

**MORGAN HILL UNIFIED SCHOOL DISTRICT**  
**Personnel Commission**  
**AGENDA**

Date: March 17, 2021  
Time: 5:00 p.m.  
Location: Via Zoom  
15600 Concord Circle  
Morgan Hill, CA 95037

Join Zoom Meeting

<https://us02web.zoom.us/j/87182714821?pwd=ZnZ3WWtXZjNpcE9FTnQ1QnJVS0g1UT09>

Meeting ID: 871 8271 4821

Passcode: Gs3DcY

To make a public comment, please complete the Google Form titled MHUSD Personnel Commission Speaker Request prior to the start of the meeting: [MHUSD Personnel Commission Speaker Request](#)

**I. OPEN SESSION**

Meeting Called to Order:

Pledge of Allegiance

Roll Call: Pam Torrisi (Chair) \_\_\_\_\_  
Tara Bevington \_\_\_\_\_  
Victor Loesche \_\_\_\_\_

**II. ADOPT AGENDA**

Motion By: \_\_\_\_\_ Ayes: \_\_\_\_\_  
Second By: \_\_\_\_\_ Noes: \_\_\_\_\_

**III. APPROVE MINUTES of February 24, 2021 meeting**

Motion By: \_\_\_\_\_ Ayes: \_\_\_\_\_  
Second By: \_\_\_\_\_ Noes: \_\_\_\_\_

**IV. INTRODUCTIONS/PRESENTATIONS/RECOGNITION/ANNOUNCEMENTS**

*This is an opportunity for Personnel Commission members and staff to introduce staff members or others and to recognize accomplishments of staff members and departments.*

A. COVID Testing at Live Oak for MHUSD staff

B. COVID Vaccination

**V. ITEMS FOR PUBLIC COMMENT AND COMMUNICATION**

*This opportunity for members of the public to communicate with the Commission on any item not scheduled for action.*

A. MHCEA update

VI. ITEMS FOR PERSONNEL ACTION

*This section lists the items for Commission action.*

A. Hiring Report

Stonehouse

Motion By: Ayes:

Second By: Noes:

VII. REPORTS/INFORMATION/DISCUSSION

*This section is reserved for topics of discussion by the Commission members and staff*

A. School Re-Opening Information

Myers

B. Merit Academy Discussion

Stonehouse

VIII. ITEMS FOR PERSONNEL CONSENT

*These are routine items requiring little or no separate explanation. They are acted upon in a single motion.*

None

IX. ADJOURN:

Motion By: Ayes:

Second By: Noes:

**MORGAN HILL UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION MEETING  
February 22, 2021 – March 12, 2021**

|               |  |
|---------------|--|
| Topic:        | Hiring Report                                  |
| Prepared by:  | Kristin Stonehouse, Human Resources Specialist |
| Presented by: | Kristin Stonehouse, Human Resources Specialist |
| Type of Item: | Action   |

**NEW HIRES, PROMOTIONS, INCREASE IN HOURS**

**New Hires:**

|            |                  |            |          |
|------------|------------------|------------|----------|
| Luis Lopez | Paraprofessional | Special Ed | 03/22/21 |
|------------|------------------|------------|----------|

**Promotions:**

|                  |                  |         |          |
|------------------|------------------|---------|----------|
| Gilberto Miranda | Custodian        | Sobrato | 03/15/21 |
| Shellie DeJesus  | Health Assistant | El Toro | 03/23/21 |

**Increase in Hours:**

None

**SUBSTITUTE, LIMITED TERM ASSIGNMENT, WORKING OUT OF CLASS**

**Substitutes:**

|                 |           |         |          |          |
|-----------------|-----------|---------|----------|----------|
| Dylan Macias    | Custodian | Various | 07/01/20 | 06/30/21 |
| Jorge Dominguez | Custodian | Various | 12/01/20 | 06/30/21 |

**Limited Term Assignment:**

None

**Working Out of Class:**

None

**Transfers**

None

**RESIGNATIONS, RETIREMENTS, SEPARATIONS, & LEAVE OF ABSENCE**

|                |                             |                |          |          |
|----------------|-----------------------------|----------------|----------|----------|
| Kaylee Jimenez | Student Nutrition Assistant | Food Service   | Resigned | 03/05/21 |
| Karen Godwin   | Bus Driver                  | Transportation | Resigned | 03/10/21 |
| Tessie Hobbs   | Student Nutrition Assistant | Food Service   | Retired  | 04/30/21 |
| Jasmeet Kaur   | Paraprofessional            | Britton        | Released | 03/05/21 |

