

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

Minutes of the Regular Meeting of September 28, 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

John Caldecott, Interim Classified Personnel Director
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 special meeting of August 20, 2020, was made by Mr. Reminiskey and seconded by Ms. Varela; the motion was approved unanimously.

A motion to approve the minutes of the regular meeting of August 24, 2020, was made by Ms. Varela and seconded by Mr. Reminiskey; the motion was approved unanimously.

A motion to approve the minutes of the special meeting of September 3, 2020, was made by Mr. Reminiskey and seconded by Mr. Varela; the motion carried 2-0 with Ms. Haley abstaining.

A motion to approve the minutes of the special meeting of September 21, 2020, was made by Mr. Reminiskey and seconded by Ms. Varela; the motion carried 2-0 with Ms. Haley abstaining.

A motion to approve the minutes of the special meeting of September 22, 2020, was made by Mr. Reminiskey and seconded by Ms. Varela; the motion carried 2-0 with Ms. Haley abstaining.

APPROVAL OF THE PERSONNEL REPORT – REPORT 3

The Personnel Commission reviewed the Personnel Report.

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

APPROVAL/RATIFICATION OF RECRUITMENTS – REPORT 4

The Personnel Commission reviewed the recruitment bulletins.

Ms. Haley asked if the Computer Technician I vacancy is a growth position or a replacement. Mr. Caldecott explained that the recruitment is for a new position.

Ms. Haley asked if the School Safety Monitor classification is new. Mr. Caldecott explained that the classification is an existing classification and the recruitment is to fill the need for surveillance monitoring. Dr. Hammitt added that the Safety Monitors will be used to monitor equipment that is being kept outside at school sites, such as tents and thermal cameras during the evening hours. Mr. Caldecott shared that the School Safety Monitors will be on assignment for up to six (6) months.

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

PUBLIC COMMENTS

No public comments were made.

DIRECTOR’S REPORT:

Mr. Caldecott shared that the Classified Human Resources office is working hard to keep up with current recruitments and thanked the Personnel Commission staff for their efforts. Mr. Caldecott also thanked the District staff and everyone who has helped him during his tenure with the Fullerton School District.

RECOGNITION OF PERSONNEL COMMISSIONER PAT HALEY - REPORT 8

Ms. Varela thanked Ms. Haley for her help, guidance, and her time on the Personnel Commission.

Ms. Haley thanked everyone for the privilege of serving on the Personnel Commission. Ms. Haley also thanked the Personnel Commission staff for their hard work and dedication.

Mr. Reminiskey thanked Ms. Haley for her kindness, support, guidance, and their joint accomplishments.

Ms. Varela read aloud the resolution regarding Ms. Haley's contributions to the Fullerton School District.

Mr. Reminiskey moved to approve the resolution recognizing Joint Personnel Commissioner, Patricia Haley, seconded by Ms. Varela, and approved unanimously.

JOINT PERSONNEL COMMISSIONER - ANNOUNCEMENT OF INTENDED APPOINTEE TO THE PERSONNEL COMMISSION - REPORT 9

Ms. Varela introduced the intended appointee of the CSEA and Board Appointees, Jose Trinidad Castaneda III.

By rule, the current Joint Personnel Commissioner, Pat Haley, was recused from the discussion of the process.

Ms. Varela moved to approve the announcement of the intended joint appointee, Mr. Castaneda III, at the next regular Personnel Commission meeting of October 26, 2020, seconded by Mr. Reminiskey; the motion carried 2-0 with Ms. Haley abstaining.

WELCOME TO THE NEW DIRECTOR OF CLASSIFIED HUMAN RESOURCES - PAUL DEINES - REPORT 10

Ms. Figueroa shared Mr. Deines's introductory video.

Mr. Caldecott thanked Mr. Wes Kriesel for producing the video.

Ms. Varela asked if Mr. Caldecott will be present on Mr. Deines's first day. Mr. Caldecott stated that he would not be present but will remain in communication with Mr. Deines.

DR. HAMMITT - SCHOOL REOPENING PLAN UPDATE - REPORT 11

Dr. Hammitt began by sharing information regarding the different learning models available to students. Dr. Hammitt explained the current Instructional Assistant and Playground Supervisor assignments and the different capacities in which each will be working. Dr. Hammitt also shared information regarding employee health screenings and stated that all employees have been tested for COVID-19.

Dr. Hammitt addressed the Personnel Commissioners' questions regarding the three learning models, enrollment, and contact tracing.

No action was taken on this information item.

CONSIDER APPROVAL OF THE USE OF THE CUSTODIAN II ELIGIBILITY LIST TO FULFILL CUSTODIAN I VACANCIES - REPORT 12

Mr. Caldecott recommended that the Personnel Commission take action to approve the use of the Custodian II eligibility list to fill Custodian I vacancies, as doing so would save the Personnel Commission staff time and resources.

Ms. Varela asked if the incumbents on the Custodian II eligibility list would be paid a Custodian II salary when filling a Custodian I vacancy. Mr. Caldecott stated that the incumbents would be paid the salary of a Custodian I.

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

ELECTRONIC REPAIR TECHNICIAN II - CLASSIFICATION REVIEW/STUDY - REPORT 13

Mr. Caldecott stated that a copy of the Electronic Repair Technician II Classification Review/Study packet has been provided to the Personnel Commission for review while the District and CSEA schedule a time to meet for further discussion.

No action was taken on this information item.

ACTIVE RECRUITMENT LIST - REPORT 14

The Personnel Commission reviewed the Active Recruitment List.

No action was taken on this information item.

ADMINISTRATION AND POLICY - REPORT 15

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 5:20 p.m.

RECESS TO CLOSED SESSION

No action was taken during closed session.

Minutes Accepted By:

Patricia Haley, Chairperson
Recorded by: Edna Figueroa