Review of Open Job Postings:
   Director of Student Services and Personnel, Evelyn Garcia sat in for Dr. Weiss-Wright during his absence do to other conflicting duties. Ms. Garcia shared updates on recruitments for Bus Driver, IA SPED, LVN, and Campus Supervisor positions.

   Also announced, the retirement of Assistant Superintendent of Business Services, Elvia Schnur effective June 30th, 2026. The vacancy for her position has been posted and recruitment for her replacement has begun with a start date July 1, 2026. Personnel Commission will be kept informed of the recruitment and Mrs. Schnur will be available to assist in the transition.

   UKG Employee Time Clock implementation continues to move forward with an initial test run beginning at McAuliffe Middle School on February 16th, 2026.

CONSENT

8.a. Ratification of the Campus Supervisor– Eligibility List.
MSC Wilson – Yes / Griffith – Yes / Boyer – Yes. Vote 3-0.

8.b. Ratification of the Licensed Vocational Nurse- Eligibility List. .
MSC Wilson – Yes / Griffith – Yes / Boyer – Yes. Vote 3-0.

8.c. Ratification of the Food Service Assistant I– Eligibility List.
MSC Wilson – Yes / Griffith – Yes / Boyer – Yes. Vote 3-0.

8.d. Ratification of the Food Service Assistant Satellite Cafe– Eligibility List.
MSC Wilson – Yes / Griffith – Yes / Boyer – Yes. Vote 3-0.

8.e. Ratification of the Student Supervision Assistant– Eligibility List.
MSC Wilson – Yes / Griffith – Yes / Boyer – Yes. Vote 3-0.

8.f. Ratification of the Extended Day Care Supervisor– Eligibility List.
MSC Wilson – Yes / Griffith – Yes / Boyer – Yes. Vote 3-0.

ACTION

9. First Reading of Approval of changes to Revised Personnel Commission Rules and Regulations Chapter 40
MSC Wilson – Yes / Griffith – Yes / Boyer – Yes. Vote 3-0.

Discussion: David Boyer inquired about employment verification steps for new hire employees. The I-9 process was explained and that proper identification must be presented at time of appointment (SS Card/CDL/Passport).

Review of 40.100.5-40.100.6-specifically regarding determining *if an item is fraudulent*.

10. Closed Session: Employee Discipline, Dismissal, Release and Complaint (Government Code 54957)
Start Time: 4:36 pm
End Time: 4:47pm

11. Open Session: Report of Closed Session Action, if any-None

12. Adjournment 4:35pm

Respectfully Submitted by,



Mary McCulloch Date: February 4, 2026