

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

**Minutes of the Regular Meeting
March 19, 2018**

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Chairperson Lusch called the meeting to order at 4:35 p.m. and led the Pledge of Allegiance.

PERSONNEL COMMISSIONERS

Mr. Rodney Lusch, Chairperson
Ms. Janet McNeill, Co-Chairperson - ABSENT
Ms. Patricia Haley, Member

STAFF PRESENT

Chanjira Luu, Director of Classified Personnel
Eddie Bui, Classified Personnel Analyst
Yasmin Duque, Administrative Secretary

APPROVAL OF MINUTES

The minutes of the regular meeting of February 26, 2018, were approved on a motion made by Mr. Lusch, seconded by Ms. Haley, and carried unanimously.

PUBLIC COMMENTS

In attendance was the Assistant Superintendent of Personnel Services, Dr. Chad Hammitt.

There were no public comments.

APPROVAL OF REPORTS

Report #1 – Receive the Classified Personnel Report

Report #1 was approved on a motion made by Ms. Haley, seconded by Mr. Lusch, and carried unanimously.

Report #2 – The following recruitments were presented for approval/ratification:

Custodian I/substitute
Food Service Assistant I/substitute
Health Assistant
Instructional Assistant/Recreation
Instructional Assistant/Special Education II B

Instructional Assistant/Special Education I
Instructional Assistant/Technology
Playground Supervisor
Playground Supervisor/substitute
State Preschool Service Assistant/BB

Report #2 was approved on a motion made by Ms. Haley, seconded by Mr. Lusch, and carried unanimously.

Report #3 – The following eligibility lists were presented for approval/ratification of the Director's prior certification:

Instructional Assistant/Recreation
Instructional Assistant/Regular
Instructional Assistant/Special Education I
Mental Health Counseling Specialist

Ms. Haley inquired if employees working as Instructional Assistant/Recreation are working outdoors with students instead of in the classroom. Ms. Luu clarified that employees working as Instructional Assistant/Recreation are either assigned to the afterschool program or to the physical education classes during a regular school day.

Report #3 was approved on a motion made by Ms. Haley, seconded by Mr. Lusch, and carried unanimously.

Report #4 – Discuss and/or Reschedule the Personnel Commission's regular meeting dates of November 19, 2018 and December 17, 2018.

Ms. Haley stated that she did not have a problem with the proposed date change for November, but that perhaps she will have a scheduling conflict with the proposed date change for the meeting in December.

Mr. Lusch stated that he did not have a scheduling conflict with either of the proposed date changes for the meetings in November or December.

Given that Ms. McNeill is not present today, Mr. Lusch recommended that the Personnel Commission place this agenda item for the next regular meeting on April 16, 2018.

Report #4 was tabled on a motion made by Ms. Haley, seconded by Mr. Lusch, and carried unanimously.

ADMINISTRATION AND POLICY

The current budget printout was reviewed.

Ms. Luu noted that she had received the Personnel Commission's budget from the business office and that she is working on the budget for next year, to present to the Personnel Commission.

OTHER BUSINESS

The next regular meeting is scheduled for April 16, 2018 at 4:30 p.m.

ADJOURNMENT TO CLOSED SESSION

The regular meeting was adjourned at 4:41 p.m.

CLOSED SESSION

Closed session was called to order at 4:45 p.m.

Pursuant to Government Code 54957 to discuss Classified Personnel Director's Job Performance Evaluation.

No action was taken during closed session.

ADJOURNMENT FROM CLOSED SESSION

Closed session was adjourned at 5:15 p.m.

Minutes Accepted By:



Mr. Rodney Lusch, Chairperson

Recorded by: Yasmin Duque