## **Leave of Absence**

\* signifies that leave time is being used intermittently

|                      |                             |                  |          |          |
|----------------------|-----------------------------|------------------|----------|----------|
| Trinidad Segura      | Groundskeeper               | Grounds          | 09/21/20 | 03/08/21 |
| Rosalia Martinez     | Student Nutrition Lead      | Food Service     | 11/16/20 | 03/15/21 |
| Griselda Dominguez   | Yard Duty                   | San Martin/Gwinn | 08/13/20 | 04/12/21 |
| Carolyn Elias        | Yard Duty                   | Los Paseos       | 09/1/20  | 04/12/21 |
| Ana Lozano           | Yard Duty                   | San Martin/Gwinn | 08/13/20 | 04/12/21 |
| Leonor Perez Mendoza | Yard Duty                   | San Martin/Gwinn | 08/13/20 | 04/12/21 |
| Rosanna Scorsur      | Yard Duty                   | Nordstrom        | 08/13/20 | 04/12/21 |
| Tanya Connor         | Yard Duty                   | El Toro          | 08/13/20 | 04/12/21 |
| Adriana Contreras    | Yard Duty                   | Los Paseos       | 08/13/20 | 04/12/21 |
| Valerie Carr         | Yard Duty                   | PA Walsh         | 08/13/20 | 04/12/21 |
| Kari Ramirez         | Yard Duty                   | Nordstrom        | 08/13/20 | 04/12/21 |
| Brenda Sandoval      | Yard Duty                   | Paradise Valley  | 08/13/20 | 04/12/21 |
| Tiffany Miller       | Yard Duty                   | Paradise Valley  | 08/13/20 | 04/12/21 |
| Lilia Romero         | Yard Duty                   | PA Walsh         | 08/13/20 | 03/01/21 |
| Alma Torres Martinez | Paraprofessional            | PA Walsh         | 10/01/20 | 06/04/21 |
| Donald Roberts       | Bus Driver                  | Transportation   | 01/05/21 | 03/29/21 |
| Tina Latimore        | Student Nutrition Assistant | Food Service     | 01/05/21 | 03/22/21 |
| Sebastien Severin    | Custodian                   | Nordstrom        | 01/29/21 | 07/01/21 |
| Henry Arias          | Custodian                   | Martin Murphy    | 02/03/21 | 03/18/21 |
| David DuMond         | Paraprofessional            | PA Walsh         | 02/22/21 | 03/18/21 |
| Maria Dresser        | Paraprofessional            | JAMM             | 02/22/21 | 03/26/21 |
| Florita Sanders      | Paraprofessional, Bilingual | San Martin/Gwinn | 03/12/21 | 03/22/21 |

## **POSTING FOR NOTICE OF EXAMINATION**

| CLASSIFICATION              | DEADLINE |
|-----------------------------|----------|
| Student Supervisor          | 03/19/21 |
| Student Nutrition Assistant | 03/19/21 |
| Delegate Behind the Wheel   | 03/14/21 |
| Community Liaison           | 03/09/21 |

## **EXAMINATIONS**

| CLASSIFICATION              | DATE OF TEST         | NUMBER OF ELIGIBLES | NUMBER OF RANKS |
|-----------------------------|----------------------|---------------------|-----------------|
| Student Supervisor          | 03/01/21             | 2                   | 2               |
| Custodian                   | 03/01/21<br>03/09/21 | 8                   | 7               |
| Student Nutrition Assistant | 03/01/21             | 2                   | 2               |
| Bus Driver                  | 03/11/21<br>03/10/21 | 1                   | 1               |
| ASB Bookkeeper              | 03/12/21             | 3                   | 3               |

**INTERVIEWS**

| <b>CLASSIFICATION</b>  | <b>DATE OF<br/>INTERVIEW</b> |
|------------------------|------------------------------|
| Custodian              | 02/22/21                     |
| Health Assistant       | 03/02/21                     |
| Paraprofessional, MTSS | 03/04/21                     |
| Paraprofessional       | 03/05/21                     |
| Student Supervisor     | 03/05/21                     |

