SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING
AGENDA

November 10, 2026

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission will be held on **Tuesday, November 10, 2026,** at **4:30 p.m.**, in the **District Administrative Offices**: 1717 4th Street, Santa Monica, CA.

I. General Functions:

G.01 Call to Order
G.02 Roll Call
G.03 Pledge of Allegiance
G.04 Report from Closed Session
G.05 Approval of Agenda for Regular Meeting on November 10, 2026

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

G.06 Approval of Minutes for Regular Meeting on September 9, 2026

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

Approval of Minutes for Regular Meeting on October 21, 2026

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

G.07 Report from the Director of Classified Personnel
G.08 Personnel Commissioner Comments/Reports
G.09 Communications
G.10 Public Comments

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING
AGENDA

Electronically Recorded (AUDIO ONLY)

November 10, 2026

PERSONNEL COMMISSIONERS:
Mrs. Lauren Robinson, Mrs. Nina Prasad, and Mr. Phillip Tate

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission will be held on **Tuesday, November 10, 2026**, at **4:30 p.m.**, in the **District Administrative Offices**: 1717 4th Street, Santa Monica, CA.

Note About Parking: Parking for those visiting the new district office is located in the multi-structure parking lot located at 333 Civic Center Dr., Santa Monica.

- **Instructions on Public Comments:** Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction but not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the "Request to Address" card before the Commission reaches that section of the agenda.

OPEN SESSION

I. GENERAL FUNCTIONS:

G.01 Call to Order:

G.02 Roll Call:

G.03 Pledge of Allegiance:

G.04 Report from Closed Session of Personnel Commission

G.05 Approval of Agenda for Regular Meeting on November 10, 2026

G.06 Approval of Minutes for Regular Meetings on September 9 and October 21, 2026

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting.

G.07 Report from the Director of Classified Personnel:
This is an opportunity for the Director of Classified Personnel to report on items relevant to Personnel Commission.

- General Comments and Updates

G.08 Personnel Commissioner Comments/Reports:
This is time during which a Personnel Commissioner may make a brief announcement or report on his/her own activities relative to Commission business. This is not a time for discussion.

G.09 Communications:
The Communications section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to five (5) minutes or less.

- SEIU Report
- Board of Education Report

G.10 Public Comments:
Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting's agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission members may not engage in discussion of issues raised during "Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff.

II. CONSENT CALENDAR:

Items are considered routine, require no discussion, and are normally approved all at once by the Personnel Commission. However, members of the Personnel Commission, staff, or the public may request an item be clarified and/or discussed.

C.01 Approval of Classified Personnel Eligibility List(s):

Classification	# Eligible
Bus Driver	1
Instructional Assistant - Classroom	15
Instructional Assistant - Classroom	17
Instructional Assistant - Classroom	20
Maintenance Supervisor	6
Paraeducator 1	1
Paraeducator 3	6

C.02 Advanced Step Placement:
LaTanya King in the classification of Paraeducator 3 at Range A-32, Step C

C.03 Advanced Step Placement:
Angela Levis in the classification of Campus Monitor at Range A-17, Step E

C.04 Advanced Step Placement:
Niveen Maximos in the classification of Cafeteria Worker I at Range A-19, Step F

C.05 Advanced Step Placement:
Cobalt McAvinue in the classification of Technical Theater Coordinator at Range A-48, Step C

III. ACTION ITEMS:

These items are presented for ACTION at this time.

A.01 Classification Revision:
Senior HVAC Technician

IV. COMMISSIONER TRAINING/BRIEFING:

These items are to keep the Commissioners up-to-date with relevant information regarding Personnel Commission procedures and practices.

- No Training

V. DISCUSSION ITEMS:

These items are submitted for discussion only. Any action that might be required will generally be scheduled for the next regularly scheduled meeting of the Commission.

- No Discussion Items

VI. INFORMATION ITEMS:

These items are placed on the agenda as information and do not require discussion.

I.01 Open Personnel Requisitions Status Report
I.02 Filled Personnel Requisitions Status Report
I.03 Classified Personnel - Merit Report No. 4.ii. (for SMMUSD School Board Agenda)
- October 1, 2026
- October 29, 2026

I.04 Classified Personnel - Non-Merit Report - No. 4.iii (for SMMUSD School Board Agenda)
- October 1, 2026
- October 29, 2026

I.05 Personnel Commission's Twelve-Month Calendar of Events
- 2026 - 2027

I.06 Board of Education Meeting Schedule
- 2026 – 2027

VII. PERSONNEL COMMISSION BUSINESS:

B.01 Future Items:

Subject	Action Steps	Tentative Date
TBD		

VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, December 9, 2026, at 4:30 p.m. – *District Office Board Room*

IX. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY:

Persons wishing to address the Personnel Commission regarding an item scheduled for closed session must submit the "Request to Address" card prior to the start of closed session.

X. CLOSED SESSION:

The Commission adjourned to closed session at _____ p.m. pursuant to Government Code Section 54954.5 and 54957 to discuss:

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Director of Classified Personnel

The Commission reconvened into open session at _____ p.m. and reported on the following action taken in closed session:

XI. ADJOURNMENT:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

Submitted by: _____
Joshua Kahn
Secretary to the Personnel Commission
Director, Classified Personnel

If you wish to receive a full copy of the Personnel Commission Agenda Packet, please contact the Personnel Commission Office at (310) 450-8338, ext. 70-279.

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING
MINUTES

Electronically Recorded (AUDIO ONLY)

September 9, 2026

PERSONNEL COMMISSIONERS:
Mrs. Lauren Robinson, Mrs. Nina Prasad, and Mr. Phillip Tate

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission was held on **Wednesday, September 9, 2026**, at **4:44 p.m.** in the **District Administrative Offices – Personnel Commission Department**: 1717 4th Street, Santa Monica, CA 90401**.**

- **Instructions on Public Comments:** Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction but not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the "Request to Address" card before the Commission reaches that section of the agenda.

OPEN SESSION

I. GENERAL FUNCTIONS:

G.01 Call to Order: The Open Session of the Regular Meeting of the Personnel Commission was called to order at 4:44 p.m.

G.02 Roll Call: Commissioners Tate and Prasad were present.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							✓
Phillip Tate		✓		✓			
Nina Prasad	✓			✓			

G.03 Pledge of Allegiance: Commissioner Prasad led all in attendance in the Pledge of Allegiance.

G.04 Report from Closed Session:

- **None**

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting**.**

G.05 Motion to Approve Agenda: September 9, 2026
It was moved and seconded to approve the agenda as submitted. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							✓
Phillip Tate		✓		✓			
Nina Prasad	✓			✓			

G.06 Motion to Approve Regular Meeting Minutes: August 12, 2026
It was moved and seconded to approve the minutes as submitted. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							✓
Phillip Tate		✓		✓			
Nina Prasad	✓			✓			

G.07 Report from the Director of Classified Personnel:
This is an opportunity for the Director of Classified Personnel to report on items relevant to Personnel Commission.

- General Comments and Updates
  - **Director Kahn updated the Personnel Commission on recruitments, exams, and selection interviews administered since the last regular meeting on August 12, 2026.**
  - **Oral exams were held for the Paraeducator series.**
  - **Final selection interviews were held for the Bus Driver, Campus Monitor, Payroll Specialist, Instructional Assistant-Classroom, Cafeteria Worker I, Accountant, Campus Security Office, Health Office Specialist, and the Paraeducator series.**
  - **Recruitments were opened for Maintenance Supervisor, Instructional Assistant-Classroom, and Senior HVAC Technician.**
  - **Paraeducator 1 and 3, Campus Monitor, Certified Occupational Therapy Assistant, and Speech Language Pathology Assistant remain open in continuous status.**
  - **As-Needed recruitments include Technical Theater Technician and Audience Services Coordinator.**
  - **Director Kahn updated the Personnel Commission on staff processing EDD unemployment claims from the EDD Office. They have received 2 requests – 1 of them was assigned to Human Resources since it pertained to a certificated staff member.**
  - **The staff also received 11 employment verifications since the last regular Personnel Commission meeting.**
  - **Director Kahn informed the Personnel Commission about the District-wide convocation, which provided an opportunity for colleagues from various school sites and departments to connect right before the beginning of the new school year.**

Director Kahn expressed his gratitude to Educational Services, Facility Use Department, and Food and Nutrition Services for their hard work in preparation for this successful event.

- **Director Kahn reported on his visits at John Adams Middle School, Roosevelt Elementary School, Franklin Elementary School, and Ocean Park School House on the first day of school, while Ms. Younan visited the Malibu sites. Both Director Kahn and Ms. Younan offered support to these school sites, answered questions about active recruitments, recent selection interviews, and introduced themselves to new staff.**
- **Director Kahn also announced that Mr. Chris Morales, Human Resources Technician, would be leaving for a similar position in Culver City. He praised Mr. Morales's teamwork, willingness to assist with recruitments and events, and excellent work coordinating paraeducator recruitments. Director Kahn wished Mr. Morales success in his new role.**

G.08 Personnel Commissioner Comments/Reports:

This is a time during which a Personnel Commissioner may make a brief announcement or report on his/her own activities relative to Commission business. This is not a time for discussion.

