# PLEASE POST

## SIMI VALLEY UNIFIED SCHOOL DISTRICT
## PERSONNEL COMMISSION AGENDA

Board Room
101 W. Cochran Street
Simi Valley, CA

June 17, 2026
5:00 P.M.
Meeting # 949

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 May 20, 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 Budget Status Update – *Information*

INFORMATION

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

ITEMS FOR FUTURE CONSIDERATION

ADJOURNMENT

Ginan Henson, Director of Classified Personnel Services

Dated: June 12, 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.*

*Simi Valley Unified School District accommodates individuals with disabilities. Forty-eight (48) hours advance notice is required to meet special needs for public meetings. Upon written request, materials in alternative formats will be provided for individuals with disabilities. Please contact Classified Personnel Services, 805.306.4500, ext. 4062.*

# Simi Valley Unified School District Personnel Commission

## Current Classified Recruitments as of 6-12-2026

| 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 | TBD | TBD | |
| 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 | |
| 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 | |

| Current Classified Recruitments as of 6-12-2026 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | |
| **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** |
| School Services Assistant III | 2 | RHS, SICE | 5/21/2026 | 6/15/2026 | Multiple Choice Test; Structured Interview | N/A | Week of 6/22/26 | Week of 6/29/26 | Week of 7/6/26 | |
| 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 |
| Technical Support Specialist II | 1 | IT Department | 6/3/2026 | 6/24/2026 | Multiple Choice Test, Structured Interview | N/A | Week of 7/6/23 | Week of 6/13/26 | Week of 7/20/26 | |
| Welding Program Shop Assistant | 1 | SICE | Continuous | One week prior to test date | Structured Interview | N/A | TBD | TBD | TBD | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| **Upcoming Recruitments** | | | | | | | | | | |
| **Classification** | | **Location** | | | | | | | | |
| TBD | | TBD | | | | | | | | |

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION – REGULAR MEETING
MINUTES

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

May 20, 2026
5:00 P.M.
Meeting # 948

| 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 presented. Motion #26.0520.1
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 #26.0520.2
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 April 15, 2026, as amended. Motion #26.0520.3
Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

Commission Comments
Ms. Rhoades said she was glad all were ok and safe from the fire.

Public Comments
No comments.

Public Hearing
Final reading of the proposed annual budget of the Personnel Commission for Fiscal Year 2026-2027.

**Personnel Items**
Director's Report
Ms. Henson discussed the upcoming clinician job fair, and status of resignations, recruitments, and selections.

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

**General Items**

The 2025-2026 Budget Status was reviewed and discussed. — 2025-2026 Budget Status

On a motion by Ms. Handin, seconded by Ms. Rhoades, and carried, the Personnel Commission approved the 2026-2027 Personnel Commission Budget, as presented.
Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None — 2026-2027 Personnel Commission Budget-Final Reading and Adoption Motion #26.0520.4

**Information**

Future Commission meeting dates were announced: — Meeting Dates
June 17, 2026..... July 15, 2026…….. August 19, 2026 ….. 5:00 p.m. Board Room

Human Resources Technician; Library Assistant — Job Opportunities

**Future Consideration**

Driver's License requirement for positions.

**Adjournment**

On a motion by Ms. Handin, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 5:35 P.M. — Motion #26.0520.5
Vote 3-0; Aye-Handin, Hobiger and Rhoades; No-None; Abstained-None; Absent- None.

_____
Kathleen Hobiger, Chairperson

_____
Lori Rhoades, Vice Chairperson

_____
Sandy Handin, Member