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

Minutes of the Regular Meeting Of April 27, 2026

CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

PERSONNEL COMMISSIONERS

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

STAFF PRESENT

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

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 23, 2026 – ITEM 2

The Personnel Commission reviewed the minutes.

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

PUBLIC COMMENTS - ITEM 6

Public Comment #1

"To the Members of the Personnel Commission,

I am writing to you as a concerned stakeholder to highlight what appears to be a significant lack of equity in how classification and salary reviews are being prioritized. I would like this letter to be read into the official record during the "Public Comment" section of the upcoming Personnel Commission meeting.

My concerns stem from the Commission's decision to once again revisit salary increase for the Behavior Intervention Associate (BIA) series. Looking back at the last few years, there is a clear pattern of frequent adjustments for this specific group:

- *2020: The District created the Instructional Assistant III - Cover" position.*
- *2022: the job description was revised to the current "Behavior Intervention Associate" classification.*
- *Recent Actions: We've seen the creation of the "Lead BIA" positions and the return of the "IA/SE III" role in 2025.*
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Currently: The commission is considering yet another increase for the same positions.
While this series is being studied and adjusted almost annually, the Clerical Series - which includes Clerical Assistant II, Secretary, Senior Secretary, and School Office Managers - has not had a comprehensive salary review since 2004.

It's hard to understand how the clerical staff, who are the backbone of our school sites, can be left with compensation standards from 22 years ago while other roles are revisited over and over. It really makes one wonder: Does the District not see the value in the work of these other classifications?

The optics of this situation are also troubling. It hasn't gone unnoticed that the current CSEA Union President has personally reaped the benefits of these successive BIA salary increases. When one specific group receives constant upgrades while others are ignored for two decades, it creates a strong perception of favoritism and really undermines our trust in the merit system.

The District and the Commission need to provide some clarity here. Instead of focusing so narrowly on the BIA series, the District should really consider a District-wide salary study. At the very least, there should be a commitment to conducting studies every year for a different series of classifications so that no one is left behind for twenty years.
The merit system is supposed to be about "like pay for work." It's time the Commission shows that this principle applies to all of us, not just a select few.

Respectfully,
A Concerned Employee

Public Comment #2

I would like to bring attention to concerns regarding the recruitment process for the Administrative Secretary position posted on February 17, 2026.

This position was released and was supposed to remain open for 15 days, consistent with Personnel Commission Rules and Regulations. Instead, it remained open for only seven full days, closing on February 26 at 7:00 a.m. The original posting listed a closing date of March 9 at 4:00 p.m., was then changed on February 24 to March 1 at 11:59 p.m., and shortly after was abruptly moved up again to February 26 at 7:00 a.m. These repeated and inconsistent changes undermine transparency and raise serious concerns about fairness in the hiring process.

After I raised concerns about this timeline, I was informed by Classified Human Resources on April 6 that Cabinet made the decision to close the recruitment. I was also told that the governing rule may have been changed. However, when I requested documentation showing when and how that change occurred, I was told it would be provided. To date, that documentation has not been provided.

Personnel Commission Rules, specifically Chapter 50, Section 50.1.1.2, align with California Education Code Section 45278 to ensure fair notice and protect the integrity of the merit system. These safeguards are not optional-they are in place to ensure equitable access and prevent arbitrary decision-making. The lack of documentation and shifting explanations are concerning. If the rules have been changed, that information should be clearly documented and publicly available. If they have not been changed, then this situation represents a clear deviation from established policy.

The merit system depends on consistency, transparency, and adherence to established rules—not shifting timelines, undocumented changes, or decisions that override established procedures.

I am asking the Board to ensure accountability, clarify whether these rules have been formally revised, and take the necessary steps to prevent this from happening again.

Esmeralda Torrez

Public Comment #3

Public Comment Submission to be read into the record at the April 2026 Personnel Commission Meeting

To: The Personnel Commission, Fullerton School District
From: Concerned Employee/Stakeholder
Date: April 27, 2026

Re: Formal Notice of Non-Compliance: Recruitment and Testing Procedures

To the Members of the Personnel Commission:

This letter serves as a formal notification that the Personnel Commission office is currently operating in direct violation of the Fullerton School District Personnel Commission Rules and Regulations, as well as the California Education Code.

Violation of Rule 50.1.1.2 and Education Code § 45278
California Education Code §45278 mandates transparency and fair access to employment opportunities by requiring recruitment notices to be posted for at least 15 working days prior to the closing date. This statutory requirement is explicitly codified in the District's own rules:

Rule 50.1.1.2 "The Personnel Commission shall announce each examination on an employment recruitment bulletin, which shall be distributed for posting to all employee work sites and community locations for at least fifteen (15) working days".
The recent recruitment for Administrative Secretary - a recruitment that has historically been a point of contention for internal staff - failed to meet this mandatory timeline.

The discrepancy in the timeline for this recruitment is documented as follows:

- *Date Recruitment Opened: February 17, 2026*
- *Date of Original Closing Date: March 9, 2026*
- *Date Recruitment Actually Closed: February 26, 2026*

Based on these dates, the recruitment was only open for seven (7) working days, failing to meet the 15-day minimum required by law and effectively barring qualified internal candidates from the opportunity to apply.
In addition to the posting violations, there is significant concern regarding the consistency of the examination process. Under the merit system, the Commission duty is to provide information that assists interested persons in understanding procedures necessary to participate in the examination. Historically, internal staff seeking promotion of the Administrative Secretary classification have been met with inconsistent testing practices. These deviations undermine the competitive nature of the merit system and damage the integrity of the resulting eligibility lists.