- **None**

G.09 Communications:

The Communications Section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to five (5) minutes or less.

- SEIU Report
  - **None**

- Board of Education Report
  - **None**

G.10 Public Comments:

Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting's agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission members may not engage in discussion of issues raised during "Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff.

- **None**

II. CONSENT CALENDAR:

Items are considered routine, require no discussion, and are normally approved all at once by the Personnel Commission. However, members of the Personnel Commission, staff, or the public may request an item be clarified and/or discussed.

C.01 Approval of Classified Personnel Eligibility List(s):

Classification	# Eligible
Cafeteria Worker I	5
Campus Monitor	6
Health Office Specialist	10
Paraeducator 1	2
Paraeducator 3	9
Payroll Specialist	3

C.02 Advanced Step Placement:
Vivian Alcalay in the classification of Paraeducator 1 at Range A-26, Step D

C.03 Advanced Step Placement:
Carol Alvarado in the classification of Paraeducator 1 at Range A-26, Step F

C.04 Advanced Step Placement:
Tracey Collins in the classification of Senior Office Specialist at Range A31, Step C

C.05 Advanced Step Placement:
Mychal Cooper in the classification of Paraeducator 3 at Range A-32, Step D

C.06 Advanced Step Placement:
Kamaljeet Ghatora in the classification of Paraeducator 3 at Range A-32, Step C

C.07 Advanced Step Placement:
Macey Gormely in the classification of Paraeducator 3 at Range A-32, Step B

C.08 Advanced Step Placement:
Maria Martinez Perez in the classification of Paraeducator 3 at Range A-32, Step D

C.09 Advanced Step Placement:
Jennifer Whitehall in the classification of Board Certified Behavior Analyst at Range A-62, Step D

C.10 Advanced Step Placement:
Alexandra Williams in the classification of Paraeducator 1 at Range A-26, Step C
It was moved and seconded to approve the Consent Calendar as submitted for the Agenda Items C.01-10. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							✓
Phillip Tate		✓		✓			
Nina Prasad	✓			✓			

REPORT AND DISCUSSION

- **None**

III. ACTION ITEMS:

These items are presented for ACTION at this time.

A.01 New Classification:
Manager, Information Services
It was moved and seconded to approve the Director's recommendations for Agenda Item III.A.01 as submitted. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							✓
Phillip Tate		✓		✓			
Nina Prasad	✓			✓			

REPORT AND DISCUSSION

- **Director Kahn presented a proposed management-level classification to oversee the District's network infrastructure, data systems integration, cybersecurity, and related staff. He explained that the position would focus on policies, procedures, and planning beyond daily technical operations.**
- **Director Kahn recommended placement at Range M-60, providing a 20% differential above the Senior Network Engineer classification based on internal alignment. He noted that the proposed compensation was slightly below the market average but remained competitive.**
- **In response to questions, Director Kahn explained that the classification was developed with Ms. Roman as the hiring manager and subject matter expert and had already received Board approval.**

IV. COMMISSIONER TRAINING/BRIEFING:

These items are to keep the Commissioners up-to-date with relevant information regarding Personnel Commission procedures and practices.

- **None**

V. DISCUSSION ITEMS:

These items are submitted for discussion only. Any action that might be required will generally be scheduled for the next regularly scheduled meeting of the Commission.

- **None**

VI. INFORMATION ITEMS:

These items are placed on the agenda as information and do not require discussion.

I.01 Open Personnel Requisitions Status Report
I.02 Filled Personnel Requisitions Status Report

VII. PERSONNEL COMMISSION BUSINESS:

B.01 Future Items:

Subject	Action Steps	Tentative Date
Public Employee Performance Evaluation: Director of Classified Personnel	Closed Session	October ~~14~~, **21**,2026

VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Wednesday, October 21, 2026, at 4:30 p.m. – *District Office Board Room*

IX. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY:

Persons wishing to address the Personnel Commission regarding an item scheduled for closed session must submit the "Request to Address" card prior to the start of closed session.

- **None**

X. CLOSED SESSION:

The Commission adjourned to closed session at _____ p.m. pursuant to Government Code Section 54954.5 and 54957 to discuss:

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Director of Classified Personnel

The Commission reconvened into open session at _____ p.m. and reported on the following action taken in closed session:

- **In Commissioner Robinson's absence, the Closed Session was tabled to the next regular Personnel Commission meeting.**

XI. ADJOURNMENT:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

It was moved and seconded to adjourn the meeting.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							✓
Phillip Tate		✓		✓			
Nina Prasad	✓			✓			

TIME ADJOURNED: 4:55 p.m.

Submitted by: _____

Joshua Kahn
Secretary to the Personnel Commission
Director, Classified Personnel

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION MEETING
MINUTES

Electronically Recorded (AUDIO ONLY)

October 21, 2026

PERSONNEL COMMISSIONERS:
Mrs. Lauren Robinson, Mrs. Nina Prasad, and Mr. Phillip Tate

A regular meeting of the Santa Monica-Malibu Unified School District Personnel Commission was held on **Wednesday, October 21, 2026**, at **4:38 p.m.** in the **District Administrative Offices – Personnel Commission Department**: 1717 4th Street, Santa Monica, CA 90401**.**

- **Instructions on Public Comments:** Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction but not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the "Request to Address" card before the Commission reaches that section of the agenda.

OPEN SESSION

I. GENERAL FUNCTIONS:

G.01 Call to Order: The Open Session of the Regular Meeting of the Personnel Commission was called to order at 4:38 p.m.

G.02 Roll Call: Commissioners Robinson and Tate were present.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Phillip Tate	✓			✓			
Nina Prasad							✓

G.03 Pledge of Allegiance: Commissioner Robinson led all in attendance in the Pledge of Allegiance.

G.04 Report from Closed Session:

- **None**

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting**.**

G.05 Motion to Approve Agenda: October 21, 2026
It was moved and seconded to approve the agenda with a minor revision to Agenda Item VIII. "Next Regular Personnel Commission Meeting: Tuesday, ~~Wednesday~~, November 10, 2026". The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Phillip Tate	✓			✓			
Nina Prasad							✓

G.06 Motion to Approve Regular Meeting Minutes: September 9, 2026
It was postponed until the next regular meeting due to a lack of quorum.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

G.07 Report from the Director of Classified Personnel:
This is an opportunity for the Director of Classified Personnel to report on items relevant to Personnel Commission.

- General Comments and Updates
  - **Director Kahn updated the Personnel Commission on recruitments, exams, and selection interviews administered since the last regular meeting on September 9, 2026.**
  - **Written exams were held for the ESSA equivalency test and Campus Monitor.**
  - **Performance exams were administered for Supervisor, Maintenance.**
  - **Oral exams were held for Instructional Assistant – Classroom and the Paraeducator series.**
  - **Final selection interviews were held for Custodian, Campus Monitor, Instructional Assistant-Classroom, Instructional Assistant-Bilingual, Accounting Technician, Technical Theater Coordinator, the Paraeducator series, and for as-needed opportunities for Technical Theater Technician and Audience Services Coordinator.**
  - **Recruitments were opened for Bus Driver, Manager, Information Services, Children's Center Assistant, Senior Office Specialist, and Supervisor, Custodian.**
  - **Paraeducator 1 and 3, Campus Monitor, Certified Occupational Therapy Assistant, Speech Language Pathology Assistant, and Senior HVAC Technician remain open in continuous status.**
  - **As-Needed recruitments for Technical Theater Technician and Audience Services Coordinator remain open.**
  - **Director Kahn updated the Personnel Commission on staff processing EDD unemployment claims from the EDD Office. They received 12 requests – 4 of them were assigned to Human Resources since they pertained to a certificated staff member.**
    Staff also participated in one EDD appeal hearing.

- **The staff received 12 employment verifications since the last regular Personnel Commission meeting.**
- **Director Kahn also informed that Mr. Chris Morales, Human Resources Technician, currently in a similar role in Culver City, enlisted the help of Ms. Younan as a rater for a process they were working on.**
- **Director Kahn reported that staff filled 11 positions since the last Personnel Commission meeting. Additional recruitments are planned, including Human Resources Technician for two positions in the department.**
- **Director Kahn thanked Ms. Younan, Mrs. Johnston, and Ms. Hatch for their continued hard work.**
- **Commissioner Tate inquired about the Senior HVAC Technician recruitment. Director Kahn stated that the classification specification will be presented to the Personnel Commission at the November regular meeting with minor revision to the minimum qualifications. Staff plan to propose removing the requirement for experience installing centralized plant systems. Applicants would still need experience repairing and maintaining commercial equipment. There have been no further discussions with the union or current staff about the HVAC Technician classification. Further conversations are planned once the Senior HVAC Technician classification is revised.**

G.08 Personnel Commissioner Comments/Reports:

This is a time during which a Personnel Commissioner may make a brief announcement or report on his/her own activities relative to Commission business. This is not a time for discussion.