**POSTING FOR TRANSFER**

| <b>CLASSIFICATION</b>       | <b>DATE OPEN</b> |
|-----------------------------|------------------|
| Student Nutrition Assistant | 03/19/21         |

**MORGAN HILL UNIFIED SCHOOL DISTRICT**  
**Personnel Commission**  
**MINUTES**

Date: February 24, 2021  
Time: 5:00 p.m.  
Location: Via Zoom  
15600 Concord Circle  
Morgan Hill, CA 95037

Join Zoom Meeting

<https://us02web.zoom.us/j/89376389915?pwd=TGorUFRJU1hHcHhSbnJDLy9rUVBLUT09>

Meeting ID: 893 7638 9915

Passcode: 7TT2uC

To make a public comment, please complete the Google Form titled MHUSD Personnel Commission Speaker Request prior to the start of the meeting: [MHUSD Personnel Commission Speaker Request](#)

**I. OPEN SESSION**

Meeting Called to Order: 5:06 PM

Pledge of Allegiance

|            |                     |                |
|------------|---------------------|----------------|
| Roll Call: | Pam Torrisi (Chair) | <u>Present</u> |
|            | Tara Bevington      | <u>Present</u> |
|            | Victor Loesche      | <u>Present</u> |

**Ia. APPOINTMENT OF NEW COMMISSIONER**

A. Swearing in of New Personnel Commissioner, Victor Loesche **Myers Stonehouse**

**II. ADOPT AGENDA**

|                         |         |
|-------------------------|---------|
| Motion By: T. Bevington | Ayes: 3 |
| Second By: V. Loesche   | Noes: 0 |

**III. APPROVE MINUTES of November 18, 2020 meeting**

|                         |         |
|-------------------------|---------|
| Motion By: V. Loesche   | Ayes: 3 |
| Second By: T. Bevington | Noes: 0 |

**IV. INTRODUCTIONS/PRESENTATIONS/RECOGNITION/ANNOUNCEMENTS**

*This is an opportunity for Personnel Commission members and staff to introduce staff members or others and to recognize accomplishments of staff members and departments.*

A. New Commissioner Introduction - V. Loesche introduced himself and gave a brief bio

B. COVID Testing at Live Oak for MHUSD staff – K. Stonehouse talked about the COVID testing we are offering all MHUSD staff. It's touch-free and at no cost to employees. Testing is on Tuesday and Thursday from 12:00-4:00

C. COVID Vaccination – K. Stonehouse gave a brief update on when educational employees will be eligible for the vaccine. Informed Commission that MHUSD is working with Albertsons Company and the County of Santa Clara to be able to offer a vaccine program to our employees. No further info is

available and they are still in talks. The commission gave feedback on the timing of scheduling the second vaccine due reactions the body may have and to minimize absences.

V. ITEMS FOR PUBLIC COMMENT AND COMMUNICATION

*This opportunity for members of the public to communicate with the Commission on any item not scheduled for action.*

A. MHCEA update – D. Nunes thanked the new commissioner for his service. Gave positive feedback from classified employees that during their reassignments they enjoyed learning new skills, working with students and working at school sites. Negotiations have started between MHUSD and MHCEA.

VI. ITEMS FOR PERSONNEL ACTION

*This section lists the items for Commission action.*

A. Hiring Report

Stonehouse

Motion By: T. Bevington

Ayes: 3

Second By: V. Loesche

Noes: 0

B. Selection of Chairperson for 2021

Stonehouse

Pam Torrisi was selected as the 2021 Chairperson

Motion By: T. Bevington

Ayes: 3

Second By: V. Loesche

Noes: 0

VII. REPORTS/INFORMATION/DISCUSSION

*This section is reserved for topics of discussion by the Commission members and staff*

A. School Re-Opening

~~Myers~~ Stonehouse

Brief information was provided on school re-opening

B. Merit Academy 2021

Stonehouse

All Commissioners are registered for the Merit Academy

VIII. ITEMS FOR PERSONNEL CONSENT

*These are routine items requiring little or no separate explanation. They are acted upon in a single motion.*

None

IX. ADJOURN: 5:50 PM

Motion By: T. Bevington

Ayes: 3

Second By: V. Loesche

Noes: 0