PLEASE POST

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION AGENDA

Board Room
101 W. Cochran Street
Simi Valley, CA

April 15, 2026
5:00 P.M.
Meeting # 947

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 March 18, 2026 – Action

COMMENT, PRESENTATIONS AND HEARINGS

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

PERSONNEL ITEMS

- Personnel Director's Report – *Information; Discussion*
- Resolution in Honor of Classified School Employees Week, May 17-23, 2026 – *Action*

GENERAL ITEMS

- 2025-2026 Budget Status – *Information; Discussion*
- 2026-2027 Personnel Commission Budget – First Reading – *Information; Discussion*
- Scheduling of the 2026-2027 Personnel Commission Budget Public Hearing – *Discussion; Action*

INFORMATION

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

ITEMS FOR FUTURE CONSIDERATION

ADJOURNMENT

Ginan Henson, Director of Classified Personnel Services

Dated: April 10, 2026

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SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

March 18, 2026
5:00 P.M.
Meeting # 946

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. Handin, seconded by Ms. Rhoades, and carried, the Personnel Commission approved the Agenda, as presented. Motion #26.0318.1
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 amended. Motion #26.0318.2
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 February 18, 2026, as amended. Motion #26.0318.3
Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

Ms. Hobiger commented on the 2026 CSPCA Annual Conference. Commission Comments

No comments. Public Comments

Personnel Items
Ms. Henson discussed the 2026 CSPCA Annual Conference, presentations attended and the variety of vendors, upcoming career and job fairs and the opening of the HR Specialist recruitment. Director's Report

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

Driver's License Requirement Verbiage in Classification Specifications Update was reviewed. Driver's License Requirement Verbiage in Classification Specifications Update

On a motion by Ms. Handin, seconded by Ms. Rhoades, and carried, the Personnel Commission approved the Abolishment of an Unused Classification- Steno Clerk II, as presented.
Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

Abolishment of an Unused Classification- Steno Clerk II
Motion #26.0318.4

Information

Future Commission meeting dates were announced:
April 15, 2026……. May 20, 2026 ….. June 17, 2026..... 5:00 p.m. Board Room

Meeting Dates

Cosmetology School Assistant; School Office Manager II; Warehouse and Distribution Specialis I.

Job Opportunities

Future Consideration

Merit Rule updates.

Adjournment

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 5:45 P.M.
Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

Motion #26.0318.5

_____
Kathleen Hobiger, Chairperson

_____
Lori Rhoades, Vice Chairperson

_____
Sandy Handin, Member

Simi Valley Unified School District Personnel Commission

Current Classified Recruitments as of 4-9-2026

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
Administrative Assistant	1	Student Support Services	4/7/2026	4/27/2026	Multiple Choice Test, Structured Interview	N/A	Week of 4/27/26	Week of 5/4/26	Week of 5/11/26	
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
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
Groundskeeper	Multiple	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	TBD	
HR Specialist	1	Classified Personnel	3/12/2026	4/9/2026	T&E (Pass/Fail); Multiple Choice Test; Structured Interview and In Basket Exercise	Qualifiying	Week of 4/13/26	Week of 4/20/26	Week of 4/27/26	
Instructional Support Specialist, IBI	1	Various	Continuous	One week prior to test date	Structured Interview	N/A	TBD	TBD	Ongoing	
Lead Custodian	2	Various	4/28/2026	5/5/2026	Multiple Choice Test; Structured Interview	N/A	Week of 4/28/2026	Week of 5/5/26		
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

Current Classified Recruitments as of 4-9-2026										
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**
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	
Physical Therapist	1	District Office	3/14/2026	4/14/2026	Structured Interview	N/A	N/A	Week of 4/21/26	Week of 4/28/26	
School Services Assistant I	1	Various	Continuous	One week prior to test date	Multiple Choice Test; Structured Interview	N/A	TBD	TBD	Ongoing	
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
Welding Program Shop Assistant	1	SICE	Continuous	One week prior to test date	Structured Interview	N/A	TBD	TBD	TBD	
Upcoming Recruitments										
Classification		**Location**								
TBD		TBD								