- **None**

G.09 Communications:

The Communications Section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to five (5) minutes or less.

- SEIU Report
  - **None**

- Board of Education Report
  - **None**

G.10 Public Comments:

Public Comments is the time when members of the audience may address the Personnel Commission on items not scheduled on the meeting's agenda. All speakers are limited to five (5) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to three (3) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission members may not engage in discussion of issues raised during "Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff.

- **None**

II. CONSENT CALENDAR:

Items are considered routine, require no discussion, and are normally approved all at once by the Personnel Commission. However, members of the Personnel Commission, staff, or the public may request an item be clarified and/or discussed.

C.01 Approval of Classified Personnel Eligibility List(s):

Classification	# Eligible
Paraeducator 1	4
Paraeducator 3	2

C.02 Advanced Step Placement:
Abera Abrhet in the classification of Paraeducator 3 at Range A-32, Step F

C.03 Advanced Step Placement:
Gabriel Alvarez in the classification of Payroll Specialist at Range A-42, Step B

C.04 Advanced Step Placement:
Lisa Bellomo in the classification of Paraeducator 3 at Range A-32, Step B

C.05 Advanced Step Placement:
Ariana Brewer in the classification of Paraeducator 3 at Range A-32, Step C

C.06 Advanced Step Placement:
Troy Hoover in the classification of Paraeducator 3 at Range A-32, Step D

C.07 Advanced Step Placement:
Christopher Jones in the classification of Payroll Specialist at Range A-42, Step C

C.08 Advanced Step Placement:
Jocelyn Leinbach in the classification of Instructional Assistant - Classroom at Range A-24, Step C

C.09 Advanced Step Placement:
Krisann Pappajohn in the classification of Accountant at Range A-49, Step F

C.10 Advanced Step Placement:
Thomas Piland in the classification of Chief Communications Officer at Range M-67, Step E

C.11 Advanced Step Placement:
Catherine Richardson in the classification of Paraeducator 1 at Range A-26, Step B

C.12 Advanced Step Placement:
Brenda Vega in the classification of Paraeducator 3 at Range A-32, Step B

It was moved and seconded to approve the Consent Calendar as submitted for the Agenda Items C.01-12. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Phillip Tate	✓			✓			
Nina Prasad							✓

REPORT AND DISCUSSION

- **None**

III. ACTION ITEMS:

These items are presented for ACTION at this time.

A.01 Classification Revision:
Human Resources Technician

It was moved and seconded to approve the Director's recommendations for Agenda Item III.A.01 as submitted. The motion passed.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Phillip Tate	✓			✓			
Nina Prasad							✓

REPORT AND DISCUSSION

- **None**

IV. COMMISSIONER TRAINING/BRIEFING:

These items are to keep the Commissioners up-to-date with relevant information regarding Personnel Commission procedures and practices.

- **None**

V. DISCUSSION ITEMS:

These items are submitted for discussion only. Any action that might be required will generally be scheduled for the next regularly scheduled meeting of the Commission.

- **None**

VI. INFORMATION ITEMS:

These items are placed on the agenda as information and do not require discussion.

I.01 Open Personnel Requisitions Status Report

I.02 Filled Personnel Requisitions Status Report
I.03 Classified Personnel - Merit Report No. 4.ii. (for SMMUSD School Board Agenda)
- August 6, 2026
- August 27, 2026
- September 3, 2026
- September 17, 2026

I.04 Classified Personnel - Non-Merit Report - No. 4.iii (for SMMUSD School Board Agenda)
- August 6, 2026
- August 27, 2026
- September 3, 2026
- September 17, 2026

I.05 Personnel Commission's Twelve-Month Calendar of Events
- 2026 - 2027

I.06 Board of Education Meeting Schedule
- 2026 – 2027

VII. PERSONNEL COMMISSION BUSINESS:

B.01 Future Items:

Subject	Action Steps	Tentative Date
Public Employee Performance Evaluation: Director of Classified Personnel	Closed Session	November 10, 2026

VIII. NEXT REGULAR PERSONNEL COMMISSION MEETING:

Tuesday, November 10, 2026, at 4:30 p.m. – *District Office Board Room*

IX. PUBLIC COMMENTS FOR CLOSED SESSION ITEMS ONLY:

Persons wishing to address the Personnel Commission regarding an item scheduled for closed session must submit the "Request to Address" card prior to the start of closed session.

- **None**

X. CLOSED SESSION:

The Commission adjourned to closed session at **4:49 p.m.** pursuant to Government Code Section 54954.5 and 54957 to discuss:

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Director of Classified Personnel

The Commission reconvened into open session at **5:26 p.m.** and reported on the following action taken in closed session:

- **No decision was made during the Closed Session.**

XI. ADJOURNMENT:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

It was moved and seconded to adjourn the meeting.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson		✓		✓			
Phillip Tate	✓			✓			
Nina Prasad							✓

TIME ADJOURNED: 5:26 p.m.

Submitted by: _____

Joshua Kahn
Secretary to the Personnel Commission
Director, Classified Personnel

II. Consent Calendar:

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION
Regular Meeting: Tuesday, November 10, 2026

AGENDA ITEM NO: II.C.02

SUBJECT: Advanced Step Placement – LaTanya King
Hire Date: 10/20/2026
ASP Request Submitted: 10/21/2026

BACKGROUND INFORMATION:

Classification Title: Paraeducator 3	**Employee:** LaTanya King	**Calculation of Advanced Step Recommendation**
Education: Must have a high school diploma or its recognized equivalent and ONE of the following: • Completed 48 units at an institution of higher learning OR • Obtained an Associate's (or higher) degree OR • Obtain a passing score on the District's Instructional Assistance (ESSA) written examination	• LaTanya King has a Bachelor's Degree in Political Science.	**1** level of education above the required level =**1** Step Advance (Max Allowed)
Experience: NONE	• LaTanya King has over two (2) years of experience with school-aged children.	**1** (2-year periods) of experience above the required level =**1** Step Advance
Total Advanced Steps: 1 (Education) + 1 (Experience) = 2 Advanced Steps = STEP C		

DIRECTOR'S COMMENTS:
LaTanya King's education and experience exceed the minimum requirements specified for this classification. Pay rate a salary Range A-32 at Step A is $23.22/hour, while Step C is $25.61/hour.

DIRECTOR'S RECOMMENDATION:
It is recommended that the Personnel Commission approve Advanced Step Placement for LaTanya King at Range A-32, Step C on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment*

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION
Regular Meeting: Tuesday, November 10, 2026

AGENDA ITEM NO: II.C.03

SUBJECT: Advanced Step Placement – Angela Levis
Hire Date: 09/22/2026
ASP Request Submitted: 10/23/2026

BACKGROUND INFORMATION:

Classification Title: Campus Monitor	**Employee:** Angela Levis	**Calculation of Advanced Step Recommendation**
Education: High school diploma or recognized equivalent is a preferred qualification.	• Angela Levis has an Associate of Science Degree	**1** levels of education above the required level =1 Step Advance (Max Allowed)
Experience: Experience working with school-aged children in an organized group setting is a preferred qualification.	• Angela Levis meets the minimum qualifications	**0** (2-year periods) of experience above the required level =0 Step Advance
Total Advanced Steps; Starting Step: D (Minimum Wage) + 1 (Education) + 0 (Experience) = 1 Advanced Step = STEP E		

DIRECTOR'S COMMENTS:
Angela Levis' education exceeds the minimum requirements specified for this classification. This classification starts on step D of the salary range to meet or exceed the minimum wage. Pay rate at salary Range A-17 at Step D is $18.62/hour, while Step E is $19.56/hour.

DIRECTOR'S RECOMMENDATION:
It is recommended that the Personnel Commission approve Advanced Step Placement for Angela Levis at Range A-17, Step E on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment*

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION
Regular Meeting: Tuesday, November 10, 2025

AGENDA ITEM NO: II.C.04

SUBJECT: Advanced Step Placement – Niveen Maximos
Hire Date: 04/13/2026
ASP Request Submitted: 06/12/2026

BACKGROUND INFORMATION:

Classification Title: Cafeteria Worker I	**Employee:** Niveen Maximos	**Calculation of Advanced Step Recommendation**
Education: High school diploma or recognized equivalent.	• Niveen Maximos has a Bachelor degree in Music, (submitted education equivalency 10/23/2026)	**2** level of education above the required level =**1** Step Advance (Max Allowed)
Experience: Some experience in preparing and serving large quantities of food.	• Niveen Maximos has over 5 years of experience preparing and serving large quantities of food.	**2** (2-year periods) of experience above the required level =**2** Step Advance (Max Allowed)
Total Advanced Steps: Starting Step: C (Minimum Wage) + 1 (Education) + 2 (Experience) = 2 Advanced Steps = STEP F		

DIRECTOR'S COMMENTS:
Niveen Maximos' education and experience exceed the minimum requirements specified for this classification. This classification starts on step C of the salary range to meet or exceed the minimum wage. Pay rate at salary Range A-19, Step C is $18.62/hour, while Step F is $21.57/hour.