Duty to Uphold Rules and Regulations
The Personnel Commission Rules and Regulations are not mere suggestions; they are the governing framework that ensures fairness and objectivity for all classified employees. As the body charged with administering these rules, the Commission office has a fundamental duty to uphold them.

I respectfully request that the Commission;

1. *Investigate the timeline and procedures of the Administrative Secretary recruitment to ensure compliance with Rule 50.1.1.2.*
2. *Direct staff to strictly adhere to Rule 50.1.1.3, ensuring all bulletins include the proper closing dates and procedural information required by law.*
3. *Ensure that the Personnel Commission staff re-familiarize themselves with these*

regulations. What are they there for, after all? As staff of the Personnel Commission, they have a primary duty to be the experts and practitioners of the very rules they are tasked with enforcing.

The Personnel Commission should be the standard-bearer for the Merit System. When the office itself fails to follow the rules, it undermines the trust and morale of the entire District.

Respectfully,
A Concerned Employee

Ms. Sylvia Niknami addressed the public comments by explaining that FSD recruitments are conducted in accordance with Education Code and Personnel Commission rules, and that all recruitments are open based on merit and qualifications. She referenced Rule 50.1.1.2, which requires the District to publicly post announcements for a minimum of 15 days and include language stating that a recruitment may close upon receipt of a sufficient number of qualified applicants. Ms. Niknami stated that the job posting did include this language and that a copy would be shared with Ms. Torrez.

She further explained that pursuant to Education Code 45272, recruitments may close once a sufficient number of qualified applicants has been received, and applicants are encouraged to apply early as recruitments may close at any time. Ms. Niknami noted that Administrative Secretary recruitments can receive up to 200 applicants. She stated that the District had offered to reopen the recruitment for internal staff who reached out regarding the posting; however, those individuals later declined the opportunity to reapply.

Ms. Niknami emphasized that the District upholds fair and consistent recruitment and testing processes. She also stated that staff is prepared to provide all requested documentation and will provide the documents to the requestor.

Mr. Tommy Reminiskey thanked Ms. Niknami for her explanation.

DIRECTOR'S REPORT - ITEM 7

Ms. Sylvia Niknami gave kudos to the Classified HR Team for all of their hard work and continued collaboration with CSEA. She shared that staff is currently preparing for , including coordinating and sending treats out to school sites throughout the week. Ms. Niknami also announced that the CSEA Banquet is scheduled for May 1, 2026.

RECOMMEND SALARY RANGE INCREASE FOR BEHAVIOR INTERVENTION ASSOCIATE CLASSIFICATION - ITEM 8

Ms. Sylvia Niknami explained that the proposed salary range increase for the Behavior Intervention Associates is tied to a designated bucket of CSEA funds that would move the classification from Range 18 to Range 20.

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

RECOMMEND SALARY RANGE INCREASE FOR LEAD BEHAVIOR INTERVENTION ASSOCIATE CLASSIFICATION - ITEM 9

Ms. Sylvia Niknami explained that this classification has taken on additional responsibilities this year, including supporting certificated staff and site leadership. She stated that the proposed increase from Range 20 to Range 23 reflects the designated CSEA allocated funds.

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

RECOMMEND SALARY RANGE INCREASE FOR TECHNOLOGY, LIBRARY, MEDIA ASSISTANT I CLASSIFICATION - ITEM 10

Ms. Sylvia Niknami explained that this classification update was completed in collaboration with Technology, Cabinet, and CSEA to ensure the classification remains competitive. She also noted that adjustments were made to the job description to better reflect the support provided to instructional programs and how the position has evolved over the years. The proposed salary placement reflects an increase from Range 21 to Range 22. Mr. Tommy Reminisky commented that the job description was updated and cleaned up.

A motion for approval to increase the salary range was made by Ms. Sarah Kelman and was seconded by Alexis Norman; the motion passed unanimously.

A motion for approval to the revised job description was made by Ms. Sarah Kelman and was seconded by Alexis Norman; the motion passed unanimously.

RECOMMEND TO INCREASE WORK CALENDAR FOR COMPUTER TECHNICIAN I FROM 9.50 MONTHS TO 12 MONTHS SCHEDULE - ITEM 11

Ms. Sylvia Niknami explained that this classification review was conducted in collaboration with CSEA and Cabinet. She noted that the Computer Technicians have historically worked throughout the summer months, but as 9.5-month employees they were not receiving full CalPERS service credit. To ensure the position is equitable and continues to support the needs of the District and students, the proposal would update the classification from a 9.5-month to a 12-month position. She clarified that employees would remain on the same salary schedule. Mr. Tommy Reminisky asked whether there would be any changes to benefits. Ms. Niknami responded that there may be an increase in medical benefits; however, the primary benefit is that employees would receive additional CalPERS service credit. Mr. Tommy Reminisky commented that the change would also benefit students and staff by ensuring technicians are available throughout the summer.

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

2026-2027 ANNUAL PERSONNEL COMMISSION BUDGET PROPOSAL - FIRST READING - ITEM 12

The Personnel Commission reviewed the budget proposal. This is tentatively proposed and will bring this back to the May personnel meeting for the second reading and adoption.

No action was taken on this information item.

ACTIVE RECRUITMENT LIST - ITEM 13

The Personnel Commission reviewed the active recruitment list.

No action was taken on this information item.

ADMINISTRATION AND POLICY - ITEM 14

The Personnel Commission reviewed the current budget printout.

No action was taken on this information item.

OTHER BUSINESS - ITEM 15

No other business was discussed.

ADJOURNMENT OF REGULAR MEETING

The regular meeting was adjourned to closed session at 4:58 p.m.

RECESS TO CLOSED SESSION

No reportable action was taken during the closed session; closed session was adjourned at 5:23 p.m.

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