

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

**Minutes of the Regular Meeting of October 26, 2020**

**CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Ms. Patricia Haley, Chairperson, called the meeting to order at 4:32 p.m.

**PERSONNEL COMMISSIONERS**

Ms. Patricia Haley, Chairperson  
Ms. Anita Varela, Vice-Chairperson  
Mr. Tommy Reminiskey, Member

**STAFF PRESENT**

Paul Deines, Director, Classified Human Resources  
Edna Figueroa, Administrative Secretary  
Debra Shandy, Personnel Technician I  
Martha Roberts, Personnel Technician II

**APPROVAL OF MINUTES – REPORT 2**

A motion to approve the minutes of the regular meeting of September 28, 2020, was made by Ms. Varela and seconded by Mr. Reminiskey; the motion was approved unanimously.

**APPROVAL OF THE PERSONNEL REPORT – REPORT 3**

The Personnel Commission reviewed the Personnel Report.

A motion for approval was made by Mr. Reminiskey, seconded by Ms. Varela, and approved unanimously.

**APPROVAL/RATIFICATION OF RECRUITMENTS – REPORT 4**

The Personnel Commission reviewed the recruitment bulletins.

Ms. Varela asked how many Instructional Assistant positions are currently vacant. Mr. Deines stated that there are about 17 Instructional Assistant vacancies.

Mr. Reminiskey asked how many hours the Instructional Assistants are scheduled for. Mr. Deines stated that Instructional Assistants are generally scheduled for three hours a day.

A motion for approval was made by Ms. Varela, seconded by Mr. Reminiskey, and approved unanimously.

**RATIFICATION/CERTIFICATION OF ELIGIBILITY LISTS – REPORT 5**

The Personnel Commission reviewed the Director’s Certification of Eligibility Lists.

A motion for approval was made by Mr. Reminiskey, seconded by Ms. Varela, and approved unanimously.

**PUBLIC COMMENTS**

Ms. Figueroa read aloud a public comment submitted by Marleen Acosta, Clerk, Nicolas Junior High School and CSEA Chapter #130 Secretary:

*“I would like the Personnel Commission to review article 60.1.5.3. I would like the rule to be amended to include notification by mail to ANY employee who will be removed from the eligibility list. Employees need to be aware that they have been removed so that they can reapply once another position opens up. Our substitutes deserve a fair opportunity to be considered for all jobs that they are qualified for.”*

After a brief discussion, Ms. Haley requested that Mr. Deines provide the Personnel Commission with an update on the matter at the next regular meeting.

**DIRECTOR’S REPORT:**

Mr. Deines began by thanking the Personnel Commission for the opportunity to serve as the Director of Classified Human Resources. Mr. Deines also thanked the Personnel Commission staff for helping and supporting him with his transition to the office. He also recognized the hospitality of the staff at the school sites and District departments he’s had the opportunity to visit so far.

Mr. Deines shared that the Personnel Commission staff has continued to move forward with numerous recruitments, as the need for support staff at the school sites continues.

**PUBLIC HEARING ON THE APPOINTMENT OF THE JOINT PERSONNEL COMMISSIONER - REPORT 8**

Ms. Varela opened the public hearing on the appointment of the new Joint Personnel Commissioner, Jose Trinidad Castaneda III.

No public comments were made.

**APPOINTMENT OF THE JOINT PERSONNEL COMMISSIONER - REPORT 9**

Mr. Castaneda III thanked Ms. Haley for her service and expressed his excitement for the opportunity.

Ms. Varela moved to appoint Mr. Castaneda III as the new Joint Personnel Commissioner to the term that begins December 1, 2020, and expires on

December 1, 2023 at 12:00 pm. Mr. Reminiskey seconded the motion; the motion carried 2-0 with Ms. Haley abstaining.

**DR. HAMMITT - SCHOOL REOPENING UPDATE - REPORT 10**

Dr. Hammitt began by sharing information regarding the number of students participating in the different learning models. Dr. Hammitt expressed his gratitude for the Classified staff members who have helped with the transition to on-campus instruction, including bus drivers and Nutrition Services staff.

Dr. Hammitt addressed the Personnel Commissioners' questions regarding the three learning models, alternative locations and facilities, and the after school program.

No action was taken on this information item.

**ACTIVE RECRUITMENT LIST - REPORT 11**

The Personnel Commission reviewed the Active Recruitment List. Mr. Deines shared updates regarding some of the open recruitments.

Ms. Haley asked if the Personnel Commission staff could add a column to the list that would reflect the number of vacancies for each open recruitment. Mr. Deines stated that the column would be added.

Mr. Reminsky asked for an update regarding the Bus Driver recruitment. Mr. Deines shared that he and Ms. Roberts were working on screening applications for the position.

No action was taken on this information item.

**ADMINISTRATION AND POLICY - REPORT 12**

The Personnel Commission reviewed the current budget printout.

No action was taken on this information item.

**OTHER BUSINESS**

**ADJOURNMENT OF REGULAR MEETING**

The regular meeting was adjourned at 5:12 p.m.

**RECESS TO CLOSED SESSION**

No action was taken during closed session.

**Minutes Accepted By:**

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Patricia Haley, Chairperson  
Recorded by: Edna Figueroa