DIRECTOR'S RECOMMENDATION:
It is recommended that the Personnel Commission approve Advanced Step Placement for Niveen Maximos at Range A-19, Step F on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment*

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION
Regular Meeting: Tuesday, November 10, 2026

AGENDA ITEM NO: II.C.05

SUBJECT: Advanced Step Placement – Cobalt McAvinue
Hire Date: 11/02/2026
ASP Request Submitted: 11/04/2026

BACKGROUND INFORMATION:

Classification Title: Technical Theater Coordinator	**Employee:** Cobalt McAvinue	**Calculation of Advanced Step Recommendation**
Education: Educational attainment equivalent to a high school diploma or its recognized equivalent AND some coursework, training or certification in theater production or related field.	• Cobalt McAvinue meets the minimum qualifications for Education.	**0** level of education above the required level =**0** Step Advance
Experience: Three (3) years of experience in technical theater, theater production or related field. Must have experience in stage lighting, sound and rigging. Experience providing technical guidance to student crews and operations staff desired.	• Cobalt McAvinue exceeds the minimum qualifications with over 9 years of related experience.	**2** (3-year periods) of experience above the required level =**2** Step Advance (Max Allowed)
Total Advanced Steps: 2 (Experience) + 0 (Education) = 2 Advanced Steps = STEP C		

DIRECTOR'S COMMENTS:
Cobalt McAvinue's experience exceeds the minimum requirements specified for this classification. Pay rate at salary Range A-48 at Step A is $5,951/month, while Step C is $6,561/month.

DIRECTOR'S RECOMMENDATION:
It is recommended that the Personnel Commission approve Advanced Step Placement for Cobalt McAvinue at Range A-48, Step C on the Classified Salary Schedule pursuant to Merit Rule §12.2.4. (B) *Salary on Employment*

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

12.2.4 SALARY ON EMPLOYMENT

B. A new employee may request or be recommended for Advanced Step Placement within the first sixty (60) working days during the probationary period. If the new employee is granted Advanced Step Placement, the salary rate shall be retroactive to the date of entry in the classification. The request or recommendation shall be submitted, in writing, to the Director of Classified Personnel. The Advanced Step Placement is subject to the recommendation of the Director of Classified Personnel and approval of the Personnel Commission.

16.4 ADVANCED STEP PLACEMENT

A unit member may request or be recommended for Advanced Step Placement within the first sixty (60) working days during the probationary period. If the unit member is granted Advanced Step Placement, the salary rate shall be retroactive to the date of entry into the classification.

16.4.1 Unit members being promoted may be offered advanced step placement upon the supervisor's request. This request shall be supported by at least one of the following criteria:

a. Unit member was originally hired in an entry level classification in which Advanced Step Placement was not offered; and/or

b. Recruitment difficulty as evidenced by failure to obtain a rank of three (3) through the testing process, or a lack of qualified applicants as determined by the Director of Classified Personnel.

III. Action Items:

Commissioner	M	S		Yes	No	Abstain	ABSENT
Nina Prasad							
Lauren Robinson							
Phillip Tate							

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

PERSONNEL COMMISSION
Regular Meeting: Tuesday, November 10, 2026

AGENDA ITEM NO: III.A.01
Classification Specification Revision: Senior HVAC Technician

BACKGROUND INFORMATION:
The Senior HVAC Technician classification specification was established on August 12, 2026, opened for recruitment on August 25, 2026, and had an initial closing date of September 16, 2026. Due to a low yield of qualified applicants, the recruitment was changed to continuous status. Staff conducted an analysis of candidate disqualifications and determined that, while some applicants lacked sufficient general HVAC and/or building automation management experience, several failed to meet the minimum qualifications solely due to lacking specific experience in the *installation* of chilled water central plants.

METHODOLOGY:
Staff conducted the following activities:

- Provided the Director of Maintenance and Operations, Mr. Glen Infuso, and Chief Operations Officer, Mr. Carey Upton, with the proposed revision for review and feedback.
- Staff re-evaluated previously disqualified applications to assess if the proposed minimum qualifications would allow additional candidates to advance in the recruitment process.

ANALYSIS & FINDINGS:
Implementing the proposed revisions will immediately qualify at least two additional candidates, allowing them to advance to the structured oral examination. Upon approval, the continuous recruitment will be revised to a concrete closing date with sufficient time to allow new candidates to apply under the updated requirements.

DIRECTOR'S RECOMMENDATION:
The Director of Classified Personnel recommends that the Personnel Commission approve the revised Senior HVAC Technician classification specification as provided.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Lauren Robinson							
Phillip Tate							
Nina Prasad							

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

CLASSIFICATION DESCRIPTION
BARGAINING UNIT: SEIU LOCAL 99
CLASS CODE: SMM496

SENIOR HVAC TECHNICIAN

BASIC FUNCTION

Under general supervision, performs journey-level, skilled work in the installation, maintenance, repair, alteration, and replacement of commercial and industrial refrigeration, heating, ventilation, and central plant air conditioning systems and components while also utilizing building automation platforms to optimize performance and providing work direction, on the job training, and guidance to skilled trade and operational support staff.

DISTINGUISHING CHARACTERISTICS

The Senior HVAC Technician is distinguished from HVAC Technician in that the Senior HVAC Technician not only performs the routinely assigned duties of the HVAC Technician but also serves in a lead capacity to provide work direction, on the job training, and guidance to skilled trade and operational support staff. An HVAC Technician is expected to utilize building automation and management software for diagnostics and adjusting settings, but a Senior HVAC Technician uses those platforms to analyze data, integrate components, and set parameters to improve efficiency. Additionally, while an HVAC Technician can perform preventative maintenance and routine service on a chilled water system, a Senior HVAC Technician is responsible for the installation, repair, and replacement of chilled water systems.

MINIMUM QUALIFICATIONS

EXPERIENCE:
Two years of journey-level experience in the **~~installation,~~** repair~~,~~ and maintenance of a chilled water central plant in addition to utilizing building automation or management systems to monitor, troubleshoot, and control HVAC equipment. Journey level is defined as skilled experience performing the full range of work assigned to a trade after completing a recognized apprenticeship program or after at least four years of general experience in the trade.

ADDITIONAL REQUIREMENTS/INFORMATION:

- Valid California Driver License and be insurable by District's carrier
- Valid Universal certification in accordance with Environmental Protection Agency's (EPA) Sec. 608 of the Clean Air Act

REPRESENTATIVE DUTIES

- Lays out, installs, connects, and repairs piping and tubing for refrigeration, heating, chilled water, and air conditioning systems

PROPOSED

- Fabricates, installs, secures, and repairs ductwork for heating, ventilation, and air conditioning systems
- Installs, troubleshoots, repairs, calibrates, and replaces control systems and components related to refrigeration, heating, ventilation, and air conditioning systems including, but not limited to, pneumatic, analog electronic, and direct digital control (DDC) systems
- Utilizes building automation and building management system platforms, to monitor, control, analyze data, integrate components, and adjust refrigeration, heating, ventilation, and air conditioning performance to optimize system-wide automation and energy efficiency across the district
- Installs, troubleshoots, repairs, and replaces equipment related to refrigeration, heating, ventilation, and air conditioning systems including, but not limited to, centrifugal chillers, cooling towers, circulating pumps, boilers, compressors, and air handling units
- Conducts routine preventive maintenance by testing, cleaning, calibrating, flushing, lubricating, and replacing components related to refrigeration, heating, ventilation, and air conditioning systems including, but not limited to, chiller tubes, purge units, sensors, fans, filters, belts, bearings, valves, coils, and motors.
- Services electrical motors related to HVAC systems up to and including 480-volt, 3-phase
- Reviews material including, but not limited to, plans, blueprints, diagrams, and schematics to ensure compliance with specifications, codes, and other requirements
- Inspects facilities and equipment related to refrigeration, heating, ventilation, and air conditioning to ensure compliance with specifications, codes, and other requirements
- Updates and maintains records related to inventory, supplies, equipment, and work orders
- Prepares reports related to time, labor, materials, and cost to complete a work order
- Serves as a liaison between District and outside vendors
- Cleans and maintains tools, equipment, and work area
- Provides information to staff regarding system status, scheduled downtime, and other system activities that may impact operations
- Provides lead direction by coordinating, directing guiding, training, and reviewing the work of skilled trade and operational support staff
- Performs other related duties as assigned

NOTE: *The statements listed above are intended to describe the general nature and level of work being performed by employees in this classification, and are not to be interpreted as an exhaustive list of responsibilities and qualifications required of personnel so classified. Reasonable accommodations will be made so that qualified employees can perform the essential functions of the job.*

PROPOSED

SUPERVISION

Supervision is received from higher level management. Responsibilities include providing lead direction to skilled trade and operational support staff. No supervision is exercised.

