

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

November 18th, 2019 – 4:00 P.M.

AGENDA

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE**
- 2. APPROVE MINUTES FOR THE REGULAR MEETING OF OCTOBER 21ST, 2019***
- 3. PUBLIC COMMENTS**
Questions - Agenda or Non-Agenda Material
- 4. DIRECTOR'S REPORT:**
THE DIRECTOR WILL PROVIDE AN OVERVIEW OF ACTIVITIES IN THE CLASSIFIED PERSONNEL OFFICE SINCE THE LAST MEETING AND TO TALK ABOUT SUCCESSES. THIS ITEM IS FOR INFORMATION ONLY.
- 5. APPROVAL OF REPORTS:**
 - 5.1 Report #1 – Consider the use of a recording device during Commission meetings and summary minutes ***
 - 5.2 Report #2 –Receive the Classified Personnel Report***
 - 5.3 Reports #3 – Approve/Ratify Recruitments***
(MP=Merged Promotional; OC=Open Competitive)

Maintenance Worker II (6:00-2:30 PM or 2:30-11:00 PM)- MP & OC
School Bus Driver-MP & OC
Speech and Language Pathology Assistant-PART-TIME-MP & OC
Instructional Assistant/Special Education II-PART-TIME-MP & OC
Instructional Assistant/Special Education I-PART-TIME-MP & OC
Food Service Assistant I-ON-CALL-SUBSTITUTE
Food Service Assistant I-PART-TIME (1-2 hours/day)-MP&OC
Instructional Assistant/Expanded Learning-PART TIME-MP&OC
Instructional Assistant/Recreation-PART-TIME-MP&OC
Mechanic I-SUBSTITUTE
School Office Manager (Bilingual Spanish)-MP&OC
Instructional Assistant/Expanded Learning-ON-CALL-SUBSTITUE
Instructional Assistant/Recreation-ON-CALL-SUBSTITUTE

Instructional Assistant/Regular-ON-CALL-SUBSTITUTE
Instructional Assistant/Special Education I-ON-CALL-SUBSTITUTE
Health Assistant (Regular & Biliterate/Spanish)-PART-TIME-MP&OC

5.4 **Report #4- Ratify/Certify the Director's Prior Certification of Eligibility Lists***

Bus Driver expiration date 4/18/20
Food Service Assistant I expiration date 5/8/20
HVAC Technician expiration date 10/22/19
Instructional Asst./Expanded Learning expiration date 5/6/20
Instructional Asst./Regular expiration date 4/30/20
School Office Manager expiration date 4/24/20
Social Service Assistant expiration date 4/24/20
Supervisor of Nutrition Services expiration date 4/25/20

5.5 **Report #5 Consider the revision of Personnel Commission Rule #50.2.14.2 regarding the 90-day retest rule***

5.6 **Report # 6- Consider revision to the Bus Driver job description removing the three-year requirement for possession of a basic Driver's License***

5.7 **Report # 7- Revision to Bus Driver Trainer, consider revision Bus Driver salary allocation***

5.8 **Report # 8- Consider changing the language of the Instructional Assistant/Expanded Learning job description to preferred instead of recent***

5.9 **Report # 9- Consider using Custodian II eligibility list to fulfill Custodian I vacancies ***

5.10 **Report # 10- Consider approval of Playground Supervisor Classification and salary allocation***

5.11 **Report # 11- Personnel Commission site visits***

5.12 **Report # 12- Consider approval of attendance for interested Commissioners to attend the CSPCA annual conference February 20-22, 2020***

5.13 **Report # 13- Consider approval of Personnel Commissioner attendance at Merit System Academy***

6. **ADMINISTRATION AND POLICY**

Current Budget Printout

7. OTHER BUSINESS

8. RECESS TO CLOSED SESSION - pursuant to Government Code 54957
to discuss Classified Personnel Director's Job Performance Evaluation

9. ADJOURNMENT

***DENOTES ACTION TO BE TAKEN**