

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

**December 12, 2022 – 4:30 P.M.**

**AGENDA**

At this time, we are continuing to conduct virtual Personnel Commission meetings. If you wish to participate in the meeting, please email Edna Gastelo at [edna\\_gastelo@myfsd.org](mailto:edna_gastelo@myfsd.org) to request the Zoom meeting link. Interested participants will have the opportunity to make public comments and to listen to the virtual meeting live.

- 1. Call to Order**
- 2. Oath of Office - Sarah Kelman**
- 3. Organization of the Personnel Commission** **Discussion/Action**
- 4. Approve Minutes for Regular Meeting of November 28, 2022** **Discussion/Action**
- 5. Approve the Classified Personnel Report** **Discussion/Action**
- 6. Approve/Ratify Recruitments** **Ratification**
  - Administrative Specialist
  - Payroll Technician II
  - School Bus Driver
  - School Bus Driver (On-Call)
  - Bus Driver Trainee
  - Custodian I (On-Call)
  - Instructional Assistant/Expanded Learning
  - Instructional Assistant/Recreation
  - Instructional Assistant/Special Education I
  - Instructional Assistant/Special Education I (On-Call)
  - Instructional Assistant/Special Education I – SPJH
  - Instructional Assistant/Special Education II
  - Instructional Assistant/Special Education II - SPJH
  - Playground Supervisor
  - Instructional Assistant/Bilingual Biliterate
  - Behavior Intervention Associate
- 7. Ratify/Certify the Director’s Certification of Eligibility Lists** **Ratification**
  - Instructional Assistant/Expanded Learning, exp. 06/08/23
  - Instructional Assistant/Recreation, exp. 06/08/23
  - Instructional Assistant/General Education, exp. 06/08/23
  - Instructional Assistant/Special Education I, exp. 06/08/23
  - Instructional Assistant/Special Education II, exp. 06/08/23

- Instructional Assistant/Special Education II-SPJH, exp. 06/08/23
- Supervisor, Nutrition Services, exp. 11/28/23
- Senior Secretary, exp. 12/06/23

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|---|---------------------------------|
| <p><b>8. Public Comments</b><br/>If you wish to make a public comment, please email Edna Gastelo no later than 2pm on the day of the meeting at <a href="mailto:edna_gastelo@myfsd.org">edna_gastelo@myfsd.org</a>.</p> | <p><b>Information Only</b></p>  |
| <p><b>9. Director’s Report</b><br/>The Director will provide an overview of activities in the Classified Personnel Department and discuss recent successes.</p>   | <p><b>Information Only</b></p>  |
| <p><b>10. Consider Approval of the new Assistant Director, Educational Services Job Description</b></p>   | <p><b>Discussion/Action</b></p> |
| <p><b>11. Consider Approval of the revised Child Development Program Specialist &amp; Supervisor Job Description</b></p>  | <p><b>Discussion/Action</b></p> |
| <p><b>12. Consider Approval of the 2023 Personnel Commission Meeting Calendar</b></p>   | <p><b>Discussion/Action</b></p> |
| <p><b>13. Active Recruitment List</b></p>   | <p><b>Information Only</b></p>  |
| <p><b>14. Administration and Policy</b><br/>Current budget printout</p>   | <p><b>Information Only</b></p>  |
| <p><b>15. Other Business</b></p>  | <p><b>Information Only</b></p>  |
| <p><b>16. Recess to Closed Session</b><br/>Pursuant to Government Code 54957 to discuss the Classified Personnel Director’s job performance evaluation.</p>   |                                 |
| <p><b>17. Adjournment</b></p>   |                                 |