JOB REQUIREMENTS

KNOWLEDGE:

- Federal, state, and local laws, codes, and regulations related to refrigeration, heating, ventilation, and air conditioning systems
- Principles, practices, procedures, and techniques of installing, repairing, and replacing refrigeration, heating, ventilation, direct expansion air conditioning, and chilled systems and components
- Principles, practices, procedures, and techniques of maintaining refrigeration, heating, ventilation, chilled water, and air conditioning systems and components
- Principles, practices, procedures, and techniques of using control platforms to optimize refrigeration, heating, ventilation, and air conditioning performance
- Principles of construction and building plans and specifications
- Principles, practices, and procedures of recordkeeping and maintaining documentation
- Principles, practices, and procedures of worksite safety
- Principles, practices, and procedures of tool and equipment maintenance

CORE COMPENTENCIES:

- Adaptability – Responding positively to change and modifying behavior as the situation requires
- Attention to Detail – Focusing on the details of work content, work steps, and final work products
- Critical Thinking – Analytically and logically evaluating information, propositions, and claims
- Customer Focus – Attending to the needs and expectation of customers
- Delegating – Sharing responsibility, authority, and accountability
- Environmental Exposure Tolerance – Performing under physically demanding conditions
- General Physical Ability – Using strength, endurance, flexibility, balance, and coordination
- Informing – Proactively obtaining and sharing information
- Mechanical Insight – Comprehending how mechanical, electrical, and structural systems operate and interact
- Professional & Technical Expertise – Applying technical subject matter to the job
- Safety Focus – Showing vigilance and care in identifying and addressing health risks and safety hazards
- Self-Management – Showing personal organization, self-discipline, and dependability
- Teamwork – Collaborating with others to achieve shared goals

PROPOSED

- Using Technology – Working with electronic hardware and software applications

WORKING CONDITIONS

ENVIRONMENT:
Indoor and shop work environment; subject to driving a vehicle to conduct work; subject to fumes and noise from air conditioning and refrigeration equipment

PHYSICAL DEMANDS:
Lifting and carrying heavy objects; climbing ladders; walking and standing for extended periods of time; bending at the waist; kneeling or crouching; reaching overhead, above the shoulders, and horizontally; perform heavy physical labor; hearing and speaking to exchange information; dexterity of hands and fingers to safely and efficiently operate hand tools and specialized equipment; visual and auditory acuity sufficient to maintain safety standards.

HAZARDS:
Electrical power supply and high voltage; working in a cramped or restrictive work chamber; exposure to vapors and fumes.

CLASSIFICATION ESTABLISHED:
August 12, 2026

REVISED:
PROPOSED: November 10, 2026

PROPOSED

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

CLASSIFICATION DESCRIPTION
BARGAINING UNIT: SEIU LOCAL 99
CLASS CODE: SMM496

SENIOR HVAC TECHNICIAN

BASIC FUNCTION

Under general supervision, performs journey-level, skilled work in the installation, maintenance, repair, alteration, and replacement of commercial and industrial refrigeration, heating, ventilation, and central plant air conditioning systems and components while also utilizing building automation platforms to optimize performance and providing work direction, on the job training, and guidance to skilled trade and operational support staff.

DISTINGUISHING CHARACTERISTICS

The Senior HVAC Technician is distinguished from HVAC Technician in that the Senior HVAC Technician not only performs the routinely assigned duties of the HVAC Technician but also serves in a lead capacity to provide work direction, on the job training, and guidance to skilled trade and operational support staff. An HVAC Technician is expected to utilize building automation and management software for diagnostics and adjusting settings, but a Senior HVAC Technician uses those platforms to analyze data, integrate components, and set parameters to improve efficiency. Additionally, while an HVAC Technician can perform preventative maintenance and routine service on a chilled water system, a Senior HVAC Technician is responsible for the installation, repair, and replacement of chilled water systems.

MINIMUM QUALIFICATIONS

EXPERIENCE:
Two years of journey-level experience in the repair and maintenance of a chilled water central plant in addition to utilizing building automation or management systems to monitor, troubleshoot, and control HVAC equipment. Journey level is defined as skilled experience performing the full range of work assigned to a trade after completing a recognized apprenticeship program or after at least four years of general experience in the trade.

ADDITIONAL REQUIREMENTS/INFORMATION:

- Valid California Driver License and be insurable by District's carrier
- Valid Universal certification in accordance with Environmental Protection Agency's (EPA) Sec. 608 of the Clean Air Act

REPRESENTATIVE DUTIES

- Lays out, installs, connects, and repairs piping and tubing for refrigeration, heating, chilled water, and air conditioning systems

PROPOSED

- Fabricates, installs, secures, and repairs ductwork for heating, ventilation, and air conditioning systems
- Installs, troubleshoots, repairs, calibrates, and replaces control systems and components related to refrigeration, heating, ventilation, and air conditioning systems including, but not limited to, pneumatic, analog electronic, and direct digital control (DDC) systems
- Utilizes building automation and building management system platforms, to monitor, control, analyze data, integrate components, and adjust refrigeration, heating, ventilation, and air conditioning performance to optimize system-wide automation and energy efficiency across the district
- Installs, troubleshoots, repairs, and replaces equipment related to refrigeration, heating, ventilation, and air conditioning systems including, but not limited to, centrifugal chillers, cooling towers, circulating pumps, boilers, compressors, and air handling units
- Conducts routine preventive maintenance by testing, cleaning, calibrating, flushing, lubricating, and replacing components related to refrigeration, heating, ventilation, and air conditioning systems including, but not limited to, chiller tubes, purge units, sensors, fans, filters, belts, bearings, valves, coils, and motors.
- Services electrical motors related to HVAC systems up to and including 480-volt, 3-phase
- Reviews material including, but not limited to, plans, blueprints, diagrams, and schematics to ensure compliance with specifications, codes, and other requirements
- Inspects facilities and equipment related to refrigeration, heating, ventilation, and air conditioning to ensure compliance with specifications, codes, and other requirements
- Updates and maintains records related to inventory, supplies, equipment, and work orders
- Prepares reports related to time, labor, materials, and cost to complete a work order
- Serves as a liaison between District and outside vendors
- Cleans and maintains tools, equipment, and work area
- Provides information to staff regarding system status, scheduled downtime, and other system activities that may impact operations
- Provides lead direction by coordinating, directing guiding, training, and reviewing the work of skilled trade and operational support staff
- Performs other related duties as assigned

NOTE: *The statements listed above are intended to describe the general nature and level of work being performed by employees in this classification, and are not to be interpreted as an exhaustive list of responsibilities and qualifications required of personnel so classified. Reasonable accommodations will be made so that qualified employees can perform the essential functions of the job.*

PROPOSED

SUPERVISION

Supervision is received from higher level management. Responsibilities include providing lead direction to skilled trade and operational support staff. No supervision is exercised.

JOB REQUIREMENTS

KNOWLEDGE:

- Federal, state, and local laws, codes, and regulations related to refrigeration, heating, ventilation, and air conditioning systems
- Principles, practices, procedures, and techniques of installing, repairing, and replacing refrigeration, heating, ventilation, direct expansion air conditioning, and chilled systems and components
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- Principles, practices, procedures, and techniques of using control platforms to optimize refrigeration, heating, ventilation, and air conditioning performance
- Principles of construction and building plans and specifications
- Principles, practices, and procedures of recordkeeping and maintaining documentation
- Principles, practices, and procedures of worksite safety
- Principles, practices, and procedures of tool and equipment maintenance

CORE COMPENTENCIES:

- Adaptability – Responding positively to change and modifying behavior as the situation requires
- Attention to Detail – Focusing on the details of work content, work steps, and final work products
- Critical Thinking – Analytically and logically evaluating information, propositions, and claims
- Customer Focus – Attending to the needs and expectation of customers
- Delegating – Sharing responsibility, authority, and accountability
- Environmental Exposure Tolerance – Performing under physically demanding conditions
- General Physical Ability – Using strength, endurance, flexibility, balance, and coordination
- Informing – Proactively obtaining and sharing information
- Mechanical Insight – Comprehending how mechanical, electrical, and structural systems operate and interact
- Professional & Technical Expertise – Applying technical subject matter to the job
- Safety Focus – Showing vigilance and care in identifying and addressing health risks and safety hazards
- Self-Management – Showing personal organization, self-discipline, and dependability
- Teamwork – Collaborating with others to achieve shared goals

PROPOSED

- Using Technology – Working with electronic hardware and software applications

WORKING CONDITIONS

ENVIRONMENT:
Indoor and shop work environment; subject to driving a vehicle to conduct work; subject to fumes and noise from air conditioning and refrigeration equipment

PHYSICAL DEMANDS:
Lifting and carrying heavy objects; climbing ladders; walking and standing for extended periods of time; bending at the waist; kneeling or crouching; reaching overhead, above the shoulders, and horizontally; perform heavy physical labor; hearing and speaking to exchange information; dexterity of hands and fingers to safely and efficiently operate hand tools and specialized equipment; visual and auditory acuity sufficient to maintain safety standards.

