

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

Minutes of the Regular Meeting of July 24, 2023

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Tommy Reminiskey, Chairperson, called the meeting to order at 4:30 p.m.
Dr. Norman led the pledge of allegiance.

PERSONNEL COMMISSIONERS

Mr. Tommy Reminiskey, Chairperson
Dr. Alexis Norman, Vice-Chairperson (remote teleconference attendance)
Ms. Sarah Kelman, Member

STAFF PRESENT

Paul Deines, Director, Human Resources
Edna Gastelo, Administrative Secretary
Blanca Martinez, Personnel Technician I
Debbie Shandy, Personnel Technician II
Cristina Reardon, Personnel Technician I
Martha Roberts, Personnel Specialist

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JUNE 26, 2023 - REPORT 2

The Personnel Commission reviewed the minutes.

A motion for approval was made by Ms. Kelman, seconded by Mr. Reminiskey; the motion passed unanimously.

APPROVAL OF THE CLASSIFIED PERSONNEL REPORT – REPORT 3

The Personnel Commission reviewed the Classified Personnel Report.

A motion for approval was made by Mr. Reminiskey, seconded by Ms. Kelman; the motion passed unanimously.

APPROVAL/RATIFICATION OF RECRUITMENTS – REPORT 4

The Personnel Commission reviewed the recruitment bulletin.

A motion for approval was made by Mr. Reminiskey, seconded by Ms. Kelman; the motion passed 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. Kelman, seconded by Mr. Reminiskey; the motion passed unanimously.

PUBLIC COMMENTS

No public comments were made.

DIRECTOR'S REPORT:

Mr. Deines began by sharing that summer programs were concluding with school starting in just a few weeks. The Classified HR office hosted another hiring event with almost 100 attendees and about 20 job offers made. He thanked the Classified HR staff for their efforts. Mr. Deines congratulated Dr. Hammitt on his promotion to Deputy Superintendent and shared brief information about AB 1699.

PROPOSED PERSONNEL COMMISSION RULES & REGULATIONS UPDATE - FIRST READ - REPORT 8

The Personnel Commission reviewed the proposed updates to 150.1.7 *NOTICE OF LAYOFF*.

Mr. Reminiskey recommended that the Personnel Commission review a second reading of the proposed updates to rule 150.1.7 at the next regular meeting, scheduled for August 28th.

CONSIDER APPROVAL OF THE REVISED INSTRUCTIONAL ASSISTANT JOB DESCRIPTION - REPORT 9

The Personnel Commission reviewed the proposed revisions to the Instructional Assistant job descriptions:

- Instructional Assistant / General Education
- Instructional Assistant / Recreation
- Instructional Assistant / Expanded Learning
- Instructional Assistant / Bilingual-Biliterate

A motion for approval was made by Mr. Reminiskey, seconded by Ms. Kelman; the motion passed unanimously.

ACTIVE RECRUITMENT LIST - REPORT 10

The Personnel Commission reviewed the Active Recruitment List.

No action was taken on this information item.

ADMINISTRATION AND POLICY - REPORT 11

The Personnel Commission reviewed the current budget printout.

No action was taken on this information item.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT OF REGULAR MEETING

The regular meeting was adjourned to closed session at 4:47 p.m.

RECESS TO CLOSED SESSION

No reportable action was taken during the closed session; closed session was adjourned at 4:52 p.m.

Minutes Accepted By:

Tommy Reminiskey, Chairperson

Recorded by: Edna Gastelo