

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

**Minutes of the Regular Meeting of July 27, 2020**

**CALL TO ORDER, PLEDGE OF ALLEGIANCE**

Ms. Patricia Haley, Chairperson, called the meeting to order at 4:33 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  
Eddie Bui, Classified Personnel Analyst  
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 regular meeting of June 29, 2020, was made by Mr. Reminiskey and seconded by Ms. Varela; the motion was approved unanimously.

**APPROVAL OF THE PERSONNEL REPORT – REPORT 3**

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

**APPROVAL/RATIFICATION OF RECRUITMENTS – REPORT 4**

The Personnel Commission reviewed the recruitment bulletins.

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

**RATIFICATION/CERTIFICATION OF ELIGIBILITY LISTS – REPORT 5**

The Personnel Commission reviewed the Director's Certification of Eligibility Lists. Mr. Reminiskey asked about the different expiration dates on Eligibility Lists. Mr. Caldecott explained that some lists are merged and both the old expiration dates and the new expiration dates are cited on the 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 highlighted some of the recent accomplishments made by the Personnel Commission staff: The Transportation Department is fully staffed, the Student Support Services Department is also fully staffed, the Expanded Learning classification has 13 recent hires and 10 in the hiring process. Mr. Caldecott thanked the Personnel Commission staff for their efforts.

Ms. Haley asked if there is any correlation between the recent hirings and the current economic state. Mr. Caldecott explained that the Personnel Commission staff has utilized a variety of job posting websites and believes the success may be a result of a combination of these things.

Ms. Haley asked what types of duties After School Program employees will be conducting while students are distant learning. Dr. Hammitt stated that those employees will be performing a variety of functions including virtual support to students during distance learning and assisting with the FSD employee child care program.

### **ANNUAL REPORT 2018-2020 - REPORT 8**

Mr. Caldecott explained that the Education Code requires that the Personnel Commission produce an Annual Report. Mr. Caldecott shared that the report is still a draft and will be distributed when finalized. Mr. Caldecott also shared that the report is a reflection of the efforts of the Personnel Commission and staff.

The Personnel Commissioners complimented the annual report and thanked the Personnel Commission staff.

No action was taken on this information item.

### **DR. HAMMITT- FSD COVID-19 SAFETY GUIDELINES - REPORT 9**

Dr. Hammitt began by sharing that school is set to start on August 11th with distance learning. Dr. Hammitt explained that the Fullerton School District is putting different safety guidelines in place for students and staff, as recommended by the California Department of Public Health. Dr. Hammitt continued to explain the ten (10) areas in which the District is to provide health and safety measures for students and staff as required by Governor Newsom.

No action was taken on this information item.

**ACTIVE RECRUITMENT LIST - REPORT 10**

The Personnel Commission reviewed the Active Recruitment List. Mr. Caldecott explained that the Personnel Commission staff has been working diligently to hire new substitute staff to help implement the new safety measures that have been put in place, as mentioned by Dr. Hammitt.

No action was taken on this information item.

**ADMINISTRATION AND POLICY - REPORT 11**

The Personnel Commission reviewed the budget printout.

No action was taken on this information item.

**OTHER BUSINESS**

**ADJOURNMENT OF REGULAR MEETING**

The regular meeting was adjourned at 5:19 p.m.

**RECESS TO CLOSED SESSION**

No action was taken during closed session.

**Minutes Accepted By:**

---

**Patricia Haley, Chairperson**  
**Recorded by: Edna Figueroa**