HAZARDS:
Electrical power supply and high voltage; working in a cramped or restrictive work chamber; exposure to vapors and fumes.

CLASSIFICATION ESTABLISHED:
August 12, 2026

REVISED:
PROPOSED: November 10, 2026

PROPOSED

IV. Commissioner Training/Briefing:

V. Discussion Items:

VI. Information Items:

Open Requisitions (11/5/2026)

Req Number	Req Title	Department	Position Type	FTE	Hours per Day
26-174	BUS DRIVER	TRANSPORTATION	Vac	87.5	7
26-180	CAMPUS MONITOR	EDISON LANGUAGE ACADEMY	Vac	25	2
27-002	CAMPUS MONITOR	EDISON LANGUAGE ACADEMY	Vac	12.5	1
26-009	CAMPUS MONITOR	MALIBU ELEMENTARY SCHOOL	Vac	25	2
26-059	CAMPUS MONITOR	GRANT ELEMENTARY SCHOOL	Vac	0.0038	0.75
26-039	CAMPUS MONITOR	WEBSTER ELEMENTARY SCHOOL	Vac	0.125	1
26-107	CERTIFIED OCCUPATIONAL THERAPY ASSISTANT (COTA)	SPECIAL EDUCATION	New	50	8
27-023	CHILDREN'S CENTER ASSISTANT-2	CDS - ROOSEVELT	New	43.75	3.5
27-024	CHILDREN'S CENTER ASSISTANT-2	CDS - EDISON	New	18.75	1.5
27-020	CUSTODIAN	MALIBU ELEMENTARY SCHOOL	New	100	8
27-030	CUSTODIAN	OPERATIONS	Vac	100	8
26-192	CUSTODIAN	OPERATIONS	Vac	1	8
26-155	CUSTODIAN	OPERATIONS	Vac	100	8
27-039	CUSTODIAN	Ocean Park School House	New	100	8
27-014	CUSTODIAN	MALIBU HIGH SCHOOL	Vac	100	8
27-050	HUMAN RESOURCES TECHNICIAN	PERSONNEL COMMISSION	Vac	100	8
26-181	HUMAN RESOURCES TECHNICIAN	PERSONNEL COMMISSION	Vac	100	8
27-025	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	EDISON LANGUAGE ACADEMY	Vac	37.5	3
27-040	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	EDISON LANGUAGE ACADEMY	Vac	37.5	3
26-137	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	SANTA MONICA HIGH SCHOOL	Vac	37.5	3
24-173	INSTRUCTIONAL ASSISTANT-BILINGUAL (SPANISH)	SANTA MONICA HIGH SCHOOL	Vac	37.5	3
26-141	INSTRUCTIONAL ASSISTANT-CLASSROOM	FRANKLIN ELEMENTARY SCHOOL	New	0.19	1.5
27-031	INSTRUCTIONAL ASSISTANT-CLASSROOM	MALIBU ELEMENTARY SCHOOL	Vac	75	6
27-021	INSTRUCTIONAL ASSISTANT-CLASSROOM	GRANT ELEMENTARY SCHOOL	Vac	37.5	3
27-006	INSTRUCTIONAL ASSISTANT-CLASSROOM	ROOSEVELT ELEMENTARY SCHOOL	Vac	37.5	3
27-033	INSTRUCTIONAL ASSISTANT-CLASSROOM	WEBSTER ELEMENTARY SCHOOL	Vac	62.5	5
27-041	INSTRUCTIONAL ASSISTANT-CLASSROOM	WEBSTER ELEMENTARY SCHOOL	New	75	6

27-042	INSTRUCTIONAL ASSISTANT-MUSIC	LINCOLN MIDDLE SCHOOL	Vac	37.5	3
27-051	Maintenance Supervisor	MAINTENANCE	Vac	100	8
27-053	PARAEDUCATOR-1	CDS - LINCOLN	Vac	50	4
27-052	PARAEDUCATOR-1	CDS - LINCOLN	Vac	37.5	3
26-121	PARAEDUCATOR-1	CDS - LINCOLN	Vac	50	4
26-147	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	New	75	6
26-134	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	75	6
26-036	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	75	6
26-035	PARAEDUCATOR-1	SANTA MONICA HIGH SCHOOL	Vac	75	6
27-043	PARAEDUCATOR-1	LINCOLN MIDDLE SCHOOL	Vac	75	6
27-044	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	Vac	75	6
27-034	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	Vac	75	6
26-122	PARAEDUCATOR-1	MALIBU HIGH SCHOOL	Vac	75	6
26-114	PARAEDUCATOR-1	Ocean Park School House	New	75	6
26-142	PARAEDUCATOR-1	ROOSEVELT ELEMENTARY SCHOOL	New	75	6
26-031	PARAEDUCATOR-1	ROOSEVELT ELEMENTARY SCHOOL	New	75	6
26-021	PARAEDUCATOR-1	ROOSEVELT ELEMENTARY SCHOOL	Vac	75	6
26-020	PARAEDUCATOR-1	ROOSEVELT ELEMENTARY SCHOOL	Vac	75	6
27-045	PARAEDUCATOR-3	LINCOLN MIDDLE SCHOOL	New	75	6
27-046	PARAEDUCATOR-3	LINCOLN MIDDLE SCHOOL	New	75	6
27-047	PARAEDUCATOR-3	LINCOLN MIDDLE SCHOOL	New	75	6
27-048	PARAEDUCATOR-3	LINCOLN MIDDLE SCHOOL	New	75	6
27-049	PARAEDUCATOR-3	LINCOLN MIDDLE SCHOOL	New	75	6
27-032	PARAEDUCATOR-3	MALIBU HIGH SCHOOL	Vac	75	6
26-168	PARAEDUCATOR-3	Ocean Park School House	New	75	6
26-026	PARAEDUCATOR-3	Ocean Park School House	Vac	75	6
27-028	PARAEDUCATOR-3	SANTA MONICA HIGH SCHOOL	New	75	6
27-029	PARAEDUCATOR-3	SANTA MONICA HIGH SCHOOL	New	75	6
26-069	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	New	75	6
26-115	PARAEDUCATOR-3	JOHN ADAMS MIDDLE SCHOOL	Vac	75	6
26-135	PARAEDUCATOR-3	JOHN ADAMS MIDDLE SCHOOL	Vac	75	6
25-144	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	Vac	75	6

25-087	PARAEDUCATOR-3	ROOSEVELT ELEMENTARY SCHOOL	Vac	75	6
26-173	PARAEDUCATOR-3	WILL ROGERS LEARNING ACADEMY	New	75	6
26-167	PARAEDUCATOR-3	MCKINLEY ELEMENTARY SCHOOL	New	75	6
26-070	PARAEDUCATOR-3	MCKINLEY ELEMENTARY SCHOOL	New	75	6
24-153	PARAEDUCATOR-3	MCKINLEY ELEMENTARY SCHOOL	New	75	6
27-056	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	Vac	75	6
27-055	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	Vac	75	6
27-054	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	Vac	75	6
26-184	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	Vac	75	6
26-149	PARAEDUCATOR-3	FRANKLIN ELEMENTARY SCHOOL	New	75	6
27-038	SENIOR OFFICE SPECIALIST	MALIBU ELEMENTARY SCHOOL	Vac	50	4
26-159	SPEECH LANGUAGE PATHOLOGY ASSISTANT	SPECIAL EDUCATION	Vac	81.25	6.5

Filled Requisitions (11/5/2026)

Req Number	REQ TITLE	Department	Date of Accepted Job Offer
26-194	CUSTODIAN	OPERATIONS	10/27/2026

Classified Personnel – Merit
10/1/26

NEW HIRES		**EFFECTIVE DATE**
Bellomo, Lisa Special Ed-Franklin ES	Paraeducator 3 6 Hrs/10 Mo/Range: 32 Step: A	9/14/26
Leinbach, Jocelyn Malibu ES	Instructional Assistant - Classroom 6 Hrs/SY/Range: 24 Step: A	9/14/26
Vega, Brenda Special Ed-Malibu ES	Paraeducator 3 6 Hrs/10 Mo/Range: 32 Step: A	9/1/26
Villavelazquez, Mario Transportation	Bus Driver 7 Hrs/10 Mo/Range: 36 Step: F	9/1/26

RE-EMPLOYMENT		**EFFECTIVE DATE**
McClung, Vitty Adams MS	Senior Office Specialist 8 Hrs/10 Mo/Range: 31 Step: B	8/18/26

RE-INSTATEMENT		**EFFECTIVE DATE**
Cisneros, Amber Special Ed-Grant ES	Paraeducator 1 6 Hrs/10 Mo/Range: 26 Step: D	8/13/26

SUBSTITUTES		**EFFECTIVE DATE**
Acosta, Edgar Operations	Custodian – Day Shift	9/9/26-6/30/27
Acosta, Edgar Operations	Custodian – Night Shift	9/9/26-6/30/27
Linskey, Kenneth Franklin ES	Instructional Assistant - Classroom	8/19/26-6/9/27
Lott, Kelli Operations	Custodian – Day Shift	8/1/26-6/30/27
Lyles, Michelle Operations	Custodian – Day Shift	8/1/26-6/30/27
Satterfield, Jesse Operations	Custodian – Day Shift	8/1/26-6/30/27
Simms, Cameron Operations	Custodian – Day Shift	8/1/26-6/30/27
Small, Beres Operations	Custodian – Day Shift	8/1/26-6/30/27
Smith, Jennifer Operations	Custodian – Day Shift	8/1/26-6/30/27
Spicer, Joshua Operations	Custodian – Day Shift	8/1/26-6/30/27

Torres, Leonardo Operations	Custodian – Day Shift	8/1/26-6/30/27

CHANGE IN ASSIGNMENT		**EFFECTIVE DATE**
Nunez, Maria Franklin ES	Campus Monitor 3 Hrs/SY From: 2 Hrs/SY/Franklin ES	8/20/26
Razon-McMillan, Monica CDS-Washington West	Children's Center Assistant 2 8 Hrs/SY From: 7 Hrs/SY/CDS-Washington West	8/19/26
Rosales, Ana Celia Edison LA	Instructional Assistant - Bilingual 6 Hrs/SY From: 3.5 Hrs/SY/Edison LA	8/19/26

INVOLUNTARY TRANSFER		**EFFECTIVE DATE**
Rodriguez, Cecilia CDS-McKinley ES	Children's Center Assistant 2 3.5 Hrs/SY From: 3.5 Hrs/SY/CDS-Edison LA	8/19/26

VOLUNTARY TRANSFER		**EFFECTIVE DATE**
Luneva, Elena McKinley ES	Instructional Assistant - Classroom 6 Hrs/SY From: 3 Hrs/SY/McKinley ES	9/8/26

LEAVE OF ABSENCE (PAID)		**EFFECTIVE DATE**
Adams, Toni Operations-Santa Monica HS	Custodian – Night Shift Medical/FMLA/CFRA	6/15/26-9/30/26
Alderete, Nohemi FNS-Santa Monica HS	Cafeteria Worker II CFRA	8/20/26-11/12/26
Batmunh, Otgonbayar Maintenance	Electrician Medical/FMLA/CFRA	8/24/26-9/18/26

PROFESSIONAL GROWTH		**EFFECTIVE DATE**
Jackson, LaTasha Special Ed-Lincoln MS	Paraeducator 2	10/1/26

RESIGNATION		**EFFECTIVE DATE**
Aclan, Rex Fiscal & Business Services	Accounting Technician	9/24/26
Gallardo Aceves, Elisa Edison LA	Instructional Assistant - Bilingual	9/11/26
Morales, Christopher Personnel Commission	Human Resources Technician	9/18/26
Spigelman, Hannah Roosevelt ES	Instructional Assistant - Classroom	8/28/26

Classified Personnel – Merit
10/29/26

NEW HIRES		**EFFECTIVE DATE**
Baer, Nicholas Grant ES	Instructional Assistant - Classroom 3 Hrs/SY/Range: 24 Step: A	10/1/26
Conti, Annie Special Ed-Santa Monica HS	Paraeducator 3 6 Hrs/10 Mo/Range: 32 Step: A	10/1/26
Gomez, Steve Facility Use	Campus Security Officer 4 Hrs/12 Mo/Range: 31 Step: A	10/1/26
Mahmoudi, Catherine Grant ES	Instructional Assistant - Classroom 3 Hrs/SY/Range: 24 Step: A	10/5/26

TEMP/ADDITIONAL ASSIGNMENTS		**EFFECTIVE DATE**
Conti, Annie Special Ed-Santa Monica HS	Paraeducator 3 [additional hours; student support]	10/1/26-6/9/27
Conti, Annie Special Ed-Santa Monica HS	Paraeducator 3 [overtime; student support]	10/1/26-6/9/27
Leon Reyes, Fabian Special Ed-Edison LA	Paraeducator 3 [additional hours; student support]	9/15/26-6/9/27
McAlpin, Michael Adams MS	Campus Security Officer [overtime; school sponsored events support]	8/20/26-6/9/27
Miller, Melvyn Adams MS	Campus Security Officer [overtime; school sponsored events support]	8/20/26-6/9/27

SUBSTITUTES		**EFFECTIVE DATE**
Rojas, Christian Food and Nutrition Services	Cafeteria Worker I	9/1/26-6/11/27

CHANGE IN ASSIGNMENT		**EFFECTIVE DATE**
Medina, Elvia Food and Nutrition Services	Cafeteria Worker I 8 Hrs/10 Mo From: 3.5 Hrs/10 Mo/Food and Nutrition Services	8/19/26
Villanueva, Nallely Edison LA	Instructional Assistant - Bilingual 5 Hrs/SY From: 3.5 Hrs/SY/Edison LA	8/19/26
Walker, Courtney Special Ed-Franklin ES	Paraeducator 3 7.25 Hrs/10 Mo From: 6 Hrs/10 Mo/Special Ed-Franklin ES	10/1/26

INVOLUNTARY TRANSFER		**EFFECTIVE DATE**
Mayer, Alison Special Ed-Roosevelt ES	Paraeducator 1 6 Hrs/10 Mo From: 6 Hrs/10 Mo/Special Ed-Adams MS	9/14/26

LATERAL/VOLUNTARY TRANSFER		**EFFECTIVE DATE**
Awayan, Joel Fiscal & Business Services	Accounting Technician 8 Hrs/12 Mo From: 8 Hrs/12 Mo/Administrative Assistant	10/8/26

LEAVE OF ABSENCE (UNPAID)		**EFFECTIVE DATE**
Peters, Lakisha Special Education	Paraeducator 3 Personal	10/21/26-11/4/26

PROFESSIONAL GROWTH		**EFFECTIVE DATE**
Baldwin, Juliana Ocean Park School House	Elementary Library Coordinator	10/1/26
Nixon, Robert Operations-Roosevelt ES	Custodian – Night Shift	11/1/26

DISQUALIFICATION FROM PROBATION		**EFFECTIVE DATE**
133351 Special Education	Paraeducator 3	10/16/26

WORKING OUT OF CLASS		**EFFECTIVE DATE**
Gomez, Denise FNS-Edison LA	Cafeteria Worker II From: Cafeteria Worker I	8/19/26-8/31/26

Classified Personnel – Non-Merit
10/1/26

COACHING ASSISTANT		**EFFECTIVE DATE**
Burdick, Barton	Santa Monica HS	8/1/26-6/30/27
Peck, Thomas	Santa Monica HS	8/1/26-6/30/27
Stroh, Steven	Malibu MS/HS	7/31/26-6/9/27

TECHNICAL SPECIALIST – LEVEL I		**EFFECTIVE DATE**
Schmelzer, Patrick	Student Services [MSW Intern] - Funding: Student Behavioral Health Incentive Program: LA Care	8/20/26-6/9/27

TECHNICAL SPECIALIST – LEVEL II		**EFFECTIVE DATE**
Sherrill, Audrey	Santa Monica HS [Percussion Technician - Band] - Funding: Santa Monica Arts Parents Association	6/30/26-7/1/27

TECHNICAL SPECIALIST – LEVEL III		**EFFECTIVE DATE**
Danielson, Spencer	Adams MS [Music Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	8/20/26-6/9/27
Guevara, Nelly	Educational Services [Elementary School Dream Instructor - Strings] - Funding: Gifts	9/1/26-6/30/27
Parise, Christopher	Lincoln MS [Percussion Instructor] - Funding: Gifts	8/17/26-6/11/27
Rodriguez Gonzalez, Enrique	Educational Services [Elementary School Mariachi Instructor] - Funding: Measure “R”	9/1/26-6/30/27
Smith, Qeanu	Santa Monica HS [Visual Caption Technician] - Funding: Arts & Music in Schools (AMS) - Proposition 28	7/1/26-6/30/27

Lamell, Rachel	Adams MS [Vocal Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	8/20/26-6/9/27
Martinez, Yolanda	Webster ES [Music Specialist] - Funding: Arts & Music in Schools (AMS) - Proposition 28	8/20/26-6/9/27
Moerschel, Josephine	Santa Monica HS [Viola Instructor - Orchestra] - Funding: Santa Monica Arts Parents Association	8/20/26-6/30/27
Nakano, Reiko	Santa Monica HS [Violin Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	8/20/26-6/30/27
Paris, Christopher	Santa Monica HS [Percussion Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	8/1/26-6/30/27
Schultz, Owen	Santa Monica HS [Drum Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	8/1/26-6/30/27
Senchuck, Emily	Santa Monica HS [Concert Band Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	8/1/26-6/30/27
Tyler, Charles	Santa Monica HS [Cello Instructor - Orchestra] - Funding: Santa Monica Arts Parents Association	8/20/26-6/30/27
Zakzook, Laila	Santa Monica HS [Viola Instructor - Orchestra] - Funding: Santa Monica Arts Parents Association	8/20/26-6/30/27

Classified Personnel – Non-Merit
10/29/26

AVID TUTOR		**EFFECTIVE DATE**
Barikhan, Cecilia	Santa Monica HS	9/15/26-6/30/27
Garcia, Jasmine	Olympic HS	8/26/26-6/30/27
Preza, Citlaly	Santa Monica HS	9/15/26-6/30/27

COACHING ASSISTANT		**EFFECTIVE DATE**
Honaker, Chase	Santa Monica HS	9/4/26-6/11/27
Olinger, Amanda	Middle School Athletic Program	10/1/26-4/1/27
Parker, Calvin	Middle School Athletic Program	9/1/26-6/13/27
Thayne, David	Middle School Athletic Program	8/31/26-6/13/27
Washington, Dwayne	Santa Monica HS	8/1/26-6/30/27

TECHNICAL SPECIALIST – LEVEL II		**EFFECTIVE DATE**
Richards-Malatji, Genevieve	Roosevelt ES [Visual Arts/STEAM Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	9/14/26-6/12/27
Risso, Julie	Roosevelt ES [Visual Arts/STEAM Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	9/22/26-6/12/27

TECHNICAL SPECIALIST – LEVEL III		**EFFECTIVE DATE**
Baird, Ryan	Santa Monica HS [Bass Instructor – SMAPA] - Funding: Santa Monica Arts Parents Association	8/27/26-6/30/27
Hamilton, Zachary	Malibu MS/HS [Violin Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	8/24/26-6/10/27
La Chappelle, Ethan	Santa Monica HS [Cello Instructor – SMAPA] - Funding: Santa Monica Arts Parents Association	9/14/26-6/30/27
Le Mire, Sherry	Roosevelt ES [Visual Arts/STEAM Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	9/30/26-6/12/27
Leon Mazzora, Maria	Educational Services [Elementary School Dream Voice Instructor] - Funding: SMEF – Dream Winds	9/1/26-6/30/27

Needham, Kevin	Lincoln MS [Music Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	10/1/26-6/10/27
Omeish, Jordan	Adams MS [Choreographer - Theater] - Funding: Arts & Music in Schools (AMS) - Proposition 28	9/1/26-6/9/27
Vogel, Diego	Santa Monica HS [Visual Caption Technician] - Funding: Santa Monica Arts Parents Association	8/20/26-6/30/27
Walsh, Megan	Roosevelt ES [Visual Arts/STEAM Instructor] - Funding: Arts & Music in Schools (AMS) - Proposition 28	9/14/26-6/12/27
Zavala, Damon	Santa Monica HS [Viola Instructor – SMAPA Orchestra] - Funding: Santa Monica Arts Parents Association	8/24/26-6/30/27

SANTA MONICA – MALIBU UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
MEETING CALENDAR
2026 – 2027

Date	Time	Location	Notes
2026			
July 8, 2026	4:30 p.m.	Board Room – District Office	
August 12, 2026	4:30 p.m.	Board Room – District Office	
September 9, 2026	4:30 p.m.	Testing Room – District Office	
October ~~14~~, 21, 2026	**4:30 p.m.**	**Testing Room – District Office**	**Rescheduled from October 14, 2026**
November 10, 2026	4:30 p.m.	Board Room – District Office	Adjusted due to Veterans Day
December 9, 2026	4:30 p.m.	Board Room – District Office	
2027			
January 13, 2027	4:30 p.m.	Board Room – District Office	
February 10, 2027	4:30 p.m.	Board Room – District Office	
March 10, 2027	4:30 p.m.	Testing Room – District Office	
April 14, 2027	4:30 p.m.	Board Room – District Office	Budget – First Reading
May 12, 2027	4:30 p.m.	Board Room – District Office	Budget – Public Hearing and Adoption
June 9, 2027	4:30 p.m.	Board Room – District Office	

Board of Education Meeting Agenda Items Timeline
2026-27

Agenda items (including attachments) are due two weeks prior to the board meeting date (unless otherwise noted).

Board Meeting Date	Comments	Full Agenda Items Due	Exec. Cabinet Review	Agenda Planning	Any Minor, Final Changes Due (morning)	Agenda Published (noon)
7/16/25 (Th)	Format: **A**	7/2/26	7/6/26	7/7/26	7/10/26	7/10/26
8/6/26 (Th)	Format: **A**	7/23/26	7/27/26	7/28/26	7/31/26	7/31/26
8/27/26 (Th)	Format: **B**	8/13/26	8/17/26	8/18/26	8/21/26	8/21/26
9/3/26 (Th)	Format: **A**	8/20/26	8/24/26	8/25/26	8/28/26	8/28/26
9/9/26 (W)	*Special Mtg: Unaudited Actuals*	*8/27/26*	*8/31/26*	*9/1/26*	*9/4/26*	*9/4/26*
9/17/26 (Th)	Format: **B**	9/3/26	9/8/26	9/8/26	9/11/26	9/11/26
10/1/26 (Th)	Format: **A** Malibu City Hall	9/17/26	9/22/26	9/22/26	9/25/26	9/25/26
10/15/26 (Th)	Format: **B**	10/1/26	10/5/26	10/6/26	10/9/26	10/9/26
11/5/26 (Th)	Format: **A** Malibu City Hall	10/22/26	10/26/26	10/27/26	10/30/26	10/30/26
11/19/26 (Th)	Format: **B**	11/5/26	11/9/26	11/10/26	11/13/26	11/13/26
12/10/26 (Th)	*Special Mtg: 1st Interim*	*11/24/26*	*11/30/26*	*12/1/26*	*12/4/26*	*12/4/26*
12/17/26 (Th)	Format: **A**	12/3/26	12/7/26	12/8/26	12/11/26	12/11/26
WINTER BREAK: 12/21/26 – 1/1/27						
1/21/27 (Th)	Format: **A**	1/7/27	1/11/27	1/12/27	1/15/27	1/15/27
2/4/27 (Th)	Format: **A** Malibu City Hall	1/21/27	1/25/27	1/26/27	1/29/27	1/29/27
2/18/27 (Th)	Format: **B**	2/4/27	2/8/27	2/9/27	2/12/27	2/12/27
3/4/27 (Th)	Format: **A**	2/18/27	2/22/27	2/232/7	2/26/27	2/26/27
3/10/27 (W)	*Special Mtg: 2nd Interim*	*2/25/27*	*3/1/27*	*3/2/27*	*3/5/27*	*3/5/27*
3/17/27 (W)	Format: **B** Malibu City Hall	3/4/27	3/8/27	3/9/27	3/12/27	3/12/27
SPRING BREAK: 3/22/27 – 4/2/27						
4/15/27 (Th)	Format: **A**	4/1/27	4/5/27	4/6/27	4/9/27	4/9/27
5/6/27 (Th)	Format: **A** Malibu City Hall	4/22/27	4/26/27	4/27/27	4/30/27	4/30/27
5/20/27 (Th)	Format: **B**	5/6/27	5/10/27	5/11/27	5/14/27	5/14/27
6/3/27 (Th)	Format: **A**	5/20/27	5/24/27	5/25/27	5/28/27	5/28/27
6/17/27 (Th)	*Special Mtg: LCAP & Budget Public Hearings*	*6/3/27*	*6/7/27*	*6/8/27*	*6/11/27*	*6/11/27*
6/22/27 (Tu)	Format: **B**	6/10/27	6/14/27	6/15/27	6/18/27	6/18/27

Meeting "A"	Meeting "B"
1. Closed Session 2. Commendations/Recognitions 3. Public Comments on Agenda Items 4. Study Session 5. Communications 6. Supt. Report 7. Consent Calendar 8. Discussion Items 9. Major Items 10. Information Items 11. General Public Comments	1. Closed Session 2. Commendations/Recognitions 3. Supt. Report 4. Public Comments on Agenda Items 5. Consent Calendar 6. Study Session 7. Discussion Items 8. Major Items 9. Information Items 10. General Public Comments

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

VII. Personnel Commission Business:

A. Future Items:

Subject	Action Steps	Tentative Date
TBD		

VIII. Next Regular Personnel Commission Meeting:

Wednesday, December 9, 2026, at 4:30 p.m. – *District Office Board Room*

IX. Public Comments for Closed Session Items Only:

X. Closed Session:

The Commission adjourned to closed session at _____ p.m. pursuant to Government Code Section 54954.5 and 54957 to discuss:

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Director of Classified Personnel

The Commission reconvened into open session at _____ p.m. and reported on the following action taken in closed session:

XI. Adjournment: